

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA
ACTION ITEM

Item No.	<u>6b</u>
Date of Meeting	<u>April 23, 2013</u>

DATE: April 18, 2013
TO: Tay Yoshitani, Chief Executive Officer
FROM: Mary Gin Kennedy, Director, Commission Services
SUBJECT: First Reading of Resolution No. 3681 establishing a revised Code of Ethics for Port Commissioners and repealing all prior resolutions dealing with the same subject.

ACTION REQUESTED:

Request First Reading of Resolution No. 3681: A Resolution of the Port Commission of the Port of Seattle establishing a revised Code of Ethics for Port Commissioners and repealing all prior resolutions dealing with the same subject, including Resolution No. 3583.

SYNOPSIS:

Most of the changes in the revised Code of Ethics (Code) for Port Commissioners pertain to the Board of Ethics (Board). The Commission plans to re-establish the Board by selecting three members in open public session soon after the adoption of this resolution.

The revised Code provides more detail than the Code of Ethics adopted in 2007 about how a written complaint against a Commissioner will be submitted and handled by the Board. All written complaints will be initially considered by the Board to determine if the complaint was properly submitted and warrants investigation. If the Board determines there is a basis for investigation and an investigation is conducted, the Board will make factual findings and determine whether the Code was violated. The Board may make recommendations for corrective actions. The Board may also dismiss a complaint before an investigation if it determines there is no reasonable basis for the complaint, or, after an investigation, if it determines no violation of the Code has occurred.

As provided in the 2007 Code of Ethics, the Board may report to the Commission in executive session as provided by the Open Public Meetings Act (Chapter 42.30 RCW). The Commission will also release any written recommendations prepared by the Board with any redactions consistent with protecting the privacy of Port officials and employees consistent with the Public Records Act (Chapter 42.56 RCW) and other public disclosure laws.

Board members will receive *per diem* and reimbursement for any pre-approved and reasonable expenses.

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

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OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:

- Resolution No. 3681.

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS:

None.