

**MINUTES OF THE  
MACOMB COUNTY ETHICS BOARD**

**Thursday, July 11, 2013**

A meeting of the Macomb County Ethics Board was held Thursday, July 11, 2013, at 8:30 a.m., in the Media Room, on the 8<sup>th</sup> Floor of the Administration Building, Mount Clemens, Michigan.

**CALL TO ORDER**

Chair Amboyer called the meeting to order at 8:38 a.m.

**ROLL CALL**

The following members were present:

Dr. Donald J. Amboyer, Karen Smith and Jim Caygill.  
Absent and Excused - Jermaine Jackson

Jill Smith, Corporation Counsel and Michelle LaBelle, Finance - Risk & Insurance Division were also present.

**ADOPTION OF AGENDA**

**MOTION**

A motion was made by Jim Caygill, supported by Karen Smith, to adopt the Agenda, as presented.

Vote: 3 – 0. **The Motion Carried.**

**APPROVAL OF MINUTES OF 5/22/13**

**MOTION**

A motion was made by Jim Caygill, supported by Karen Smith to approve the Minutes of May 22, 2013 as presented.

Vote: 3 – 0. **The Motion Carried.**

**Correspondence**

Chair Amboyer distributed an email received from Andrew Kim. Members reviewed questions and discussed responses for the upcoming Board of Commissioners Meeting.

### **New Member Nomination**

Mr. Brian Bourbeau will go before the Government Operations Committee on July 15, 2013 to be appointed to the Ethics Board with Board of Commissioner approval. He will fill term to expire February 1, 2014.

### **ETHICS BOARD TRAINING UPDATE**

Karen Smith has received a proposal for an online education module. She provided information on website training to include talks and mini tests, public training portion, scoring mechanism to include understanding and intranet training for employees, appointees and elected officials.

### **2014 BUDGET**

Chair Amboyer reviewed the 2014 Budget and discussed last years budget. The Ethics Board Departmental Budget Review is scheduled for Monday, July 15, 2013 at the Government Operations Committee.

### **OTHER BUSINESS**

Chair Amboyer reviewed the phone procedures and gave passwords and instructions how to retrieve messages from the voice mail.

The next meeting location was discussed due to the fire at the County Building. The next meeting will be at the Administration Building Media Room – 8<sup>th</sup> Floor.

### **PUBLIC PARTICIPATION**

Mr. Brian Bourbeau

### **NEXT MEETING**

The next meeting will be on August 8, 2013 at 8:30 a.m.

### **ADJOURNMENT**

### **MOTION**

A motion was made by Karen Smith, supported by Jim Caygill, to adjourn the meeting at 9:43 a.m.

Vote: 3 – 0. **The Motion Carried.**

Respectfully submitted:

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Jim Caygill,  
Secretary

Approved:

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Donald J. Amboyer, Ph.D.  
Chair