



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

February 27, 2025

Attendance:

Present:

Members: Andrew Goins (Chair), Francis “Chip” Peterson, Janet Pope, Robert McKnight, and Nicholas Cusmano.

Office of Law: Justin Hill (Deputy County Attorney), Tammy Strong (Paralegal).

Absent:

Member: None

Call to Order:

- The meeting was called to order at 4:08 pm.
- 5 members of the Ethics Commission were in attendance, constituting a quorum.

Agenda Approval:

MOTION: Robert McKnight motioned to approve the agenda, seconded by Nicholas Cusmano. The motion was approved unanimously.

MOTION: Nicholas Cusmano motioned to approve the meeting minutes and correct the spelling of his last name “Cusmano” from December 13, 2024, seconded by Robert McKnight. The motion was approved unanimously.

New Business:

- Ethics Form Review Changes or Corrections
- Admin Support
- New Updated Form Revisions – Form 1 and Form 2
- CY2023 Acknowledgement of Understanding
- Secondary Employment Review

MOTION: Chip Peterson motioned to receive and adopt Form 1 & 2 revisions from the legal Department, seconded by Andrew Goins. The motion was approved unanimously.

MOTION: Nick Cusmano motioned that once administrative support reviews and determines there are no changes on Form 2 and Acknowledgement of Understandings that the board doesn't need to review those forms and the board reserves the option to spot check any forms and to annually review any forms with exceptions and all form 1, seconded by Robert McKnight. The motion was approved unanimously.

MOTION: Nicholas Cusmano motioned to move secondary employment review to closed session, seconded by Janet Pope. The motion was approved unanimously.

MOTION: Robert McKnight motioned to send one letter to terminated employees and if there is no response in 30 days they go on the no hire list, seconded by Nicholas Cusmano. The motion was approved unanimously.

Old Business:

- CY2023 Form 2
- CY2022 Non-Compliant List Update

Closed Session:

MOTION: Andrew Goins motioned to go into closed session at 4:59pm to discuss ethics forms conflicts, seconded by Chip Peterson, and approved by all.

- Discuss question with Form 1, employment, waiting for CY2025 Form 1
- Discuss question with Form 1, employment, no conflict
- Discuss question with Form 1, treasurer, No conflict
- Discuss question with Form 2, HR employment Review, tabled until further next meeting

MOTION: Janet Pope motioned to come out of closed session at 5:25pm, seconded by Robert McKnight, and approved by all.

Adjourn:

MOTION: Janet Pope motioned to adjourn at 5:32PM, seconded by Nicholas Cusmano. The motion was approved unanimously.

Next Scheduled Meeting:

- June 2, 2025 at 4 p.m.