

The Ethics Review Board  
City of New Orleans  
Tuesday, April 9, 2013  
2:30 p.m.  
Rosa F. Keller Library & Community Center  
4300 South Broad Street  
New Orleans, Louisiana 70125

**Minutes**

Present: Dr. Michael Cowan, Chair; Elizabeth Nalty, Vice Chair; Dr. Laura Rouzan, Secretary; Rev. Don Frampton  
Absent: Okyeame Haley  
Staff: Steven Scheckman, General Counsel  
Felicia R. Brown, Executive Director  
Guest(s): Edouard R. Quatrevaux, Inspector General  
Susan Hutson, Independent Police Monitor

A quorum being present the meeting was called to order by the chair at 2:33pm. Ms. Nalty moved for approval of the corrected minutes of December 11, 2012, minutes of January 8, 2013, and minutes of February 21, 2013; Rev. Frampton seconded. The motion passed unanimously.

The chair recognized Inspector General Ed Quatrevaux. Mr. Quatrevaux detailed the six reports issued by the OIG since last meeting with the ERB, namely:

- Audit of Payroll Liabilities
- Review of Coroner's Office Supplemental Pay
- Follow-up Reports on Donations and the French Market Corporation Credit Card Usage
- Evaluation of Delinquent Property Tax Collection Program
- Inspection of NOPD Field Interview Data (found that NOPD could not defend against racial profiling because reliable data not produced for analysis; discussions before the city council revealed a lack of understanding of statistical analysis).

The inspector general noted the role of the OIG as official analyst of NOPD data and information is the currency of democracy.

Outreach for the office has included: meeting with councilmembers Cantrell and Gray in January; presentation for Rotary; appearances on WGNO, WWL, and Fox 8 regarding the annual report. The inspector general also met with Taiwanese officials and African diplomats to discuss IG operations and functions. Mr. Quatrevaux also participated in meetings with Judith Nadler and the ERB chair on the topic of government ethics education and Allen Square, the city's chief technology officer, on using legacy systems for the consent decree, (the IG has communicated with DOJ officials via email on the same topic). He further referenced the OIG's annual report for 2012 and highlighted the following:

- Found \$1M in avoidable costs
  - Insurance Program (No Claims Problem)
  - New Orleans Aviation Board Credit Card Abuse Exposed; new aviation director ended the abuse
- Investigations
  - Interrupted fraud schemes valued at almost \$10M
  - Secured 11 federal indictments and 11 convictions
  - 17 city staff terminated or resigned
  - 1 for 2 in state court

- Former director of the French Market Corporation acquitted on theft charges for using city credit card for personal items here and in Europe due to absence of a policy
- 2 referrals to Judiciary Commission
- Screened 75 procurement actions worth \$57M

Dr. Cowan recognized Independent Police Monitor Susan Hutson. Ms. Hutson indicated the OIPM has issued its annual reports for 2011 and 2012 and emphasized findings from the *Review of the New Orleans Police Department's Field Interview Policies, Practices, and Data*, released last month. She noted presentations by the office before the Criminal Justice Committee, to Councilmember Guidry regarding the consent decree, and to a delegation of Haitian visitors. Additionally, Know Your Rights presentations have been made as well as outreach to neighborhood associations throughout the city. The OIPM has also been tracking the process for selection of the consent decree monitor. Ms. Hutson stated there have been no further developments regarding the role of the OIPM in the consent decree.

A discussion ensued regarding the government ethics education consultancy provided by Judith Nadler, including summary of her visit in February, follow-up by the consultant with initial target audiences (to include her interviews with executive directors, counsel and board chair and/or president), and Mayor Landrieu's support of the ERB's endeavors in this regard. By consensus the board directed the executive director to request a status report of the consultant's progress. The executed contract, along with the invoice for Phase 1, will be provided to the board.

Referencing the website statistics provided, it was noted information could be made available on a quarterly basis for reporting to the ERB. The newsletter mock-up was discussed as a possible tool for creating awareness. A discussion ensued about the format and transmission of the newsletter, either electronic and/or print; its contents, possible inclusion of references to the OIG and OIPM, as well as the board's ethics education program, placement throughout city venues, and the title.

Budget summary: In response to questions posed, the executive director noted the expense categories and items to which they referred as well as encumbrances and/or expenses to date. She clarified the expenditure of funds for FY 2012 and FY 2013 under the ERB's professional services contract with Ms. Nadler. At the chair's request, Rev. Frampton will chair the budget working group, with assistance from Ms. Nalty. The chair requested that they meet with the executive director to initiate discussions for developing the FY 2014 budget.

The board reviewed the list of providers of training and facilitation professional development. The executive director noted previous conversations with the chair in this regard as well as professional trainers in the field and ethics training professionals, specifically staff affiliated with the Louisiana ethics administration and the US Office of Government Ethics. The American Society for Training and Development and Leadership Strategies appear to offer comparable training opportunities; however, the executive director noted options for April and May training may not still be available. Rev. Frampton moved for the board's approval of the expenditure of funds for professional development subject to Dr. Rouzan's conversation with the executive director regarding ASTD and Leadership Strategies and subject to training availability; second offered by Dr. Rouzan. The motion passed unanimously.

The board reviewed the process for the IG's reappointment and the public meeting date of Monday, May 20, at 4 p.m. was confirmed; the proceedings will be held in the city council chamber. The press release will be issued Friday, April 12, 2013, and the period of public comment will be April 15-30, 2013. The following items will be included for review by the board: public comments, OIG annual reports, peer

review, and reports of the OIG Quality Assurance Review Advisory Committee. A date of May 1 was proposed for the transmission of documents to board members by the executive director.

At the chair's request, agenda item #7. Review of ERB Personnel Evaluation Process was deferred.

Dr. Cowan updated the board on the progress of board appointments, noting recent conversations with the administration concerning the status of nominations as well as the mayor's appointee.

At 4:24 p.m., the board recessed into executive session on a motion by Rev. Frampton and a second by Dr. Rouzan.

The meeting adjourned at 4:27 p.m. on motion by Dr. Rouzan.