



## 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, September 11, 2024

7:00 P.M.

#### **Present:**

Rev. Douglas P. Jones,  
Michael G. Bunitsky  
Mary Beth Kaslick  
Walter Olson  
Christopher Perry

#### **Absent:**

Rev. Stephen Larsen  
Hayden Duke

#### **Also in Attendance**

Andrew J. Ford

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1. Call to Order; Roll Call; and Establishment of a Quorum. Mr. Ford, as Secretary, called the meeting to order at 7:09 p.m. Attendance noted and quorum established.
  2. Approval of Minutes. Commissioner Olson made a motion to approve the August 14, 2024 minutes, which was seconded by Commissioner Kaslick and approved unanimously.
  3. Acknowledge Receipt of the Revised Public Ethics Report for Period January 1, 2024 – June 30, 2024. The Commissioners acknowledged receipt of the Report.
  4. Update by Staff on Lobbying Registrations. Commission reviewed the list of registrants which was updated by staff to show changes since the August meeting.
  5. Update by Staff on Financial Disclosure Statements. Mr. Ford updated the Commission on the short-form exceptions list. The review of statements for 2023, which were filed in April, is now complete.
  6. Discussion of Commission's Annual Report and the Annual Certification. Mr. Ford reviewed the draft annual report. Based on discussion, Mr. Ford will revise the draft to

address (i) completion of the review of financial disclosure statement, (ii) resolution of complaints received and (iii) discussion of Commission's efforts to make recommendations for changes to the Ethics Law

7. Vote to conduct an administrative function meeting to review request for approval of outside employment.\* Commissioner Perry made a motion to conduct an administrative function meeting to review a request for approval of outside employment. The motion was seconded by Commissioner Bunitsky and approved unanimously.

**\* Required information regarding the administrative function meeting -** The Commission entered into administrative function at 7:27 p.m. All of the Commission members noted above were present. Mr. Ford was also present.

After entering into administrative function, the Commission considered a request for approval of outside employment. Initial concerns about the potential for a conflict were mostly allayed; however to ensure that there were no conflict of interests or potential appearance of a conflict of interests Mr. Ford was directed to set up a conference call with Mr. Kunkel and Commissioners Kaslick and Olson to learn more about the nature of the outside employment."

Motion to exit Administrative function was made by Commissioner Bunitsky, seconded by Commissioner Olson and unanimously approved at 7:43 p.m.

8. Chair's Comments. Discussion regarding upcoming meeting agenda.

There being no other business before the Commission, the meeting adjourned at 7:51p.m.

\_\_\_\_\_/s/  
Andrew J. Ford  
Secretary