

Agenda
Joint Board of Delegates
Interlocal Ethics Entity
STANDING Meeting
CONVENED ELECTRONICALLY
FRIDAY, DECEMBER 4, 2020 at 8:30 a.m.

This meeting will be convened as an electronic meeting, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09, recently extended by Executive Order 20-49 allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the duration of the emergency.

People may observe, record and participate in the meeting by live streaming by joining the meeting on the Zoom platform:

<https://zoom.us/j/91646712296?pwd=OGV5VXpoMVduYmtDbU9Qa0RMV2kwQT09>

Further, persons wishing to offer comment in the meeting may access the electronic meeting by using the preceding.

Roll Call:

Janice Malinowski, President
Town of Schererville

Andrew Kyres
City of Crown Point

Sue Lynch, Vice President
City of Portage

Deborah Longer, Secretary
City of Hobart

_____, member
Town of Munster

Jane Jordan member
Town of Burns Harbor

Bernie Doyle, member
Town of Chesterton

Mary Tanis, member
Town of Dyer

Gilda Orange (?), member
City of East Chicago

Steve Spear, member
City of Whiting

Michael W. Griffin, member
Town of Highland

Don Ensign, member
Town of Hebron

John Yelkich, member
Town of Lowell

Joie Winski, member
County of LaPorte

_____, member
City of Gary

_____, member
Town of Ogden Dunes

Laura Shur Blaney, member
County of Porter

Peter Anderson, member
City of Valparaiso

Richard Hardaway, member
Town of Merrillville

_____, member
Lake County

Randy Niemeyer, Member
Town of Cedar Lake

Beth Hernandez, member (maybe)
Town of St. John

Lori Mercer, member
Town of Westville

**Memorandum of
the Meetings**

1. Memorandum of Meeting of 30 April 2020.

**Unfinished
Business and
General Orders**

1. Shared Ethics Initiative Fund Financial Statement: October 2020.

2. Ratify and allow accounts payable vouchers
Vouchers in advance of allowance May 1, 2020 through December 4, 2020 8 in the amount of \$ 212.76.

- Reminder meetings times for 2021 have been fixed.
- Reminder dues for FY 2021 have been fixed.

1. Comments from Shared Ethics Advisory Commission Chairman, Dan Klein

Adjournment

**Enrolled Memorandum of the Meeting
The Joint Board of Delegates
Interlocal Governmental Ethics Entity
Standing Meeting (Rescheduled)
Thursday, April 30, 2020 (convened electronically)**

The Joint Board of Delegates of the Interlocal Governmental Ethics Entity met in a standing meeting (rescheduled) on Thursday, April 30, 2020 at 12:00 o'clock Noon. The meeting was convened electronically using the Zoom platform pursuant to Governor Holcomb's Executive Order 20-04 and 20-09, and extended by Executive Order 20-18, allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the duration of the emergency. The President, Andrew Kyres presided. The Highland Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings as recording secretary pro tempore *ad hoc*.

Silent Roll Call: *Crown Point* City Councilor Andrew Kyres; *Schererville* representative, Janice Malinowski; *Burns Harbor* Clerk-Treasurer, Jane Jordan; *Chesterton* Town Manager, Bernie Doyle; *Dyer* Town Councilor, Mary Tanis; *Whiting* Mayor Joe Stahura; *Highland* Town Clerk-Treasurer, Michael W. Griffin; *Hebron* Town representative Don Ensign; *Lowell* Town representative, John Yelkich; *LaPorte County* Auditor, Joie Winski; *Hobart* Clerk-Treasurer Deborah Longer; *City of Valparaiso* representative, Peter Anderson; *Merrillville* Town Councilor, Richard Hardaway; *Portage* Mayor, Sue Lynch; and, *Town of Westville* Clerk-Treasurer, Lori Mercer were present. The Highland Clerk-Treasurer Michael Griffin, as secretary *pro tempore ad hoc* was present to memorialize the proceedings. *A quorum was attained.*

East Chicago City Councilor Gilda Orange; *Cedar Lake* Town Councilor Randy Niemeyer and *Porter County* Councilor, Laura Shure Blaney were absent. *Town of Munster*, *City of Gary*, *Ogden Dunes*, *Town of St. John* and *Lake County* representatives positions were vacant.

Also present: Dan Klein, President of the Shared Ethics Advisory Commission was also present.

