

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

Board Meeting Minutes

October 19, 2018

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

Robin Barnes-Shell, Esq., Executive Director
Roslyn Walker, Compliance Officer
LaShanda Whaley, Legal Counsel
Chelinda Bullock, Administrative Aide

Next meeting: November 9, 2018 at 5:00 pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

Special Meeting: November 2, 2018 @ 5:00pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board Member, Cassandra Burckhalter, opened the meeting at approximately 5:05 pm and welcomed all in attendance. There was a quorum present with three (3) 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 three (3) Board of Ethics (Board) Members in attendance approved the September 14, 2018 Meeting Minutes with a vote of 3-0.

III. BOARD CHAIR REPORT

None to report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board of the Office of Ethics and Accountability's changes made in the Code based on the State's comments and forwarded for review in a meeting scheduled for October 2018.

The Board was informed of the status of registered lobbyists. To date forty-five (49) lobbyists have registered for calendar year 2018.

The Board was provided ethics advice tables for September 2018, 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 5:10 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 Member Cassandra Burckhalter. The motion was approved by a vote of 3-0. 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:

Curtis Eugene, Board Member (teleconference)

Cassandra Burckhalter, Board Member (teleconference)

Sharon Theodore-Lewis, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director

Roslyn Walker, Compliance Officer

LaShanda Whaley, Legal Counsel

Chelinda Bullock, Administrative Aide

CLOSED SESSION

Advisory Opinion 19-00024

The Board was provided an update regarding a request from a County Department seeking guidance on contracts for goods and services. The Board will provide a written response.

Board Referral 18-0365e

The Board was provided an update on the investigation of Misuse of Prestige of Office by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Board Referral 18-353e

The Board was provided an update on the investigation of Abuse of Prestige of Office by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Board Referral 18-0380e

The Board was provided an update on the investigation of Misuse of Prestige of Office by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Board Referral 18-0429e

The Board was provided an update on the investigation of Misuse of County Resources by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Board Referral 18-0434e

The Board was provided an update on the investigation of Misuse of Prestige of Office by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Board Referral 18-0389e

The Board was provided an update on the investigation of Misuse of County Resources by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

The Board was provided updates on the following outstanding cases:

Investigation 18-0371e

Alleged Conflict of Interest by a County employee related to use of County property.

Investigation 19-006e

Alleged Prestige of Office by a County employee related to hiring practices.

Investigation 19-032e

Alleged Us of County Resources by a County employee related time sheets.

Investigation 19-063e

Alleged Use of County Resources by a County employee related to political campaign activity.

Investigation 19-070e

Alleged Misuse of Prestige of Office by a County employee related to the sales of County property.

Investigation 19-083e

Alleged Misuse of Prestige of Office by a County employee related to violations.

Investigation 19-084e

Alleged Misuse of County Resources by a County employee related to secondary employment.

At the conclusion of all business, a motion was made to adjourn the meeting. The motion was approved 3-0. The meeting was adjourned at approximately 5:55 pm.