



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)
1-866-230-2578 (fax)

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

Open Meeting Minutes

January 22, 2024

Attendance:

Present:

Members: Janet Pope, Charles Kelso, and Chip Peterson.
Office of Law: Lawrence Scott (County Attorney), Kevin Jensen (Assistant County Attorney), Tammy Strong (Paralegal), Kayla Maldeis (Legal Secretary).

Absent:

Member: Andrew Goins (Chair)

Call to Order:

- The meeting was called to order at 5:16 pm.
- 3 members of the Ethics Commission were in attendance, constituting a quorum.

Agenda Approval:

MOTION: Janet Pope motioned to approve the agenda, seconded by Charles Kelso. The motion was approved unanimously.

September 18, 2023, Open and Closed Session Minutes Approval:

MOTION: Chip Peterson motioned to approve the Open and Closed session minutes from the September 18, 2023 meeting, seconded by Janet Pope. The motion was approved unanimously.

Old Business:

- Review of CY2021 Non-Compliant List. The list includes 7 current board members, 13 non-active board members, and 1 former employee.
- Review of CY2022 submitted Ethics forms. 22 Form 1, 77 Form 2, and 120 Acknowledgment of Understanding were submitted.
- Review of CY2022 Non-Compliant List. The list includes 19 active employees, 128 inactive former employees, 20 inactive board members, and 42 active board members.

MOTION: Chip Peterson motioned to approve asking the Director of Administration to send the letter drafted by the Office of Law to persons on the CY2021 Non-Compliant List, requesting them to submit their applicable Ethics Form and informing them that they cannot be employed by Cecil County or serve on a board under Cecil County Government until they become compliant, seconded by Janet Pope. The motion was approved unanimously.

MOTION: Charles Kelso motioned to allow Tammy Strong, the Department of Human Resources, and the Office of Law to continue attempting to contact persons on the CY2022 non-compliant list through email and/or letter, seconded by Janet Pope. The motion was approved unanimously.

New Business:

- CY2024 Meeting Schedule:

Monday, April 8, 2024, at 5:00 p.m.
Monday, June 10, 2024, at 5:00 p.m.
Monday, September 9, 2024, at 5:00 p.m.
Monday, December 9, 2024, at 5:00 p.m.

MOTION: Chip Peterson motioned to approve CY2024 meeting schedule, seconded by Janet Pope. The motion was approved unanimously.

- Discuss State Legislation.
Office of Law

The Ethics Commission asked the Office of Law to:

- 1- Complete proposed updates to the Cecil County Ethics law and send those updates to the Maryland State Ethics Commission for review, upon completion.
- 2- Complete the required State Ethics certification and email the certification to members of the Ethics Commission upon receipt.

- CY2023 Ethics Form Submission Schedule:

January 31, 2024: First email that forms are due by 4/30/2024.
February 21, 2024: First reminder
March 20, 2024: Second reminder
April 1, 2024: Third reminder
April 15, 2024: Fourth reminder

MOTION: Chip Peterson motioned to approve CY2023 Ethics Form Submission Schedule, seconded by Janet Pope. The motion was approved unanimously.

Closed Session:

No Closed Session

Adjourn:

MOTION: Charles Kelso motioned to adjourn at 6:39PM, seconded by Janet Pope. The motion was approved unanimously.

Next Scheduled Meeting:

- Monday, April 8, 2024, at 5:00 p.m., County Administration Building, 200 Chesapeake Boulevard, Perryville Room, Elkton, MD.