



**Denver Board Of Ethics**  
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## **DENVER BOARD OF ETHICS MINUTES MEETING OF FEBRUARY 20, 2019**

Chair Patrick Tooley called the meeting of the Denver Board of Ethics to order at 8:07 am in Conference Room 2 D 4 of the Wellington Webb Municipal Office Building. Also present were Board Members Julia Yeckes, Sylvia Smith, Andrew Armatas and Roy Wood. Also in attendance were Executive Director Michael Henry and Assistant City Attorney Lori Weiser.

1. Deputy Chief Financial Officer Margaret Danuser, who is a member of the board of the Colorado Convention Center Authority, discussed with the Board her request for an advisory opinion regarding whether she could accept a gift certificate for one night's stay at the Hyatt Convention Center Hotel. The Board of Ethics granted her a waiver to allow such acceptance.
2. Amanda Sandoval, the Outreach Manager/Legislative Liaison for the Fire Department, discussed with the Board her request for an advisory opinion about her intended candidacy for the Denver City Council.
3. The Board discussed with Keith Usher, who recently resigned from Denver International Airport, his request for an advisory opinion about subsequent employment.
4. The Board discussed with Police Department Sgt. John White and Officer Gerald Abraham a request for an advisory opinion regarding incentive payments to be offered to police officers who will participate in a study on behalf of the National Institute for Occupational Safety and Health.
5. The Board discussed with Brian McCartney, a Vehicle Impound Clerk, his request for an advisory opinion as to the sponsorship by a towing company of his race car used as his hobby.
6. The Board moved, seconded and passed the approval of the minutes of the January 15, 2019 Board meeting.

**Executive Director**  
L. Michael Henry

**Board Members**  
Patrick D. Tooley – Chair  
Julia C. Yeckes – Vice Chair  
Roy. V. Wood  
Andrew S. Armatas  
Sylvia Smith

7. The Board discussed with Kristen Knutson and Vonn Vititoe of the Office of Human Resources the timeline for hiring an Executive Director to replace Michael Henry when he retires as of August 31, 2019. The Board decided that:
  - The notice will be posted on or about March 4, 2019.
  - The notice will ask for a cover letter asking applicants why they want the position.
  - The notice will advise that the selected candidate will be expected to report for work on August 1, 2019. There will be a one-month dual incumbency with the current Executive Director for training purposes.
  - All Board members will receive all of the qualifying applications in notebook or electronic form on April 5, 2019.
  - The Board will screen the written applications on April 17, 2019 after the Board's monthly meeting.
  - The Board will interview the top applicants during the week of April 22, 2019.
8. The Board moved, seconded and passed to go into executive session to screen three pending complaints.
9. The meeting was adjourned at 10:15 am.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael Henry". The signature is written in a cursive, flowing style.

Michael Henry  
Executive Director

NOTE: Copies of decisions in the cases mentioned above or any other cases may be obtained by contacting the Board's Executive Director, Michael Henry – [michael.henry@denvergov.org](mailto:michael.henry@denvergov.org).

Approved by the Board of ethics on March 20, 2019