

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

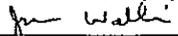
On August 30, 2016, the Ethics Officer advised me in writing not to discuss BHPS application or its Marketing Asset Grant competitors, with other Council members prior to or during the meeting. He also explained that a physical screen would be established at the meeting, in which I would exit the room when the Marketing Asset Grant agenda item was called. I would remain outside the room during discussion and voting on the BHPS recommendation.

On September 1, 2016, at the Council meeting prior to the discussion of the BHPS recommendation, the Council Chair recognized the Ethics Officer who explained the conflict of interest and the screening process implemented. I then left the room following the Ethics Officer's explanation. Once the discussion ended and a vote was taken on the BHPS recommendation, I was instructed to return to the room. I have asked that the Council meeting minutes reflect the screening process - specifically that I left the room, and was screened from participating in any discussion and vote on the BHPS recommendation.

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)

9-1-16

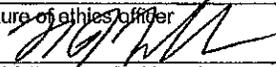
Printed full name of state officer, employee or special state appointee

James Walls

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)

9/2/16

Printed full name of ethics officer

Mark Wueflner

From: [Wuellner, Mark \(LG\)](#)
To: "jwallis@visitindy.com"
Cc: [Meyer, Alexandra \(Tourism\)](#); [Lopez, Daniel \(Danny\)](#); [Newman, Mark](#)
Subject: RE: Tourism Council Meeting - 9.1.16
Date: Tuesday, August 30, 2016 3:41:56 PM
Attachments: [James Wallis Conflict of Interest Form \(08-30-16\).pdf](#)

Hi James,

Thank you for notifying us in advance of the meeting of your potential conflict of interest. I understand that you serve as the Chairman of the Board of Directors of the Benjamin Harrison Presidential Site, which is one of the applicants for the Marketing Asset Grant. Under the ethics code, it is a conflict of interest if an organization in which you are serving as a director has a financial interest in the outcome of the matter. In other words, the ethics guidelines focus on the incentive between the applicant and the potential grant, and not on the incentive between the state appointee and the grant (which, arguably, you have none since you would continue as an unpaid volunteer whether BHPS received the grant or not).

Since it is a conflict, I have drafted the attached Conflict of Interest statement for you, which, if acceptable, we can each sign Thursday following the meeting. It explains the conflict, and sets out a screening process which is as follows:

- no discussion of the application or their Marketing Asset competitors with other Council members prior to or during the meeting
- exiting the room during the Marketing Asset discussion & voting
- Council minutes to reflect the screening process
- conflict of interest form signed by both of us and filed post-meeting.

Please let me know of any changes (or questions) prior to Thursday and I'll make any changes to the disclosure form.

I am cc'ing Danny Lopez, the Council Chair proxy for Lt. Governor Holcomb, and Mark Newman, so we are all on the same page.

Please let me know if you have any other questions. Otherwise, I look forward to seeing you again Thursday!

Best,
Mark

Mark Wuellner
Deputy Chief of Staff
Office of Indiana Lt. Governor Eric Holcomb
Office: 317-232-8831
Email: mwuellner@lg.in.gov

-----Original Message-----

From: Meyer, Alexandra (Tourism)
Sent: Monday, August 29, 2016 9:51 AM
To: Wuellner, Mark (LG) <MWuellner@lg.IN.gov>; Basile, Joseph (Joe) <JBasile@lg.IN.gov>
Subject: FW: Tourism Council Meeting - 9.1.16

Ali Meyer Project Manager

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-----Original Message-----

From: Wallis, James [<mailto:jwallis@visitindy.com>]
Sent: Monday, August 29, 2016 9:36 AM
To: Meyer, Alexandra (Tourism) <AleMeyer@visitindiana.com>
Subject: Re: Tourism Council Meeting - 9.1.16

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Ali,

I plan to attend the meeting. Wanted to let you know that I am Chairman for the Benjamin Harrison Presidential Site. Not sure if there is a conflict of interest since I am a volunteer and unpaid. Not sure who to clear this with so feel free to pass along.

James

From: "Meyer, Alexandra (Tourism)" <AleMeyer@visitindiana.com>
Date: Friday, August 26, 2016 at 10:57 AM
Subject: Tourism Council Meeting - 9.1.16

Hello Tourism Council –

This is a reminder of the Tourism Council meeting next Thursday, September 1 at the Grand Park Events Center (19000 Grand Park Blvd, Westfield, IN 46074) at 10:30am. We will be in Suite J on the second floor.

Attached, you will find materials for review including the agenda, minutes from the previous meeting, Marketing Asset Grant recommendations, and the Destination Development Grant application.

If you have not already done so, please let me know if you will or will not be attending as I need to ensure we meet quorum. Also, let me know if you have any questions regarding the attached materials.

Thanks,

Ali Meyer • Project Manager
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