



## FREDERICK COUNTY GOVERNMENT

FREDERICK COUNTY ETHICS COMMISSION  
Office of the County Attorney

Stephen K. Hess, Chair

### **CORRECTED**

## **Minutes of the Public Meeting of the Frederick County Ethics Commission**

**Wednesday, April 12, 2023**

**7:00 P.M.**

### **Present:**

Stephen K. Hess (Chair)  
Rev. Douglas P. Jones (Vice-Chair)  
Deborah L. Lundahl  
Mary Beth Kaslick  
Michael G. Bunitsky  
James A. Stanker  
Stephen Larsen

Christopher Perry, Alternate Member

### **Absent:**

None

### **Also in Attendance**

Andrew Ford, Secretary

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1. Call to Order / Approval of Agenda. Commissioner Hess called the meeting to order at 7:00 p.m. Commissioner Bunitsky made a motion to approve the agenda, which was seconded by Commissioner Jones and approved unanimously.

2. Approval of Minutes. Commissioner Jones made a motion to approve the **February 8, 2023** minutes, which was seconded by Commissioner Bunitsky and approved unanimously.

3. Vote to Conduct an Administrative Function Meeting. Commissioner Lundahl moved to enter into an administrative function in order to discuss one (1) request for an advisory opinion and two (2) requests for approval of outside employment. Commissioner Kaslick seconded the motion, which was approved unanimously.

**Required information regarding the administrative function meeting -** The Commission entered into administrative function at 7:05 p.m. All of the Commission members and the Alternate Member were present. Mr. Ford was also present.

The Commission members first discussed a request for an advisory opinion regarding Section 1-7.1-5 (F) of the Ethics Law regarding requests to County officials for endorsement letters by organizations (both for-profit and not-for-profit). The Commission reviewed and reaffirmed its guidance in Advisory Opinion 12-04 and directed counsel to prepare a draft opinion expanding on the prior opinion.

The Commissioners then turned to a request by a part-time employee for exemption from Section 1-7.1-5(B) (outside employment) by an employee-owned company providing services indirectly to the division or agency in which the employee works. The request was denied.

The Commissioners then considered a request by an employee for exemption from Section 1-7.1-5(B) (outside employment) where employee is employed (a) by an institution of higher education teaching on the subject matter in the same field as the employee is employed by the County and (b) by the County in another capacity. This request was granted.

Commissioner Jones moved to leave administrative function. Commissioner Bunitsky seconded the motion, which was approved unanimously. The Commission resumed the public meeting at 7:42 p.m.

There being no other business before the Commission, Commissioner Lundahl made a motion to adjourn the meeting, which was seconded by Commissioner Bunitsky and approved unanimously. The meeting adjourned at 7:42 p.m.

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/s/  
Andrew J. Ford  
Secretary