



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin  
53202

## Meeting Minutes

### ETHICS BOARD

**PATRICIA HINTZ, CHAIR,**  
**Bradley Kalscheur, Vice-Chair**  
**Michael Kruse, Clarence Nicholas, Kathleen Johnson, and**  
**Emily Mueller**  
**Staff Assistant, Yadira Melendez, 286-2775**  
**Fax: 286-3456, Yadira.Melendez@milwaukee.gov**  
**Legislative Liaison, Alex Highley, 286-8661,**  
**Alex.Highley@milwaukee.gov**

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Wednesday, January 18, 2023

1:30 PM

Virtual

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**1. Roll call and approval of the minutes from the previous meeting.**

*The meeting was called to order at 1:36 pm*

*Members Present: Hintz, Kalscheur, Kruse, Johnson and Mueller.*

*Mr. Block from the City's Attorney Office was present as well.*

*Member Nicholas joined the meeting at 2:04 pm*

*Mr. Nicholas moved approval of the minutes from the previous meeting, seconded by Ms. Johnson. There were no objections.*

**2. The Board may convene into closed session pursuant to s. 19.85(1)(b) and/or (h), Wis. Stats., to consider and render confidential advice. The Board will then convene into open session as authorized by s. 19.85(2), Wis. Stats. to continue with the remainder of the agenda.**

*Mr. Kalscheur moved to convene in closed session, seconded by Ms. Mueller. There were no objections.*

*Ms. Johnson moved to accept the letter for the opinion request that Mr. Block has drafted and shared with the members. Mr. Kalscheur seconded. There were no objections.*

*Mr. Nicholas moved to convene in open session, seconded by Mr. Kalscheur. There were no objections.*

**3. Report from staff relating to office activities of the previous month.**

*The following report was given by Yadira Melendez:*

*-The database with names and e-mails of the employees, city officials and board members required to fill out the 2022 SEI form is ready. The e-mail along with a pdf fillable form was sent out 1-11-23*

*-The form cannot be submitted without being completed and signed. Once submitted, the form will go into an electronic file where is going to be stored to be reviewed later.*

*-The 2022 Board Reimbursement Form is ready to be submitted to the Comptroller's office upon the Chair's approval.*

*- The 2022 Activities Report is almost finished except for one request that is pending to address as the employee separated from the City of Milwaukee.*

**4. Review and/or approve the 2022 Statement of Economics Interests and confirm the filing date.**

*Mr. Klascheur moved to approve the 2022 SEI form and to the confirm Tuesday, February 28, 2023 as the filing date. Seconded by Ms. Johnson. There were no objections.*

**5. Discussion relating to Adding/Removing Y Footnotes to certain positions in DPW, Mayor's Office and Health Department.**

*Lindsay O'Connor - Health Human Resources Administrator was present to discuss the request of the removal of the "Y" footnote from the following positions:*

*Grant Budget Specialist (x)(y)  
Accounting Coordinator II (x)(y)  
Accounting Coordinator II (x)(y)  
Grant Compliance Coordinator (x)(y)(RG)  
Management Accountant-Senior (x)(y)  
Family Violence Prevention Program Coordinator (K)(X)(Y)  
Community Violence Prevention Program Coordinator (X)(Y)  
Community Violence Prevention Program Coordinator (X)(YY)  
Epidemiologist (X)(Y)(J)  
Epidemiologist (X)(Y)(J)  
Epidemiologist(T)(X)(Y)  
Data and Evaluation Coordinator (X)(Y)  
Data and Evaluation Coordinator (T)(X)(Y)  
Data and Evaluation Coordinator (T)(X)(Y)  
Data and Evaluation Coordinator (T)(X)(Y)  
Marketing and Communications Coordinator (X)(Y)(T)  
Marketing and Communications Coordinator (X)(Y)  
HEALTH PROJECT SUPERVISOR -EFM ( E ) (X)(Y)(UU)  
HEALTH PROJECT SUPERVISOR -EFM ( E ) (X)(Y)(UU)  
HEALTH PROJECT SUPERVISOR -EFM ( E ) (X)(Y)(UU)  
Health Project Supervisor- DADS (X) ( E ) (Y)  
Public Health Nurse Coordinator ( E ) (X)(Y)  
Health Access Program Coordinator (X)(Y)(HHH)  
Community Education Assistant (X)(Y)(J)  
Medical Assistant (C)(X)(Y)  
Medical Assistant (C)(X)(Y)  
Medical Assistant (C)(X)(Y)  
Medical Assistant (C)(X)(Y)  
Medical Assistant (C)(X)(Y)  
Public Health Nurse Supervisor (A)(P)(X)(Y)(LL)  
Disease Intervention Specialist Supervisor (X)(Y)  
Public Health Emergency Response Planning Coordinator (A)(X)(Y)  
Public Health Emergency Response Planning Coordinator (A)(X)(Y)  
Environmental Health Coordinator (X)(Y)  
Environmental Health Coordinator (X)(Y)  
Environmental Health Coordinator (X)(Y)  
Environmental Health Coordinator (X)(Y)*

*Environmental Health Coordinator (X)(Y)*

*Ms. Hintz moved to recommend the removal of the "Y" footnote, seconded by Mr. Clarence. There were no objections.*

*The board reviewed the request from the Department of Public Works to add the "Y" footnote to the following positions:*

*DPW Operations - Finance and Administration Manager*

*DPW Transportation- Parking Transportation Fiscal Analyst*

*Ms. Hintz moved to recommend the addition of the "Y" footnote, seconded by Ms. Johnson. There were no objections.*

*The board reviewed the request from the Mayor's office to add the "Y" footnote to the following positions:*

*Office Assistant III*

*Program Assistant III*

*The board said that those positions are not necessary to add the "Y" footnote but that the board will receive those statements if the Mayor's office wants it.*

**6. Set next meeting date(s).**

*A poll was taken to set the date for the next meeting which will be on Wednesday, February 15, 2023 at 9:30 am.*

*Mr. Beckmann's (present over the phone and with technical difficulties with his computer) item will be scheduled on the agenda.*

*Mr. Nicholas moved to adjourn the meeting at 2:39 pm, seconded by Ms. Mueller. There were no objections.*

*Yadira Melendez  
Staff Assistant*