Memorandum of the Meeting:

Delegate Longer moved, seconded by Delegate Hardaway to approve the memorandum of the meeting for **October 04, 2019**. Upon a roll call vote, there were 12 affirmatives, no negatives, with Delegate Malinowski present and Delegate Jordan not voting. The motion passed. The meeting memorandum was approved.

Special Orders:

1. Election of Officers for 2020:

- (a) President
- (b) Vice President
- (c) Secretary

Prior to the election, President Kyres indicated that he would welcome another person serving as president.

Delegate Ensign moved the election of Janice Malinowski for President of the Board; Delegate Sue Lynch as Vice President of the Board; and Delegate Longer as Secretary, seconded by Delegate Stahura. Upon a roll call vote, there were 12 affirmatives, no negatives, with Delegate Malinowski present and Delegate Jordan not voting. The motion passed. **Janice Malinowski** was elected *President*; Delegate **Sue Lynch** was elected *Vice President*; and **Deborah Longer** was elected *Secretary*.

President Kyres congratulated all the officers. Owing to the meeting being convened electronically, President Kyres retained the chair for the balance of the meeting.

2. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2020 Budget in the **Shared Ethics Initiative Fund** in the amount of **\$26,500**.

(a) Acknowledge Proofs of Publication:

The TIMES 17 April 2020; Herald Argus on April 18, 2020.

The Highland Clerk-Treasurer as Fiscal Officer for the Shared Ethics Entity, noted the proofs had been reviewed and found to be in compliance with the relevant law. He further noted that the notices included links and phone numbers for persons to participate in the public hearing. Further, he distributed the proposed additional appropriations notice to all the public buildings for the members of the Shared Ethics Entity.

(b) **Public Hearing.** President Kyres called the public hearing to order. There were no comments or remonstrances. There were no phone calls or written comments to present. The public hearing was closed.

(c) Action on **Resolution No. 2020-01:** A Resolution Appropriating Additional Moneys in Excess of the 2018 Budget in the **Shared Ethics Initiative Fund** in the amount **\$26,500**.

Delegate Longer moved the passage and adoption of Resolution No. 2020-01. Delegate Lynch seconded. Upon a roll call vote, there were 13 affirmatives, no negatives, with Delegate Malinowski present. The motion passed. The resolution was adopted.

JOINT BOARD of DELEGATES
COOPERATIVE ETHICS ENTITY
APPROPRIATION ENACTMENT
ENACTMENT NO. 2020-01

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET FOR THE SHARED ETHICS INITIATIVE FUND, PURSUANT TO I.C. 6-1.1-18, I.C. 36-5-3-5, ET SEQ.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Shared Ethics Initiative Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-1-3 et seq., I.C. 36-2-5-12, I.C. 36-4-7-8, and I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Joint Board of Delegates of the Shared Ethics Interlocal Cooperation Entity, as follows:

Section 1. That for the expenses of said interlocal entity, the following additional sums of money are hereby appropriated and ordered set apart out of the funds herein named and for the purposes herein specified, subject to the laws governing the same:

SHARED ETHICS INITIATIVE FUND:

<u>Account Number</u>	<u>Name</u>	<u>Proposed Increase</u>
Acct No. 059-0000-33002	Ethics Printing	\$ 1,000.00
Acct No. 059-0000-33008	Ethics Miscellaneous	\$ 1,000.00
Acct No. 059-0000-38007	Ethics Instructional Services	\$ 5,000.00
Acct No. 059-0000-38011	Ethics Instruction Services Boards and Commissions	\$ 3,500.00
Acct No. 059-0000-38013	Ethics Instructional Services Summit	\$ 9,000.00
Acct No. 059-0000-38007	Ethics Staff NIRPC Support Agreement	\$ 7,000.00
Total 300 Series:		\$ 26,500.00
TOTAL for the FUND		\$ 26,500.00

Section 2. That the Town Clerk-Treasurer of Highland, as designated fiscal officer of the Interlocal Cooperative Ethics Entity, is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Introduced on the 30th day of April 2020.

DULY ORDAINED and ADOPTED this 30th Day of April 2020 by the Joint Board of Delegates of the Cooperative Ethics Entity, meeting in the Town of Portage Lake County, Indiana, having been passed by vote of 13 in favor and 0 negative, 1 present.

