

SNCTF COMMITTEE Meeting

February 3, 2021

Zoom Meeting

Recorded By: Program Managers

The meeting was called to order at 6:03PM

Attendance:

Sherise Brown

Mary D. Gay

Natasha Harrison, PM

Jane H. Ridley

David Holder

Imani Bryant, APM

Elsie Lee Sullivan

Rick Hudson

Travis Parks

Kenyatta Mitchell

Ben Sian

Sheronde Glover, PM

Welcome, Call to Order, and Adoption of Agenda

- ❖ Meeting was called to order 6:03PM
- ❖ Motion to adopt the agenda

Review and Approval of Prior Meeting Minutes

- ❖ Motion to approve prior meeting minutes

Chair Report

- ❖ General thoughts or updates
 - Subcommittee Changes
 - Governance
 - David is stepping down as chair
 - Subcommittee members should decide who the new chair will be
 - Program and Projects
 - Rick is the chair
 - Operations
 - Mary has also stepped down as chair
 - Travis will reach out to Subcommittee Chairs for a meeting

Program Manager Report

- ❖ Proposal Updates/Conflicts
 - 28 Applications

- 3 Community Reviewers
- 2 members per set of proposals
 - Let program managers know if there is conflict of interest before the March meeting
 - Members will be assigned proposals to review at the March meeting

Ethics Training

- ❖ Carlos Santiago, Deputy Ethics Officer for the City of Atlanta
 - Code of Ethics are part of city law
 - Sections 2-801 through 2-825 in the Atlanta Code of Ordinances
 - Violation is subject to serious consequences
 - Guideline for avoiding violations and appearance of violations of the Code
 - Code is the minimum legal standard
 - Looking at the appearance of impropriety
 - Conflict of Interest: when personal connections interfere with the ability to perform duties objectively
 - Only deals with first degree family members (immediate family) but from appearance standpoint all family members are important to watch out for
 - Only includes current relationships as well but from appearance standpoint be mindful of how long ago the relationship took place
 - When there is conflict of interest the official needs to file an official report with the Ethics Office
 - Make the recusal as soon as the conflict is discovered
 - Personal businesses can only do business with the city if it is part of sealed competitive bid but officials need to recuse themselves from decision making process and disclose through the Ethics office
 - No gifts and gratuities allowed from a prohibited source
 - Prohibited source: anyone trying to business with the city
 - There is a 1 Year Cooling Off Period after you leave the committee
 - Annual City Financial Disclosure due by April 1st each year
- ❖ Q & A
 - Where do I access the forms to disclose a conflict of interest?
 - Ethicsofficer@atlantaga.gov
- ❖ Reflections
 - PMs will email everyone with updates on the stipends and DoorDash credits.

Adjourn Full Meeting

Motions:

- ❖ Motion to adopt the agenda
 - Passed unanimously
- ❖ Motion to approve prior meeting minutes
 - Passed unanimously
- ❖ Motion to adjourn the meeting