

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

June 16, 2014

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

Absent: None

Open Session

Old Business:

Mike Dixon made a motion to approve the minutes of the May 19, 2014 (open session) Joe Cline seconded and they were unanimously approved.

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

Revisions to the County Code: Documenting procedures for removal of Ethics Commission members. After a significant discussion over Valerie Falcioni's draft, Ms. Falcioni and Bob Boonstoppel will review a second time with the objective of getting this before the County Administration as soon as possible. Bruce Hemphill will discuss the draft with Jason Allison and Al Wein for the best possible means of getting it approved by the County.

Ethics Training Module – Mike Dixon has made minor changes to the current low level ethics training module for all employees. We will consider this training mandatory on an on-going basis since the County Code does require us to do that. Mike Dixon will report when the new changes are on line.

Mike Dixon reported the management training module is still in design. He is reviewing other counties' process in this area and is drafting a possible scenario for a presentation. We will be considering whether the Cecil Community College Performing Arts Department might assist us in putting on the case study for filming purposes. Mike Dixon will report at the next meeting our progress in this area. Expected completion date would be the beginning of 2015.

Ethics Electronic Report Option – We are waiting to find out if Cecil County and the State of Maryland have moved forward in providing an electronic on-line filing system for reporting annual ethic compliance.

Lobbyist Registration Packet Project – Valerie Falcioni and Bob Boonstoppel have the approved final draft. We are waiting for a report of its distribution.

2014 Mailing – Stephanie Pratt reports that we have received 161 of 213 members of Boards and Bureaus. We have received 16 of the 24 designated attorneys. All employees have submitted their ethics filing forms for 2014.

Retyping Old Minutes for On-line Access – All of 2012 old Minutes have been retyped and approved by the Board. These revisions placed Closed Meeting Minutes in a separate area and will not be available on-line. Stephanie Pratt will work with Bruce Hemphill's office to get the 2013 records similarly broken down and on-line by August 1, 2014.

Contract Attorneys – Filing Ethics Statements – Bruce Hemphill has been working with attorneys who are resisting filing their required ethics statements. So far we have received six objections, but three have agreed to file and we are working on the remaining three. We are informing these attorneys that if they do not wish to file, they must take this up with the County Executive's office since they have been identified to us as persons who are required to file.

New Business:

Ethics Board Communication List – A revised name and address list for the members of the Ethics Board including cell phone numbers and emergency contact information has been revised and is attached to these minutes for reference.

Revised Ethics Commission Annual Calendar – Attached please find the revised Calendar with the latest items added.

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 Bruce Hemphill, Temporary Scribe