

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

Board Meeting Minutes

May 14, 2021

Present: Cassandra Burckhalter, Board Chair (Microsoft Teams)
Curtis Eugene, Board Member (Microsoft Teams)
Charlene Gallion, Board Member (Microsoft Teams)
Melanie Barr-Brooks, Board Member (Microsoft Teams)

Robin Barnes-Shell, Esq., Executive Director (Microsoft Teams)
Bamidele Alexander, Legal Counsel (Microsoft Teams)
Jasmine Carter, Compliance Analyst (Microsoft Teams)
Chelinda Bullock, Administrative Aide (Microsoft Teams)
Lamont Judd, Investigator (Microsoft Teams)

Next meeting: July 13, 2021
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board Chair, Cassandra Burckhalter, opened the meeting at approximately 5:02 pm and welcomed all in attendance. There was a quorum present with four (4) Board Members. The meeting was held via Microsoft Teams.

II. APPROVAL OF MEETING MINUTES

Three (3) Board of Ethics (Board) Members in attendance tabled approval of the Meeting Minutes for April 9, 2021, by a vote of 3-0 due to technical difficulties with Board Member Gallion's computer.

III. BOARD CHAIR REPORT

None.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board of the following Office of Ethics and Accountability compliance activities: to date, for Calendar Year 2021, there were forty-five (45) registered lobbyists representing one hundred forty-two (142) employers; for Calendar Year 2021, one (1) termination notice and one (1) Annual Report was submitted; approximately ninety-one percent (91) designated filers filed; nine percent (9%) were delinquent; seventy-five (75) delinquency notices were mailed and forty-two (42) individuals have filed. There were nine (9) late fees payments received and forty (40) out of the sixty (60) remain outstanding.

The Board was provided the ethics advice table for April, 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 5:08 pm, a motion was made by Board Chair Cassandra Burckhalter and seconded by Board Member Melanie Barr-Brooks 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, Board Chair (Microsoft Teams)

Curtis Eugene, Board Member (Microsoft Teams)

Charlene Gallion, Board Member (Microsoft Teams)

Melanie Barr-Brooks, Board Member (Microsoft Teams)

Robin Barnes-Shell, Esq., Executive Director (Microsoft Teams)

Bamidele Alexander, Legal Counsel (Microsoft Teams)

Jasmine Carter, Compliance Analyst (Microsoft Teams)

Chelinda Bullock, Administrative Aide (Microsoft Teams)

Lamont Judd, Investigator (Microsoft Teams)

CLOSED SESSION

Advisory Opinion 21-0070

The Board discussed a previously issued advisory opinion regarding a potential Conflict of Interest involving a County official's business activity regarding real property transactions with entities doing business with the County.

Investigation 21-0395

The Board was provided a report with recommendations on an investigation involving an allegation of Conflict of Interest. The Board voted 4-0, there is a reasonable basis for believing a violation has occurred, and the respondent shall be afforded an opportunity for a hearing. The Board authorized the Office of Ethics and Accountability to notify the respondent accordingly.

Investigations 21-0282

The Board was provided an update on an investigation involving an allegation of Prestige of Office involving a County employee's secondary employment. The Board voted 4-0, there is a reasonable basis to believe a violation of the Prince George's County Code of Ethics has occurred. The Board will reserve taking further action for thirty (30) days to allow the agency to respond to the identified ethics violation.

The Board was provided updates on pending cases.

At the conclusion of all business, a motion was made to adjourn the meeting at 6:35pm. The motion was approved 4-0.

At the conclusion of all business, a motion was made to open the meeting at 6:36pm to approve the Board Meeting Minutes for April 9, 2021. The Board Members voted to approve the Minutes (3-0) with one abstention by Board Member Eugene who was not in attendance at the April 9th Board Meeting. The meeting was adjourned at approximately 6:40pm.