

CECIL COUNTY ETHICS COMMISSION

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Meeting Minutes

May 9, 2016

Present: Chairman Joe Cline, Bob Boonstoppel, Mike Dixon, Nicholas Cusmano, Donna Caudell

Guest: Donna Nichols

Open Session

Joe Cline called the meeting to order at 4:10 pm. Bob Boonstoppel moved to accept Agenda as presented, Mike Dixon seconded, all approved to adopt Agenda as is.

Bob Boonstoppel made a motion to approve minutes as written, Mike Dixon seconded, and all were in favor to approve minutes as written.

Old Business:

Implementation of Ethics Training Module – Mary Bolt from Cecil College was to call Chairman Joe Cline. He has not heard from her. Joe will get her contact information and try to reach her.

Financial Disclosure Statements – Electronic Implementation for 2016 – Donna Nichols reported that Scott Mesneak, Director of IT, has reviewed Harford County's electronic filing software. He was very impressed. There will need to be some adjustments to adapt the software for our use. A source code is needed. A MOU has been sent out to us from Harford County and it will need to be reviewed and signed by the County Executive. After the MOU is signed, we will obtain the source code and adjustments can begin. Scott Mesneak later came into the Open Session and reiterated this information.

Annual Report – Bob Boonstoppel stated the Annual Report has been completed. Chairman Joe Cline signed the Report and it will be submitted to County Executive Tari Moore.

Status of 2015 Financial Disclosure Statements – Joe Cline requested help on May 16 to continue the review of submitted Financial Disclosure Statements for 2015. Joe Cline asked if someone submits a copy of a State Financial Disclosure Form that has been filed, should our Board accept this Form? All agreed that the State Form is very detailed, so a copy will negate our required form.

A closed session will be held to discuss an issue reported on a Financial Disclosure Statement.

2016 Ethics Commission Direction - Joe Cline suggested this topic be left on the Agenda until after the election has been held. All agree that the Ethics Training Module would be extremely beneficial.

New Business

2017 Budget - \$2,000.00 Budget line item submitted for the Ethics Commission, which is the same as last year's budget.

MACO- There is a summer and winter session- mid August and second week in December. They offer a very good Ethic class which Joe Cline recommended to new Board member and anyone who has not had a chance to take it. Nicholas Cusmano and new board member, Donna Caudell expressed interest. Donna Nichols agreed to send information to them.

New Commission Member – Donna Caudell introduced herself to Commission.

Bob Boonstoppel is up for reappointment July 2016, and is interested in continuing to serve on Commission. Mike Dixon's term expires July 2016 and he is not interested in remaining on Commission. He will need a replacement. Party affiliation must be taken into consideration with replacement member. Mike Dixon has agreed to stay on until an appointment can be made.

Other Topics – Donna Nichols asked if the Commission agreed that Second Notices could be sent to all employees, attorneys, and board members who have not yet completed their 2015 Financial Disclosure Statement. Joe Cline reviewed second notice letter and agreed it could be mailed to employees and board members who still have outstanding forms. He agreed to contact the attorneys directly, since they are all local, and urge them to submit their required Form. Joe Cline asked for a list of names by the end of May for any outstanding Forms and he will attempt to call people, before any type of list is submitted to the County Executive reporting non-compliance.

Donna Nichols brought up the topic of exemptions. The Commission did not remember granting any exemptions even though Donna thought in the past some exemptions had been granted. This topic was tabled until the August meeting. Jason Allison may have to be consulted on exemption requests.

Motion was made to adjourn to closed session. The meeting was closed by a formal motion by Bob Boonstoppel, seconded by Nicholas Cusmano and unanimous vote of the members present in accordance with Maryland statutes.

Respectfully Submitted by

Linda Barbor