

May 1, 2024

Attorney General

CC: Mayor, City Attorney & Director of Personnel

1200 Market Street

St. Louis, MO 63103

Dear Attorney General:

This is a formal written request of action to be taken regarding the violations of the “City of St. Louis Employee Code of Conduct,” “Ordinance 71607” and the “Sunshine Law”. Specifically, the five commissioners in question Crosslin, Sheridan, Grant, Intagliata and Riley completed the following actions:

- **Sunshine Law Violation:** Submitted an email with 5 signatures in agreement (quorum)
- **Sunshine Law Violation:** Conducted commission business in a quorum outside of public meetings, public hearings and sessions announced to the public with 24 hour notice
- **Rules of Order and Procedure Violation:** Spoke on behalf of the commission in a press/media interview without being the Chair or her appointee.
- **Rules of Order and Procedure Violation:** Convened in a quorum of 5 commissioners or 1:1 to conduct, derail or otherwise permit commission business knowingly and purposefully.
- **Sunshine Law Violation:** Demanded the communication of a false conflict of interest statement regarding Director Gray (city employee) and her husband during a public meeting to dismiss and disregard the public comment of a resident (her husband) that is required to be conducted in closed session only with the authoritative parties of the matter only.
- **Code of Conduct:** Contacted members of the commission with threats to not work with or speak to the Chair regarding recommendations of the commission.

The above actions and realities are a direct violation of the Missouri’s Sunshine Law per the following:

- Section 610.020 Notice of meetings when required – recoding of meetings to be allowed.
- Section 610.021 Closed meetings and closed records authorized when, exceptions.—
- Section 610.022 Closed meetings, procedure and limitations

The above actions and realities are a direct violation of the City’s Employee Code of Conduct per the following:

- These unique responsibilities require each of us to act with honor, faithfulness, loyalty, fairness and due diligence in conducting our job duties; and require us to report improper, unethical or unlawful behavior. City employees must, at all times, comply with all applicable laws and regulations. Failure to comply with all applicable laws and regulations or unethical behavior in connection with the performance of an employee’s duties will not be condoned or permitted. The City does not permit any activity that fails to stand the closest possible public scrutiny.
- Implementing and abiding by this Code of Conduct

- Providing a workplace environment that encourages open communication, free of fear of reprisal, in the belief that respectful honesty is the surest way to identify problem areas, address them and resolve them.
- Ensuring that their own actions are not illegal, unethical, or in violation of the rules and regulations of the City of St. Louis
- Reporting alleged violations of this Code of Conduct to their supervisor, appointing authority, or the Department of Personnel
- Employees shall be held accountable for following all such established work rules, in addition to the standards of behavior outlined in this Code of Conduct.
- The City of St. Louis prohibits discrimination and/or harassment on the basis of race, color, national origin, ancestry, age (40 years and older), disability, religion, sex, sexual orientation, gender identity or expression, marital status and genetic information and prohibits retaliation for filing a complaint or cooperating or participating in an investigation of a complaint of discrimination or harassment.
- As a part of an employee's job, he/she may have access to confidential information and records. This information should not be disclosed to fellow employees who do not have a business need to know or to non-employees for any reason, except in accordance with established procedures. Questions regarding the confidentiality of information should be directed to an employee's supervisor, the custodian of records for his/her department/division or the City Counselor's Office.
- In order to avoid impropriety – or giving the appearance of impropriety – employees should alert their supervisors immediately of such conflicting situations. If the employee and the supervisor are unclear about the appropriate path to follow, the matter should be promptly referred to the City Counselor's Office.
- Ordinance 71607 Violations: Page 2 of 11: Whereas, work to amend our charter should reflect the diversity of our city along a range of criteria: race, gender, socio-economic status, geography, age, and more, and commission members should approach their work not simply as entrepreneurs, but as facilitators responsible for guiding a process designed to include a wide range of perspectives and experiences into transformations
- Ordinance 71607 Violations: Page 8 of 11: The voting members shall select officers and make other decisions as necessary subject to majority vote of the voting members of the commission. All meetings of the commission shall be open, public meetings when a quorum is present shall follow the transparency in government law Ordinance 69707 requirements for public meetings.
- Rules of Order and Procedure Section 1: The Chair will preside over the meetings of the commission and will speak for the commission when it is not meeting, and the Vice Chair will chair the meetings and speak for the commission when the chair is not present.
- Rules of Order and Procedure Section 2: A quorum of the commission is five of the nine voting members.
- Rules of Order and Procedure Section 4: The presiding members shall conduct an orderly proceeding and may be guided by; but not required to follow, Robert's Rules of Order.
- Rules of Order and Procedure Section 6: Any official action of the commission requires 6 yes votes.

- Rules of Order and Procedure Section 6: A roll call vote is required and shall be documented if any item of business is requested by any combination of at least seven voting and non-voting members present.

The actions taken by the five commissioners stated above after the April 15th 2024 Public Meeting are direct violations of the Sunshine Law, the St. Louis City Charter, City of St. Louis Code of Conduct, Ordinance 71607, Commission Rules of Order and Procedure, the U.S Constitution and federal Civil Rights laws.

Such poor conduct and misrepresentation of the city's expectation to serve the public cannot continue to be tolerated. As specified in the St. Louis City's Employee Code of Conduct, the City of St. Louis has zero tolerance for unethical, inappropriate, improper, unlawful or unfair behavior that negatively impacts the public, appointed officials, or representatives of other agencies. Given the fact that the five commissioners mentioned have grossly neglected to comply with the city's Code of Conduct, policies, procedures, state and federal laws, it is my request that the following occur:

- Removal from the Charter Commission as a commissioner and replaced by the Board of Alderman as soon as the next public meeting per Ordinance 7106
- Be fined up to \$5,000 for each Sunshine Law violation
- Be provided a cease and desist from further communication with or about the Charter Commission
- Be suspended from all commissioner service positions with or for the City of St. Louis

It is my wish that the City upholds its Charter, ordinances and code of conduct as it reflects the service of the citizens of the City of St. Louis. Please let me know if I can assist you in taking the necessary actions towards continuing the successful work of the Charter Commission while ensuring the safety of the public.

Sincerely,

Chair Dr. Jazzmine Nolan-Echols