



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, June 11, 2025

7:00 P.M.

Present:

Rev. Douglas P. Jones, Chair
Rev. Stephen Larsen, Vice-Chair
Mary Beth Kaslick
Michael G. Bunitsky
Walter Olson
Christopher Perry

Absent:

Hayden Duke
Peggy Vaughn, Alternate

Also in Attendance

Andrew J. Ford

-
1. Call to Order; Roll Call; and Establishment of a Quorum. The Chair called the meeting to order at 7:01 p.m. Attendance noted and quorum established.
 2. Approval of Minutes. Commissioner Bunitsky made a motion to approve the March 12, 2025 minutes, which was seconded by Commissioner Olson. The motion was approved unanimously.
 3. Update by Staff on Lobbying Registrations. Final Lobbyist Activity Reports for second half of 2024 and current registrant list was circulated to the Commissioners.
 4. Vote to conduct an administrative function meeting to review request for to review a complaint and financial disclosure statements.*

* **Required information regarding the administrative function meeting:** Commissioner Larsen made a motion to conduct an administrative function meeting to review a complaint and long-form financial disclosure statements. The motion was seconded by Commissioner Bunitsky and approved unanimously.

The Commission entered administrative function at 7:05 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 complaint received in early June. Upon review of the complaint, Commissioner Bunitsky made a motion to dismiss the complaint because the allegations are insufficient to state a violation of the Ethics Law and that no further action by the Commission is warranted. The motion was seconded by Commissioner Kaslick and unanimously approved.

Mr. Ford was instructed to prepare a notice of dismissal to be reviewed and signed by the Chair.

Mr. Ford then reviewed with the Commissioners certain exceptions to long-form financial disclosure statements for 2024 which were submitted in April and early May 2025. Commissioners individually also noted deficiencies based on incomplete responses. Mr. Ford was instructed to follow up with the individuals regarding any missing information and prepare a summary for review at the July meeting.

Commissioner Kaslick moved to exit administrative function. The motion was seconded by Commissioner Olson and approved unanimously. The Commission exited administrative function at 7:39 p.m.

5. Chair Comments. As the Chair's was ending at the end of June, he reflected on his years on the Commission and the achievements made during that time. He thanked his fellow commissioners for their thoughtful and collegial approach to addressing complaints and advisory opinions and thanked the staff of the County Attorney's Office for their work.

There being no other business before the Commission, the meeting adjourned at 7:48 p.m.

_____/s/
Andrew J. Ford
Secretary