

**CITY OF PHOENIX
ETHICS COMMISSION
Summary Minutes
April 16, 2026**

Phoenix City Hall
12th Floor, Central Conference Room
200 W Washington St.
Phoenix, AZ 85003

Commission Members Present

Patricia Sallen, Chair
Peter Schirripa, Vice Chair
Ann Hart
Jose Samuel (Sam) Leyvas III

Commission Members Absent

Cheryl Pietkiewicz

1. Call to Order/Roll Call

Chairwoman Patricia Sallen called the meeting to order at 3:02 p.m. with Commissioner Ann Hart present. Vice Chairman Peter Schirripa and Commissioner Sam Leyvas joined virtually. Commissioner Cheryl Pietkiewicz was absent.

Elizabeth Nillen, Commission Attorney, stated members of the public may speak for up to two minutes on agenda items, aside from agenda items on the pending complaints, and gave direction on appropriate decorum when providing comments.

2. Approval of Meeting Minutes from March 19, 2026

Commissioner Hart made a motion to approve the minutes of the March 19, 2026, Ethics Commission Meeting. Commissioner Leyvas seconded the motion.

Chairwoman Sallen noted one potential correction on the third paragraph of page two regarding her comment.

Special Projects Administrator Rebecca McCarthy noted she would verify and make the change to the approved minutes if needed.

The motion passed unanimously 4-0.

3. Staff Update

Deputy City Manager David Mathews noted there are a few updates from staff. He noted that today would have been Commissioner Pietkiewicz's last day on the Commission, and due to her prior commitments, she was unable to make the meeting today.

Chairwoman Sallen formally thanked Commissioner Pietkiewicz for her service to the Ethics Commission.

Special Projects Administrator McCarthy provided an update on the status of the recruitment. She stated the application deadline is April 20, and no eligible applicants have been received. She confirmed the application will be extended through June 20.

4. Discussion of Inquiry Review Process

Chairwoman Sallen noted this item is an ongoing discussion from previous meetings to review how similar Commissions operate in other jurisdictions. She introduced Special Projects Administrator McCarthy to provide the update.

Special Projects Administrator McCarthy provided an overview of the research. She noted the purpose is to provide reference materials to the Commission as they consider potential revisions to the Rules of Procedure. She also noted the information provided in the research is only a preliminary, high-level review and is not a fully comprehensive review. She reviewed each section of the document provided in the packet entitled “Ethics Commission Research – Comparable Jurisdictions. DRAFT as of April 10, 2026.”

Chairwoman Sallen asked if all three jurisdictions included in the research included employees.

Special Projects Administrator McCarthy responded yes, with the exception of San Diego which only included “unclassified employees” which are similar to contractors per her understanding.

Special Projects Administrator McCarthy continued her review of the research. She noted that additional research should be completed for the section on Confidentiality and Transparency, as each of the codes or regulations discussed special exceptions.

Vice Chairman Schirripa asked if the Commission has an Annual Report.

Special Projects Administrator McCarthy noted the Phoenix Ethics Commission has not completed an Annual Report but one could be drafted if requested by the Commission.

Chairwoman Sallen asked if the Commission created any report or formal update.

Special Projects Administrator McCarthy responded no and noted that an annual report is not required per the Commission’s Bylaws.

Deputy City Manager Mathews noted the results of the Commission's actions are publicly available on the website, but there is no report summarizing the Commission's actions.

Chairwoman Sallen noted the Commission may want to discuss this further. She stated if there are proposed changes to the Rules of Procedures presented to City Manager and Council, the Commission could use this opportunity to present the Commission's actions thus far.

Commissioner Hart asked if this report would come from the office that oversees the Commission.

Chairwoman Sallen responded that since an Annual Report is not required by the Commission's governing documents, the Commission may want to develop something on their own or direct City Staff to prepare something.

Commissioner Hart requested to move forward with an Annual Report and suggested addressing certain updates that were previously discussed by the Commission. She asked if the decision to move forward with an Annual Report is up to the Commission.

Deputy City Manager Mathews responded that if the Commission provides feedback on what should be included in an annual report, staff would draft the report and submit it to the Commission for review, editing, and final approval.

Commissioner Hart suggested a work study session.

Chairwoman Sallen recommended the Commission identify topics to include in an Annual Report.

Chairwoman Sallen asked if the Commission had any other research requests for staff. She asked staff if there are other jurisdictions the Commission should consider reviewing.

Special Projects Administrator McCarthy stated she could not guarantee the list was comprehensive, and she included extra jurisdictions at the end of the report for the Commission to review.

Commissioner Leyvas agrees with the statements of both Chairwoman Sallen and Commissioner Hart. He recommends the Commission take time to review the information provided to them in this meeting and in previous meetings, including the Ethics Review Ad Hoc Task Force Report, before the next meeting. He recommended setting aside time in each meeting to develop consensus on their proposed recommendations.

Chairwoman Sallen asked staff on their recommendations of next steps.

Special Projects Administrator McCarthy recommended the Commission to independently review the materials, as the Commissioners have mentioned. Staff could conduct additional research if requested.

Deputy City Manager Mathews suggested that if the Commission requests more research, it would help to provide clear questions, as staff will likely need to contact the relevant jurisdictions to obtain detailed information.

Commissioner Leyvas asked if staff could research jurisdictions which mention the “appearance of impropriety” and identify the language used.

Special Projects Administrator McCarthy responded staff will follow-up with the additional research as requested.

Chairwoman Sallen recommended the Commission review all of the materials provided to prepare for a discussion about the proposed changes.

Commissioner Hart asked for additional information about the type of “training” provided by the Philadelphia Board of Ethics as noted in their scope.

Special Projects Administrator McCarthy responded that the Board appears to be preparing ethics training, handbooks, or other materials comparable to those offered by the City of Phoenix Law Department to elected officials, boards, and commissions, as well as those provided by the City of Phoenix Human Resources Department to employees.

Chairwoman Sallen stated there is no action to take on this item today.

5. Update on March 4, 2026, Alleged Open Meeting Law Violations Investigation

Chairwoman Sallen asked for an update from the Commission’s Attorney.

Commission Attorney Nillen noted the alleged Open Meeting Law Violation letter received on March 4 requested a response by April 3. She submitted a response on behalf of the Commission and is now waiting for a reply from the Maricopa County Attorney’s Office.

6. Legal Opinion Requested Involving the Request for Reconsideration

Commissioner Hart made a motion to move into executive session for the purpose of receiving legal advice from the Commission Attorney related to Agenda Item 6. Vice Chairman Schirripa seconded the motion, which passed unanimously 4-0.

The Commission entered Executive Session at 3:32 p.m.

The Commission returned from Executive Session at 4:24 p.m.

No action was taken.

7. **Call to Public**

Special Projects Administrator McCarthy stated there are no speakers registered for Agenda Item 7.

8. **Future Agenda Items and Meeting Dates**

Chairwoman Sallen confirmed the next meeting is scheduled for May 21. She requested an agenda item for Inquiry Review Process to be included on the next agenda.

9. **Adjournment**

Chairwoman Sallen adjourned the meeting 4:26 p.m.