**Joint Board of Delegates
Cooperative Ethics Entity**

/s/ Andrew Kyres, President

Attest:

/s/ Deborah Longer, Secretary-elect

Unfinished Business and General Orders:

1. Shared Ethics Initiative Fund Financial Statement December 2019 and March 2020.

The Highland Clerk-Treasurer, as fiscal officer of the Shared Ethics Entity, reviewed the fund reports for December 2019 and for March 2020.

Delegate Tanis moved to approve the reports. Delegate Ensign seconded. Upon a roll call vote, there were 14 affirmatives and no negatives.

The motion passed. The reports were approved.

Shared Ethics Initiative Fund			2019 Budget			DECEMBER	2019	Fund 59
Expenditures (Budget to Actual)			(Carried over)	As Amended	Change from Original	DISBURSEMENTS to DATE	Unused Appropriations	Encumbered
Account	Name	Original Appropriations	As Amended	Change from Original	DISBURSEMENTS to DATE	Balance	Encumbered	
059.0000.20001.00	Miscellaneous Supplies	\$ 210.08	\$ 510.08	\$ 300.00	\$ 278.02	\$ 232.06	\$ -	
059.0000.310.01.00	Ethics Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
059.0000.31002.00	Ethics Document Recording	\$ 215.15	\$ 215.15	\$ -	\$ -	\$ 215.15		
059.0000.32001.00	Ethics Instruction Postage	\$ 328.91	\$ 828.91	\$ 500.00	\$ -	\$ 828.91		
059.0000.320.02.00	Travel Expense	\$ 7.99	\$ 7.99	\$ -	\$ -	\$ 7.99		
059.0000.330.01.00	Legal Notices	\$ 273.35	\$ 373.35	\$ 100.00	\$ 95.58	\$ 277.77		
059.0000.330.02.00	Ethics Printing	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 605.90	\$ 394.10		
059.0000.330.03.00	Ethics Website Services	\$ 689.51	\$ 4,189.51	\$ 3,500.00	\$ 1,855.09	\$ 2,334.42		
059.0000.330.04.00	Data Tabulation/ Analysis	\$ 400.22	\$ 2,900.22	\$ 2,500.00	\$ 2,128.00	\$ 772.22		
059.0000.33008.00	Miscellaneous Expense	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 795.75	\$ 204.25	\$ -	
059.0000.380.07.00	Ethics Instruction Services	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 650.16	\$ 349.84		
059.0000.380.10.02	Ethics Instruction Services Elected Off.	\$ 700.52	\$ 700.52	\$ -	\$ -	\$ 700.52		
059.0000.38011.00	Ethics Instruction Services Boards & Comm.	\$ -	\$ 2,454.10	\$ 2,454.10	\$ 2,454.10	\$ -		
059.0000.38012.00	Ethics Instruction Services SPC PLC	\$ 7.63	\$ 7.63	\$ -	\$ -	\$ 7.63		
059.0000.38013.00	Ethics Instruction Services Ethics Summit	\$ 2,964.66	\$ 7,810.56	\$ 4,845.90	\$ 7,328.00	\$ 482.56	\$ -	
059.0000.38014.00	Ethics Instruction Services Dept. Heads	\$ 7,413.89	\$ 6,740.90	\$ (672.99)	\$ 4,513.48	\$ 2,227.42		
059.0000.38016.00	Ethics Staff Support Agreement NIRPC	\$ -	\$ 5,872.99	\$ 5,872.99	\$ 5,872.99	\$ -		
Total:		\$ 13,211.91	\$ 35,611.91	\$ 22,400.00	\$ 26,577.07	\$ 9,034.84	\$ -	
Cash Balance on 01 January 2019							\$ 73,600.21	
Revenue:		Budget			Actual			
	Interest	\$ 150.00			\$ 262.22			
	Shared Ethics Membership	\$ 21,300.00			\$ 20,700.00		706.35	
	Shared Ethics Program Fees	\$ -			\$ -			
	Shared Ethics Enrollment Fee	\$ -			\$ 1,500.00			
	Porter County Foundation GRANT	\$ -			\$ -			
	Donation/ Misc.	\$ -			\$ -			
	Foundation Grant	\$ -			\$ -			
	Accounts Payable	\$ -			\$ -			
Total:		\$ 21,450.00			\$ 22,462.22			
Reconciliation:								
Expenses to Date:							\$ 26,577.07	
Revenues to Date:							\$ 22,462.22	
Cash Balance as of Date of the Report							\$ 69,485.36	
<i>Adjust for Operating Balance:</i>			<i>(Two Months of Planned Spending as Oper Balance NEW POLICY)</i>			\$ 5,935.32		
						Net Cash Balance:	\$ 63,550.04	
						Unassigned Fund Balance:	\$ 54,515.20	
Report as of DECEMBER 31, 2019						Invested balance:	\$ 12,150.72	
						Liquid balance:	\$ 57,334.64	
By: Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO							\$ 69,485.36	
Clerk-Treasurer/SEIF Fiscal Officer						<i>Delta</i>	\$ -	

