

CECIL COUNTY ETHICS COMMISSION

www.ccgov.org/ethics_bd/index.cfm

C/o Cecil County Department of Human Resources
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Meeting Minutes

November 14, 2016

Present: Chairman Joe Cline, Bob Boonstoppel, Donna Caudell, L. Michelle Henson

Absent: Nicholas Cusmano

Guest: Donna Nichols

Open Session

It was moved and seconded to accept the agenda(s) as presented; all approved to adopt the agendas as written.

It was moved and seconded to accept to approve the minutes as written; all were in favor to approve minutes as written.

Old Business:

Implementation of Ethics Training Module – This item is targeted for June/July 2017.

Financial Disclosure Statements – Electronic Implementation – The program that Harford County gave us was a barebones framework; after evaluation, Information Technology determined it will not work for our county. However since the server has been built, the platform can be made ready to go with the purchase of additional software from DevExpress. There are three levels of software costing \$500, \$1500 and \$2200. The \$1500 package is recommended as it has all the bells and whistles the County will need. The software will be accessible from the website, with the ability to include attachments, so it can be used offsite for officials and others who need to do so. Once purchased, the system could be up and running in approximately one week. Based on the budget, Commission members felt comfortable with a price tag of \$750.00. Donna Nichols said she would contact the county to investigate their interest in helping to offset this cost. Commission members requested more information about the top tier package and discussed the possibility of reaching out to other agencies/towns to see if they would be interested in using the system to further help offset the cost. The Ethics Commission yearly budget has been reduced from \$3,000.00 to \$2,000.00. It was explained that before the county hired their own attorney, the previous funding could be used to hire outside counsel if necessary but since the Ethics Commission now has access to the County's attorney, the budget was cut.

Status of 2015 Financial Disclosure Statements – All forms for 2015 are complete.

2017 Ethics Commission Direction - The Ethics Training Module and electronic access of the Financial Disclosure Statements will be two main focuses.

New Business

Ethics Commission Board Member Removal Process – The Commission is interested in investigating amending the County Code to include documenting the cause for dismissal of an Ethics Commission board member. Although the membership understands that everyone is at will, it was felt that defining the dismissal process would preserve the integrity of the Commission and prevent an outside perception that such a dismissal might be politically motivated. This item is targeted to be ready to present to the County Executive by February.

Ethics Commission information on the website needs to be updated.

The State Certification Report has been completed.

The meeting schedule for CY2017 will be:

- February 13
- August 14
- May 8
- November 13

Meetings are at 4:00 pm in the Rising Sun Room.

A formal motion was made to adjourn to a closed session. The motion was seconded and unanimously voted closed by the members present in accordance with Maryland statutes.

Respectfully Submitted by

Edie (Crick) Tinsman