

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

October 8, 2024, 5:30 P.M.

Reo Elections Office

1221 Reo Rd Lansing

AGENDA

CALL TO ORDER

ROLL CALL

- | | |
|--|--|
| ☐ Jim DeLine, Chairperson | ☐ R Cole Bouck |
| ☐ Janielle Houston | ☐ 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: September 10, 2024

NEW BUSINESS

Nick Hughett Affidavit of Disclosure Lansing Police Department

Randy Watkins Affidavit of Disclosure Diversity Equity and Inclusion Board

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
September 10, 2024 5:30 PM**

Meeting Room
Reo Elections Office
1221 Reo Rd Lansing

The meeting was called to order at 5:30 p.m.

MEMBERS PRESENT:

Jim DeLine, Chairperson
R Cole Bouck, Vice Chairperson
John Folkers
Louise Alderson
Keith Kris
Rachelle Franklin
Janielle Houston,

ABSENT: Jim Cavanagh- Excused

A QUORUM WAS PRESENT

OTHERS PRESENT:

Brian P Jackson, City Clerk's Office
Joel Gerring, City Attorney's Office

PUBLIC COMMENT:

There was no public comment

APPROVAL OF AGENDA:

Moved by Keith Kris to approve the agenda with changes noted

Motion Carried

SECRETARY'S REPORT:

Approval of Minutes

Moved by John Folkers to approve the Minutes of August 13, 2024 as submitted.

Motion Carried

NEW BUSINESS:

1. Affidavit of Disclosure, Justine Moore, Lansing Police Department

Moved by Louise Alderson to place Justin Moore's Statement of Financial Interest on file, having found no violation of the Ethics Ordinance at this time.

The Board's written response will include a reminder of their ongoing duty to submit a new Affidavit of Disclosure if any new and relevant information arises.

MOTION CARRIED

CITY ATTORNEY'S REPORT:

Joel Gerring gave an introduction of himself as he has been recently hired and assigned to the Ethics Board to serve as legal counsel.

CHAIR'S REPORT: None.

TABLED ITEMS: None.

UNFINISHED BUSINESS:

Jim DeLine and Cole Bouck will be attending the Detroit Ethics Board Conference later this month, and will report back to the Board.

ADJOURNED 5:43 p.m.



CITY OF LANSING
AFFIDAVIT OF DISCLOSURE

TO: CITY CLERK

DATE: 9/12/24

I. Nick Haglert
Name (please print)

make the following disclosure under oath:

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 Sergeant 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: Jackson National

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

Updated Feb 2022

6. Does this activity/business conduct business with the City of Lansing? Yes _____ No X
If yes, please explain: _____

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?
Insurance / Retirement Annuity Company

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.

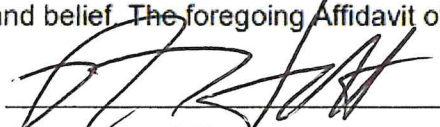
11. Explain what you will be doing in the activity/business:
I will be attending a training event which is employed by Lansing. I will become a full time Jackson Employee upon retirement.

12. Explain why you believe a conflict may/may not exist with this activity/business:
There will be no employment outside of training

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: _____

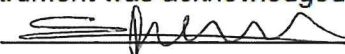
In providing this additional information, the Board of Ethics asks that you give special attention to the Conflicts of Interest section of the Charter found at 5-505.1 – 5-505.3. A copy is enclosed for your convenience.

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 12 day of September, 2024.



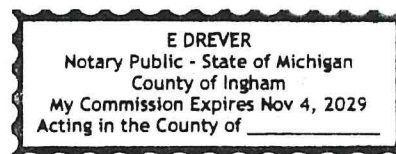
Signature of Filer

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 12 day of September,
2024 (year), by  (Notary Signature)

E Drever (Print Name)

Notary Public, Ingham County,
Acting in u County,
My Commission Expires: Nov 4 2029





Lansing Police Department
Supplemental Off-Duty
Employment Request Form

☐ Renewal
☒ Reg. Off-Duty Employment
Date: 9/12/24 SEP13'24 11AMCLERK

Employee Requesting Approval: Nick Haglett Badge No: 309
Current Duty Assignment: Detention Sergeant
Hours: Days Division: Detention

SUPPLEMENTAL EMPLOYMENT INFORMATION

Name of Employer: Jackson National
Type of Business: Insurance / Retirement Annuity Company
Business Address: 1 Corporate Way Lansing MI 48951
Owner or Manager's Name: Greg Harliss Telephone No: 517-230-3103
Location of Employment: Lansing / Nashville TN
Description of Work Duties: Training event in Nashville and orientation
Work Schedule: Oct 11th to Oct 17 -
Number of Hours Per Week: 40+ Duration of Employment: 6 days -

Does this employment require any security or law enforcement responsibility including the enforcement of any state or local law or the exercise of any police power on behalf of the employer? ☐ Yes ☒ No This is a training event only

I understand that in cases of supplemental employment, the only liability insurance coverage or workers compensation coverage available would be that which may be supplied by the supplemental employer. Insurance procured by the City of Lansing and other benefits are not applicable.

I understand that in cases of private security supplemental employment, the only liability insurance coverage or workers compensation coverage available would be that which is supplied by the supplemental employer. While an indemnification agreement and certificate of insurance is a prerequisite, these forms do not constitute a guarantee by the City or the Police Department that insurance exists, is adequate, or has not been canceled without notice to the Police Department or employee. Insurance procured by the City of Lansing and other benefits are not applicable.

Employee Signature

Before any supplemental employment begins, this form must be filled out, signed, and approved by the Chief of Police or the Chief's Designee. Approval may be revoked at any time by the Chief of Police.

Captains Recommendation Date: 9/12/24 Initials: MK ☒ Approved ☐ Disapproved

Captain's Comments: Training only - position to begin after retirement

Date: 9-12-24 ☒ Approved ☐ Disapproved

Ellery Sosebee, Chief of Police

Copy of form sent to employee on 9/12/24



CITY OF LANSING
AFFIDAVIT OF DISCLOSURE

OCT 4'24 11AMCLERK

TO: CITY CLERK

DATE: 3 October 2024

I, Randy Watkins 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 member DEI board in the _____ 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: board member Eastside Comm. Action Center

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

6. Does this activity/business conduct business with the City of Lansing? Yes X No _____
If yes, please explain Receipt & funds for programs
-
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?
housing housing residents
-
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:
unpaid board member who reviews center activities
(Eastside Community Action Center)
-
12. Explain why you believe a conflict may/may not exist with this activity/business:
unpaid board member of DEI and board has no
funding decisions making
-
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 4 day of October, 2024.

Randy A. Watkins

Signature of Filer

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 4 day of October,
2024 (year), by Brian P Jackson (Notary Signature)

Brian P Jackson (Print Name)

Notary Public, Ingham County,
Acting in Ingham County,
My Commission Expires: July 27 2027