

Minutes of the Public Meeting of the Frederick County Ethics Commission

Monday, August 10, 2020

Present: Ernest A. Heller, Chair
Stephen K. Hess, Vice-Chair
Deborah L. Lundahl, Commission Member
Rev. Douglas P. Jones, Commission Member
James Stanker, Alternate Commission Member

Absent: Deidre R. Davidson, Commission Member
Dr. Anna Johnson-Winegar, Commission Member
M. Shane Canfield, Commission Member

Secretary: Andrew J. Ford, Assistant County Attorney

The Frederick County Ethics Commission meeting started at approximately 4:00 p.m. on August 20, 2020, via WebEx which was streamed simultaneously on Facebook Live.

1. Agenda and Minutes. Mr. Heller chaired the meeting.

MOTION: Mr. Jones moved approve the Agenda. Mr. Stanker seconded the motion, which was unanimously approved.

The draft minutes from the July 13, 2020 meeting were emailed to the members before the meeting.

MOTION: Mr. Jones made a motion to approve the minutes. Mr. Stanker seconded the motion, which was approved unanimously.

2. Financial Disclosures. The members of the Commission discussed the status of the review of financial disclosure statements. Members expressed a desire to have exception report generated to increase efficiency of the review process.
3. Annual Report. Members discussed forthcoming annual report to the County Executive and the County Council. Mr. Ford indicated that he would provide a draft of the report in advance of next month's meeting.
4. Annual Certification. Mr. Ford also mentioned that the annual certification to the State would be drafted in advance of next month's meeting.

5. Upcoming Meeting Dates. Members discussed upcoming meeting dates and expressed a desire to return to 7:00 p.m. meeting time. Next meeting is scheduled for September 9, 2020.
6. 2021 Legislative Considerations. Finally, members were reminded of the deadline (September 9, 2020) for any response to the County Executive's letter dated July 30, 2020 requesting ideas and suggestions for Frederick County's legislative packages to the 2021 General Assembly Session.
7. Administrative Function. The Commission recently received an ethics complaint against a County official. The Commission discussed whether it should conduct an administrative function meeting to discuss the complaint.

MOTION: Mr. Hess made a motion to hold an administrative function meeting. Mr. Jones seconded the motion, which was approved unanimously.

Required information regarding the administrative function meeting – The Commission ended the WebEx broadcast and after a break, reconvened via Microsoft Teams. The Commission began its administrative function meeting at approximately 4:45 p.m. on August 10, 2020, via Teams.

Present for the administrative function meeting were members Heller, Hess, Lundahl and Stanker. A motion was made by Mr. Heller to adjourn the administrative function meeting and reconvene on Wednesday, August 12, 2020, at 7:00 p.m. Motion was seconded by Mr. Hess, which was approved unanimously.

The Ethics Commission adjourned its meeting at approximately 4:55 p.m.

/s/
Andrew J. Ford
Assistant County Attorney