



# Wisconsin Ethics Commission

Campaign Finance | Lobbying | Ethics  
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## Wisconsin Ethics Commission

Teleconference and at  
101 E. Wilson Street  
St. Croix Room  
Madison, Wisconsin  
October 13, 2020  
9:00 a.m.

### Open Session Minutes

**Present:** David Halbrooks, Pat Strachota, Paul Connell, Mac Davis, Scot Ross,  
and Timothy Van Akkeren

**Staff Present:** Daniel Carlton, David Buerger, Julie Nischik, and Caroline Russell

#### **A. Call to Order**

Commission Chair David Halbrooks called the meeting to order at 9:02 a.m.

#### **B. Report of Appropriate Meeting Notice – Administrator**

Commission Administrator Daniel Carlton notified the Commission appropriate meeting notice had been provided to the public and news media.

#### **C. Approval of Minutes of Prior Meetings**

- 1. Open Session Minutes for Meeting on August 18, 2020**
- 2. Open Session Minutes for Meeting on September 3, 2020**
- 3. Open Session Minutes for Meeting on September 10, 2020**
- 4. Open Session Minutes for Meeting on September 15, 2020**

**MOTION:** To approve the minutes. Moved by Commissioner Davis, seconded by Commissioner Van Akkeren. Motion carried unanimously.

#### **D. Personal Appearances**

There were no personal appearances.

#### **E. Administrative Rules Update**

Staff Counsel David Buerger presented the memo on page 15 of the meeting materials.

The Commission took no action.

#### **F. Guidance Document Policy**

Commission Administrator Daniel Carlton presented the memo on page 17 of the meeting materials.

**MOTION:** To adopt the guidance document policy as drafted in the memo. Moved by Commissioner Strachota, seconded by Commissioner Van Akkeren. Motion carried unanimously.

#### **G. Late Payment of Lobbying Fees Staff Procedure Update**

Ethics Specialist Caroline Russell presented the memo on page 23 of the meeting materials.

**MOTION:** To allow staff to begin the new process of sending notification of late lobbying fees two weeks after application for license, registration, or authorization is submitted. Moved by Commissioner Strachota, seconded by Commissioner Van Akkeren. Motion carried unanimously.

#### **H. FY21 Lapse Plan**

Commission Administrator Daniel Carlton provided a verbal update on this item. Administrator Carlton noted the Ethics Commission staff met with the Budget Office staff, and were directed to provide a plan in early 2021. Administrator Carlton noted staff will meet with the Budget Office again in January, and they could potentially make an appearance at the February meeting.

The Commission took no action on this item.

#### **I. Staff Report**

Administrator Daniel Carlton presented the memo on page 25 of the meeting materials.

The Commission took no action.

#### **J. Consideration of Future Agenda Items**

The Commission did not discuss any future agenda items.

#### **K. Closed Session**

**MOTION:** To go into closed session for the purpose of discussing requests for advice, complaints and investigations, and personnel matters. Moved by Commissioner Connell, seconded by Commissioner Van Akkeren. Motion carried unanimously.

1. Requests for Advice
2. Complaints and Investigations
3. Personnel Matters

**L. Adjourn**

**MOTION:** To adjourn. Moved by Commissioner Connell, seconded by Commissioner Davis. Motion carried unanimously.

Meeting adjourned at 5:17 p.m.

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October 13, 2020 Wisconsin Ethics Commission meeting minutes prepared by:

*Julie Nischik*  
Julie Nischik, Office Management Specialist

December 8, 2020

October 13, 2020 Wisconsin Ethics Commission meeting minutes certified by:

*Pat Strachota*  
Pat Strachota, Vice Chair

December 8, 2020