

**STATE OF RHODE ISLAND
BEFORE THE RHODE ISLAND ETHICS COMMISSION**

IN RE: Johanna Harris
Respondent

Complaint No. _____
(For Office Use Only)

COMPLAINT

The undersigned Complainant(s) files this Complaint in the public interest and requests that the Rhode Island Ethics Commission conduct an investigation into certain conduct and activities of the above-named Respondent, for the purpose of determining whether said Respondent has violated the Rhode Island Code of Ethics.

To the best of my(our) information and belief, said Respondent has violated the Rhode Island Code of Ethics as follows:

1. Respondent is: (Please check one and fill in Respondent's title)

a state or municipal elected official: _____

a state or municipal appointed official: _____

an employee of state or local government or of a board, commission or
agency: Chairwoman, Providence Board of Licenses

2. The Respondent's home or business address is (include telephone number if known):

Name Johanna Harris

Tel. No. _____

Street 56 John Street

City and State: Providence, RI 02906

(Set forth below in separately numbered paragraphs each specific act complained of including the time and place of its occurrence.)

3. See attached.

I (We) acknowledge that the facts above-stated are true and accurate to the best of my(our) knowledge.

DATE: 8-21-14

Peter Petrocca
Signature of Complainant

Peter Petrocca, esq.
Print Name

330 Silver Spring St
Address

Providence, RI 02904

(401) 273-1111
Telephone Number

State of Rhode Island
County of Providence

Subscribed and sworn to by the above-signed at 330 Silver Spring St before me this
21 day of August 2014

Jenny Pacheco
NOTARY PUBLIC

My Commission Expires: 05/08/18
(SEAL)

JENNY PACHECO
NOTARY PUBLIC
STATE OF RHODE ISLAND
MY COMMISSION EXPIRES MAY 8, 2018

ADDENDUM TO COMPLAINT

RE: JOHANNA HARRIS

3. Johanna Harris was elected chairwoman of the Providence Board of Licenses on March 3, 2014. On or about March 26, 2014, she entered into a contract with Sybil Bailey the human resource director for the City of Providence, to provide employee training. On May 1, 2014 she submitted a bill for her services. She was paid in August of 2014. This violates RIGL 36-14-5(h). Documents are attached.

July 31, 2014

AUG 01 2014
LAW DEPARTMENT

Jeffrey Padwa, Solicitor
City of Providence
Law Department Suite 220
444 Westminster St
Providence RI 02903

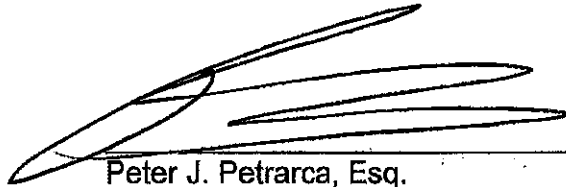
REQUEST FOR INFORMATION
PURSUANT TO RIGL 38-2-1 THRU 15
ACCESS TO PUBLIC RECORDS

Dear Solicitor Padwa,

Pursuant to the access to public records act, I would like the following information:

As to all of the current sitting Board of License commissioners please provide the following for the last two years:

1. A description of any and all work performed under contract with the city of Providence.
2. How the contract was entered into;
3. Whether an RFP was requested for the work provided;
4. The amount paid for the work performed;
5. Whether the commissioner(s) and the city have a written or oral contract;
6. The date on which the contract is set to expire



Peter J. Petrarca, Esq.

PJP/eld



Petrarca Public Records Request

Martone, Mario <Mmartone@providenceri.com>
To: "peter330350@gmail.com" <peter330350@gmail.com>
Cc: "PPetra8567@aol.com" <PPetra8567@aol.com>

Fri, Aug 15, 2014 at 4:07 PM

Dear Mr. Petrarca,

The public records unit is in receipt of your attached records request. With regard to that request please see the attached responsive documents. Kindly note that these documents have been redacted, pursuant to the Access to Public Records Act, R.I. Gen. Laws § 38-2-1, to prevent the disclosure of information which would constitute an unwarranted invasion of personal privacy and also RIGL 38-2-2 (4)(B) to prevent the disclosure commercial or financial information obtained from a person, firm, or corporation which is of a privileged or confidential nature.





In accordance with R.I. Gen. Laws § 38-2-8, you may wish to appeal this decision to the Chief Administrative Officer. In this instance, Sybil Bailey, Director of Human Resources, fulfills that role. You may also wish to file a complaint with the Department of the Attorney General or the Rhode Island Superior Court.

