

Meeting called by: Tiffany Wilson

Facilitator: Tiffany Wilson

Member Tiffany Wilson

Michele Calvo

Attendees: Liza Chowdhury

Timothy Seplaki

Gantry Fox

Carolyn Beauchamp

Keyion Jones

Patricia Teffenhart

Minutes

Opening All meetings will be held on Zoom, not Teams.

This meeting is about ethics rules and training. If you have not watched the video please do so. Melissa and Roxanne are here to discuss ethics training and answer any questions. If training is already complete, forward your completion certificate to Roxanne.

1. Review/Correction of Minutes from December 20, 2024 Meeting

Tim Seplaki made one correction to the minutes.

2. Ethics

Roxanne Fattori is the Ethics Liaison Officer for OACR.

Melissa Liebermann is the Chief Ethics and Compliance Officer.

- Training should be done and certificates sent to Roxanne by March 1, 2025.
- PowerPoint presentation used during the meeting will be sent to everyone.
- Outside Employment Questionnaire must be completed.
- Ask questions, you are protected by asking questions. Nothing is too insignificant.
- Recusals must be absolute. In a public meeting you must mute and turn off camera.
- Recusal must be in writing
- When in doubt always seek guidance from Roxanne, agency counsel or State Ethics Commission,
- You can reflect that you are on the council but can't use it in your outside life to promote or advertise any unrelated activity.
- Attendance at Events forms must be filled out, you must fill out the form and get approval to attend events related to this council.
- If the event is sponsored by an interested party, council member must pay the fees. If you are speaking you can accept registration fees.
- Cannot use title or work time for political activities.

- Gifts are prohibited unless unrelated to your position on the council. Family members cannot accept them for you.
- Pay for your own meals and maintain a receipt.
- Appointees who are grantees are not conflicted out.
- It is okay to talk to the media about your day job.

3. Future Meeting Suggestions

Mental Health Associates COO, Bob Kley, whose responsibilities include their Call Center. The Call Center provides information and referral, peer support, SUD family support and 988 call lines.

4. Future Meeting Dates

April 16, 2025

June 18, 2025

August 20, 2025

October 15, 2025

December 17, 2025