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DEFERRED COMPENSATION PLAN BOARD REPORT 07-34



Date: August 7, 2007
To: Board of Deferred Compensation Administration
From: Staff
Subject: Ethics Policy

Recommendation:

That the Board of Deferred Compensation Administration indicate its intent to adopt disclosure categories recommended by the City Attorney's Office pursuant to the Board's coverage under the City's Ethics Policy, and direct staff to return this matter to the Board for final adoption at the next regularly scheduled Board meeting.

Discussion:

The City Attorney's Office recently advised staff that disclosure categories for the Board of Deferred Compensation Administration had been approved by the City Ethics Commission and the City Attorney's Office. Attached to this report are the City's Conflict-of-Interest Code and the recommended disclosure categories.

The City Attorney has advised that the Board must first signal its intent to adopt its disclosure categories by posting a Notice of Intention to Adopt a Code and provide a minimum of thirty days for public comments before taking final action. As a result, staff is recommending that the Board take these steps and direct staff to return the matter to the Board for final action at the next regularly scheduled Board meeting (which should be October 16th since the regular September meeting will be canceled as a result of the NAGDCA Conference).

The disclosure categories will become effective upon final adoption. Board members will then be formally required to file conflict-of-interest statements with the City Ethics Commission pursuant to their positions on this Board. Staff has been advised that Personnel Department professional staff working with the program will also be required to file conflict-of-interest statements, but this will be addressed under the Personnel Department's Code.

Submitted by: _____
Steven Montagna

Approved by: _____
Maryanne Keehn