Shared Ethics Initiative Fund

Expenditures (Budget to Actual)		(Carried over from 2019)	2020 Budget		MARCH	2020	Fund 59
Account	Name	Original Appropriations	As Amended	Change from Original	DISBURSEMENTS to DATE	Unused Appropriations Balance	Encumbered
059.0000.20001.00	Miscellaneous Supplies	\$ 232.06		\$ -	\$ -	\$ 232.06	\$ -
059.0000.310.01.00	Ethics Legal Fees	\$ -		\$ -	\$ -	\$ -	
059.0000.31002.00	Ethics Document Recording	\$ 215.15		\$ -	\$ -	\$ 215.15	
059.0000.32001.00	Ethics Instruction Postage	\$ 828.91		\$ -	\$ -	\$ 828.91	
059.0000.320.02.00	Travel Expense	\$ 7.99		\$ -	\$ -	\$ 7.99	
059.0000.330.01.00	Legal Notices	\$ 277.77		\$ -	\$ -	\$ 277.77	
059.0000.330.02.00	Ethics Printing	\$ 394.10		\$ -	\$ -	\$ 394.10	
059.0000.330.03.00	Ethics Website Services	\$ 2,334.42		\$ -	\$ -	\$ 2,334.42	
059.0000.330.04.00	Data Tabulation/ Analysis	\$ 772.22		\$ -	\$ -	\$ 772.22	
059.0000.33008.00	Miscellaneous Expense	\$ -		\$ -	\$ -	\$ -	\$ -
059.0000.380.07.00	Ethics Instruction Services	\$ 349.84		\$ -	\$ -	\$ 349.84	
059.0000.380.10.02	Ethics Instruction Services Elected Off.	\$ 700.52		\$ -	\$ -	\$ 700.52	
059.0000.38011.00	Ethics Instruction Services Boards & Comm.	\$ -		\$ -	\$ -	\$ -	
059.0000.38012.00	Ethics Instruction Services SPC PLC	\$ 7.63		\$ -	\$ -	\$ 7.63	
059.0000.38013.00	Ethics Instruction Services Ethics Summit	\$ 482.56		\$ -	\$ 74.92	\$ 407.64	\$ -
059.0000.38014.00	Ethics Instruction Services Dept. Heads	\$ 788.18		\$ -	\$ -	\$ 788.18	
059.0000.38016.00	Ethics Staff Support Agreement NIRPC	\$ 1,439.24		\$ -	\$ 1,439.24	\$ -	
Total:		\$ 8,830.59		\$ -	\$ 1,514.16	\$ 7,316.43	\$ -
Cash Balance on 01 January 2020							\$ 69,485.36
Revenue:		Budget			Actual		
	Interest	\$ 150.00			\$ 32.92		
	Shared Ethics Membership	\$ 21,300.00			\$ 2,028.00		
	Shared Ethics Program Fees	\$ -			\$ -		
	Shared Ethics Enrollment Fee	\$ -			\$ -		
	Porter County Foundation GRANT	\$ -			\$ -		
	Donation/ Misc. Foundation Grant	\$ -			\$ -		
	Accounts Payable	\$ -			\$ -		
	Total:	\$ 21,450.00			\$ 2,060.92		
Reconciliation:							
Expenses to Date:							\$ 1,514.16
Revenues to Date:							\$ 2,060.92
Cash Balance as of Date of the Report							\$ 70,032.12
<i>Adjust for Operating Balance:</i>							
						\$ 1,471.77	
							\$ 68,560.36
							\$ 61,243.93
Report as of MARCH 31, 2020							
							\$ 12,183.64
							\$ 57,848.48
							\$ 70,032.12
By: Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO Clerk-Treasurer/SEIF Fiscal Officer							Delta \$ -

2. Action regarding dues and one-time fees for the Shared Ethics Interlocal Cooperation Initiative for FY 2021.

The Clerk-Treasurer as fiscal officer presented the history of the dues charges approved by the Joint Board of Delegates. It was noted that the fees cannot exceed the amount set in the Interlocal Cooperation

3. Ratify and allow accounts payable vouchers

Vouchers in advance of allowance from October 5, 2019 through April 30, 2020 in the amount of \$6,992.29.

