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	 Shared Ethics Initiative Fund Financial Statement: October 2020.
General Olueis	2. Ratify and allow accounts payable vouchers <i>Vouchers in advance of allowance May 1, 2020 through December 4, 2020 8 in the amount of \$ 212.76.</i>
	 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:

Account Number	Name	Prop	oosed Increase
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 30^{th} 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.

red Ethics II Expenditures (B		Carriedov	m1	201	9 Budget				CEMBER	Ap	2019 Unused propriations	Fund 59
Account	Name	Origina Appropriat		As A	Amended		hange from Original		SURSEMENTS to DATE	-	Balance	Encumbered
59.0000.20001.00	Miscellaneous Supplies	\$ 210	0.08	5	510.08	5	300.00	\$	278.02	\$	232.06	\$ -
59.0000.310.01.00	Ethics Legal Fees	\$	-	s		\$	-	\$	-	\$	-	
59.0000.31002.00	Ethics Document Recording	\$ 215	5.15	\$	215.15	s		\$		\$	215.15	
59.0000.32001.00	Ethics Instruction Postage	\$ 328	3.91	\$	828.91	s	500.00	\$	-	\$	828.91	
59.0000.320.02.00	Travel Expense	\$ 7	7.99	S	7.99	s	-	s		\$	7.99	
59.0000.330.01.00	Legal Notices	\$ 273	3.35	\$	373.35	5	100.00	\$	95.58	\$	277.77	
59.0000.330.02.00	Ethics Printing	\$	-	\$	1,000.00	S	1,000.00	\$	605.90	\$	394.10	
59.0000.330.03.00	Ethics Website Services	\$ 689	9.51	s	4,189.51	s	3,500.00	\$	1,855.09	\$	2,334.42	
59.0000.330.04.00	Data Tabulation/Analysis	\$ 400).22	s	2,900.22	s	2,500.00	\$	2,128.00	\$	772.22	
059.0000.33008.00	Miscellaneous Expense	\$	-	5	1,000.00	s	1,000.00	5	795.75	\$	204.25	\$ -
59.0000.380.07.00	Ethics Instruction Services		-	\$	1,000.00	\$	1,000.00	\$	650.16	\$	349.84	
59.0000.380.10.02	Ethics Instruction Services Elected Off.	\$ 700).52	\$	700.52	\$	-	\$	-	\$	700.52	
59.0000.38011.00	Ethics Instruction Services Boards & Com	m. \$	-	\$	2,454.10	s	2,454.10	\$	2,454.10	\$	-	
059.0000.38012.00	Ethics Instruction Services SPC PLC	\$	7.63	S	7.63	\$		\$		\$	7.63	
059.0000.38013.00	Ethics Instruction Services Ethics Summit	\$ 2,964	1.66	S	7,810.56	\$	4,845.90	\$	7,328.00	\$	482.56	\$ -
059.0000.38014.00	Ethics Instruction Services Dept. Heads	\$ 7,413	3.89	\$	6,740.90	S	(672.99)	\$	4,513.48	\$	2,227.42	
059.0000.38016.00	Ethics Staff Support Agreement NIRPC	\$	-	S	5,872.99	S	5,872.99	\$	5,872.99	\$, .	
	Total:	\$ 13,21	1.91	S S	35,611.91	S	22,400.00	S	26,577.07	S	9,034.84	s -
Cash Balance	on 01 January 2019											\$ 73,600.
	Revenue:	Budge							Actual			
	Interest		0.00					\$	262.22			THE CONTROL WELL AND CONTROL OF THE
	Shared Ethics Membership	\$ 21,300	0.00					\$	20,700.00			706
	Shared Ethics Program Fees	\$	- 1					\$ \$	1,500.00			
	Shared Ethics Enrollment Fee Porter County Foundation GRANT	\$	-					\$	1,500.00			
	Donation/ Misc.							\$				
	Foundation Grant											
	Accounts Payable							\$	-			
	Tota	al: \$ 21,450	0.00					S	22,462.22			
Reconciliation: Expenses to Dat	e:											\$ 26,577.
Revenues to Da	ie:											\$ 22,462.
Cash Balance as	of Date of the Report									4		\$ 69,485.
	Adjust for Operating Balance:	(Two Mor	iths of	Plan	ned Spendin	g as	Oper Balance		POLICY) Cash Balance	S	5,935.32	\$ 63,550.
			1					Una	ssigned Fund	Balar	ıce:	\$ 54,515.2
Report as of I	ECEMBER 31, 2019								sted balance:			\$ 12,150. \$ 57,334.
	Griffin, IAMC/MMC/CPFA/CPFIM/CMO							2.40	Jananec.			\$ 69,485.