Thank you,

Mario Martone

Public Records Unit

4 attachments

-  **Ltr (7-31-14) from P. Petrarca RE Request for Information.pdf**
41K
-  **Emails Redacted.pdf**
102K
-  **Invoice_Redacted.pdf**
37K
-  **AP270 vendor payment history report- J Harris.pdf**
6K

From: Johanna Harris [REDACTED]
Sent: Wednesday, March 26, 2014 8:33 AM
Subject: Coaching Proposal

Dear Sybil,

I propose eight one-hour coaching sessions. At the end of the eight sessions, we can decide if we should continue with the coaching, move to a maintenance model of monthly meetings, or discontinue. I will provide you with a detailed debriefing at the conclusion of the eight sessions. I can also meet with you during the coaching period if you have questions.

My fee is \$200.00 per hour for all coaching and preparation. In addition to the 8 initial hours of coaching, I anticipate taking 1 hour to read the investigatory file, 4 hours to tailor the general program to the employee, and 1 hour to write up the detailed debriefing. Accordingly, my total fee for the initial 14 hours of work (including a total of 6 hours of preparation time and 8 hours of coaching) is \$2,800.00, payable at the conclusion of the work. If we decide to continue with the coaching or move to a maintenance model, I will send regularly monthly invoices, continuing to bill at \$200.00 per hour for all coaching and preparation.

The coaching is performed by posing questions covering the topics below. Each question tends to generate extensive discussion. Sometimes I use quizzes or role playing, depending on the employee.

COACHING CONTENT

INTRODUCTORY SESSION #1

1. My background
2. Employee's background
3. The reasons for the coaching
5. The goals of these sessions
6. The responsibility of the employee

SESSION #2 and SESSION #3: Disrespectful Behaviors, and Why They Diminish Your Authority and Effectiveness.

1. Inappropriate tone, affect, instructions

2. Teasing, insulting, belittling
3. Threats and intimidation and the culture of fear
4. Lack of proper direction, coaching and performance management
5. Unpredictability and unreliability
6. Favoritism

SESSION #4: The Effect of Disrespectful Behavior

1. How you view your subordinates
2. How and why bullying or sexual harassment of subordinates impedes productivity, harms morale, causes turnover and results in a cycle of discontent, distrust and complaints
3. The effect of bullying or sexual harassment on a manager, including inability to effectively complete the work of the department, risk to your own career and the risk of personal liability if you are sued

SESSIONS #5 and #6: How to be an Effective Manager

1. Appropriate tone and manner of delivering information
2. Genuine listening skills
3. Empathy
4. Control of emotions
5. Flexibility
6. Trust
7. Coaching and mentoring skills
8. Clear communication skills
9. Appreciative comments
10. Ethical behavior

SESSION #7: Techniques to Manage the Performance of Subordinates

1. How to coach your subordinates

2. How to engage in progressive discipline if there are performance problems

SESSION #8: Conclusion

1. Review of everything that was covered with a commitment to engage in specific positive behaviors,
2. Workable understanding of the law, appropriate workplace behaviors and effective management skills

Please let me know if you have any questions

Johanna

Johanna Harris
Author, USE PROTECTION:
An Employee's Guide to Advancement in the Workplace
[REDACTED]

Johanna Harris
Author, USE PROTECTION:
An Employee's Guide to Advancement in the Workplace
[REDACTED]

**JOHANNA HARRIS
P.O. BOX 9483
PROVIDENCE RI 02940-9483**

May 1, 2014

INVOICE

<u>TASK</u>	<u>TIME (hours)</u>
Review of Investigation Interviews	1.0
Preparation of Curriculum	4.0
Six Coaching Sessions for [REDACTED]	10.5
Preparation for Debrief Meeting and Final Report	1.0
Meeting with Mr. Bennett	0.5
<hr/> Total Hours	<hr/> 17.0
<hr/> Total Amount Billed at \$200/hour*	<hr/> \$3,400.00

**Please make direct deposit to the following account:*

Bank: Citizens Bank

Routing Number: [REDACTED]

Account Holder: Johanna Harris

Account Number: [REDACTED]

Vendor Payment History

AP270 Date: 08/14/14 JOB SUBMISSION PARAMETERS
Time: 10:22

User Name: CITYHALLPROV\JFranklin
Job Name : AP270JKF
Step Nbr : 1

Company: 4 Pay Group: Vendor Group:
Process Level:

Cash Code:
Vendor Class: United States Dollar
Currency: USD 99665 - 99665
Vendors: 99665
Payment Dates: 010104 - 123114

Report Option: D Detail
Report Sequence: V Vendor
Vendor Sequence: S Search Name
Currency Option: I Invoice Currency
Include Archive: Y Include Archive
Include Void Payments: 2 Yes

Vendor Payment History

AP270 Date 08/14/14
Time 10:22

Company 0004 Planning & Development
Vendor Payment History for 01/01/04 thru 12/31/14

