

**Frederick County Ethics Commission**  
**Minutes for the Public Meeting of Wednesday, November 14, 2007**

Present:      Andrew T. Jones, Chairman<sup>1</sup>  
                  Karl W. Bickel, Commission Member  
                  Paula C. Bell, Commission Member  
                  E. Donald Foster, Alternate Commission Member  
                  Linda B. Thall, Senior Assistant County Attorney

Also present for the initial part of the meeting were Assistant County Manager Barry Stanton and Ethics Compliance Administrator Ragen Cherney.

The Frederick County Ethics Commission met at 7:00 p.m. on November 14, 2007, at the Office of the County Attorney on the 3<sup>rd</sup> floor of Winchester Hall, 12 East Church Street, Frederick, Maryland 21701.

**MOTION:** Mr. Jones moved to open the meeting. Mr. Bickel seconded the motion, which was approved unanimously.

**Unfinished Business**

**Discussion of reporting under the Public Ethics Law** – The Commission met with the Assistant County Manager and the Ethics Compliance Administrator to discuss implementation of the reporting requirements imposed by the Public Ethics Law. The County Manager's Office provided a draft Public Ethics Summary Report to the Ethics Commission, along with a log showing ex parte communications with members of the Board of County Commissioners, a database printout of persons who qualify as applicants under the Public Ethics Law, and a listing of pending amendment applications. The County Manager's Office proposed adding these documents as appendices to the Summary Report. There will be some format changes made in the final report and an explanation of the recordkeeping process will be added to the report. The Ethics Compliance Administrator informed the Ethics Commission that a new database will be created to track the campaign accounts of members of the Board of County Commissioners once the Commissioners establish such accounts. The database will show contributions of \$100 or more made to a County Commissioner. The County Manager's Office expects to provide updates to the Ethics Commission every six months.

**MOTION:** Mr. Jones made the following recommendations in a motion: (1) to add the appendices to the Summary Report with additional descriptions of the nature of the communications where there are currently none and to delete those communications that are not related to pending applications, (2) to add a definition of the term "ex parte communication," (3) to delete the listing of

---

<sup>1</sup> Mr. Jones participated in the meeting through a telephone conference call.

communications between members of the Board of County Commissioners and County employees, and (4) to add a narrative regarding the databases. Mr. Bickel seconded the motion, which was approved unanimously.

The Ethics Commission members agreed that Mr. Jones should sign the Summary Report to indicate the Commission's review and approval.<sup>2</sup> The Commission commended the Ethics Compliance Administrator for an outstanding job.

**Approval of the minutes** – The Commission considered the minutes from its October 30, 2007, meeting.

**MOTION:** Mr. Foster made a motion to approve the minutes as drafted. Mr. Bickel seconded the motion, which was approved unanimously.

**Financial disclosure statements** – The Ethics Commission members indicated that they are continuing to review the 2007 financial disclosure statements from employees and officials. Any comments or concerns related to those statements will be addressed at a future meeting.

### **New Business**

None

### **Adjournment**

**MOTION:** Mr. Jones moved to adjourn the meeting. Mr. Bickel seconded the motion, which was approved unanimously.

The Ethics Commission adjourned its meeting at 7:50 p.m.

\_\_\_\_\_  
/s/  
Linda B. Thall, Senior Assistant County Attorney

---

<sup>2</sup> Mr. Jones subsequently requested that the Report be amended to note that communications between members of the Board of County Commissioners and County staff were being deleted at the request of the Ethics Commission, along with an explanation that the request was made because the Public Ethics Law does not require disclosure of those communications.