

Regular Ethics Commission Meeting

Virtual Meeting by Zoom

**CALL TO ORDER:** Interim Vice-Chairperson Justin Grohs called the meeting to order at 10:00 AM.

**ROLL CALL:** Ethics Committee Members (CM) participated electronically via Zoom: Carmen Roberts, Seana Westcarr-Gray, and Alternate CM Justin Grohs.

**RECOGNITION OF STAFF:** City Clerk Lisa Kunz and City Attorney Jeff Hindoién.

The format of the Ethics Committee meeting was held in a virtual video-conferencing environment. To honor the Right of Participation and the Right to Know (Article II, Sections 8 and 9 of the Montana Constitution), public participation was welcomed as follows: [Register in advance to attend the virtual meeting utilizing Zoom: https://us02web.zoom.us/j/89254074379?pwd=S1BrOHhRSFhvTnd5MzhOaW9uK0Zpdz09](https://us02web.zoom.us/j/89254074379?pwd=S1BrOHhRSFhvTnd5MzhOaW9uK0Zpdz09)

- Provide written public comments. Comments may be sent by mail to the City Manager's Office, PO Box 5021, Great Falls, MT 59403 or by email to: [kartis@greatfallsmt.net](mailto:kartis@greatfallsmt.net) and must be received before 8:00 A.M. on Wednesday January 19, 2022. Due to tracking and dissemination requirements, written communication must be received by that time in order to be shared with the Ethics Committee and appropriate City staff for consideration during the agenda item and will be so noted in the official record of the meeting.
- Call in. The public may call in during specific public comment periods at 406-761-4786. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to customary time limits.

**1. APPROVAL OF MEETING MINUTES - - June 9, 2021.**

**CM Roberts moved, seconded by Alternate CM Grohs, that the Ethics Committee approve the meeting minutes of June 9, 2021 as presented.**

Interim Vice-Chair Grohs asked if there was any discussion amongst the Committee or comments from the public. Hearing none, Interim Vice-Chair Grohs called for the vote.

Motion carried 3-0.

**2. CONSIDER RECOMMENDATION ON APPOINTMENT OF A MEMBER TO THE ETHICS COMMITTEE.**

Interim Vice-Chair Grohs reported that Katrina Stark's term ended December 31, 2021. One application was received from David Sneddon.

**CM Roberts moved, seconded by CM Westcarr-Gray, that the Ethics Committee**

**recommend the appointment of David Sneddon to the Ethics Committee.**

Interim Vice-Chair Grohs commented that the recommendation of David Sneddon to the Ethics Committee would be for a three-year term through December 31, 2024.

Interim Vice-Chair Grohs asked if there was any discussion amongst the Committee.

Interim Vice-Chair Grohs commented that it seemed like a solid application and that Mr. Sneddon would be a great addition to the Ethics Committee.

CM Roberts agreed and added he had an interesting background.

Interim Vice-Chair Grohs asked if there were any comments from the public. Hearing none, Interim Vice-Chair Grohs called for the vote.

Motion carried 3-0.

### **3. APPOINTMENT OF OFFICERS.**

Interim Vice-Chair Grohs reported that the last action item on the agenda is the appointment of a Chairperson and Vice-Chairperson. At the June 9, 2021 committee meeting, Katrina Stark was appointed as Interim Chair. Her term has ended and she is no longer on the Ethics Committee. He was appointed as Interim Vice-Chair until appointments of officers could be added to the next agenda, which is this agenda. His appointment to the Ethics Committee was as an alternate member to participate when there is not a third member present. Pursuant to the Rules and Procedures for Governing the Ethics Committee, at the first regular meeting in each year, the Ethics Committee will elect from its members a Chairperson and Vice-Chairperson.

Interim Vice-Chair Grohs asked if there were any volunteers for Chairperson.

CM Roberts commented that she had served as Chairperson for four years and will abstain from volunteering.

CM Westcarr-Gray inquired if there was anything preventing Alternate CM Grohs from being nominated as Chairperson.

City Clerk Lisa Kunz responded that Alternate CM Grohs could be appointed as a Vice-Chair, but not as Chairperson.

City Attorney Jeff Hindoien added that the Ethics Committee designated three members and one alternate. Pragmatically speaking, it would be difficult for an alternate to serve as Chair because the alternate is really only in the position to serve on the Committee when one of the three members is unable or unavailable.

After a brief discussion, CM Westcarr-Gray volunteered.

**Alternate CM Grohs moved, seconded by CM Roberts, that the Ethics Committee appoint Seana Westcarr-Gray as Chairperson of the Ethics Committee effective at the next Ethics Committee meeting.**

Interim Vice-Chair Grohs asked if there was any discussion amongst the Committee or comments from the public. Hearing none, Interim Vice-Chair Grohs called for the vote.

Motion carried 3-0.

Interim Vice-Chair Grohs asked the will of the Committee with regard to appointment of a Vice-Chairperson.

After a brief discussion, Alternate CM Grohs noted he would be happy to continue in that role.

**CM Roberts moved, seconded by CM Westcarr-Gray, that the Ethics Committee nominate Justin Grohs as Vice-Chairperson of the Ethics Committee.**

Interim Vice-Chair Grohs asked if there was any discussion amongst the Committee or comments from the public. Hearing none, Interim Vice-Chair Grohs called for the vote.

Motion carried 3-0.

**PUBLIC COMMENT.**

None. [There were no public attendees at this Zoom meeting.]

**ADJOURNMENT.**

There being no further business to come before the Committee, CM Roberts moved, seconded by CM Westcarr-Gray to **adjourn the regular meeting of January 19, 2022, at 10:16 a.m.**

Motion carried 3-0.

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Justin Grohs, Interim Vice-Chairperson

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Acting Secretary – City Clerk Lisa Kunz

Minutes Approved: September 18, 2023