



## OFFICE OF INSPECTOR GENERAL CITY OF JACKSONVILLE

---

DATE: June 26, 2019

TO: Dr. Cheryl L. Brown, Director/ Council Secretary  
Office of City Council

FROM: Honorable Aaron L. Bowman, Chair  
Inspector General Selection and Retention Committee

SUBJECT: Inspector General Selection and Retention Committee 2018-2019 Annual Report

In accordance with *Ordinance Code*, Section 50.110 – Review of Boards and Commissions, Sunset, and Reporting – the Inspector General Selection and Retention Committee (Committee) submits its 2018-2019 Annual Report. This report summarizes the activities of the Committee from July 1, 2018 through June 30, 2019.

### **Committee Responsibilities**

The Committee was established by Section 602.305, *Ordinance Code*. The Committee is responsible for making decisions and recommendations regarding the selection, retention, and removal of the Inspector General. The Committee is also responsible for appointing an interim Inspector General in the event of a vacancy in the position of Inspector General and for providing guidance, direction, and support to the Office of Inspector General (OIG).

### **Members**

As provided in Section 602.305, *Ordinance Code*, the Committee is composed of seven members selected as follows: (1) The President of the Jacksonville City Council or his or her designee; (2) The State Attorney of the Fourth Judicial Circuit or his or her designee; (3) The Chair of the Jacksonville Ethics Commission or his or her designee; (4) The Chair of the Jacksonville TRUE Commission or his or her designee; (5) The Public Defender of the Fourth Judicial Circuit or his or her designee; (6) The Chief Judge of the Fourth Judicial Circuit or his or her designee; and (7) The Mayor of the City of Jacksonville or his or her designee.

---

*“Enhancing Public Trust in Government Through Independent and Responsible Oversight”*

---

The following individuals participated as members of the Committee for meetings held during the reporting year:

<b>Member Name</b>	<b>Member Position</b>
Honorable Aaron L. Bowman	President of the Jacksonville City Council
L.E. Hutton	Designee for Honorable Melissa Nelson, State Attorney of the Fourth Judicial Circuit
Joseph Rogan	Chair of the Jacksonville Ethics Commission
Niki Brunson	Chair of the Jacksonville TRUE Commission
Honorable Charlie Cofer	Public Defender for Fourth Judicial Circuit
Julie Taylor	Designee for Honorable Mark Mahon, Chief Judge of the Fourth Judicial Circuit
Sam E. Mousa	Designee for Honorable Lenny Curry, Mayor of the City of Jacksonville

There are currently no vacant positions on the Committee. Honorable Aaron L. Bowman served as Chair of the Committee during the year.

### **Summary of Committee Activity**

The Committee convened for three meetings during the year.

The meetings of the Committee are audio recorded. These recordings, as well as all Committee meeting agendas and minutes, are posted on the OIG website:

<http://www.coj.net/departments/inspector-general/inspector-general-committee>

Significant activities and discussions of the Committee during these meetings are summarized as follows:

#### **Reviewed the OIG 2019-2020 Proposed Budget**

The Committee reviewed the proposed OIG fiscal year 2019-2020 budget.

#### **Approved Directive 2019-001**

The Committee approved Inspector General Selection and Retention Committee Directive 2019-001, which established procedures for submission of an Inspector General Selection and Retention Committee (IGSRC) Annual Report to Council, in accordance with §50.110 (b), *Ordinance Code*.

#### **Approved a Performance Evaluation Process and Template**

The Committee approved an update to Directive 2017-001 requiring that an annual Inspector General Performance Evaluation be conducted during the April Committee meeting. The

Committee also approved a revised Inspector General Performance Evaluation Template with guidelines and instructions for completion of the annual evaluation.

*Completed the Inspector General Performance Evaluation*

The Committee completed the first-ever Inspector General Performance Evaluation.

ALB/ee