	nitiative Fund	(Can	ried over from 2019)	2020 Budget				<i>MARCH</i>	Арі	2020 Unused propriations		Fund 59
Account	Name		Original propriations	As Amended		ige from iginal		URSEMENTS to DATE		Balance	Er	ncumbered
059.0000.20001.00	Miscellaneous Supplies	\$	232.06		S		\$		\$	232.06	\$	-
059.0000.310.01.00	Ethics Legal Fees	\$			S	-	\$		\$	-		
059.0000.31002.00	Ethics Document Recording	\$	215.15		s		\$	-	\$	215.15		
059.0000.32001.00	Ethics Instruction Postage	\$	828.91		s	-	\$		\$	828.91		
059.0000.320.02.00	Travel Expense	\$	7.99		S		\$		\$	7.99		
059.0000.330.01.00	Legal Notices	\$	277.77		s		\$		\$	277.77		
059.0000.330.02.00	Ethics Printing	\$	394.10		s		\$		\$	394.10		
059.0000.330.03.00	Ethics Website Services	\$	2,334.42		S		\$	· · · · · · · · · · · · · · · · · · ·	\$	2,334.42		
059.0000.330.04.00	Data Tabulation/Analysis	\$	772.22		s	-	\$		\$	772.22		
059.0000.33008.00	Miscellaneous Expense	\$	-		S		\$	· · · · · · · · · · · · · · · · · · ·	\$.	\$	
059.0000.380.07.00	Ethics Instruction Services	\$	349.84		S		\$	· · · · · · · · · · · · · · · · · · ·	\$	349.84		
059.0000.380.10.02	Ethics Instruction Services Elected Off.	\$	700.52		S	· · · · · · · · · · · · · · · · · · ·	\$	· · · · · · · · · · · · · · · · · · ·	\$	700.52		
059.0000.38011.00	Ethics Instruction Services Boards & Comm.	\$.		S		\$		\$			
059.0000.38012.00	Ethics Instruction Services SPC PLC	\$	7.63		S		\$		\$	7.63		
059.0000.38013.00	Ethics Instruction Services Ethics Summit	\$	482.56		S		\$	74.92	\$	407.64	\$	
059.0000.38014.00	Ethics Instruction Services Dept. Heads	\$	788.18		S	····	\$		\$	788.18		
059.0000.38016.00	Ethics Staff Support Agreement NIRPC	\$	1,439.24		s		\$	1,439.24	\$	•		
	Total:	s	8,830.59		S	-	\$	1,514.16	\$	7,316.43	s	
Cash Balance	e on 01 January 2020			<u>s</u> -							s	69,485.3
	Revenue:		Budget					Actual				
	Interest	\$	150.00				\$	32.92			ruspence:	VOLUMENTO LE MACO
	Shared Ethics Membership Shared Ethics Program Fees	\$ \$	21,300.00				\$	2,028.00			100	Arel 7a
	Shared Ethics Enrollment Fee	\$					\$					
	Porter County Foundation GRANT						\$					
	Donation/ Misc.						\$	-				
	Foundation Grant											
	Accounts Payable						\$	-				
Reconciliation:	Total:	S	21,450.00				\$	2,060.92				
Expenses to Dat	e:										\$	1,514.
Revenues to Da											\$	2,060.9
	of Date of the Report										S	70,032.1
	Adjust for Operating Balance:	(Tu	o Months o	f Planned Spendin	g as Op	er Baland		POLICY) Cash Balance:	S	1,471.77	s	68,560.3
								signed Fund		ce:		61,243.9
Revort as of	MARCH 31, 2020						Inve	sted balance:			\$	12,183.0
								id balance:			\$	57,848.
D \ 4:-b1107 (Griffin, IAMC/MMC/CPFA/CPFIM/CMO						qu				<u> </u>	70,032.1
by: Michael W. C												