The Highland Clerk-Treasurer, as fiscal officer of the Shared Ethics Entity, presented the accounts payable docket as prepared from the prior meeting. He noted that under the terms of the Interlocal Cooperation Agreement, that the fiscal officer was allowed to pay in advance of Joint Board allowance all lawful claims in the amount of \$6,000 or less. If a single invoice was greater than \$6,000, it would require a meeting of the Joint Board to allow it.

Delegate Hardaway moved to allow and ratify the accounts payable vouchers on the docket. Delegate Lynch seconded. Upon a roll call vote, there were 14 affirmatives and no negatives. The motion passed. The accounts payable vouchers as placed on the docket were ratified and allowed.

4. Fix meeting times for FY 2021.

The Highland Clerk-Treasurer presented the standing meeting times remaining for 2020. He noted that the need to meet before October was unlikely. He would confer with the President elect regarding any scheduling, but asked delegates to retain the dates:

Friday, August 07, 2020 (2nd Friday)
Friday, October 02, 2020 (1st Friday)
If needed December 04, 2020 (1st Friday)

The Highland Clerk-Treasurer then presented suggested dates for 2021. There was some discussion. It was noted it followed the same meeting dates as employed in prior years.

Delegate (President-elect) Malinowski moved to approve the following dates as the standing meeting dates for 2021 for the Joint Board of Delegates. Delegate Hardaway seconded. Upon a roll call vote, there were 14 affirmatives and no negatives. The motion passed.

Friday, January 15, 2021 (3rd Friday)
Friday, April 16, 2021 (3rd Friday)
Friday, August 13, 2021 (2nd Friday)
Friday, October 01, 2021 (1st Friday)
If needed December 3rd, 2021 (1st Friday)

Meetings are convened usually at 8:30 a.m. at the NIRPC Offices 6100 Southport Road, Portage, Indiana.

5. Report from Representative of Shared Ethics Advisory Commission. A brief report was presented by the SEAC President Dan Klein.

Shared Ethics Advisory Commission (SEAC) President Klein reported that he appreciated the meeting today by electronic platform. He noted that the Past President, Cal Bellamy, was home recuperating from surgery. He was doing well.

SEAC President Klein reported on the establishment of subcommittees on the Shared Ethics Advisory Commission, specifically the creation of an Executive Committee. He noted that he hoped that a meeting with representatives from the Joint Board of Delegates and the Shared Ethics Commission executive committee could be scheduled when the public health emergency would permit.

Adjournment. There being no further business before the Joint Board of Delegates, President Kyles declared the meeting of the Joint Board of Delegates of the Shared Ethics Entity be adjourned. The standing (rescheduled) meeting *of Thursday, April 30, 2020* was adjourned at 12:58 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Recording Secretary *Pro-Tempore Ad Hoc*
Highland Clerk-Treasurer/Shared Ethics Fiscal Officer

Approved at the meeting of the Joint Board conducted on
_____.

