

NEW HAMPSHIRE EXECUTIVE BRANCH ETHICS COMMITTEE

**OFFICE OF THE ATTORNEY GENERAL
ROOM 302**

**May 7, 2014
8:10 AM**

Meeting called to order by Vice Chairman Dale Kuehne

Present: Andrew Schulman, Alan Johnson, James Normand

Absent: Joseph DiBrigida, Jr.

Also present for a portion of the meeting: Deputy Attorney General Ann Rice
Senior Assistant Attorney General Karen Schlitzer

- The committee members reviewed the draft minutes of the March 5, 2014 meeting and approved them.
- The committee discussed the membership of the committee and status of terms. Alan Johnson's and James Normand's terms end on June 30. Mr. Johnson has returned his application and it will soon go before the Governor and Council. Mr. Normand has not been in contact with his appointing body, the Secretary of State. Chairman DiBrigida will be contacting the appointing bodies for the positions with terms to be expiring soon and the vacant position to inquire about appointments.
- The June meeting may be postponed due to quorum issues.
- Deputy Attorney General Rice and Senior Assistant Attorney General Schlitzer are recused from a matter to be discussed in non-public session.
- All members concurred to enter into a non-public session to discuss advisory opinions and complaints. The committee entered a non-public session at 8:20 a.m. and concluded the non-public session at 9:27 a.m.
- Andrew Schulman made a motion to keep the non-public minutes sealed. James Normand seconded the motion; all members concurred.
- Andrew Schulman will circulate a draft of a more "user-friendly" complaint form and instructions for the committee's review.
- The committee reviewed the misuse of position brochure. Committee members may revise the brochure to make it more graphically appealing.

- The committee discussed draft rules Eth 214 Rulemaking; Eth 215 Explanation of Adopted Rules; Eth 216 Discipline of Committee Members; and Eth 217 Advisory Opinions.
- James Normand made a motion to submit the draft rules to the Joint Legislative Committee on Administrative Rules (JLCAR); Alan Johnson seconded the motion. All concurred.
- The next meeting is scheduled for June 4, 2014 at 8:00 a.m.

Meeting adjourned at 10:01 a.m.

Respectfully Submitted

Kara-Lee Bean
Recording Secretary