

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

Board Meeting Minutes

February 28, 2020

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

Robin Barnes-Shell, Esq., Executive Director
Roslyn Walker, Compliance Officer
Jasmine Carter, Compliance Analyst
Lamont Judd, Investigator

Steven Darcey, Executive Director (teleconference)

Next meeting: March 27, 2020 at 5:00 pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board Chair, Cassandra Burckhalter, opened the meeting at approximately 5:06 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 four (4) Board of Ethics (Board) Members in attendance approved the October 25, 2019 Meeting Minutes, the December 4, 2019 Meeting Minutes, and the January 13, 2020 Meeting Minutes, with one edit, by a vote of 4-0.

III. BOARD CHAIR REPORT

There was no Board Chair report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed that the January Ethics Advice Table was made available to review. The following compliance update was provided to the Board Members: approximately 1,904 employees or Board/Commission members completed ethics training; 221 annual Lobbyist Reports have been completed and late fees were collected from two (2) delinquent lobbyists in the amount of \$450.00; forty-one (41) lobbyists are currently registered for 2020; and two-hundred and twenty (220) required filers have filed Financial Disclosure Statements (FDS).

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

At 5:17 pm, a motion was made by Board Chair, Cassandra Burckhalter, and seconded by Board Member, Curtis Eugene, 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, Cassandra Burckhalter. 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 in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Cassandra Burckhalter (teleconference)

Curtis Eugene, Board Member (teleconference) – participated until 6:08 pm

Sharon Theodore-Lewis, Board Member (teleconference)

Covette Rooney, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director

Roslyn Walker, Compliance Officer

Jasmine Carter, Compliance Analyst

Lamont Judd, Investigator

CLOSED SESSION

Advisory Opinion 20-0152

The Board was presented with a request for advice regarding the sale of farm property to a buyer who may be subject to oversight by the Soil Conservation District. The Board voted 4-0 to approve the issuance of a formal advisory opinion, with stipulations provided the requestor can provide appropriate safeguards to resolve any actual or appearances of conflict of interests.

FDS Exemption 20-0302

The Board was presented with a request to review the financial disclosure filing requirement on behalf of the Commission on Fathers, Men and Boys. The Board voted 3-0 to exempt the Commission from the financial disclosure filing requirement.

FDS Waiver 20-0304

The Board was presented with a request to waive the assessment of a late fee imposed on an employee for failure to file their Financial Disclosure Statement by annual deadline. The Board voted 3-0 to deny the waiver.

Advisory Opinion 20-0343

The Board was presented with a request for advice regarding post-employment by a former employee of the Department of Public Works & Transportation. The Board voted 3-0 to approve the issuance of a formal advisory opinion declaring that the former employee is not prohibited from engaging in post-employment work with the prospective employer.

Investigation 20-0378e

The Board was provided a report on an investigation involving an allegation of undisclosed secondary employment by an employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination of a violation and dismissed the complaint.

Next Board Meeting is scheduled for March 27, 2020.

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 6:22 pm.