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

Agreement. However, in recent years the dues were fixed below the amounts set in the agreement.

Delegate Tanis moved that the dues structure for 2021 be changed from 2020, fixing the annual membership at 65% of the fees fixed in the interlocal cooperation agreement and retaining the enrollment fees at 100% but retaining the option to pay over two years, in separate installments. Delegate (President-elect) Malinowski seconded. Upon a roll call vote, there were 14 affirmatives and no negatives. The motion passed. The dues and enrollment fees were fixed as indicated for 2021.

				_	- Fost		G F051				FY 2021		a erc
		12 TOOM		Fee	s @ 50%	Fee	s @ 50%	Fee	@ 60%	11 1	ees @ 65%	It te	es @ 75%
	-	s @ 100% egular			FY 2013		FY 2014	EV	2015-2020	-		-	
Crown Point	•	3,000.00		\$	1,500.00	s	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
lighland		1.500.00		\$	750.00	S	750.00	S	900.00	S	975.00	\$	1,125.00
Munster		1,500.00		\$	750.00	S	750.00	S	900.00	\$	975.00	\$	1,125.00
chererville		3,000.00		\$	1,500.00	S	1,500.00	S	1,800.00	S	1,950.00	\$	2,250.00
Whiting	\$	500.00		S	250.00	S	250.00	S	300.00	\$	325.00	\$	375.00
Constitution of the contract o	S	500.00		\$				\$	300.00	S	325.00	\$	375.00
Oyer	-			5	250.00	. 5 S	250.00	5		S	1.950.00	\$	2,250.00
East Chicago	-	3,000.00		S	1,500.00		1,500.00	\$	1,800.00	\$		\$	*
Lowell	\$	500.00		, 3	250.00	\$	250.00		300.00		325.00	\$	375.00
Hebron	\$	250.00				\$	125.00	\$	150.00	\$	162.50		187.50
Hobart		3,000.00		S	1,500.00	\$	1,500.00	S	1,800.00	\$	1,950.00	\$	2,250.00
.aPorte County		3,000.00		1		\$	1,500.00	\$	1,800.00	\$	1,950.00	S	2,250.00
Ogden Dunes	\$	250.00		\$	125.00	\$	125.00	\$	150.00	\$	162.50	\$	187.50
Chesterton	S	500.00		l.		\$	250.00	S	300.00	S	325.00	S	375.00
Gary		3,000.00		\$	1,500.00	\$	1,500.00	S	1,800.00	S	1,950.00	\$	2,250.00
Burns Harbor	\$	250.00		\$	125.00	\$	125.00	\$	150.00	\$	162.50	\$	187.50
Valparaiso		3,000.00		S	1,500.00	s	1,500.00	S	1,800.00	S	1,950.00	\$	2,250.00
Porter County		3,000.00		\$	1,500.00	S	1,500.00	S	1,800.00	S	1,950.00	S	2,250.00
ake County	\$	3,000.00				s	1,500.00	\$	1,800.00	\$	1,950.00	S	2,250.00
Merrillville	\$	1,500.00				S	750.00	\$	900.00	\$	975.00	S	1,125.00
Cedar Lake	\$	500.00				S	250.00	\$	300.00	\$	325.00	\$	375.00
St. John	S	500.00				S	250.00	S	300.00	S	325.00	S	375.00
Westville	S	250.00				S	125.00	S	150.00	S	162.50	S	187.50
Annual Dues	S 3	5,500.00		\$	13,000.00	\$	17,750.00	\$	21,300.00	\$	23,075.00	\$	26,625.00
			Dues @ 100% Dues		13,000.00 Dues @ 50%		17,750.00 ues @ 55%		21,300.00 ues @ 60%		23,075.00 ues @ 65%		26,625.00 ues @ 75%
orkforce Class													
orkforce Class Group I	<u> </u>		Dues	If E	Dues @ 50%	lf d	ues @ 55%	If d	ues @ 60%	If d	ues @ 65%	If d	ues @ 75%
