

**CITY OF JACKSONVILLE**



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J.J. DIXON  
ERICH FREIBERGER

LATONYA LIPSCOMB SMITH  
MARY BLAND LOVE  
LINDA MCCALLUM

**ETHICS COMMISSION  
MEETING MINUTES**

Thursday, September 9, 2021

In-Person Meeting

City Hall, First Floor, Lynwood Roberts Room

Commission Attendees: Ellen Schmitt, J.J. Dixon, Darcy Galnor, Imani Boykin, Dr. Erich Freiburger, Mary Bland Love, Carlton DeVooght, Linda McCallum and LaTonya Lipscomb Smith. Other attendees: Carla Miller, Director, Office of Ethics, Compliance and Oversight (“OECO”); Kirby Oberdorfer, Deputy Director, OECO; Cherry Shaw Pollock, Assistant General Counsel, Office of General Counsel (“OGC”); Andrea Myers, Program and Training Manager, OECO and Sandy Homrighouse, OECO Executive Assistant.

Public in Attendance: Council Member Matt Carlucci, Jody Brooks, John Crescimbeni, Gene Filbert, Lisa Green, Don McClintock, Thomas Paul, Mary Alice Phelan, and Walette Stanford.

The meeting was called to order by Ellen Schmitt, Chair of the Ethics Commission, at 4:32 p.m. The meeting began with Ms. Schmitt leading the attendees in the Pledge of Allegiance. Ms. Schmitt confirmed a quorum of Ethics Commission members were physically present for the meeting. Ms. Miller shared the Ethics Thought. Ms. Schmitt welcomed Judge Linda McCallum as a new member of the Ethics Commission.

Minutes Approval:

July 14, 2021 Ethics Commission minutes: Dr. Freiburger made a motion to approve the minutes. Ms. Smith seconded the motion. There being no discussion, the motion to approve the minutes passed unanimously with a vote of 9-0.

Staff and Committee Reports:

OECO: Ms. Miller generally reviewed the scheduled activities for the OECO for the remainder of the year and the general matters on which OECO has been recently working. Ms. Miller stated that the OECO is booked for training through the end of the year and is busy with transition planning. The Ethics Office budget for the next fiscal year is not yet finalized, but was supported by the Mayor and City Council during the OECO budget hearing. The Mayor recommended an increase in the OECO budget to hire a new attorney. Ms. Oberdorfer advised that the OECO staff is working on a job description for the new attorney position and the job description will be sent out to Ethics Commission members for input after it is finalized.

OGC: Ms. Pollock reported on research she conducted regarding attending a meeting by phone due to extraordinary circumstances. Ms. Pollock presented a draft revision to Part 4 of the Ethics Commission

Internal Operating Procedures to include a rule defining extraordinary circumstances that would allow a member to attend a meeting remotely. She suggested it be sent to the Internal Operations Committee of the Ethics Commission.

Complaints Committee: Ms. Galnor advised that the Complaints Committee will meet soon. There are four pending complaints.

New Business:

Update on Ethics Commission Members Terms: Ms. Miller informed the Ethics Commission members that the terms of three members are expiring this year. Ms. Dixon was recently reappointed by the Sheriff to serve a second term beginning 2022. Mr. DeVooght is not able to serve an additional term, so the Mayor will be appointing someone for a new term beginning 2022. Ms. Smith is interested in serving a second term.

Reappointment of LaTonya Lipscomb Smith and Potential Waiver of Internal Operating Procedures Rule VII: Ms. Schmitt reminded the Ethics Commission members that the Commission indicated a preference at the July 14, 2021 meeting to consider Ms. Smith's reappointment to a second term at the Ethics Commission level in accordance with prior practice rather than having a Nominating Committee convened to consider the reappointment of Ms. Smith as required by Ethics Commission Internal Operating Procedures Rule VII. Ms. Boykin made a motion to waive Internal Operating Procedures Rule VII with respect to the recommendation by the Nominating Committee for reappointment of Ms. Smith. Mr. DeVooght seconded the motion. There being no discussion, the motion to waive Internal Operating Procedures Rule VII passed unanimously with a vote of 9-0. Subsequently, the Commission discussed Ms. Smith's positive history of performance on the Ethics Commission, including her perfect attendance at meetings. Ms. Love made a motion to reappoint Ms. Smith to a second term. Ms. Boykin seconded the motion. There was no public comment. There being no discussion, the motion passed unanimously with a vote of 9-0.

Preliminary Information for Officer Elections: Ms. Oberdorfer asked the Ethics Commission members to let her know if they are interested in serving as Chair and Vice Chair for 2022.

Public Comment:

Ms. Schmitt requested public comment. None was given.

Recognition of Ethics Director Carla Miller: The Ethics Commission and many members of the public recognized Ms. Miller for her many years of service.

Adjourn: There being no further business to discuss, the meeting was adjourned at 6:15 p.m.

Sandy Homrighouse  
Sandy Homrighouse, Executive Assistant, OEEO

11-1-21  
Date of Approval

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> .

LaTonya Lipscomb Smith is a Staff Attorney with Three Rivers Legal Services, Inc. She works exclusively on the initiative of saving heirs' property through probate litigation, estate planning and community outreach. Ms. Lipscomb Smith is licensed in both Florida and Georgia. She has been honored with the Outstanding Pro Bono Service Award for her pro bono work by Jacksonville Legal Aid (2016 – 2018). In addition to practicing law, Ms. Lipscomb Smith is an adjunct professor at Edward Waters University. She enjoys sharing her passion for law with young minds in courses such as Juvenile Law, The Color of Law and Business Law. In 2018, she was awarded Distinguished Adjunct Faculty of the Year. Ms. Lipscomb Smith enjoys working with voluntary bars and local non-profit organizations. She has served on the executive board of the D. W. Perkins Bar Association. Furthermore, Ms. Lipscomb Smith serves on the Advisory Council of Empowerment Resources, Inc. and is a Community Partner with the Annie Ruth Foundation. Both organizations work with youth to be a catalyst for positive change in underserved communities. In her spare time, Ms. Lipscomb Smith enjoys traveling, reading, and spending quality time with family and friends.