



City of Salisbury
ETHICS COMMISSION
MEETING MINUTES
July 22, 2024

Commission Members Present

Dr. Lily Chi-Fang Tsai
Dr. Timothy Stock
Dr. Neill Carey

In Attendance

Ashley Bosche, *City Attorney*
Jessie Turner, *City Staff Liaison*
Chuck Eicholz, *Salisbury Zoo Director*
Coale Lenox, *Mayor's Office Intern*
Isabella Casey, *Mayor's Office Intern*

The Ethics Commission met at 9:00 am in the HQ Conference Room.

The meeting was called to order at 9:09 am.

Welcome & Introductions

Review and Approval of March 14, 2024 Minutes

- N.C. motioned, and T.S. seconded a motion to approve the Ethics Commission meeting minutes from March 14, 2024. The minutes were approved unanimously.

Discussion on Advisory Opinion 2024-02

- The Commission was asked to provide guidance concerning Zoo employees conducting business for the American Association of Zookeepers (AAZK) while on City time and using City resources.
- A.B. reviewed the facts of Advisory Opinion 2024-02.
- Zoo Director, C.E., confirmed the facts and answered questions from Commission members.
- On a motion from T.S. and a second from L.T., the Commission concluded that there is a potential conflict and will meet again to discuss a draft advisory opinion provided by A.B.

Review of Financial Disclosure Forms

- T.S. and J.T. provided an overview of the process of reviewing Financial Disclosure Forms according to the City Charter.
- The Commission reviewed Elected Officials, City Employees, and Boards & Commission members' disclosure forms and found no concerns.

- The Commission had a brief discussion on the future of the review process and potential revision of the forms. J.T. will provide examples of forms and work on revisions for next year.

Open Discussion

- Boards & Commission Code of Ethics—The Commission stands by the code presented to the City Council and believes it now rests with City Administration and Council to proceed.

Next Commission Meeting

- Tuesday, July 30th at 1:00 pm

A motion to adjourn was made by N.C., seconded by L.T.

Minutes Recorded By: Jessie Turner, *Mayor's Office*