

CECIL COUNTY ETHICS COMMISSION

www.ccgov.org/ethics_bd/index.cfm

C/o Cecil County Department of Human Resources

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Meeting Minutes

February 9, 2015

Present: Mike Dixon, Bob Boonstoppel, Bruce Hemphill, Valerie Falcioni

Absent: Joe Cline

Guest: Nick Cusmano, Jennifer Valania, IT Department

Open Session

Mike Dixon made a motion to approve the minutes of the January 12, 2015 (open session). Bruce Hemphill seconded and all were in favor.

Bruce Hemphill motioned to approve the agenda, Mike Dixon seconded, and all were in favor.

Old Business:

Preparation of Annual Report/Audit – Bruce Hemphill updated the commission on his progress with the Annual Report. The completed document will be sent to Bob Boonstoppel for signatures.

Ethics Training Module – Three scenarios are completed; however, the discussion will be tabled until next meeting when Joe Cline is in attendance.

Ethics Forms Revisions - Ethics Electronic Report Option – Jen Valania presented a draft of the electronic version of Ethic Forms. The Commission started discussion about how to authorize signatures; Bruce Hemphill informed the Commission that they may need a code change for electronic filing. Mike Dixon made a motion to continue exploring the new electronic filing system, but to continue using paper forms until further notice.

FY15 Budget Request/FY14 Budget Status – Human Resources informed the Commission of Budget submitted for FY16 (\$3,000).

CY 15 Commission Calendar – Calendar complete and disbursed to members.

Advice Policy - Bruce made a motion to table discussion on advice policy for next meeting when new board member is in attendance. Valerie Falcioni seconded and all were in favor.

Goals and Objectives – Mike Dixon suggested posting ethics scenarios on county webpage to help individuals identify certain ethics questions that are repeatedly asked. Bob would like to continue this discussion next meeting.

New Business:

No New Business

Motion was made to adjourn to closed session. The meeting was closed by a formal motion (Bruce Hemphill), seconded (Mike Dixon) and unanimous vote of the members present in accordance with Maryland statutes.

Respectfully Submitted by

Stephanie Pratt