

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

May 19, 2014

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

Absent: Bob Boonstoppel

Guest: Jason Allison, County Attorney

Open Session

Old Business:

Mike Dixon made a motion to approve the minutes of the April 21, 2014 (open session) Joe Cline seconded and they were unanimously approved.

Bruce Hemphill reviewed the agenda, and Valerie Falcioni motioned for approval, Mike Dixon seconded, all were in favor.

Revisions to County Code – A draft will be prepared for the referendum in August that will need to be submitted by next meeting in order to have it circulated to appropriate parties. Jason Allison informed the board that a change in the ethics code would be possible without referendum; however, change in Charter would need to go through referendum. Jason Allison suggested presenting recommendations to County Executive once decision is made on what the board would like to propose. Valerie Falcioni has been designated to prepare a draft.

Implementation of Ethics Training Module –

- a.) Mike Dixon reported on the Ethics training, required to be completed by all employees. Jason Allison will speak with the County Executive and recommend keeping the ethics training mandatory whether that be annually with the ethics disclosure forms or any other schedule the board agrees on.
- b.) Mike Dixon presented ideas for implementing training to all board and commission members/appointees. Mike Dixon suggested providing a fact sheet with new appointee letters. Bruce Hemphill would like to see all new commission members/appointees be required to attend Ethics training, within the first year of appointment. Mike Dixon will report

back to the board with his finding on a production source to implement a 15 minute training video.

MACO Conference – Electronic Reporting Option – Bruce Hemphill informed the board that the County has been contacted by the State about interest in participating in a State sponsored online filing system.

Lobbyist Registration Project – Valerie Falcioni presented the final draft to the board for approval. Mike Dixon made a motion to approve the final draft with one noted revision, Joe Cline seconded, all were in favor.

2013 Financial Disclosure Board & Commission Cover Letter – Human Resources provided a current count of 483 of 592; 2013 Financial Disclosures submitted as of 5/19/2014. A revised copy of the second notice letter was submitted to Human Resources and will be mailed out by end of week 5/19/2014.

Re-Typing old minutes for On-line access - Old minutes have been reviewed and will be sent to Human Resources for archiving. All minutes will also be posted on Cecil County Ethics page by next meeting.

Contract Attorney's – Ethics Statements - Bruce Hemphill researched the requirements of Attorney's serving as council for a County entity in regards to filing a financial disclosure, and informed the board that Attorney's are required to complete based on a recent change to County Code. Bruce Hemphill will send a letter to Attorney's who have not complied.

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

Respectfully Submitted by Stephanie Pratt