

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

Board Meeting Minutes

November 3, 2017

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

Robin Barnes-Shell, Esq., Executive Director (teleconference)
LaShanda Whaley, Legal Counsel

Next meeting: Friday, November 17, 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 4:10 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. Reading of Written Statement for Closing Meeting Under the Open Meeting Act

At 4:11 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 a request for a Formal Advisory Opinion and investigation of alleged ethics violation by an employee, in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Covette Rooney, Board Chair (teleconference)
Sharon Theodore-Lewis, Board Member (teleconference)
Cassandra Burckhalter, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director
LaShanda Whaley, Legal Counsel

CLOSED SESSION

Advisory Opinion and Investigation (17-0213e)

The Board was provided a draft response to the Office of the County Executive on the investigation of alleged abuse of prestige of office/conflict of interest of a County employee. The Board voted 3-0 to approve the draft response and issue a Formal Advisory Opinion to the Office of the County Executive.

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 4:55 pm.