

TCMA Ethics Committee
August 27, 2021
Virtual Meeting Room

Members present: TCMA Ethics Committee Chair Paul Hofmann, City Manager, Bastrop; Vice Chair Matt Mueller, Town Manager, Little Elm; Caitlan Biggs, Director of Administrative Services/City Secretary, Little Elm; Laura Calcote, City Secretary, Wimberley; Kevin Carruth, City Manager, Rockport; Steve Eggleston, City Manager, Andrews; Nick Finan, Life Member; Andrew Freeman, Assistant City Manager, Amarillo; Brant Gary, Interim City Manager, Bellaire; Susan Guthrie, Town Manager, Sunnyvale; Michael Kramm, Assistant City Manager, League City; Diana Lopez, City Manager, Coleman; Kimberly Meismer, Executive Director General Operations, Kerrville; Riazul Mia, Assistant City Manager, Laredo; Brenda Miller-Ferguson, Director Human Resource Services, Webster; Michael Neujahr, Fire Chief, Copperas Cove; Randy Perez, City Manager, Mission; Dalton Rice, City Manager, Morgan's Point Resort; Joe Smolinski, City Manager, Mansfield, Barry Sullivan, City Manager, Gainesville; Wade Willson, City Manager, Spearman

TML staff: Kim Pendergraft and Emily Hughes

Paul Hofmann called the meeting to order at 9:00 a.m. and thanked everyone for participating. Paul reviewed the responsibilities of the Committee including the Rules of Procedure for Enforcement, TCMA's partnership with ICMA on ethics complaints, and Committee participation in TCMA training.

Kim Pendergraft reviewed TML staff role in ethics-related activity.

Matt Mueller provided a report on the status of ICMA's review of the Code of Ethics.

Paul provided a review and update of previous subcommittees.

- Ethics 101 Course Subcommittee completed its review and the importance to keep the information relevant.
- Rules of Procedure for Enforcement Review Subcommittee work continues.
- Response to Violation by Non-Members Subcommittee completed its work with the assistance of TML legal.

The Committee discussed scheduling an Ethics Train the Trainer. TML staff will reserve meeting space at the TML headquarters on December 6. Committee members interested in assisting with the training should contact Paul, Matt, and Kim.

The Committee reviewed the process for writing and editing the monthly Ethics Corner articles. The theme for future articles will focus on how the TCMA Code of Ethics is a tool to guide members through daily activities. Committee members will notify Kim on the month they will write an article.

Kim reported on the TCMA hosted exhibit booth at the TML Annual Conference and Exhibition. Riazul Mia and Laura Calcote volunteered to assist.

Paul and Matt reviewed the objectives for the following subcommittees: Ethics and Integrity Award Review, Training Oversight, Rules of Procedure for Enforcement Review, and Ethics Corner Editing. Kim will provide a list of those who volunteered to serve on a subcommittee.

Kim will coordinate schedules with Paul and Matt for a future meeting.

The Committee adjourned at 10:50 a.m.