**Joint Board of Delegates
Shared Ethics Entity**

Janice Malinowski, President

Deborah Longer, Secretary

Shared Ethics Initiative Fund

Account	Name	2020 Budget		Change from Original	DISBURSEMENTS to DATE	2020 Unused Appropriations Balance	Fund 59 Encumbered
		Original Appropriations	As Amended				
059.0000.20001.00	Miscellaneous Supplies	\$ 232.06	\$ 232.06	\$ -	\$ -	\$ 232.06	\$ -
059.0000.310.01.00	Ethics Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
059.0000.31002.00	Ethics Document Recording	\$ 215.15	\$ 215.15	\$ -	\$ -	\$ 215.15	\$ -
059.0000.32001.00	Ethics Instruction Postage	\$ 828.91	\$ 828.91	\$ -	\$ 33.00	\$ 795.91	\$ -
059.0000.320.02.00	Travel Expense	\$ 7.99	\$ 7.99	\$ -	\$ -	\$ 7.99	\$ -
059.0000.330.01.00	Legal Notices	\$ 277.77	\$ 277.77	\$ -	\$ -	\$ 277.77	\$ -
059.0000.330.02.00	Ethics Printing	\$ 394.10	\$ 1,394.10	\$ 1,000.00	\$ -	\$ 1,394.10	\$ -
059.0000.330.03.00	Ethics Website Services	\$ 2,334.42	\$ 2,334.42	\$ -	\$ 179.76	\$ 2,154.66	\$ -
059.0000.330.04.00	Data Tabulation/ Analysis	\$ 772.22	\$ 772.22	\$ -	\$ -	\$ 772.22	\$ -
059.0000.33008.00	Miscellaneous Expense	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
059.0000.380.07.00	Ethics Instruction Services	\$ 349.84	\$ 5,349.84	\$ 5,000.00	\$ -	\$ 5,349.84	\$ -
059.0000.380.10.02	Ethics Instruction Services Elected Off.	\$ 700.52	\$ 700.52	\$ -	\$ -	\$ 700.52	\$ -
059.0000.38011.00	Ethics Instruction Services Boards & Comm.	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -
059.0000.38012.00	Ethics Instruction Services SPC PLC	\$ 7.63	\$ 7.63	\$ -	\$ -	\$ 7.63	\$ -
059.0000.38013.00	Ethics Instruction Services Ethics Summit	\$ 482.56	\$ 9,482.56	\$ 9,000.00	\$ 74.92	\$ 9,407.64	\$ -
059.0000.38014.00	Ethics Instruction Services Dept. Heads	\$ 788.18	\$ 788.18	\$ -	\$ -	\$ 788.18	\$ -
059.0000.38016.00	Ethics Staff Support Agreement NIRPC	\$ 1,439.24	\$ 8,439.24	\$ 7,000.00	\$ 1,439.24	\$ 7,000.00	\$ -
Total:		\$ 8,830.59	\$ 35,330.59	\$ 26,500.00	\$ 1,726.92	\$ 33,603.67	\$ -

Cash Balance on 01 January 2020		Budget	Actual
Revenue:			
Interest	\$ 150.00	\$ 62.36	\$ -
Shared Ethics Membership	\$ 21,300.00	\$ 21,600.00	\$ -
Shared Ethics Program Fees	\$ -	\$ -	\$ -
Shared Ethics Enrollment Fee	\$ -	\$ -	\$ -
Porter County Foundation GRANT	\$ -	\$ -	\$ -
Donation/ Misc. Foundation Grant	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ -	\$ -
Total:	\$ 21,450.00	\$ 21,662.36	\$ -

Reconciliation:	
Expenses to Date:	\$ 1,726.92
Revenues to Date:	\$ 21,662.36
Cash Balance as of Date of the Report	\$ 89,420.80
<i>Adjust for Operating Balance</i>	
(Two Months of Planned Spending as Oper Balance NEW POLICY)	\$ 5,888.43
Net Cash Balance:	\$ 83,532.37
Unassigned Fund Balance:	\$ 49,928.70
Invested balance:	\$ 12,213.08
Liquid balance:	\$ 77,207.72
Delta	\$ 89,420.80

Report as of OCTOBER 31, 2020

By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
 Clerk-Treasurer/SEIF Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHER

SHARED ETHICS

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

DATED THIS 19 DAY OF December, 2020 Michael D. H. FISCAL OFFICER

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 2 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 212.76.

Dated this _____ day of _____, _____

_____ RICHARD HARDAWAY _____	_____ RANDY NIEMEYER _____	_____ LAKE COUNTY _____
_____ MICHAEL W. GRIFFIN _____	_____ LORI MERCER _____	_____ BETH HERNANDEZ _____
_____ ANDREW KYRES _____	_____ STEVE SPEBAR _____	_____ DON ENSIGN _____
_____ JANICE MALINOWSKI _____	_____ GILDA ORANGE _____	_____ SUE LYNCH _____
_____ BERNIE DOYLE _____	_____ JOHN YELKICH _____	_____ JANE JORDAN _____
_____ MARY TANIS _____	_____ LAURA SHUR BLANEY _____	_____ TOWN OF MUNSTER _____
_____ JOIE WINSKI _____	_____ DEBORAH LONGER _____	_____ CITY OF GARY _____
_____ TOWN OF OGDEN DUNES _____	_____ PETER ANDERSON _____	_____ TOWN OF OGDEN DUNES _____

