

MAY 24 2018

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**ETHICS DISCLOSURE STATEMENT
CONFLICTS OF INTEREST – DECISIONS AND VOTING**
State Form 55860 (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) Williams	Name (first) Joseph	Name (middle) Earl
Name of office or agency Department of Environmental Management		Job title CFO Permits Section Chief
Address of office (number and street) 100 N Senate Ave, Rm 1101		City Indianapolis
		ZIP code 46204
Office telephone number (317) 234-3540	Office e-mail address (required) jwilliams@idem.in.gov	

Describe the conflict of interest:
Working outside of agency with individual farms to develop nutrient management plans (NMP) and Comprehensive Nutrient Management Plans (CNMP) for their farm to meet requirements of US Department of Agriculture requirements. Some of these farms deal with manure as a fertilizer in their plans. I was certified to do these types of plans prior to beginning employment with the State of Indiana. All farms seeking a NMP or CNMP with my assistance are screened and only those that do not possess a permit through IDEM will be selected for service according to the Protocol to Screen prepared by IDEM's Ethics Officer and prescribed and approved by the Commissioner of IDEM. Business will be completed either as an individual under my personal credentials or d/b/a Ag Conservation Services, LLC.

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

SEE ATTACHED PROTOCOL TO SCREEN DOCUMENT

Area with horizontal dashed lines for describing the screen.

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)

Joseph E. Williams

5/24/18

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

Joseph E. Williams

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)

Kathleen Mills

5/24/18

Printed full name of ethics officer

Kathleen Mills

**Protocol To Screen
IDEM Employee Joseph Williams
From Outside Employment Matters That May Conflict
With His Employment**

Mr. Joseph Williams is the Confined Feeding Operations (“CFO”) Section Chief within the Permits Branch of the Office of Land Quality (“OLQ”) at the Indiana Department of Environmental Management (“IDEM”). He currently supervises nine (9) employees with the section. His duties include review and approval of all CFO approvals, amendments, renewals, transfers of ownership and other related correspondence. His position requires his interaction with outside farm groups and consultants that work with CFO applicants or permitted owners. He has been an employee with IDEM since 2012.

Prior to joining IDEM, Mr. Williams obtained a Certified Crop Adviser (“CCA”) certification (1996) and has continued to maintain that certification. He has been registered as a Technical Service Provider (“TSP”) with the United States Department of Agriculture Natural Resources Conservation Services (“USDA”) since 2011.

Mr. Williams would like to work outside of IDEM employment as an individual or dba/Ag Conservation Services LLC in the area of nutrient management work. Specifically, Mr. Williams would like to provide farms his services in developing Nutrient Management Plans (“NMP”)¹ and Comprehensive Nutrient Management Plans (“CNMP”)². The certifications as a CCA and a TSP are required for this work. He has performed such work previously.

It is IDEM’s understanding that most farms seeking an NMP would not meet the definition of a CFO under IC §13-11-2-40. However, to prevent even a potential conflict of interest, Mr. Williams, as an individual and as dba/Ag Conservation Services LLC, has agreed to decline any outside work for any farm that has been permitted under IC §13-18-10, or should be permitted or plans to be permitted under IC §13-18-10. IDEM will institute the following protocol to make sure Mr. Williams is screened from any potential conflict of interest.

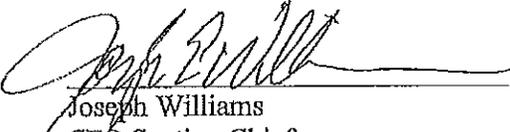
1. Upon being contacted by a farm or any entity regarding outside employment, Mr. Williams will contact his supervisor, Permits Branch Chief Rebecca Joniskan, and provide her with the name and address of the individual and the farm requesting Mr. William’s services. Ms. Joniskan and Mr. Williams will then determine if the farm has/had any CFO permits; is in the process of obtaining a CFO permit; meets the definition of a CFO; or has any livestock for which the farm plans to be permitted as a CFO.

¹ Mr. Williams would develop NMPs that involve only nutrient management as it relates to inorganic or commercial fertilization for crop production. (These almost never would involve the use of manure as a fertilizer.)

² CNMP is a complete conservation plan that addresses all of the resource concerns (soil, water, air, and social) on a farm including nutrient management, erosion control, waste management systems, woodland management, water quality practices, stream protection and development of all conservation practices needed on a farm. (The development of such a plan would generally include the use of manure as a fertilizer as well as inorganic commercial fertilizer.)

