

Agenda Minutes

City of Atlanta

Temporary Task Force for Review:

Process and Procedures of the Office of the Inspector General, the Ethics Office,
and the Governing Board of the Office of the Inspector General and Ethic Office.

October 7, 2024

3:00 PM

Atlanta City Hall – Committee Room 1

1. Call to Order

Chair Leah Ward Sears called the meeting to order at 3:00PM.

In Attendance:

1. Leah Ward Sears, Chair
2. David Dove
3. Norman Brothers
4. Richard Deane Jr.
5. Representative Tanya Miller, House District 62

City Councilmembers Shook and Overstreet were still in City Council meeting and unable to participate

2. Adoption of Agenda

Motion was made by Chair to adopt agenda

Seconded by: David Dove

Adopted Unanimously

3. Approval of Minutes

Motion by Chair Leah Ward Sears

Seconded by: David Dove

Approved Unanimously

Chair – Leah Ward-Sears requested office minutes to be added to the city’s website and to include all materials and presentations for the October 7, 2024, meeting. Additionally, to provide the web address where documents can be found.

4. Discussion of Process

Representative Tanya Miller – Lead discussion of framing mandate of process and purpose of Task Force.

1. To review the processes and procedures of the Office of Inspector General, Ethics Office, and the Governing Board of the Office of the Inspector General & Ethics Office.
2. She indicated that this meeting was to hear comments from the stakeholders and OIG groups and that at the conclusion of these presentations, if the Task Force needed additional information, that the members could request the same.
3. She further indicated that if the 5 minutes allotted for questions from the Task Force was expiring that each member could present their questions in writing and received written responses to be entered into the record.

- i. **Additional documentation may be requested by the Task Force as needed.**

4. Outline of Process

- i. **Listen to stakeholder testimony**
- ii. **Conduct fact finding of asking questions to better understand processes and procedures that are in place**
- iii. **Request additional materials (data and information) from stakeholders to assist in review and formulation of recommendations**
- iv. **After hearing from stakeholders and requesting additional documentary evidence, the Task Force will be prepared to evaluate their mandate and begin the process of proposing recommendations to the City Council.**
- v. **Goal is to have every relevant document reviewed and every stakeholder heard by the Task Force.**

5. Presentation of Invitees and Questions

Chair – Ward-Sears provided an overview of an assembled list of 18 potential presenters from types of groups suggested by the Task Force. All were invited to participate and make presentations on information they would like the Task Force to consider as they work to develop recommendations to submit to the City Council to address the stated concerns. The list included subject matter experts and representatives from:

- 1. Association of the Office of Inspector Generals**
- 2. State Inspector General**
- 3. City of Atlanta Inspector General**
- 4. All Members of the Governing Board of Inspector General & Ethics Office, and Ethics Officer**
- 5. Representative from Employee and Union Associations**
- 6. Chief Operating Officer**

Chair – Ward-Sears requested that the Clerk list the responses and presentations from the invitees that were submitted to the Clerk of Task Force.

- 1. There were 16 respondents to invitations to provide testimony and/or written comment.**
- 2. Each invitee was informed that they would have a 10 minute presentation time with 5 minutes allocated for Q&A from the members of the Task Force**

City Attorney Patrise Perkins-Hooker – provided notice of two written submissions received in lieu of attendance to augment the in person presentations and will be made available online:

- i. Association of Inspectors General – Will Fletcher**
- ii. State of Georgia Office of Inspector General – Nigel Lange**

Presentations were made by:

- 1. City of Atlanta Ethics Office - Jabu Sengova**
- 2. Office of Inspector General Governing Board Chair – Nichola Hines**

3. **City of Atlanta Office of Inspector General – Shannon Manigault**
4. **Human Resources Commissioner – Calvin W. Blackburn III**
5. **Director Emergency Preparedness - Felipe den Brok**
6. **Director of Office of Buildings – Greg Pace**
7. ***Human Resources Deputy Commissioner – Kimberly J. Finley (Not Present)***
8. **Human Resources Deputy Commissioner – Candace Kollas**
9. **OIG Board Member – Cecily Welch**
10. **Department of Customer Service/ATL311 – Myesha Good**
11. **Georgia Public Service Labor Organization – Raynard E. Burrell**
12. **American Federation of State, County & Municipal Employees – Executive Director, Tracey Thornhill**
13. **Atlanta Department of Labor and Employee Services – Humeta Embry**
14. **Attorney Steven Katz c/o Burnie Tokarz**
15. **Office of Inspector General Governing Board Member – Todd Gray**
16. **Office of Inspector General Governing Board Member – Terri Simmons**

Task Force documents may be accessed by visiting the City of Atlanta's website at www.atlantaga.gov and selecting "GOVERNMENT", "BOARDS & COMMISSIONS", and "TASK FORCE FOR REVIEW" select the file link of the document you wish to view.

6. Scheduling of Next Meeting
Chair – Ward-Sears provided a brief discussion of the mandate to hold at least 3 public meetings and she wanted to confirm the date and time of the next meeting.

Next Meeting Scheduled for October 16, 2024, at 3:30PM

7. Public Comment (2 Minutes)
Public comments may be accessed by visiting the City of Atlanta's website at www.atlantaga.gov and selecting "GOVERNMENT", "Channel 26", "Archived Meetings" and searching under Special Meetings for a video of this meeting. A recording of the meeting is also available by visiting the Atlanta City Council website at

www.citycouncil.atlantaga.gov and selecting “Council Divisions”, “Council Communications”, “Meeting Videos” and searching under Special Meetings for a video of this meeting.

There were 10 speakers signed up to provide public comments:

1. **Shanae Hall**
 2. **Jim Martin**
 3. **Paul Zucca**
 4. **Tonisha Brown**
 5. **D. Pereins Penod**
 6. **A. Williams**
 7. **Audrey Dye**
 8. **Kei Kei Reid**
 9. **Duvwon Robinson**
 10. **Amy Stout**
8. Motion to Adjourn – **Chair Ward-Sears**
Seconded by David Dove

***Representative Miller – provided public notice of her affiliations and/or relationships regarding individuals that provided testimony before the Task Force. None of which will impact ability to abide by oath taken to make recommendations about process and procedures. ***

Meeting Adjourned at 6:04PM