Annual Dues orkforce Class Group I Workforce exceed	<u> </u>		Dues	If E	Dues @ 50%	lf d	ues @ 55%	If d	ues @ 60%	If d	ues @ 65%	If d	ues @ 75%
orkforce Class Group I Workforce exceed	<u> </u>		Dues \$ 3,000.00	lf I	Oues @ 50% 1,500.00	If d	ues @ 55% 1,650.00	If d	ues @ 60% 1,800.00	If d	lues @ 65% 1,950.00	If d	ues @ 75%
orkforce Class Group I Workforce excee Group II	d 150		Dues	If E	Dues @ 50%	lf d	ues @ 55%	If d	ues @ 60%	If d	ues @ 65%	If d	ues @ 75% 2,250.00
orkforce Class Group I Workforce excee Group II	d 150		Dues \$ 3,000.00	lf I	Oues @ 50% 1,500.00	If d	ues @ 55% 1,650.00	If d	ues @ 60% 1,800.00	If d	lues @ 65% 1,950.00	If d	ues @ 75% 2,250.00
orkforce Class Group I Workforce excee Group II Workforce from1	d 150		Dues \$ 3,000.00 \$ 1,500.00	If I	750.00	If d	ues @ 55% 1,650.00 825.00	If do	ues @ 60% 1,800.00 900.00	If d	1,950.00	If d	ues @ 75% 2,250.00 1,125.00
orkforce Class Group I Workforce excee Group II Workforce from1 Group III	d 150	150	Dues \$ 3,000.00	lf I	Oues @ 50% 1,500.00	If d	ues @ 55% 1,650.00	If d	ues @ 60% 1,800.00	If d	lues @ 65% 1,950.00	If d	ues @ 75% 2,250.00
orkforce Class Group I Workforce excee Group II Workforce from1 Group III	d 150	150	Dues \$ 3,000.00 \$ 1,500.00	If I	750.00	If d	ues @ 55% 1,650.00 825.00	If do	ues @ 60% 1,800.00 900.00	If d	1,950.00	If d	ues @ 75% 2,250.00 1,125.00
orkforce Class Group I Workforce exceed Group II Workforce from1 Group III Workforce from 1	d 150	150	Dues \$ 3,000.00 \$ 1,500.00 \$ 500.00	If I	750.00 250.00	If d	1,650.00 825.00 275.00	If do	1,800.00 900.00 300.00	If d	975.00 325.00	If d	2,250.00 1,125.00 375.00
orkforce Class Group I Workforce excee Group II Workforce from1 Group III Group III Group IV Group IV	d 150 101 to 50 to 1	150	Dues \$ 3,000.00 \$ 1,500.00	If I	750.00	If d	ues @ 55% 1,650.00 825.00	If do	ues @ 60% 1,800.00 900.00	If d	1,950.00	If d	ues @ 75% 2,250.00 1,125.00
orkforce Class Group I Workforce excee Group II Workforce from1 Group III Group III Group IV Group IV	d 150 101 to 50 to 1	150	Dues \$ 3,000.00 \$ 1,500.00 \$ 500.00	If I	750.00 250.00	If d	1,650.00 825.00 275.00	If do	1,800.00 900.00 300.00	If d	975.00 325.00	If d	2,250.00 1,125.00 375.00
orkforce Class Group I Workforce excee Group II Workforce from1 Group III Group III Group IV Group IV	d 150 101 to 50 to 1	150	Dues \$ 3,000.00 \$ 1,500.00 \$ 500.00	If I	750.00 250.00	If d	1,650.00 825.00 275.00	If do	1,800.00 900.00 300.00	If d	975.00 325.00	If d	2,250.00 1,125.00 375.00
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orkforce Class Group I Workforce excee Group II Workforce from I Group IV Workforce less ti Enrollment Fe Group I	3 d 150 d 150 to 50 to 5	150 100	Dues \$ 3,000.00 \$ 1,500.00 \$ 500.00 \$ 250.00	If I	750.00 250.00 125.00	If d \$ \$ \$	ues @ 55% 1,650.00 825.00 275.00 137.50	If do	1,800.00 900.00 300.00	If d	975.00 325.00	If d	2,250.00 1,125.00 375.00
