



THE PRINCE GEORGE'S COUNTY GOVERNMENT BOARD OF ETHICS

Angela D. Alsobrooks
County Executive

Todd M. Turner
Executive Director

Sharon Theodore-Lewis, Chair
Charlene Gallion, Member
Melanie Barr-Brooks, Member
Kara Hunt, Member

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

Board Meeting Minutes October October 9, 2024

Present: Sharon Theodore-Lewis, Board Chair (Microsoft Teams)
Charlene Gallion, Board Member (Microsoft Teams)
Melanie Barr-Brooks, Board Member (Microsoft Teams)
Kara Hunt, Board Member (Microsoft Teams)

Todd M. Turner, Executive Director (Microsoft Teams)
Bamidele Alexander, Legal Counsel (Microsoft Teams)
Roslyn Walker, Compliance Officer (Microsoft Teams)
Kathleen Ibeh, Compliance Analyst (Microsoft Teams)
Garry Bourke, Investigator (Microsoft Teams)
Chelinda Bullock, Administrative Aide (Microsoft Teams)

OPEN SESSION

I. OPENING OF MEETING

The Board Chair Sharon Theodore-Lewis opened the Board of Ethics ("Board") meeting at approximately 5:03 pm and welcomed all in attendance. There was a quorum present with four (4) Board of Ethics Members ("Board Members") present at the start. The meeting was held virtually using Microsoft Teams.

II. GENERAL BUSINESS AND ADMINISTRATIVE MATTERS

The Agenda was approved, by a vote of 4-0.

The Meeting Minutes for September 11, 2024, was approved, by a vote of 4-0.

III. BOARD CHAIR REPORT

None to report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board of the following Office of Ethics and Accountability (OEA) compliance activities:

- OEA is continuing the 2023 Financial Disclosure Statements (FDS) Agency/Board/Commission compliance process.
- The September 2024 lobbyists registrations were posted to OEA's website and provided to the Executive and Legislative Branch and in Board backup.

The Executive Director informed the Board of the following items:

- OEA coordinated with the Office of Human Resources Management (OHRM) to provide the mandatory Annual Compliance Training to all County employees/officials to begin January 2025.
- OEA received two (2) requests for ethics training for the Prince George's County Memorial Library System and County Council; dates are pending.
- OEA submitted a Memo to the Chief Administrative Officer (CAO) regarding an update to 2014 Executive Order No. 13-2014 regarding additional FDS required filers (FY 2024/25 OEA Office Goal).
- OEA notified the Board that the OEA/BOE CY 2023/FY2024 Annual Report and the Quality Assurance Review were mailed to Board Members.
- OEA will continue to coordinate with the Office of Community Relations (OCR) regarding attending community events and received another request from Foods and Friends for their Thanksgiving distribution.
- OEA notified the Board that OEA sent the annual certification to the State Ethics Commission on October 1, 2024.
- OEA staff attended FY 2026 Budget School on October 9, 2024, and will submit a proposed budget in November 2024.
- OEA notified the revised Board Hearing Procedures were drafted and was provided to the Board for review.

Finally, the Board was provided the Ethics Advice Table for September 2024, which summarized the informal ethics advice, information requests, and legal advice provided by OEA. Also, the Board was provided with a Case Status Report, FDS Late Fee Waivers, and updates on pending cases.

V. READING OF WRITTEN STATEMENT FOR CLOSING MEETING UNDER THE OPEN MEETINGS ACT

At 5:15 pm, a motion was made by Board Chair Theodore-Lewis and seconded by Board Member Gallion 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 Board Chair Theodore-Lewis.

The motion was approved by a vote of 4-0. This meeting was closed under General Provisions Art. §3-305(b) for the following reasons: (2) To protect the privacy or reputation of individuals concerning a matter not related to public business, (7) To consult with counsel to obtain legal advice; and (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

Those in attendance were as follows:

Sharon Theodore-Lewis, Board Chair (Microsoft Teams)
Charlene Gallion, Board Member (Microsoft Teams)
Melanie Barr-Brooks, Board Member (Microsoft Teams)
Kara Hunt, Board Member (Microsoft Teams)

Todd M. Turner, Executive Director (Microsoft Teams)
Bamidele Alexander, Legal Counsel (Microsoft Teams)
Roslyn Walker, Compliance Officer (Microsoft Teams)
Chelinda Bullock, Administrative Aide (Microsoft Teams)
Kathleen Ibeh, Compliance Analyst (Microsoft Teams)
Garry Bourke, Investigator (Microsoft Teams)

VI. CLOSED SESSION

The Board was informed there were no FDS Violations/Settlement Agreements or Late Fee Waivers for Lobbyists to review.

Investigation 24-0345e

The Board was provided with an update on an investigation involving allegations of the Use of Prestige of Office by County officials accepting tickets to a basketball game. By a vote of 4-0, the Board found that there was a reasonable basis to believe a violation of the Prince George's County Code of Ethics has occurred but reserved taking further action for thirty (30) days to allow the officials to respond to the identified ethics violation.

Investigation(s) 25-0004, 25-0026, 25-0028, 25-0048, and 25-0051

The Board was provided with an update on an investigation involving multiple allegations of the Use of County Resources by a County official and constituting fraud, waste, and abuse of County resources. The Board voted, 4-0, that there are insufficient facts upon which to base a determination of a violation and to dismiss the complaint.

Investigation 25-0019e

The Board was provided with an update on an investigation involving allegations of the Use of County Resources by a County official and may constitute fraud, waste and abuse of County resources. The Board voted, 4-0, that there are insufficient facts upon which to base a determination of a violation and to dismiss the complaint.

Investigation 25-0086e

The Board was provided with an update on an investigation involving allegations of the Use of County Resources by a County official and may constitute fraud, waste and abuse of County resources. The Board voted, 4-0, that there are insufficient facts upon which to base a determination of a violation and to dismiss the complaint.

Investigation 24-0281e

The Board was provided with an update on the Agency response involving allegations of the Use of County Resources and Prestige of Office by a County official using other County employees to perform personal errands during County time. The Board previously voted, 3-0, that there are insufficient facts upon which to base a determination of a violation and dismiss the complaint but provided recommendations.

Investigation 24-0156e

The Board was provided with an update on the Agency response involving allegations of the Use of County Resources by a County employee who stole County time by changing timesheets and using County equipment for private business. The Board previously voted, 3-0, that there is a reasonable basis to believe a violation of the Prince George's County Code of Ethics had occurred but reserved taking further action for thirty (30) days to allow the agency to respond to the identified ethics violation. The Board voted, 3-0-1 (abstain), that there is a reasonable basis to believe a violation has occurred but in lieu of conducting a hearing, the Board accepts the actions taken by the agency as appropriate to address the violation.

Investigation 24-0174e

The Board was provided with an update on the Agency response involving allegations of the Use of County Resources by the Chief of Division is stealing time and has the Administrative Assistant entering time on his behalf while beginning work after the start time. The Board previously voted, 3-0, that there is a reasonable basis to believe a violation of the Prince George's County Code of Ethics had occurred but reserved taking further action for thirty (30) days to allow the agency to respond to the identified ethics violation. The Board voted, 3-0-1 (abstain), that there is a reasonable basis to believe a violation has occurred in lieu of conducting a hearing, the Board accepts the actions taken by the agency as appropriate to address the violation.

VII. ADJOURNMENT

At the conclusion of all business, a motion was made to adjourn the meeting at 6:40 pm. The motion was approved 4-0.

The next meeting of the Board will be Wednesday, November 13, 2024, at 5:00 pm.