



INDIANA
STATE ETHICS COMMISSION

ERIC HOLCOMB, *Chairman*
GREGORY L. WILSON SR., *Executive Director*

AUG 20 2019

FILED

INDIANA STATE ETHICS COMMISSION
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To: The Office of the Inspector General
The Governor's Office
The Indiana Civil Rights Commission's State Ethics Officer
From: The Indiana Native American Indian Affairs Commission
Date: August 20, 2019
RE: Potential Conflict of Interest Disclosure

Dear Inspector General Torres,

On August 15, 2019, I identified a potential conflict of interested under Indiana code 4-2-6-9. The Indiana Native American Indian Affairs Commission solicited college scholarship applications for the 2019-2020 school year. The applications were due on August 15, 2019, and two of my grandchildren applied for one of the scholarships. Although my grandchildren are over 18 years old and do not live in the home, in the interest of transparency and fairness, I am making this disclosure as if they were "immediate" family members under 42 IAC 1-3-13.

I am a member of the Commission that will vote to award the scholarship for which my grandchildren have applied. Accordingly, my grandchildren have an economic interest in the outcome of a vote in which I could participate as an employee of the State of Indiana.

I have worked with the Indiana Civil Rights Commission's Ethics Officer to implement screens for the described potential conflict. Attached is my Ethics Disclosure Statement, which I have submitted today as well.

My signature below affirms that my above disclosure is true, complete, and correct to the best of my knowledge and belief.

Commissioner Sally Tuttle





ETHICS DISCLOSURE STATEMENT
CONFLICTS OF INTEREST – DECISIONS AND VOTING
State Form 55880 (R / 10-15)
OFFICE OF THE INSPECTOR GENERAL
IC 4-2-6-9

In accordance with IC 4-2-6-9, you must file your disclosure with the State Ethics Commission no later than seven (7) days after the conduct that gives rise to the conflict. You must also include a copy of the notification provided to your agency appointing authority and ethics officer when filing this disclosure. This disclosure will be posted on the Inspector General's website.

Name (last) Tuttle	Name (first) Sally	Name (middle)	
Name of office or agency Indiana Civil Rights Commission: Native American and Indian Affairs Commission		Job title Commissioner	
Address of office (number and street) 100 North Senate Ave., Room N300		City Indianapolis	ZIP code 46204
Office telephone number (317) 232-2600	Office e-mail address (required) cryker@icrc.in.gov; gwilson@icrc.in.gov		

Describe the conflict of interest:
The Native American and Indiana Affairs Commission solicited applications for college scholarships for the 2019-2020 school year. The deadline for applications was August 15, 2019. In reviewing the applications received, Director Melissa Williams discovered that two of the applicants are Commissioner Tuttle's grandchildren. Accordingly, when the application was made, Commissioner Tuttle learned of a potential conflict of interest arising from being a member of the Commission that votes to determine which applicants will be awarded the scholarship for which her grandchildren have applied. Although Commissioner Tuttle's grandchildren are over 18 years of age and they do not live in Commissioner Tuttle's home, in the interest of transparency and fairness, Commissioner Tuttle is proceeding as if the grandchildren were "immediate" family members as defined by 42 IAC 1-3-13.

Describe the screen established by your ethics officer: (Attach additional pages as needed.)

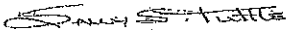
A potential conflict of interest arises where an immediate family member has a financial interest in the outcome of a vote made by a State of Indiana employee. A potential conflict of interest exists with respect to Commissioner Tuttle voting on any scholarships for which her grandchildren have applied. Accordingly, the Indiana Native American Indiana Affairs Commission, in conjunction with the Indiana Civil Rights Commission's State Ethics Officer, have enacted the following screening procedures:

1. Commissioner Tuttle will recuse herself from any and all activity associated with the scholarship selection process, including the actual vote.
2. Commissioner Tuttle will not be present in the room where the Commission Meeting is held when the scholarship selection is a topic discussed by the Commission, including during the actual vote.
3. The Indiana Civil Rights Commission's Ethics Officer will be present for the Commission Meeting to ensure that Commissioner Tuttle is in compliance with this agreement.
4. Commissioner Tuttle agrees not to discuss the applications with any other Commissioners. If Commissioner Tuttle receives any communication from the Commission or a Commissioner, she shall immediately notify the State Ethics Officer, who shall assess whether the individual sending the communication must recuse him or herself.
5. All personal information, including any information that can be used to identify an application, shall be removed from the applications provided to the Commissioners for review. Only Director Williams shall know the identity of the applicants, as she is not a voting member of the Commission. The State Ethics Officer shall review each application prior to the release of the applications to ensure all personal information is redacted.

AFFIRMATION

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee



Date signed (month, day, year)

8/20/2019

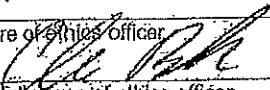
Printed full name of state officer, employee or special state appointee

Sally Tuttle

FOR ETHICS OFFICER USE ONLY

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer



Date signed (month, day, year)

8/20/2019

Printed full name of ethics officer

Caroline A. Stephens Ryker

INDIANA
STATE ETHICS COMMISSION


AUG 20 2019

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Certificate of Service

The above documents were served on the following personally on August 20, 2019:

The Office of the Governor
200 W. Washington St., Second Floor, Rm, 206
Indianapolis, IN 46204.

Received by 

Office of Inspector General
315 West Ohio Street, Room 104
Indianapolis, IN 46202-3210.

The State Ethics Commission
315 West Ohio Street, Room 104
Indianapolis, IN 46202-3210

Date Received

AUG 20 2019

The Indiana Civil Rights Commission's Ethics Officer
100 N. Senate Ave., Room N300.
Indianapolis, IN 46204.

Indiana Civil Rights Commission



STATE OF INDIANA
OFFICE OF THE GOVERNOR



A handwritten signature in black ink, appearing to read "Tyler Warman", written over a horizontal line.

TYLER WARMAN
Staff Assistant

Office: (317) 232-1198
Mobile: (714) 606-4005
TWarman@gov.IN.gov

Governor Eric J. Holcomb
State House, Room 206
Indianapolis, IN 46204

Ryker, Caroline A

From: Ryker, Caroline A
Sent: Tuesday, August 20, 2019 4:01 PM
To: Wilson, Gregory L
Subject: Conflict of Interest Disclosures and Screening Plan
Attachments: Disclosure Form.pdf; Disclosure Form 2.pdf

Dear Director Wilson,

Please find attached the Conflict of Interest Disclosures and Screening Plans for Commissioner Sally Tuttle and Commissioner Ahasteen-Bryant.

Thank you,

Caroline Ryker

Caroline Stephens Ryker

Administrative Law Judge
Indiana Civil Rights Commission
100 North Senate Avenue, Room N300
Indianapolis, IN 46204

office phone: 317.232.2608

fax: 317.232.6580

email: cryker@icrc.in.gov

web: www.in.gov/icrc



Privileged and Confidential

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