

**PRINCE GEORGE'S COUNTY OFFICE OF ETHICS AND ACCOUNTABILITY
BOARD OF ETHICS**

Board Meeting Minutes

March 9, 2018

Present: Covette Rooney, Board Chair (teleconference)
Sharon Theodore-Lewis, Board Member (teleconference)
Curtis Eugene, Board Member (teleconference)
Cassandra Burckhalter (teleconference)

Robin Barnes-Shell, Esq., Executive Director
Chelinda Bullock, Administrative Aide

Next meeting: Friday, April 13, 2018 at 5:00 pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board of Ethics Chair, Covette Rooney, opened the meeting at approximately 5:05 pm and welcomed all in attendance. There was a quorum present with four (4) Board Members. The meeting was held at the Office of Ethics and Accountability (OEA) located at 9201 Basil Court, Suite 155, Largo, Maryland.

II. APPROVAL OF MEETING MINUTES

The Board of Ethics (Board) Members in attendance approved the meeting minutes for February 16, 2018 with a vote of 3-0 and 1 abstention because Board Member Burckhalter did not attend the February meeting.

III. BOARD CHAIR REPORT

None to report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board of OEA's collection efforts for Financial Disclosure Statements (FDS) for calendar year 2017. To-date, 34% of designated filers have submitted their FDS's. The OEA's Compliance Analyst will continue auditing FDS's submitted for calendar year 2016 and 2017. In addition, thirty-eight (38) lobbyists have

registered for calendar 2018 compared to sixty-one (61) registered lobbyists for calendar 2017.

The Executive Director informed the Board that the County is piloting a new electronic platform for employee records that will include the County's mandatory ethics training. OEA will continue to offer a monthly in-person ethics training for County employees.

The Board was provided ethics advice tables for February, which summarized the informal ethics advice, information requests and legal advice provided by the Office of Ethics and Accountability.

V. Reading of Written Statement for Closing Meeting Under the Open Meeting Act

At 5:13 pm, a motion was made by Board Member Cassandra Burckhalter and seconded by Board Member Sharon Theodore-Lewis to close the open portion of the meeting to comply with a specific constitutional, statutory or judicially imposed requirement that prevents public disclosure about a particular proceeding or matter and to consult with legal counsel. The statement was read by the Board Chair Covette Rooney. The motion was approved by a vote of 4-0. The reason for closing the meeting, and the topics discussed with legal counsel involved among other matters, investigations and an advisory opinion in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Covette Rooney, Board Chair (teleconference)

Sharon Theodore-Lewis, Board Member (teleconference)

Curtis Eugene, Board Member (teleconference)

Cassandra Burckhalter (teleconference)

Robin Barnes-Shell, Esq., Executive Director

Chelinda Bullock, Administrative Aide

CLOSED SESSION

Advisory Opinion #17-0213

The Board was updated on the pending matter involving Conflict of Interests of a County official. The Board was provided a response from the Executive Leadership regarding the the pending matter. The Board voted (4-0) to forego a hearing on the matter based on representations made in the memorandum from Executive Leadership stipulating actions taken to mitigate the Conflict of Interests.

Advisory Opinion – Case #18-0315

The Board was notified of a request for exemption of filing a Financial Disclosure Statement from an official of a County Board. The Board deferred action on this matter pending additional information.

Investigation – Case #18-0207e

The Board was updated on the investigation involving allegations of Misuse of County Resources by a County employee.

Investigation – Case #18-0226e

The Board was updated on the investigation involving allegations of Abuse of Prestige of Office, Conflict of Interests and Secondary Employment by a County employee.

Investigation – Case #18-0250e

The Board was updated on the investigation involving allegations of Abuse of Prestige of Office and Misuse of County Resources by a County employee.

Investigation – Case #18-0255e

The Board was updated on the investigation involving allegations of Abuse of Prestige of Office and Misuse of County Resources by County employees.

Investigation – Case #17-0169

The Board was updated on the investigation involving allegations that may involve Misuse of County Resources concerning a County contract.

Investigation – Case #18-0284e

The Board was notified of a complaint involving allegations of Abuse of Prestige of Office and Misuse of County Resources by a County employee related to a procurement matter.

Investigation – Case #18-0231

The Board was notified of a complaint involving allegations of Abuse of Prestige of Office by a Board or Commission Member related to political campaign activity.

Investigation – Case #18-0288

The Board was notified of a complaint involving allegations of Conflict of Interests by a County employee involved with a procurement matter.

At the conclusion of all business, a motion was made to adjourn the meeting. The motion was approved 4-0. The meeting was adjourned at approximately 6:25 pm.