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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 (2rd 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 Kyres 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	nitiative Fund	(Cam)	Carried over from	90	2020 Budget			Oct	October-20		2020 Unused	Fund 59
Account	experiments (burger to Actual)	.	2019) Original	As	As Amended	9	Change from	DISBI	DISBURSEMENTS	A P	Appropriations Balance	Encumbered
		App	oprianons			1	ingiliai					
059.0000.20001.00	Miscellaneous Supplies	€9	232.06	69	232.06	()	,	€9	1	€	232.06 \$	
059.0000.310.01.00	Ethics Legal Fees	€	ī	49	,	€9	•	⊕	1	€9	1	
059,0000.31002.00	Ethics Document Recording	€9	215.15	69	215.15	€9		€9	t	↔	215.15	
059,0000,32001.00	Ethics Instruction Postage	↔	828.91	S	828.91	69	,	↔	33.00	↔	795.91	
059.0000.320.02.00	Travel Expense	€9	7.99	49	7.99	60	•	€9	1	€9	7.99	
059,0000,330,01,00	Legal Notices	₩.	277.77	€9	277.77	69	,	€9	1	€9	277.77	
059,0000.330,02.00	Ethics Printing	€9	394.10	₩	1,394.10	69	1,000.00	₩	1	₩	1,394.10	
059,0000.330,03.00	Ethics Website Services	₩	2,334.42	€	2,334.42	69	,	€	179.76	↔	2,154.66	
059.0000.330.04.00	Data Tabulation/Analysis	₩.	772.22	₩	772.22	69	,	€9	1	₩	772.22	
059,0000,33008,00	Miscellaneous Expense	₩.	1	€9	1,000.00	69	1,000.00	s)	•	€9	1,000.00 \$	ı
059,0000,380,07,00	Ethics Instruction Services	€9	349.84	₩.	5,349.84	69	5,000.00	€9	1	€9	5,349.84	
059.0000.380.10.02	Ethics Instruction Services Elected Off.	€9	700.52	€9	700.52	69	,	₩	1	€9	700.52	
059.0000.38011.00	Ethics Instruction Services Boards & Comm.	₩	1	€	3,500.00	€9	3,500.00	€9	1	₩	3,500.00	
059.0000.38012.00	Ethics Instruction Services SPC PLC	€9	7.63	€9:	7.63	69		€9	1	€₽	7.63	
059,0000.38013.00	Ethics Instruction Services Ethics Summit	₩	482.56	69	9,482.56	69	9,000.00	€9	74.92	₩	9,407.64 \$	•
059.0000.38014.00	Ethics Instruction Services Dept. Heads	↔	788.18	€	788.18	69		\$	ı	↔	788.18	
059,0000,38016,00	Ethics Staff Support Agreement NIRPC	₩.	1,439.24	€9	8,439.24	69	7,000.00	€9	1,439.24	₩	7,000.00	
	Total:	S	8,830.59	69	35,330.59	€9	26,500.00	69	1,726.92	69	33,603.67 \$	•
Cash Balance	Cash Balance on 01 January 2020			€							69	69,485.36
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	Accounts Payable							€9	,			
	Total:	69	21,450.00					69	21,662.36			
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								O E	esigned rund	Dala	H	H
Report as of	Report as of OCTOBER 31, 2020							Inves	Invested balance: Liquid balance:		↔ ↔	12,213.08
By: Michael W.	By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO							•			\$ Delta \$	
CIEINTITAMO	duer/Jehr Fibra Omesi											

