

# CITY OF JACKSONVILLE

ELLEN SCHMITT  
*CHAIR*

ERICH FREIBERGER  
DARCY GALNOR  
LATONYA LIPSCOMB SMITH



J.J. DIXON  
*VICE CHAIR*

WILLIAM MAULE  
JUDGE LINDA MCCALLUM  
SCOTT SIMPSON

## ETHICS COMMISSION NOMINATING COMMITTEE MEETING MINUTES

City Hall, Mezzanine Level, Exam Room 3  
Monday, August 21, 2023

The meeting was called to order at 4:36 p.m. by Mr. Simpson. Attendees: Chair Scott Simpson, Ellen Schmitt, and William Maule. Excused Absence: J.J. Dixon

Others in attendance: Kirby Oberdorfer, Director of the Office of Ethics, Compliance and Oversight (OECO); Paige Johnston, Ethics Attorney (OECO); Andrea Myers, Program and Training Manager (OECO); Sandy Homrighouse, Executive Assistant (OECO); Cherry Shaw Pollock, Office of General Counsel (OGC) and Trisha Bowles (OGC).

Ms. Pollock stated she must leave the meeting at 5:00 p.m.

Public In Attendance: William Maule, Jr.

### Confirmation of Quorum:

A quorum of three (3) Nominating Committee members present in-person for the meeting was established. The Nominating Committee members and staff introduced themselves for the record.

### New Business:

Discussion on solicitation of applications due to upcoming vacancy on Ethics Commission: Ms. Oberdorfer stated Ms. Schmitt's term will end December 31, 2023, and reviewed the general process of soliciting applications. Ms. Oberdorfer apologized that Ms. Pollock's name is incorrect on one of the handouts. Ms. Oberdorfer asked the Committee if they have any changes on the handouts and asked them to set the timeline to fill the vacancy. A discussion occurred regarding dates and the following timeline was agreed on:

**Office of Ethics, Compliance & Oversight**  
117 W. Duval Street, Room 225  
Jacksonville, FL 32202  
Phone: (904) 255-5510    HOTLINE: 630-1015

## Timeline for Ethics Commission Vacancy

July 27, 2023	Nominating Committee members appointed at Ethics Commission meeting <ul style="list-style-type: none"> <li>• Scott Simpson (Chair), J.J. Dixon, William Maule &amp; Ellen Schmitt</li> </ul>
August 25, 2023	Notice of Vacancy distributed to various associations and organizations throughout the City
September 22, 2023	Applications due by 5:00 p.m. Applicant summaries will be sent to Nominating Committee Members.
<b>Tentatively September 28, 2023, at 4:00 p.m.</b>	Applicant Interviews during <b>Nominating Committee Meeting</b>
<b>Tentatively October 3, 2023</b>	<b>Ethics Commission meeting</b> to approve nominee
October 2023	Request General Counsel liaison (Cherry Pollock) to draft legislation for appointment of new member to be confirmed by Council.
October 18, 2023	Deadline to file legislation appointing new EC member
November 14, 2023	Public Hearing at City Council Meeting re: legislation appointing new EC member
November 20, 2023	Council Rules Committee meeting for action on legislation appointing new EC member
November 28, 2023	Council Meeting & vote on legislation appointing new EC member

Ms. Schmitt asked questions regarding the application and cover sheet. A discussion occurred and minor changes were to emphasize certain sections made of the application and cover sheet.

### Public Comments:

Mr. Simpson asked for public comment. None was given.

### Announcements:

Ms. Oberdorfer explained the next steps in the process. OECO will send out updated information to the Nominating Committee and the full Ethics Commission.

The meeting was adjourned at 5:08 p.m.

*Sandy Homrighouse*

10-30-23

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Sandy Homrighouse, Executive Assistant, OECO

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Date of Approval

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This is a summary of the meeting and not a verbatim transcription. A recording of these proceedings is available at <http://www.coj.net/departments/ethics-office/notices,-agendas-minutes> .

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