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 059 SHARED ETHICS					
Dept 0000					
059-0000-32001 STAMPS	DANIEL M KLEIN	DANIEL M KLEIN	STAMPS	33.00	44048
059-0000-33003 SEAC GO DADDY PLATFORM/EM	DANIEL M KLEIN	SEAC GO DADDY PLATFORM/EM		179.76	44292
Total For Dept 0000				212.76	
Total For Fund 059 SHARED				212.76	

User: DMJ

DB: Highland

EXP CHECK RUN DATES 05/01/2020 - 12/04/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 059 SHARED ETHICS 212.76

212.76

**SHARED ETHICS ADVISORY COMMISSION
JOINT BOARD OF DELEGATES
INTERLOCAL GOVERNMENTAL ETHICS ENTITY
6100 Southport Road • Portage, IN 46368**

PUBLIC NOTICE - 2021

DATE: MAY 4, 2020

TO: MEDIA & MEMBERS

RE: MEETINGS OF THE JOINT BOARD OF DELEGATES FOR 2021

LET THIS SERVE AS NOTICE THAT THE STANDING MEETINGS OF THE **JOINT BOARD OF DELEGATES** OF THE INTERLOCAL ETHICS ENTITY HAVE BEEN FIXED AS FOLLOWS:

Friday, January 15, 2021 (3rd Friday)
Friday, April 16, 2021 (3rd Friday)
Friday, August 13, 2021 (2nd Friday)
Friday, October 01, 2021 (1st Friday)
If needed December 3rd, 2021 (1st Friday)

MEETINGS ARE CONVENED USUALLY AT 8:30 A.M. AT THE NIRPC OFFICES 6100 SOUTHPORT ROAD, PORTAGE, INDIANA.

THE INTERLOCAL COOPERATION AGREEMENT ENTERED INTO PURSUANT TO IC 36-1-7, FIRST ADOPTED BY THE MEMBER ENTITIES NOVEMBER 21ST, 2005, ESTABLISHED THE **JOINT BOARD OF DELEGATES OF THE INTERLOCAL ETHICS ENTITY AND THE SHARED ETHICS ADVISORY COMMISSION**, TO ASSIST WITH TRAINING AND DEVELOPMENT UNDER THE ETHICS ORDINANCES ADOPTED BY THE PARTICIPATING COMMUNITIES.

SHARED ETHICS ADVISORY COMMISSION
Dan Klein, President

JOINT BOARD OF DELEGATES
Janice Malinowski, President

BY MICHAEL W. GRIFFIN, IAMC/MMC/CPFA/ACPFIM/CMO
HIGHLAND CLERK-TREASURER

Adopted by the Joint Board of Delegates at its Meeting April 30, 2020.

Notice Issued Pursuant to IC 5-14-1.5 et seq.

FEES ESTIMATES

	Dues @ 100%	Fees @ 50%	Fees @ 50%	Fees @ 60%	FY 2021 If fees @ 65%	If fees @ 75%
	Regular	FY 2013	FY 2014	FY 2015-2020		
Crown Point	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Highland	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 900.00	\$ 975.00	\$ 1,125.00
Munster	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 900.00	\$ 975.00	\$ 1,125.00
Schererville	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Whiting	\$ 500.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
Dyer	\$ 500.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
East Chicago	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Lowell	\$ 500.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
Hebron	\$ 250.00		\$ 125.00	\$ 150.00	\$ 162.50	\$ 187.50
<i>Hobart</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
<i>LaPorte County</i>	\$ 3,000.00		\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Ogden Dunes	\$ 250.00	\$ 125.00	\$ 125.00	\$ 150.00	\$ 162.50	\$ 187.50
Chesterton	\$ 500.00		\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
<i>Gary</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
<i>Burns Harbor</i>	\$ 250.00	\$ 125.00	\$ 125.00	\$ 150.00	\$ 162.50	\$ 187.50
<i>Valparaiso</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
<i>Porter County</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
<i>Lake County</i>	\$ 3,000.00		\$ 1,500.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
<i>Merrillville</i>	\$ 1,500.00		\$ 750.00	\$ 900.00	\$ 975.00	\$ 1,125.00
<i>Cedar Lake</i>	\$ 500.00		\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
<i>St. John</i>	\$ 500.00		\$ 250.00	\$ 300.00	\$ 325.00	\$ 375.00
<i>Westville</i>	\$ 250.00		\$ 125.00	\$ 150.00	\$ 162.50	\$ 187.50
	\$ 35,500.00	\$ 13,000.00	\$ 17,750.00	\$ 21,300.00	\$ 23,075.00	\$ 26,625.00

