

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

January 12, 2015

Present: Joe Cline, Mike Dixon, Bob Boonstoppel, Bruce Hemphill

Absent: Valerie Falcioni

Guest: Jason Allison

Open Session

Mike Dixon made a motion to approve the minutes of the December 19, 2014 (open session). Joe Cline seconded and all were in favor.

Joe Cline motioned to approve the agenda, Mike Dixon seconded, and all were in favor.

Old Business:

Preparation of Annual Report/Audit – Bruce Hemphill updated the commission on his progress with the Annual Report. He is in the final stages of collecting data and will send completed document to Bob Boonstoppel.

Ethics Training Module –Phase II for managerial and Elected Officials is being worked on currently. Mike Dixon and Joe Cline introduced scripts for scenarios/case studies. Bruce Hemphill will create a script for a third scenario/case study. Next meeting all scenarios/case studies will be complete and the commission can begin to work with Cecil College to produce the videos.

Ethics Forms Revisions - Ethics Electronic Report Option – Bob Boonstoppel had questions on Form 1- Schedule A about the 30% interest on Real Property and Form 2 - Schedule A has a 3% reporting guideline. Bob will contact Jason Allison to confirm both forms should be 30%. Once Form 1 and Form 2 are approved by the Commission, Joe Cline and Stephanie Pratt will work with Scott Mesneak to begin setting up disclosures on Survey Monkey.

MACO Conference – Joe Cline provided the group with a summary of the meeting.

FY15 Budget Request/FY14 Budget Status – Human Resources updated the commission on the current budget balance (\$2850.00). The commission discussed using the remaining balance for FY15 to start production on Ethics Training videos.

2015 Meeting Schedule - Members elected to hold meeting on February 9, 2015 due to the President's Day Holiday. Stephanie will print final schedule and send out with meeting minutes.

Advice Policy - Bob Boonstoppel would like to table until next meeting due to time restraints.

New Business:

Goals and Objectives – Bob Boonstoppel would like Commission Members to brainstorm 4 to 5 items the Commission would like to see completed in 2015. All ideas will be reviewed and discussed next meeting.

Trial Procedures – Joe Cline requested a run through of a Trial so that all members were familiar with procedures.

MACO Feed back – Bruce Hemphill and Bob Boonstoppel discussed contacting other Maryland Ethics Commissions to discuss improvements and changes to the MACO Ethics trainings. They had also discussed setting up a work session with Cecil County Ethics Entities (Rising Sun, North East, Perryville, Elkton, and Board of Education) and bring in a guest speaker to lead meeting.

Motion was made to adjourn to closed session. The meeting was closed by a formal motion (Mike Dixon), seconded (Joe Cline) and unanimous vote of the members present in accordance with Maryland statutes.

Respectfully Submitted by

Stephanie Pratt