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHER

SHARED ETHICS

reto, are true			ounts t allowed of		LAKE COUNTY	BETH HERNANDI	DON ENSIGN
and the invoices, or bills attached the ith IC-5-11-10-1.6	3020 Men O DES	: VOUCHERS	chers listed on the foregoing Register of Accounts pages and except for accounts payables not allowed oles are hereby allowed in the total amount of		RANDY NIEMEYER	LORI MERCER	STEVE SPEBAR
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 THIS DAY OF DECIMBEN	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 allow as shown on the Register such accounts payables are hereby allowed in the total amount of 212.76	Dated thisday of	RICHARD HARDAWAY	MICHAEL W. GRIFFIN	ANDREW KYRES

TOWN OF OGDEN DUNES

PETER ANDERSON

TOWN OF OGDEN DUNES

JOIE WINSKI

TOWN OF MUNSTER

LAURA SHUR BLANEY

DEBORAH LONGER

CITY OF GARY

JANE JORDAN

SUE LYNCH

GILDA ORANGE

JANICE MALINOWSKI

BERNIE DOYLE

MARY TANIS

JOHN YELKICH

HERNANDEZ

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		KE CHECK BON DYLES 02/01/5050 - 15/04/5050	
7/5	Fage:	CE CT DISTRIBUTION REPORT FOR TOWN OF HIGHLAND	12/01/2020 04:16 PM INVOI

EXP CHECK RUN DATES 05/01/2020 - 12/04/2020 INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND

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Fage: 2/2

Amount Check #

97,212

212.76

GL Number Invoice Line Desc BOTH OPEN AND PAID BOTH JOURNALIZED AND UNJOURNALIZED

Vendor Invoice Description

Fund Totals:

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.

	Du	es @ 100%			Fees	s @ 50%	Fee	s @ 50%	Fees	@ 60%		FY 2021 es @ 65%	If fe	ees @ 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
Hobart	\$	3,000.00			\$	1,500.00	\$	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
LaPorte County	\$	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
Gary	\$	3,000.00			\$	1,500.00	\$	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
Burns Harbor	\$	250.00			\$	125.00	\$	125.00	\$	150.00	\$	162.50	\$	187.50
Valparaiso	\$	3,000.00			\$	1,500.00	\$	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
Porter County	\$	3,000.00			\$	1,500.00	\$	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
Lake County	\$	3,000.00					\$	1,500.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
Merrillville	\$	1,500.00					\$	750.00	\$	900.00	\$	975.00	\$	1,125.00
Cedar Lake	\$	500.00					\$	250.00	\$	300.00	\$	325.00	\$	375.00
St. John	\$	500.00					\$	250.00	\$	300.00	\$	325.00	\$	375.00
Westville	\$	250.00					\$	125.00	\$	150.00	\$	162.50	\$	187.50
Annual Dues	\$	35,500.00			\$	13,000.00		17,750.00		21,300.00		23,075.00	\$	26,625.00
	_		Du	es @ 100%	If D	ues @ 50%	If d	ues @ 55%	If du	ies @ 60%	If du	ıes @ 65%	If d	ues @ 75%
Workforce Class	-			Dues									_	
Group I Workforce exceed	1 150)	\$	3,000.00	\$	1,500.00	\$	1,650.00	\$	1,800.00	\$	1,950.00	\$	2,250.00
Group II Workforce from 10	01 to	150	\$	1,500.00	\$	750.00	\$	825.00	\$	900.00	\$	975.00	\$	1,125.00
Group III Workforce from 5	50 to	100	\$	500.00	\$	250.00	\$	275.00	\$	300.00	\$	325.00	\$	375.00
Group IV Workforce less th			\$	250.00	\$	125.00	\$	137.50	\$	150.00	\$	162.50	\$	187.50
Workforce less th	ıan 5		Lu	mp Sum		Two Inst	allmei	nts	\$	150.00	\$	162.50	\$	187.50
Workforce less th	an 5	70			\$, i		\$	150.00	\$	162.50	\$	187.50
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REVENUE BUDGET 2020

