

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

Board Meeting Minutes

**May 12, 2017**

*Present:* Covette Rooney, Board Chair (teleconference)  
Curtis Eugene, Board Member (teleconference)  
Cassandra Burckhalter, Board Member (teleconference)

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

*Next meeting:* Friday, June 9, 2017 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 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 Board of Ethics (Board) Members in attendance adopted the February 10, 2017 Meeting Minutes with a vote of 3-0.

One Board of Ethics (Board) Member was not in attendance to adopt the March 31, 2017 and April 14, 2017 Meeting Minutes. Vote to approve minutes was reserved until next meeting when a quorum is present with a vote.

**III. BOARD CHAIR REPORT**

None to report.

#### **IV. EXECUTIVE DIRECTOR REPORT**

The Executive Director informed the Board that OEA has collected 90% of the Financial Disclosure Statements from designated filers for the 2016 calendar year that were due by April 30, 2017.

The Executive Director informed the Board of the legislation Senate Bill No. 488 passing regarding changes to the Board of License Commissioners. The County Executive will appoint the Commissioners. The law requires OEA to investigate complaints regarding the Board of License Commissioners.

The Executive Director informed the Board of the status of submitted annual reports for registered lobbyists for calendar year 2016. There is one (1) lobbyist report outstanding. The Board was informed of OEA's effort to contact the lobbyist. One lobbyist registered late and filed an annual report for calendar 2016 which has resulted in the assessment of late fees.

The Executive Director informed the Board of the status of the budget approval process and the number of ethics advice and information requests received by OEA for the month of April.

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

At 5:23 pm a motion was made by Board Chair Covette Rooney and seconded by Board Member Cassandra Burckhalter to close the open portion of the meeting to comply with a specific constitutional, statutory or judicially imposed requirement that prevents public disclosures 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 3-0. The reason for closing the meeting, and the topics discussed with legal counsel involved among other matters, investigations, an advisory opinion request and a complaint that was referred to the Board for a possible ethics violation in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Covette Rooney, Board Chair (teleconference)  
Curtis Eugene, Board Member (teleconference)  
Cassandra Burckhalter, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director  
LaShanda Whaley, Legal Counsel  
LaTonya Davis, Investigator  
Roslyn Walker, Compliance Officer

## **CLOSED SESSION**

### **Advisory Opinions (17-0215)**

The Board was provided an update regarding a request from a County Commission seeking guidance on the political activities of its' Executive Director. The Board will provide a written response.

### **Investigation – Case #17-0212**

The Board was provided with an update on the investigation of disclosure of confidential information by a County employee to a third party for financial benefit.

### **Investigation – Case #17-0213**

The Board was provided with an update on the investigation of alleged abuse of prestige of office/conflict of interest of a County employee.

### **Investigation – Case #17-0217**

The Board was provided with an update on the investigation of alleged disclosure of confidential information.

### **Investigation – Case #17-0040**

The Board was provided with an update on the investigation of misuse of County resources/gifts/disclosure of confidential information of a County employee.

### **Investigation – Case #17-0109**

The Board was provided with an update on the investigation of alleged secondary employment with a County vendor.

### **Investigation – Case #17-0130**

The Board was updated on complaint received involving abuse of prestige of office by a County employee.

### **Investigation – Case #17-0156**

The Board was provided with an update on the investigation of misuse of County resources of a County vehicle.

At the conclusion of all business, a motion was made by Board Member Cassandra Burckhalter to adjourn the meeting. The motion passed 3-0. The meeting was adjourned at approximately 5:36 pm.