2. Ms. Joniskan and Mr. Williams shall also check IDEM permit records to determine if the individual/entity that has contacted Mr. Williams regarding outside employment has any other farms with a CFO permit or is in the process of obtaining a CFO permit.
3. If Ms. Joniskan or Mr. Williams discover that the individual or farm has a CFO permit; or meets the CFO definition; or is planning or in the process of obtaining a CFO permit, Mr. Williams will decline to work with the farm in the development of an NMP or CNMP.
4. Mr. Williams shall provide a list of his clients (name and address) to Ms. Joniskan and IDEM Ethics Officer Kathleen Mills so that they may keep a record of the entities from whom Mr. Williams is being screened. Mr. Williams shall update the list with each new client.
5. Mr. Williams shall not solicit any business for his outside employment from any outside farm groups and consultants that he comes in contact with during the course of his work at IDEM.
6. Should any of the clients on Mr. William's list subsequently apply for a permit, Ms. Joniskan shall assign the development and review of the permit to an employee other than Mr. Williams.
7. Ms. Joniskan will notify the employees in the CFO section of the Permits Branch and any other IDEM staff member that maybe involved in the permitting process that they are not to discuss any matter involving the entity applying for a permit with Mr. Williams or send him any emails concerning that entity.
8. Mr. Williams shall then recuse himself from any matter or discussion regarding that entity.
9. Mr. Williams shall not participate in any decisions regarding or relating to that entity.
10. Mr. Williams shall not have access to any correspondence or file relating to that entity that is not already part of the public record.
11. Mr. Williams shall not discuss any matter involving that entity with any IDEM employee.
12. Mr. Williams shall immediately notify IDEM Commissioner Bruno Pigott and the IDEM Ethics Officer regarding the entity from which he needs to be screened.
13. Mr. Williams shall provide a copy of whatever services he provides his future clients to Ms. Joniskan.
14. Mr. Williams shall immediately inform Ms. Joniskan and the IDEM Ethics Officer Kathleen Mills if any provision of this screening protocol is violated.

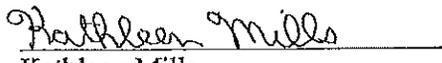
15. Mr. Williams shall follow IC §4-2-6-9(b) by providing this protocol with a written disclosure statement to the State Ethics Commission.
16. Ms. Joniskan, Mr. Williams and Ethics Officer Mills shall review this screening protocol on a quarterly basis from the date of the last signature to assure this protocol has been followed and determine if any modifications to the protocol are necessary.


Joseph Williams
CFO Section Chief
Permits Branch
Office of Land Quality
IDEM

5/15/18
Date


Rebecca Joniskan
Permits Branch Chief
Office of Land Quality
IDEM

5/15/2018
Date


Kathleen Mills
Ethics Officer
Office of Legal Counsel
IDEM

5/15/18
Date

Williams, Joseph

From: Williams, Joseph
Sent: Thursday, May 24, 2018 10:09 AM
To: PIGOTT, BRUNO
Cc: MILLS, KATHLEEN; Joniskan, Rebecca; Williams, Joseph
Subject: Screen Protocol - Joe Williams
Attachments: Ethics Screening Protocol Joseph Williams final.pdf

Dear Commissioner Pigott,

Per IC 4-2-6-9(b), I am being screened from any project which deals with working on Animal Feeding Operations that may be, or may become Confined Feeding Operations under the Confined Feeding Control Law (IC 13-18-10). When I become aware of project that may present a conflict of interest, I will notify Kathleen Mills, IDEM Ethics Officer, and my supervisor, Rebecca Joniskan, OLQ Permits Branch Chief, and they will follow the protocol and screen me as appropriate. I have attached a copy of the protocol for your reference. If you have any questions or concerns, please contact me or Kathy Mills.



Joe Williams, Chief
Confined Feeding Permits Section
jwilliams@idem.IN.gov | (317) 234-3540
Office of Land Quality
Indiana Department of Environmental Management
100 N. Senate Ave, IGCN, Suite 1101
Indianapolis, IN 46204

Visit the IDEM CFO website at: <http://www.in.gov/idem/cfo/>
Report environmental emergencies : 1-888-233-7745
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Please consider the environment before printing this e-mail

Croft, Celeste

From: Williams, Joseph
Sent: Thursday, May 24, 2018 10:24 AM
To: IG Info
Cc: MILLS, KATHLEEN; Joniskan, Rebecca; Williams, Joseph
Subject: FW: Message from "RNP0026738BDF92"
Attachments: 20180524105250429.pdf

Attached is a copy of the Ethics Disclosure Statement - Conflicts of Interest - Decisions and Voting form; a copy of the Protocol to Screen developed by the IDEM Ethics Officer; and, the notification sent to Mr. Bruno Pigott, Commissioner of IDEM. This is being sent to you for your review and hopefully approval of this process. If there are questions or further information needed please call me or Kathleen Mills, IDEM Ethics Officer.

Thank you.

Joe Williams, Chief
Confined Feeding Permits Section

jwilliams@idem.IN.gov | (317) 234-3540

Office of Land Quality
Indiana Department of Environmental Management
100 N. Senate Ave, IGCN, Suite 1101
Indianapolis, IN 46204

Visit the IDEM CFO website at: <http://www.in.gov/idem/cfo/> Report environmental emergencies : 1-888-233-7745 Follow IDEM on Facebook or Twitter

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

From: scanner@idem.in.gov [mailto:scanner@idem.in.gov]
Sent: Thursday, May 24, 2018 10:53 AM
To: Williams, Joseph <JWilliams@idem.IN.gov>
Subject: Message from "RNP0026738BDF92"

This E-mail was sent from "RNP0026738BDF92" (MP C4503).

Scan Date: 05.24.2018 10:52:50 (-0400)
Queries to: scanner@idem.in.gov