



**Vermont State Ethics Commission**  
**Meeting Minutes**  
**October 2, 2024 (unapproved)**  
**Remote Attendance\***

1. **Call to Order:** The regular meeting, held remotely via Zoom, was called to order by Chair Paul Erlbaum at 10:07 a.m. Also in attendance were Commission members Jack Kennelly, Chris Davis, Executive Director Christina Sivret and Administrative Assistant Erin Smith. Commissioners Michele Eid and Sarah Butson were absent.
2. **Public Comment:** None.
3. **Approval of Minutes:** On the motion of Chris Davis, seconded by Jack Kennelly, the minutes of the September 4, 2024 meeting were approved with a minor typo correction.
4. **Executive Director's Report:**

**Municipal Ethics Preparation/Training:** Executive Director Sivret reported that an agreement has been signed with CAPS to develop the online municipal ethics training at no cost to the Ethics Commission, with the Commission providing the substantive training content to CAPS. The Commission will work with Tyler Tech to make the training available through the Ethics Commission website. Executive Director Sivret is also working on a “best-practices for ethics investigations” document, although it may be better to hold off until the Commission finishes its own internal procedures for investigations in a few months’ time.

The Executive Director proposed that the funds that had been allocated for the municipal ethics training could be used to initiate a pilot mediation program for municipalities. The Executive Director previously applied for federal earmark funds for this project, but the Commission wasn’t selected for funding. The program would offer municipalities free mediation services to help resolve conflicts involving ethics issues. For \$5,000 the Commission could offer up to 10 hours of mediation services for 10 municipalities. The Ethics Commission would not provide the mediation services but would facilitate the hiring of an outside mediator and pay for the services. Chair Paul Erlbaum has seen that mediation can be extremely helpful and thinks that it is a great service to offer. Commissioner Jack Kennelly agreed and said that in his experience, mediation can keep many disagreements out of court.

**COGEL:** Executive Director Sivret reported that she will be presenting at the COGEL conference in Los Angeles in December and commissioners Jack Kennelly and chair Paul Erlbaum will also be attending.

**5. Executive Session:** At 10:28 a.m., on the motion of Chris Davis, seconded by Jack Kennelly, the Commission went into Executive Session. Executive Director Chris Sivret reported on complaints and requests for Guidance that had come in since the last Commission meeting. At 10:38 Jack Kennelly moved to leave Executive Session, seconded by Chris Davis.

**6. Other business:** Commission Chair Paul Erlbaum asked if there were any updates from the Secretary of State's office regarding sharing the online financial disclosure system. Executive Director Sivret reported that we probably wouldn't hear anything new on that front until after the election.

**7. Adjournment:** At 10:40 a.m., Chris Davis moved to adjourn the meeting, seconded by Jack Kennelly.

