



MCHENRY COUNTY
ETHICS COMMISSION
AGENDA • DECEMBER 5, 2019

Public Meeting

County Board Conference Room

3:00 PM

667 Ware Rd, Administration Building, Woodstock, IL 60098

1. CALL TO ORDER

Roll Call

2. MINUTES APPROVAL

1. Ethics Commission - Public Meeting - Oct 28, 2019 3:00 PM

3. PUBLIC COMMENT

4. PRESENTATION

5. NEW BUSINESS

1. Case E19-01: Sufficiency of Complaint and Probable Cause Examination of a Complaint filed by Complainant Dan Giallombardo Alleging an Undetermined Violation of the McHenry County Ethics Ordinance by Respondent Michael Skala and Issuance of an Order Regarding the Commission's Findings
2. Case E19-02: Sufficiency of Complaint and Probable Cause Examination of a Complaint filed by Complainant Dan Giallombardo Alleging an Undetermined Violation of the McHenry County Ethics Ordinance by Respondent James Kearns and Issuance of an Order Regarding the Commission's Findings

6. OLD BUSINESS

1. Revision of complaint form
2. Update training module
3. Development of FAQ's
4. Operating policy and procedures

7. REPORTS

8. MEMBER COMMENTS / FUTURE TOPICS

9. EXECUTIVE SESSION (AS NECESSARY)

10. ADJOURNMENT



MCHENRY COUNTY ETHICS COMMISSION MINUTES • OCTOBER 28, 2019

Public Meeting **County Board Conference Room** **3:00 PM**
667 Ware Rd, Administration Building, Woodstock, IL 60098

1. CALL TO ORDER

Meeting called to order at: 3:04 PM by Lloyd R Everard.

PRESENT: Everard, Celentano, Kane, Torscher
ABSENT: Holter

Also present: Scott Hartman, Deputy County Administrator and Alicia Schueller, Assistant to the County Administrator.

2. MINUTES APPROVAL

1. Ethics Commission - Public Meeting - Oct 10, 2019 3:00 PM

Ms. Torscher's name was misspelled in the adjournment section of the minutes, staff will amend the minutes to reflect the correction.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Helen Torscher
SECONDER:	Andrew Celentano
AYES:	Everard, Celentano, Kane, Torscher
ABSENT:	Holter

3. PUBLIC COMMENT

None.

4. PRESENTATION

None.

5. OLD BUSINESS

Chairman Everard advised that they should wait for the County Board to adopt the ordinance before they work on the training module in case it changes.

6. NEW BUSINESS

1. Review of operating procedures, training modules and FAQ's

The commission continued its review of the Operating policy and procedures.

Scott Hartman, Deputy County Administrator, reviewed the changes incorporated pursuant to the October 10, 2019 discussion. Mr. Hartman pointed out that while there was a change to include a definition for participating member, Section 4.04 stipulates that members must be physically present in order to participate in an administrative hearing.

Utilizing the 10/28/2019 working draft, Mr. Hartman presented the changes recommend by staff.

The Commission made the following additional changes:

Minutes Acceptance: Minutes of Oct 28, 2019 3:00 PM (Minutes Approval)

Article III Definitions: The word “apply” is to be added to the end of the introductory sentence.
Section 12.04 (b): remove receipt requested in reference to the certified mail. Also typo is to be corrected.
Section 12.04(d) - should be 12.05 (d)(1) renumbering needed
Section 12.04(d) - should be 12.05 (d)(2) Reword to read: ... after close of the Sufficiency of Complaint and Probable Cause Examination.”
Various renumbering need throughout the document.
Chairman Everard left the meeting at 4:15 and returned at 4:19
Exhibit 1 will be revised after the operating procedures were adopted.
Upon completion of their review and discussion, Ms. Torscher motioned, seconded by Mr. Kane to adopt the operating procedures as discussed and amended. The motion passed on a voice vote of all members present voting aye.

7. REPORTS

None.

8. MEMBER COMMENTS / FUTURE TOPICS

Mr. Celentano inquired if the Ethics Ordinance applied to candidates for office who are not currently elected officials. Staff will research this further.
Next Meeting: the next meeting will be Tuesday, December 3 at 3:00 p.m.

9. EXECUTIVE SESSION (AS NECESSARY)

None.

10. ADJOURNMENT

Ms. Torscher made a motion, seconded by Mr. Celentano to adjourn the meeting at 4:50 p.m. The motion passed on a voice vote of all members present voting aye.