



CECIL COUNTY ETHICS COMMISSION

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

Meeting Minutes – Open Session

November 5, 2018

Present: Bob Boonstoppel, William DeFreitas, L. Michelle Henson

Absent: Nicholas Cusmano, Wyatt Wallace

Guest: Sally Kilby

Call to Order: Meeting was called to order at 5:03pm.

Welcome of New Member: William DeFreitas was introduced and welcomed to the Commission.

Agenda Approval: Michelle Henson made a motion to accept the agenda, the motion was seconded by Bill DeFreitas and approved by all.

Meeting Minutes Approval: Michelle made a motion to accept the minutes, the motion was seconded by Bill and approved by all.

Old Business:

Ethics Code State Mandated Revisions: The code revisions were approved by the County Council and became effective October 1, 2018.

Board Member Removal Resolution: After discussion about the lack of progress on this item, Michelle made a motion to drop the resolution, the motion was seconded by Bill and approved by all.

Training for Commission Members: Some training may be available during the Maryland Association of Counties (MACO) Winter Conference.

Action Item: Sally will check for any applicable training at the upcoming MACO conference.

Employee's Ethics Training: The Commission would like to see further enhancement of ethics training for county employees.

Action Item: Sally will investigate this when an intern starts in January 2019.

Ethics Disclosure Forms: Bob drafted a policy to address the issue of Board and Commission members who resist or refuse to submit an annual financial disclosure form. The policy reads as follows:

**Cecil County Ethics Commission Financial Disclosures Submission Policy for
Board and Commission Members**

It is the policy of the Cecil County Ethics Commission to require a financial disclosure statement from each, and every, county appointed member of every county board and commission. In most cases, that requirement will be met by filing a Cecil County Ethics Commission's Financial Disclosure Form 1 or Form 2. Those members, who normally file their financial disclosure statements with another governmental entity may submit that statement in lieu of the Commission's form, as long as it satisfies the requirements of Article V of the county code. However, it is the responsibility of the member to submit the form, it is not the function of the Ethics Commission staff to obtain it.

Michelle made a motion to accept the policy, the motion was seconded by Bill and approved by all.

Action Items: Jason Allison will be asked to officially approve this policy.

2017 Financial Disclosures Final Report: All employee forms were submitted. The list of noncompliant Board and Commission members will be forwarded to the County Executive.

New Business

Conflict of Interest Issue: There was a general discussion on whether the Commission would need to issue an opinion about a possible conflict of interest. It was decided to table this pending the outcome of the election.

2019 Chair Election: Michelle nominated that Bob Boonstoppel continue as Chairperson for 2019, the nomination was seconded by Bill and approved by all.

2019 Meeting Schedule/Time: 2019 meetings will be held on February 11, May 13, August 12 and November 18. It was decided to change the meeting time to 4:30pm to better accommodate member's schedules.

Adjournment: Michelle Henson made a motion to adjourn at 5:40pm, the motion was seconded by Bill DeFreitas and approved by all.

Next meeting: Monday, February 11, 2019 at 4:30pm in the Rising Sun room.

Respectfully Submitted,
Edie Tinsman
Secretary, Ethics Commission