



CECIL COUNTY ETHICS COMMISSION

Cecil County Administration Building
c/o Human Resources Department

200 Chesapeake Boulevard, Suite 2800

Elkton, Maryland 21921

(410)-996-5250 (phone)

1-866-230-2578 (fax)

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

Open Meeting Minutes

September 18, 2023

Attendance:

Present: Andrew Goins (Chair), Janet Pope, Charles Kelso, and Chip Peterson.

Legal: Lawrence Scott (County Attorney), and Jeanea Jackson (Paralegal).

Absent: None

Call to Order:

- The meeting was called to order at 5:00 pm.
- 4 members were present to form a quorum.
- Lawrence Scott, County Attorney, advised that if needed, any matters may be tabled to the next meeting.

Agenda Approval:

MOTION: Janet Pope motioned to approve the agenda, Charles Kelso seconded, and approved by all.

April 3, 2023, Closed Session Minutes Approval:

MOTION: Chip Peterson motioned to approve last meeting's minutes with amendments, seconded by Charles Kelso, and approved by all.

April 3, 2023, Open Session Minutes Approval:

MOTION: Chip Peterson motioned to approve last meeting's minutes, seconded by Charles Kelso, and approved by all.

Old Business:

- CY2021 Non-Compliant List includes 43 current employees, 1 former employee, and 3 state employees. Letters with blank Form 2's were mailed to the CY2021 non-compliant board

members on September 18, 2023, advising them they had until December 11, 2023, to become compliant.

MOTION: Charles Kelso motioned to instruct Tammy to send out warning letters to the remaining CY2021 Non-Compliant list to comply by the next meeting on Monday, December 11th, 2023, then the board will discuss a plan of action, seconded by Chip Peterson, and approved by all.

MOTION: Andrew Goins motioned to allow County Attorney's office to use whatever means reasonably necessary to lower the numbers of non-compliant and report at next meeting, seconded by Charles Kelso, and approved by all.

MOTION: Charles Kelso motioned to amend the previous motion to wait 15 days after due date to continuing collecting ethics forms, seconded by Chip Peterson, and approved by all.

MOTION: Chip Peterson motioned to approve December 11, 2023, for the next Ethics meeting, seconded by Charles Kelso, and approved by all.

MOTION: Charles Kelso motioned to shred forms that were not needed to be completed, seconded by Chip Peterson, approved by all.

MOTION: Charles Kelso motioned to accept communication from Director of Human Resources of deceased employee in lieu of submission, seconded by Janet Pope, and approved by all.

New Business:

- CY2022 Ethics Disclosure Submission Status – in progress.
The Legal Office will:
 1. 2 cumulative people's forms. Lawrence wants to review and speak with the people, then present at the next meeting.
 2. Count number of ethics forms done 9/18/2023, and the number left in the problem file.
 3. Review the ethics rules for employees and board members.
 4. Form 2 Schedule B, question from board members.
 5. Legal office will contact CY2022 non-compliant list and report back to the board in December.
- CY2022 Submitted Forms
 - 415 Compliant Employees and Former Employees
 - 221 Non-Compliant Employees and Former Employees
 - Qualifying Form 1's will be reviewed at the next meeting
 - 76 Non-Compliant Board Members
- CY2023 Ethics Meeting Schedule – Monday, December 11, 2023, at 5:00 p.m.

Closed Session:

MOTION: Charles Kelso motioned to go into closed session at 7:14pm to discuss confidential ethics opinions, seconded by Chip Peterson, and approved by all.

- Discuss question with Form 2, schedule B
- Discussed and CLOSED 23-01

- Reviewed and discussed CY2022 forms with questions

MOTION: Andrew Goins motioned to come out of closed session at 7:28pm, seconded by Janet Pope, and approved by all.

Adjourn:

MOTION: Charles Kelso motioned to adjourn at 7:39PM, seconded by Janet Pope, and approved by all.

Next Meeting:

- Monday, December 11, 2023, at 5:00 p.m., County Administration Building, 200 Chesapeake Boulevard, Perryville Room, Elkton, MD.