

# CECIL COUNTY ETHICS COMMISSION

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C/o Cecil County Department of Human Resources

200 Chesapeake Boulevard, Suite 2800

Elkton, MD 21921

Telephone: (410) 996-5250

FAX: (888) 213-4483

## Meeting Minutes

September 21, 2015

Present: Bob Boonstoppel, Joe Cline, Nicholas Cusmano, Valerie Falcioni

Absent: Mike Dixon

### Open Session

Joe Cline made a motion to approve the minutes of the June 22, 2015 (open session). Valerie Falcioni seconded, and all were in favor.

Joe Cline motioned to approve the agenda, Valerie Falcioni seconded, and all were in favor.

### Old Business:

**Review of Financial Disclosure Statements** – The final list is complete and forwarded to Bob Boonstoppel to be reviewed and forwarded to County Executive Tari Moore.

**Implementation of Ethics Training** – Joe Cline is unable to get in touch with the representative from Cecil College. He is going to work with Nick Cusmano to get the quote finalized and the begin production.

**Ethics Forms Revisions - Ethics Electronic Report Option** – Stephanie Pratt will distribute the updated Survey Monkey links for Form 1 and Form 2 to be reviewed with signature attached.

**FY15 Budget Status-** Bob informed the committee that \$1500.00 of the budget is reserved for attorney fees, if a complaint were to need the resources. The remaining amount of the balance will be used to start the educational video and training. It was discussed to not attend the MACO conference this winter and instead have a class during the 1<sup>st</sup> quarter meeting in February.

**Advisory Opinion** – A request for an advisory opinion was received on 6/18/2015. This advisory opinion was processed and completed by Mike Dixon. Stephanie Pratt requested a copy of all material for filing.

### New Business

**Local Government Ethics Law Annual Certificate (Form 261)** – Stephanie Pratt has completed the form and will mail by October 1, 2015.

Joe Cline made a motion to tentatively meet quarterly on the third Monday of the month. Valerie seconded the motion and all were in favor.

Bob Boonstoppel requested committee members be prepared to discuss yearly plan and goals at the next meeting.

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

Respectfully Submitted by

Stephanie Pratt