USD

Page 1

Currency USD United States Dollar

Invoice	Inv Date	Pmt Date	Payment Number	Pmt Cd	Cash Code	Payment Amount	Discount Amount	D W	Net Payment Amount
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Vendor 99665 HARRIS JOHANNA Company 4 Planning & Development

ORIG FEES 19731 Proc Level : 233 05/22/14 05/22/14 2330010231 SYS 233 3,400.00 0.00 3,400.00

*** Vendor 99665 Company 4 Totals 3,400.00 0.00 3,400.00

*** Vendor 99665 Totals 3,400.00 0.00 3,400.00

*** Company 0004 USD Totals 3,400.00 0.00 3,400.00

West's General Laws of Rhode Island Annotated
Title 36. Public Officers and Employees
Chapter 14. Code of Ethics

Gen.Laws 1956, § ~~36-14-5~~

§ ~~36-14-5~~. Prohibited activities

Currentness

(a) No person subject to this code of ethics shall have any interest, financial or otherwise, direct or indirect, or engage in any business, employment, transaction, or professional activity, or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his or her duties or employment in the public interest and of his or her responsibilities as prescribed in the laws of this state, as defined in § 36-14-7.

(b) No person subject to this code of ethics shall accept other employment which will either impair his or her independence of judgment as to his or her official duties or employment or require him or her, or induce him or her, to disclose confidential information acquired by him or her in the course of and by reason of his or her official duties.

(c) No person subject to this code of ethics shall willfully and knowingly disclose, for pecuniary gain, to any other person, confidential information acquired by him or her in the course of and by reason of his or her official duties or employment or use any information for the purpose of pecuniary gain.

(d) No person subject to this code of ethics shall use in any way his or her public office or confidential information received through his or her holding any public office to obtain financial gain, other than that provided by law, for him or herself or any person within his or her family, any business associate, or any business by which the person is employed or which the person represents.

(e) No person subject to this code of ethics shall:

(1) Represent him or herself before any state or municipal agency of which he or she is a member or by which he or she is employed. In cases of hardship, the ethics commission may permit such representation upon application by the official provided that he or she shall first:

(i) Advise the state or municipal agency in writing of the existence and the nature of his or her interest in the matter at issue;

(ii) Recuse him or herself from voting on or otherwise participating in the agency's consideration and disposition of the matter at issue; and

(iii) Follow any other recommendations the ethics commission may make to avoid any appearance of impropriety in the matter.

(2) Represent any other person before any state or municipal agency of which he or she is a member or by which he or she is employed.

(3) Act as an expert witness before any state or municipal agency of which he or she is a member or by which he or she is employed with respect to any matter the agency's disposition of which will or can reasonably be expected to directly result in an economic benefit or detriment to him or herself, or any person within his or her family, or any business associate of the person, or any business by which that person is employed or which the person represents.


(4) Shall engage in any of the activities prohibited by subsection (e)(1), (e)(2), or (e)(3) of this section for a period of one year after he or she has officially severed his or her position with said state or municipal agency; provided, however, that this prohibition shall not pertain to a matter of public record in a court of law.

(f) No business associate of any person subject to this code of ethics shall represent him or herself or any other person, or act as an expert witness before the state or municipal agency of which the person is a member or by which the person is employed unless:

(1) He or she shall first advise the state or municipal agency of the nature of his or her business relationship with the person subject to this code of ethics; and

(2) The person subject to this code of ethics shall recuse him or herself from voting on or otherwise participating in the agency's consideration and disposition of the matter at issue.

(g) No person subject to this code of ethics, or spouse (if not estranged), dependent child, or business associate of the person, or any business by which the person is employed or which the person represents, shall solicit or accept any gift, loan, political contribution, reward, or promise of future employment based on any understanding that the vote, official action, or judgment of the person would be influenced thereby.

 (h) No person subject to this code of ethics, or any person within his or her family or business associate of the person, or any business entity in which the person or any person within his or her family or business associate of the person has a ten percent (10%) or greater equity interest or five thousand dollars (\$5,000) or greater cash value interest, shall enter into any contract with any state or municipal agency unless the contract has been awarded through an open and public process, including prior public notice and subsequent public disclosure of all proposals considered and contracts awarded; provided, however, that contracts for professional services which have been customarily awarded without competitive bidding shall not be subject to competitive bidding if awarded through a process of public notice and disclosure of financial details.

(i) No person shall give or offer to any person covered by this code of ethics, or to any candidate for public office, or to any person within his or her family or business associate of any person, or to any business by which the person is employed or which the person represents, any gift, loan, political contribution, reward, or promise of future employment based on any understanding or expectation that the vote, official action, or judgment of the person would be influenced thereby.

(j) No person shall use for any commercial purpose information copied from any statements required by this chapter or from lists compiled from the statements.