

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

Board Meeting Minutes

**June 15, 2018**

*Present:* Curtis Eugene, Board Member (teleconference)  
Cassandra Burckhalter (teleconference)  
Sharon Theordore-Lewis (teleconference called in 5:17pm)

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

*Next meeting:* September 14, 2018 at 5:00 pm  
9201 Basil Court, Suite 155  
Largo, Maryland 20774

**OPEN SESSION**

**I. OPENING OF MEETING**

The Board Member, Cassandra Burckhalter, opened the meeting at approximately 5:18 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 Board of Ethics Chair was not in attendance to adopt the April 13, 2018 Meeting Minutes. Vote to approve minutes was reserved until next meeting when a quorum is present with a vote. The Board did not meet in May.

**III. BOARD CHAIR REPORT**

None to report.

**IV. EXECUTIVE DIRECTOR REPORT**

The Executive Director informed the Board of OEA's collection efforts for Financial Disclosure Statements (FDS) for calendar year 2017. To-date, 95% of designated filers have submitted their FDS's. Ten (10) waiver requests were received and granted from two (2) County employees and one (1) board and commission member. Seven (7) waiver

requests from County employees were denied for late submittal of their 2017 Financial Disclosure Statements. The Board of informed of the status of registered lobbyists, with thirty-nine (39) lobbyists registered for calendar 2018 to date.

The Executive Director informed the Board of OEA's training efforts that included Mandatory Ethics Training for new employees of Prince George's County Government through the New Employees Orientation Program, the regularly scheduled monthly ethics trainings (PGCEthics), and one County agency, the Office of Central Services.

The Executive Director informed the Board that the County Code of Ethics must be updated to conform to multiple modifications to the State Ethics Law mandated pursuant to House Bill 879, enacted during the 2017 Legislative session. The changes include additional disclosures for State elected officials that local governments must incorporate into their Ethics Ordinances for their elected officials. The changes will be forwarded to the Office of Law for review and approval, to the State Ethics Commission for approval, and to the County Council for adoption. The Board voted 3-0 to approve the proposed changes to the County Code of Ethics.

The Board was provided ethics advice tables for April and May, 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 5:25 pm, a motion was made by Board Member 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 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 (teleconference)  
Sharon Theordore-Lewis (teleconference)

Robin Barnes-Shell, Esq., Executive Director  
Roslyn Walker, Compliance Officer

LaShanda Whaley, Legal Counsel  
Chelinda Bullock, Administrative Aide

## **CLOSED SESSION**

### **Board Referral 18-0411e**

The Board was provided an Executive Summary on the investigation of Use of Prestige of Office, Use of County Resources and Disclosure of Confidential Information by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination and dismissed the complaint.

### **Board Referral 18-0326e**

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

### **Board Referral 18-0284e**

The Board was provided an Executive Summary on the investigation of a Conflict of Interest by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination and dismissed the complaint.

### **Board Referral 18-0231e**

The Board was provided an Executive Summary on the investigation of a violation of the Use of Prestige of Office and the State Alcoholic Beverages Article by a County employee. The Board voted 3-0 that there are insufficient facts upon which to base a determination and dismissed the complaint.

### **Board Referral 18-0327e**

The Board was provided an Executive Summary on the investigation of a Conflict of Interest, Use of Prestige of Office, Nepotism, and Fraternalization by a County employee. The Board voted 3-0 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.

### **Board Referral 18-0226e**

The Board was provided an Executive Summary on the investigation of a Conflict of Interest, Use of Prestige of Office and Honoraria by a County employee. The Board voted 3-0 there is a reasonable basis to believe a violation has occurred and reserved taking action on the referral to allow the agency to take actions to address the violation.

The Board was provided a written update on the following outstanding cases:

**Investigation 18-0207**

The Board was provided a report from Audits and Investigation and the Governor's Office of Crime Control and Prevention. This matter is no longer under Board review as it falls outside of the County's Ethics Code.

**Investigation 18-0250**

The Board was updated on this matter which was referred to the Office of Human Resources Management for investigation that determined the allegations were unfounded and without merit.

**Investigation 18-0255e**

The Board was updated on the status of the matter involving Abuse of Prestige of Office and Misuse of County Resources by County employees, which was referred to the Office of Law for investigation.

**Investigation 18-0288**

The Board was updated on the complaint involving the allegation of a Conflict of Interest by a County employee involved in a procurement matter. The matter is currently going through the County's Bid Protest process and a pending investigation by the Office of Law.

**Investigation 18-0353e**

The Board was provided the status of the investigation of a complaint involving the allegation of Abuse of Prestige of Office by a County employee.

The Board was provided written notification of the following cases:

**Investigation 18-0332**

Alleged Misuse of County Resources by County employee

**Investigation 18-0360**

Alleged receipt of prohibited Gifts by County employees

**Investigation 18-0374**

Alleged Misuse of Prestige of Office

**Investigation 18-0380**

Alleged Misuse of Prestige of Office and kickback by County

employee

**Investigation 18-383**

Alleged Misuse of Prestige of Office and bribes by County employees

**Investigation 18-0400**

Alleged Misuse of Prestige of Office by County employees

**Investigation 18-0413**

Alleged Misuse of County Resources; matter referred to State Ethics Commission for investigation; Outside scope of the OEA

**Investigation 18-0415**

Alleged Misuse of Prestige of Office and Conflict of Interest by a County employee

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 6:02 pm.