Annual Dues						
<u>Workforce Class</u>	<u>Dues @ 100%</u> <u>Dues</u>	<u>If Dues @ 50%</u>	<u>If dues @ 55%</u>	<u>If dues @ 60%</u>	<u>If dues @ 65%</u>	<u>If dues @ 75%</u>
Group I <i>Workforce exceed 150</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,650.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Group II <i>Workforce from 101 to 150</i>	\$ 1,500.00	\$ 750.00	\$ 825.00	\$ 900.00	\$ 975.00	\$ 1,125.00
Group III <i>Workforce from 50 to 100</i>	\$ 500.00	\$ 250.00	\$ 275.00	\$ 300.00	\$ 325.00	\$ 375.00
Group IV <i>Workforce less than 50</i>	\$ 250.00	\$ 125.00	\$ 137.50	\$ 150.00	\$ 162.50	\$ 187.50
Enrollment Fee						
	<u>Lump Sum</u>	<u>Two Installments</u>				
Group I <i>Workforce exceed 150</i>	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00			
Group II <i>Workforce from 101 to 150</i>	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00			
Group III <i>Workforce from 50 to 100</i>	\$ 1,500.00	\$ 750.00	\$ 750.00			
Group IV <i>Workforce less than 50</i>	\$ 500.00	\$ 250.00	\$ 250.00			

REVENUE BUDGET 2020

SHARED ETHICS ENTITY INITIATIVE As of 010/31/2020

	<u>Annual Dues</u>	<u>Enrollment Fees</u>	<u>TOTAL DUE</u>	<u>TOTAL PAID</u>
Crown Point	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
Highland	\$ 900.00	\$ -	\$ 900.00	\$ 900.00
Munster	\$ 900.00	\$ -	\$ 900.00	\$ 900.00
Schererville	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
Whiting	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Dyer	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
East Chicago	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
Lowell	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Hebron	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
<i>Hobart</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>LaPorte County</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
Ogden Dunes	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
Chesterton	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Gary	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>Burns Harbor</i>	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
<i>Valparaiso</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>Porter County</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>Lake County</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>Merrillville</i>	\$ 900.00	\$ -	\$ 900.00	\$ 900.00
<i>Cedar Lake</i>	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
<i>St. John</i>	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
<i>Portage</i>	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
<i>Westville</i>	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
<i>Lake Station</i>	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
	\$ 23,400.00	\$ -	\$ 23,400.00	\$ 21,600.00

Annual Dues

<u>Workforce Class</u>	<u>Dues @ 100%</u>	<u>If Dues @ 50%</u>	<u>If dues @ 55%</u>	<u>If dues @ 60%</u>	<u>If dues @ 65%</u>	<u>If dues @ 75%</u>
Group I <i>Workforce exceed 150</i>	\$ 3,000.00	\$ 1,500.00	\$ 1,650.00	\$ 1,800.00	\$ 1,950.00	\$ 2,250.00
Group II <i>Workforce from 101 to 150</i>	\$ 1,500.00	\$ 750.00	\$ 825.00	\$ 900.00	\$ 975.00	\$ 1,125.00
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Group IV <i>Workforce less than 50</i>	\$ 250.00	\$ 125.00	\$ 137.50	\$ 150.00	\$ 162.50	\$ 187.50

<u>Enrollment Fee</u>	<u>Lump Sum</u>	<u>Two Installments</u>	
Group I <i>Workforce exceed 150</i>	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Group II <i>Workforce from 101 to 150</i>	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
Group III <i>Workforce from 50 to 100</i>	\$ 1,500.00	\$ 750.00	\$ 750.00
Group IV <i>Workforce less than 50</i>	\$ 500.00	\$ 250.00	\$ 250.00