

Oak Grove Ethics Board
Annual Report
2023

DRAFT

The Oak Grove Ethics Board, at its regular scheduled meeting on July 10, 2024, prepared and approved the following annual report to the Oak Grove City Council:

Processing of Ethics Complaints. Pursuant to the Code of Ethics, Section 35, the Ethics Board is tasked with processing and conducting hearings on any and all complaints filed with the Board. The Board had one (1) Special Called Meeting in 2023. The Ethics Board received a total of four (4) complaints during the 2023 calendar year. A preliminary inquiry is required to be conducted on all complaints, to determine whether or not the complaint is within its jurisdiction and whether it alleges a minimum factual basis to constitute a violation of the Code of Ethics. Until the preliminary inquiry is conducted, all complaints are to remain confidential. Of the complaints filed, all were dismissed, as these complaints did not set forth a minimum factual basis to constitute a violation of the Code of Ethics. During the 2023 year, there were no complaints filed that resulted in the finding of an ethical violation.

Advisory Opinions. Pursuant to the Code of Ethics, Section 40, the Ethics Board may render advisory opinions concerning matters under its jurisdiction, based upon real or hypothetical facts and circumstances. During the 2023 calendar year there were no requests for an advisory opinion.

Annual Financial Interest Statements. Pursuant to the Code of Ethics, Sections 24, 25, 26, 27 and 32, the Ethics Board is responsible for reviewing and maintaining custody of Financial Interest Statements, which are required to be completed by all officers and employees of the City. The Financial Interest Statements were issued by the Board, with the assistance of city staff, and the Board is in the process of reviewing all of said statements for accuracy and compliance. In the event any officer of employee fails to comply with the filing requirement, the Board will take the necessary steps pursuant to Section 27 of the Code.

Procedural Changes. The Board has maintained a log of all complaints filed, along with a timeline on each complaint. Each complaint has been given a case number, which will be referred to in order to maintain confidentiality. In addition, the scheduling of regular quarterly meetings will provide for a more efficient process to deal with claims. The regular scheduled meetings for 2024 are as follows: January 10, 2024; April 10, 2024; July 10, 2024; and October 9, 2024. All regular meetings shall take place at 3:00 p.m. in the Council Chambers. The meetings are open unless the Board goes into closed session.

Recommendations to City Council. The current City ordinance contains a deadline of August 1 each year to file Financial Interest Statements. The Board recommends an ordinance amendment, changing this date from August 1 to September 30 of each year.

Respectfully submitted, this ____ day of _____, 2024.

Morris Willoughby, Chairman
Oak Grove Ethics Board