



FREDERICK COUNTY GOVERNMENT

FREDERICK COUNTY ETHICS COMMISSION Office of the County Attorney

Douglas P. Jones, Chair

Minutes of the Public Meeting of the Frederick County Ethics Commission Wednesday, December 13, 2023

7:00 P.M.

Present:

Rev. Douglas P. Jones, Chair
Deborah L. Lundahl, Vice-Chair
Mary Beth Kaslick
Walter Olson
Michael G. Bunitsky
Christopher Perry, Alternate Member

Absent:

Stephen Larsen
James Stanker

Also in Attendance

Andrew Ford, Secretary

1. Call to Order. Chairperson Jones called the meeting to order at 7:00 p.m.
2. Approval of Agenda. Commissioner Kaslick made a motion to approve the agenda, which was seconded by Commissioner Lundahl and approved unanimously.
3. Approval of November 8, 2023 Minutes. Commissioner Bunitsky made a motion to approve the November 8, 2023 minutes, which was seconded by Commissioner Kaslick and approved unanimously.
4. Meeting Dates for 2024. Staff reviewed meeting dates for 2024 and noted that February 14th was Ash Wednesday. Commission by consensus agreed to continue holding meetings on the second Wednesday of each month with the exception of February, which meeting will be held on third Wednesday.

5. Vote to Conduct an Administrative Function Meeting. Commissioner Lundahl moved to enter into an administrative function to discuss review of 2022 financial disclosure statements and pending complaints. Commissioner Bunitsky seconded the motion, which was approved unanimously.

Required information regarding the administrative function meeting - The Commission entered administrative function at 7:10 p.m. Present were Commissioners Jones, Lundahl, Kaslick, Olson, Bunitsky and Perry.

1. Financial Disclosure Statements: Mr. Ford updated the Commissioners on the review of the long-form disclosure statements. Commissioner reviewed the list of exceptions for the short-form disclosure statements. Mr. Ford will follow-up on outstanding long-form and short-form disclosure statements.
2. Pending Complaint 2023-01: The Commission's standard operating procedures state that unless the commission finds that the Ethics Law has been violated, the name of individual who was the subject of the complaint will remain confidential and the person's name will not be included in the decision. Previously, the Commission had agreed to enter into a settlement agreement with the subject of the complaint. However, based on the foregoing, the agreement could not be public, and, in any case, a complaint must be sustained or dismissed. The Commission by consensus agreed to have staff draft a notice of dismissal consistent with the terms of the settlement.

Mr. Ford left the meeting at 7:35 p.m. Commissioner Olson assumed the role of Acting Secretary for the remainder of the administrative function meeting.

3. Pending Complaint 2023-02: Commissioners discussed the pending complaint and approved amendments to a proposed notice of dismissal. Commissioner Kaslick moved to approve the notice as amended. Commissioner Bunitsky seconded, and the motion was unanimously approved.

Commissioners then discussed items for the January agenda.

Commissioner Bunitsky moved to leave administrative function. Commissioner Kaslick seconded the motion, which was approved unanimously. The Commission resumed the public meeting at 7:52 p.m.

There being no other business before the Commission, Commissioner Lundahl made a motion to adjourn the meeting, which was seconded by Commissioner Perry, and approved unanimously. The meeting adjourned at 7:53 p.m.

/s/

Andrew J. Ford
Secretary

/s/

Walter Olson
Acting Secretary