

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

Sept 10, 2024, 5:30 P.M.

Reo Elections Office

1221 Reo Rd Lansing

AGENDA

CALL TO ORDER

ROLL CALL

- | | |
|--|--|
| ☐ Janielle Houston, Chairperson | ☐ R Cole Bouck |
| ☐ Jim DeLine | ☐ Keith Kris |
| ☐ Jim Cavanagh | ☐ John Folkers |
| ☐ Rachelle Franklin | ☐ Louise Alderson |

A Quorum is: ☐ Present

☐ Not Present

☐ Others Present:

PUBLIC COMMENT (TIME LIMIT OF 5 MINUTES PER SPEAKER)

APPROVAL OF AGENDA ☐ As Submitted ☐ With Changes Noted

SECRETARY'S REPORT ☐ Approval of Minutes: August 13, 2024

NEW BUSINESS

Justin Moore Affidavit of Disclosure Lansing Police Department

CITY ATTORNEY'S REPORT

CHAIR'S REPORT:

TABLED ITEMS:

UNFINISHED BUSINESS:

Regional Ethics Conference 2024, Sept. 12, 2024, Detroit

ADJOURNMENT

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation request.

**DRAFT MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
August 13, 2024 5:30 PM**

Meeting Room
Reo Elections Office
1221 Reo Rd Lansing

The meeting was called to order at 5:33 p.m.

MEMBERS PRESENT:

Janielle Houston
Jim Cavanagh
Rachelle Franklin
R Cole Bouck
John Folkers

ABSENT: Jim DeLine - Excused
Keith Kris - Excused
Louise Alderson - Excused

A QUORUM WAS PRESENT.

OTHERS PRESENT: Chris Swope, City Clerk
Joe Abood, City Attorney's Office
Robin Stites, City Clerk's Office

Moved by Member Cavanagh for Member Houston to act as Chair for the meeting, in the absence of Chair DeLine.

MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENT: None.

APPROVAL OF AGENDA:

Moved by Member Cavanagh to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

SECRETARY'S REPORT:

Approval of Minutes

Moved by Member Bouck to approve the minutes of July 9, 2024.

MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS:

Statement of Financial Interests for Robert Backus, Chief of Police

Moved by Member Bouck to place Robert Backus's Statement of Financial Interests on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION CARRIED UNANIMOUSLY.

Regional Ethics Conference 2024

The Board discussed the Regional Ethics Conference 2024.

CITY ATTORNEY'S REPORT: None.

CHAIR'S REPORT: Acting Chair Houston thanked the Board members for attending.

TABLED ITEMS: None.

UNFINISHED BUSINESS: None.

ADJOURNED at 5:42 p.m.



CITY OF LANSING
AFFIDAVIT OF DISCLOSURE

TO: CITY CLERK

DATE: 08/24/2024

I, Justin Moore make the following disclosure under oath:
Name (please print)

PLEASE CHECK THE BOX AND FILL IN THE APPROPRIATE BLANKS FOR EACH OF THE FOLLOWING ITEMS

Yes No

1. ☒ ☐ I am an ☐ elected or ☐ appointed ☐ officer or ☒ employee of the City of Lansing holding the position of Captain in the Police Department.

☐ ☒ I am an immediate family member related to an elected or appointed officer or employee of the City of Lansing named _____, holding the position of _____ in the _____ Department

☐ ☒ I am a Business Associate of an elected or appointed officer or employee of the City of Lansing named _____ holding the position of _____ in the _____ Department.

2. ☒ ☐ I may derive income or benefit directly or indirectly from the bidding of, negotiation of, solicitation of or entry into a contract with the City or from any City action detailed below. (Charter 5-505.1)

☐ ☒ I may have a conflict between a personal interest and the public interest, the nature of which is disclosed below. (Charter 5-505.2)
[Chapter 290.04(I) of the Code of Ordinances]

☐ ☒ I may have a financial interest in a matter proposed to be acted upon by the City of Lansing as described below. [Chapter 290.04(I) of the Code of Ordinances]

☒ ☐ I make this disclosure because of a possible appearance that I may be in violation of or in conflict with the City of Lansing Ethics Ordinance as provided for in the Code of Ordinances and in the City Charter.

3. My City of Lansing position is:

☒ Full-time ☐ Part-time (less than 25 hours/wk) ☐ Unpaid

4. Name of the activity/business in question: JWM Controls LLC

5. Do you have ownership or interest in the activity/business? Yes^x _____ No _____

6. Does this activity/business conduct business with the City of Lansing? Yes^x No
If yes, please explain We offer training and consulting services to businesses, government and other organizations.

7. Does the activity/business depend on you being an employee of the City of Lansing?
Yes No^x
If yes, please explain:

8. Who are the clients/customers of the activity/business?
Public and Private organizations.

9. Does this activity/business require your using equipment/facilities of the City of Lansing?
Yes No^x
If yes, please explain:

10. Does the activity/business use any advertisements or circulars that reference your employment with the City of Lansing? Yes No^x
If yes, please attach copies.

11. Explain what you will be doing in the activity/business:

Teaching / Consulting on areas of safety, security, emergency management, and active violence and other various topics. Site Security and safety assessments are
may be part of the consulting agreement.

12. Explain why you believe a conflict may/may not exist with this activity/business:

The work being performed will be provided to LEPFA employees and their facilities. The Office of the City Attorney reviewed this request and did not see a
conflict. I wanted to ensure there was no conflict by having this reviewed by the Ethics board. LEPFA sought out our company to complete these training and consulting jobs.

13. Is there any additional information that you believe would assist the Board of Ethics in its review of your business or personal activities for potential conflicts of interest? Yes No^x
If so, please describe:

In providing this additional information, the Board of Ethics asks that you give special attention to the Conflicts of Interest section of the Charter found at 5-505.1 – 5-505.3. A copy is enclosed for your convenience.

I hereby certify that this disclosure is complete and accurate to the best of my knowledge, information and belief. The foregoing Affidavit of Disclosure was executed on this 5th day of September, 20 24

[Signature]
Signature of Filer



Cheirice A Fleming
NOTARY PUBLIC - STATE OF MICHIGAN
County of Ingham
My Commission Expires 12/30/2025
Acting in the County of Ingham

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 5th day of September, 2024 (year), by [Signature] (Notary Signature)

Cheirice Fleming (Print Name)

Notary Public, Ingham County,
Acting in Ingham County,
My Commission Expires: 12/30/25