



CECIL COUNTY ETHICS COMMISSION

Cecil County Administration Building
c/o Human Resources Department
200 Chesapeake Boulevard, Suite 2800
Elkton, Maryland 21921
(410) 996-5250 (phone)
(866) 230-2578 (fax)

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

Open Meeting Minutes

April 20, 2021

Present: Andrew Goins, Charles Kelso, Heather O'Rourke, Janet Pope

Absent: Joseph Graf

Guest: Lawrence Scott, County Attorney

Call to Order:

- Lawrence Scott called the meeting to order at 5:00 pm.
- Acknowledgement of Understanding Statement – reviewed by all Commission members.
- Lawrence Scott provided the original County Executive Commission Appointment Letters to each member.

2021 Chair Election:

- Charles Kelso nominated Andrew Goins
 - Heather O'Rourke made a motion to elect Andrew Goins as the 2021 Ethics Commission Chair, seconded by Charles Kelso, approved by all.

Agenda Approval:

- Andrew Goins made a motion to approve the draft 4/20/2021 agenda, seconded by Charles Kelso, and approved by all.

November 9, 2020 Meeting Minutes Approval:

- Andrew Goins made a motion to approve the draft 11/9/2020 meeting minutes, seconded by Charles Kelso, and approved by all.

Old Business:

- 2019 Boards/Commissions Non-Compliant List:
 - Charles Kelso made a motion to approve the list as stated, seconded by Heather O'Rourke, and approved by all.
 - Lawrence Scott provided the Commission with available options:
 - Ignore the non-compliant listing
 - Fine each up to a maximum of \$250
 - Paused from active boards/commissions membership until fine paid or forms completed.

Old Business (cont'd):

- Charles Kelso made a motion to send a letter from the new Ethics Commission members to all non-compliant indicating a deadline to comply with forms requirement by the next Commission meeting scheduled for May 25, 2021 before further action taken by the Ethics commission, seconded by Heather O'Rourke, approved by all.

Action Item: Lawrence Scott, County Attorney will draft a memo and forward to all Ethics Commission members for their review and approval. The Department of Human Resources will mail the approved letter to those on the non-compliant listing.

- Boards and Commissions Financial Disclosure Requirements:
 - Lawrence Scott, provided an overview of the listing.
 - Ethics Commission members questioned why Bainbridge and the Ethics Commission were exempt and why there were 9 with no indication of their requirements.

Action Item: Lawrence Scott, County Attorney will investigate the exemptions as well as why there is no requirements listing for 9 Boards & Commissions. Updated list of Boards & Commissions will be prepared for the next meeting.

- Heather O'Rourke made a motion to defer the Boards and Commissions Financial Disclosure requirement listing until the above action item is completed, seconded by Charles Kelso, approved by all.

New Business:

- 2021 Meeting Schedule:
 - The following changes were requested:
 - May 10, 2021 changed to May 25, 2021
 - August 9, 2021 changed to August 3, 2021
 - November 8, 2021 changed to November 9, 2021
 - Charles Kelso made a motion to accept the 2021 Meeting Schedule with the above changes, seconded by Andrew Goins, and approved by all.
- 2020 Financial Disclosure Status:
 - Commission members would like to review all required forms and suspend the action item until next meeting.

Action Item: The Department of Human Resources will email copies of all required forms to the Ethics Commission members for their review.

Closed Session:

- Charles Kelso made a motion to move the meeting to closed session as of 5:39pm, seconded by Janet Pope, and approved by all.
- Andrew Goins made a motion to move the meeting back to open session as of 6:03pm, seconded by Heather O'Rourke, and approved by all.

Adjourn:

- Heather O'Rourke made a motion to adjourn the meeting at 6:04pm, seconded by Charles Kelso, and approved by all.

Next meeting:

- May 25, 2021 at 5:00 p.m., County Administration Building, 200 Chesapeake Boulevard, Perryville Room, Elkton, MD