


**BOARD OF ETHICS  
OF THE CITY OF PHILADELPHIA**

**J. Shane Creamer, Jr.**  
**Executive Director**  
**Board of Ethics**  
**of the City of Philadelphia**  
1515 Arch Street, 18<sup>th</sup> Floor  
Philadelphia, PA 19102

v.

**Celena Morrison**  


Respondent.

**Matter No: 2106ET19**

**HEARING ORDER**

It is hereby ORDERED that the hearing in the above-captioned matter scheduled to commence on **December 15, 2021** shall be held at **One Parkway Building, 1515 Arch Street, Room 18-025, Philadelphia, PA 19102** beginning at **10:00 a.m.** Counsel are directed to arrive by **9:45 a.m.** If necessary, the hearing shall continue at **9:00 a.m.** on **December 16, 2021**. Instructions regarding building entry as well as health and safety protocols are attached and hereby incorporated into this Order.

SO ORDERED.

Date: December 14, 2021

/s/ Louis S. Rulli, Esq.  
Louis S. Rulli, Esq.  
*Hearing Officer*

## **COVID-19 Prevention & Mitigation Protocol for Administrative Enforcement Hearing**

Based on consultation with the Philadelphia Department of Public Health and a review of PDPH, CDC, and OSHA guidance regarding COVID-19 prevention measures in the workplace, the following procedures shall apply:

### **Masking**

All participants must wear a mask regardless of vaccination status.

- Masks are required at all times in the hearing room.
- Masks must cover both mouth and nose.
- No eating or drinking will be permitted in the hearing room.
- Bandanas, gaiters, scarves, and masks with vents/valves are not acceptable.
- Unvaccinated City employees are required to double-mask (surgical or medical mask covered by cloth mask) in City buildings.

### **Distancing**

Participants shall maintain 6 feet of distance from others, including within the hearing room. To facilitate this, Board staff will provide a complete set of the parties' potential exhibits to be used by witnesses and the court reporter. The Hearing Officer will provide his own set of potential exhibits. If a participant believes that such distancing is still impracticable, they shall request leave of the Hearing Officer.

### **Health Screening**

Each participant shall complete the self-screening below prior to arrival at OPB on each day of the hearing. Do not submit written responses to the screening questions. If the answer to ANY of these questions is YES, contact Board staff immediately to discuss next steps.

1. In the past 10 days, have you:
  - tested positive for COVID-19?
  - been diagnosed with COVID-19 by a licensed healthcare provider?
  - been told by a licensed healthcare provider that you are suspected to have COVID-19?
  - been instructed to self-isolate or quarantine due to exposure to COVID-19?
2. Are you currently awaiting results from a COVID-19 test?
3. Have you experienced any of the following within the last 48 hours:
  - fever ( $\geq 100.4^{\circ}\text{F}$ )
  - recent loss of taste or smell
  - new, unexplained cough or shortness of breath
  - close contact (within 6 feet for 15 minutes or more) with someone that has COVID-19

**Building Access Instructions for Administrative Enforcement Hearing**

Board staff will provide building security with a list of all counsel of record and witnesses expected to attend the hearing. Participants who do not have a City employee ID (or whose badge is not programmed for access to One Parkway Building) must check in with security staff in the lobby before proceeding to the elevators.

The parties should expect to have access to the hearing room (18-025) beginning at approximately 9:30 a.m.

Respondent will be provided access to the Board's conference room (18-009) beginning at 9:00 a.m. and for the duration of the hearing unless Board or building staff need access to that space. Counsel may not leave personal belongings or hearing materials in 18-009 overnight, and shall lock the door when not using the room.