SHARED ETHICS ENTITY INITIATIVE As of 010/31/2020

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 \$ - \$ 1,800.00 \$ 1,800.00 Hebron \$ 150.00 \$ - \$ 1,800.00 \$ 150.00 Hobart \$ 1,800.00 \$ - \$ 1,800.00 \$ 1,800.00 LaPorte County \$ 1,800.00 \$ - \$ 1,800.00 \$ 1,800.00 Ogden Dunes \$ 150.00 \$ - \$ 300.00 \$ 300.00 Gary \$ 1,800.00 \$ - \$ 1,800.00 \$ 150.00 Burns Harbor \$ 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 Hobart \$ 1,800.00 \$ - \$ 1,800.00 \$ 1,800.00 LaPorte County \$ 1,800.00 \$ - \$ 1,800.00 \$ 1,800.00 Chesterton \$ 300.00 \$ - \$ 150.00 \$ 300.00 Gary \$ 1,800.00 \$ - \$ 1,800.00 \$ 300.00 Burns Harbor \$ 150.00 \$ - \$ 1,800.00 \$ 150.00	
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Merrillville \$ 900.00 \$ - \$ 900.00 \$ 900.00	
Cedar Lake \$ 300.00 \$ - \$ 300.00 \$ 300.00	
St. John \$ 300.00 \$ - \$ 300.00 \$ 300.00	
Portage \$ 1,800.00 \$ - \$ 1,800.00 \$ 1,800.00	
Westville \$ 150.00 \$ - \$ 150.00 \$ 150.00	
Lake Station \$ 300.00 \$ 300.00	
\$ 23,400.00 \$ - \$ 23,400.00 \$ 21,600.00	
Annual Dues	
<u>Dues @ 100%</u> If Dues @ 50% If dues @ 55% If dues @ 60% If dues @ 65% If dues @ 75	%
Workforce Class Dues	
Group I \$ 3,000.00 \$ 1,500.00 \$ 1,650.00 \$ 1,800.00 \$ 1,950.00 \$ 2,250	1.00
Workforce exceed 150	
Group II \$ 1,500.00 \$ 750.00 \$ 825.00 \$ 900.00 \$ 975.00 \$ 1,125	: 00
Group II \$ 1,500.00 \$ 750.00 \$ 825.00 \$ 900.00 \$ 975.00 \$ 1,125 Workforce from 101 to 150	.00
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Group III \$ 500.00 \$ 250.00 \$ 275.00 \$ 300.00 \$ 325.00 \$ 375	5.00
Workforce from 50 to 100	1.00
4401 KJO11 & J. O11 50 to 100	
Group IV \$ 250.00 \$ 125.00 \$ 137.50 \$ 150.00 \$ 162.50 \$ 187	7.50
Workforce less than 50	.50
Trongoree too man oo	
Enrollment Fee Lump Sum Two Installments	
Group I \$ 5,000.00 \$ 2,500.00 \$ 2,500.00	
Workforce exceed 150	
Group II \$ 2,500.00 \$ 1,250.00	
Workforce from 101 to 150	
Crows III # 1 500 00 # 750 00 # 750 00	
Group III \$ 1,500.00 \$ 750.00 \$ 750.00	
Workforce from 50 to 100	
Group IV \$ 500.00 \$ 250.00 \$ 250.00	
Workforce less than 50	