



**Request for City Council Committee Action
From the City Attorney's Office**

Date: June 3, 2009
To: Ways & Means/Budget Committee
Referral to:

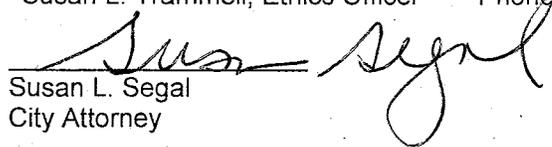
Subject: Donation of computerized ethics education software for education of board and commission members

Recommendation: That the City Council approve, by a two-thirds vote, the attached resolution accepting a donation of web-based computerized ethics education software for education of board and commission members.

Previous Directives: None

Prepared by: Susan L. Trammell, Ethics Officer Phone: (612) 673-3230

Approved by:


Susan L. Segal
City Attorney

Presenter in Committee: Susan L. Trammell, Ethics Officer

Financial Impact

No financial impact (If checked, go directly to Background/Supporting Information).

Background/Supporting Information

The City has approximately 45 citizen participation boards and commissions. The Ethics Code, M.C.O. Chapter 15, requires the citizen appointees to attend ethics education seminars upon appointment and every four years thereafter.

Providing training to all of the City's board and commission members has proven to be logistically difficult and time-consuming. Most of our boards and commissions meet during evening hours and range in number of members from 3 to 28. Although trainings are usually scheduled to occur at a board or commission's regularly scheduled meeting, obtaining 100% training attendance has been near impossible.

Examination of training alternatives has led the ethics officer to conclude that a computerized training session that could be taken at the convenience of the individual member is the most effective way to reach the citizens serving on the City's boards and commissions.

John J. Trammell, spouse of Susan L. Trammell, Ethics Officer, has designed web-based computerized ethics education software for training of the members of the City's boards and commissions. John J. Trammell is not otherwise a lobbyist, principal or interested person.

The software used the materials designed by the Ethics Officer for in person education seminars. The materials focus on conflict of interest which is the most popular board and commission topic of inquiries to the Ethics Officer. The materials also have links to the entire Ethics Code, a conflict of interest form and a proof of completion form.

RESOLUTION 2009R-

WHEREAS, the City has approximately 45 citizen participation boards and commissions; and

WHEREAS, the Ethics Code, M.C.O. Chapter 15, requires citizen appointees to the City's boards and commissions to attend ethics education seminars upon appointment and every four years thereafter; and

WHEREAS, providing ethics education to all of the City's board and commission members has proven to be logistically difficult and time-consuming; and

WHEREAS, examination of training alternatives has led the ethics officer to conclude that a computerized training session that could be taken at the convenience of the individual member is the most effective way to reach the citizens serving on the City's boards and commissions; and

WHEREAS, John J. Trammell has designed web-based software that will allow for ethics education of the City's boards and commission members at their own convenience; and

WHEREAS, the software designed by John J. Trammell utilizes the ethics education materials currently being utilized by the Ethics Officer to conduct board and commission training; and

WHEREAS, John J. Trammell is the spouse of Susan L. Trammell, the Ethics Officer, but is not otherwise a lobbyist, principal or interested party; and

WHEREAS, John J. Trammell has graciously offered to donate his web-based ethics education software to the City for use in ethics education of the City's board and commission members; and

WHEREAS, Section 465.03 of Minnesota Statutes requires such gift acceptance be made by resolution of City Council, adopted by two-thirds majority of its members and expressing such terms in full.

NOW THEREFORE, Be it Resolved by the City Council of The City of Minneapolis:

That John J. Trammell's offer of web-based ethics education software be accepted as a gift on behalf of the City of Minneapolis for the purpose of ethics education for board and commission members.