

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

April 21, 2014

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

Absent: None

Open Session

Old Business:

Bob Boonstoppel made a motion to approve the minutes of the March 17, 2014 (open session) Mike Dixon seconded and they were unanimously approved.

Bruce reviewed the agenda, and Joe Cline motioned for approval, Bob Boonstoppel seconded, all were in favor.

Revisions to County Code – County Council voted down revisions to the county code. Joe Cline requested to see a copy of Jason Allison's opinion letter, Bruce indicated he will request one from County Council office. Board may propose changes after the November elections. Bob Boonstoppel will draft the changes.

Implementation of Ethics Training Module –

- a.) Mike Dixon reported on the progress of the training module for all Cecil County Employees. Currently 309 of 355 have completed module. A revision will be made to question 4 of module. A request was made on the mandatory requirements for employees. Bruce Hemphill will follow up on the request.
- b.) Mike Dixon presented his finding on other County's in training methods for Board and Commission members. Additional information will be presented next meeting.

Public Comment Rules in Ethics Commission Meeting - Literature is posted on Ethics Commission website.

2012 Ethics Disclosure Filings – Revisions to the report given to the Executive for 2012 filing were returned to the Ethics commission. Bruce will re-submit report to County Council.

MACO Conference – Electronic Reporting Option - Joe Cline presented his findings. The state is looking into providing electronic reporting to all Maryland Counties. Joe also looked into the cost for developing a system for Cecil County. Additional information will be presented next meeting.

Lobbyist Registration Project – Bob Boonstoppel presented a draft to the board for further discussion that will be placed in Chamber of Commerce newsletter, through the Lobbying Committee. This article will also be sent to local Law Offices. Revisions will be made and an update will be presented next meeting.

2013 Financial Disclosure Board & Commission Cover Letter – Human Resources provided a current count of 404 of 592; 2013 Financial Disclosures submitted as of 4/21/2014. Revisions are requested to Form 1, Schedule F and a review of Form 2 for future disbursements. Stephanie requested the second notice letter be revised and Board would like second noticed mailed May 15, 2014. Bruce Hemphill will look further into the requirements of Attorney's serving as council for a County entity in regards to filing a financial disclosure. Bruce would like to look into contractor requirements for filing disclosures.

Election Board – Forms will be handed in to the Department of Human Resources by the election board after completion of elections.

New Business:

Re-Typing old minutes for On-line access - Bruce will re-type old minutes to remove Closed Meeting sections. Original minutes will be sent to Human Resources for filing and posting on website.

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

Respectfully Submitted by Stephanie Pratt