



CECIL COUNTY ETHICS COMMISSION

Cecil County Administration Building
c/o Human Resources Department
200 Chesapeake Boulevard, Suite 2800
Elkton, Maryland 21921
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(866) 230-2578 (fax)

<http://www.ccgov.org/government/boards-and-commissions/ethics-commission>

Meeting Minutes – Open Session

February 10, 2020

Present: Bob Boonstoppel, Bill DeFreitas, Bradley Moore, Wyatt Wallace

Absent: L. Michelle Henson

Guests: Citizens: Joyce Bowsbey, Nancy Schwerzler

Call to Order: Bob Boonstoppel called the meeting to order at 4:30 pm.

Agenda Approval: Wyatt Wallace made a motion to accept the agenda as amended; the motion was seconded by Bradley Moore and approved by all.

November 18, 2019 Meeting Minutes Approval: Bradley Moore made a motion to accept the minutes; the motion was seconded by Bill DeFreitas and approved by all.

January 29, 2020 Open Meeting Minutes Approval: Wyatt Wallace made a motion to accept the minutes; the motion was seconded by Bradley Moore and approved by all.

January 29, 2020 Closed Meeting Summary: Wyatt Wallace made a motion to accept the summary; the motion was seconded by Bradley Moore and approved by all. This will be an attachment to these minutes.

Old Business:

Employees' Ethics Training: All employees who must complete either the Acknowledgement of Understanding or the Financial Disclosure forms are required to review this training annually. The training is posted on the Ethics Commission webpage, as well as on the employee intranet. A reminder to complete the training was posted on Employee Self Service and the documentation that accompanies the Acknowledgement of Understanding and Financial Disclosure forms. These forms include a statement verifying that, by signing, the employee has completed the annual training, thus providing a means for the Commission to track the training.

Financial Disclosure Statements: Letters were sent to the boards/commissions oversight persons requesting their assistance with distributing the forms. Twelve responses were received, six were not. Board/commission members whose oversight person did not respond will be emailed/mailed the disclosure forms. Most employees were notified via a monthly newsletter and forms were mailed to employees who do not have a county email account. Some financial disclosures have been received; the deadline for submission is April 30th.

Ethics Commission Member Status: The County Executive sent two applications; these will be handled in a closed session.

New Business

Exception to Employment Proposed Regulation: Bob reviewed this issue since the majority of advisory opinions requested of the Commission relate to this topic. He explained that the State has a regulation that addresses exceptions to secondary employment while the county does not. He provided members with a copy of COMAR 19A. 2.1 to 2.4. If the Commission feels a similar regulation would be helpful, Jason Allison will be asked to draft a resolution.

Action Item: Members are asked to review the COMAR sections and consider whether implementation of such a regulation would benefit the county.

Motion to Adjourn to a Closed Meeting: Wyatt Wallace made a motion to close the open meeting and adjourn to a closed meeting at 4:48 pm; the motion was seconded by Bradley Moore and approved by all.

Next meeting: Monday, May 11, 2020, at 4:30 p.m. in the Rising Sun conference room.

Attachment: 1-29-20 Closed Meeting Summary

Respectfully Submitted,
Edie Tinsman, Ethics Commission Secretary

SUMMARY OF CLOSED SESSION HELD ON FEBRUARY 10, 2020

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 4:45 PM
 Place (location) of closed session: County Administration Building, Elkton, MD
 Purpose of the closed session: To discuss an ethics complaint’s merits and resolution

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Robert Boonstoppel, William DeFreitas, Bradley Moore, Wyatt Wallace
 Members opposed: None Abstaining: None

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

→ **Topic #1: § 3-305(b) (13)** → **Topic #2: § 3-305(b) (13)** → **Topic #3: § 3-305(b) (1)**
 (add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Ethics complaint 19-05	Robert Boonstoppel William DeFreitas Bradley Moore Wyatt Wallace	Discuss the merits and disposition of the complaint.
#2: Ethics complaint 19-03 and 19-04	Robert Boonstoppel William DeFreitas Bradley Moore Wyatt Wallace	Discuss the merits and disposition of the complaints.
#3: Personnel matter	Robert Boonstoppel William DeFreitas Bradley Moore Wyatt Wallace	Discuss the candidates for the Ethics Commission as requested by the County Executive.