

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

**1. Recorded vote to close the meeting:** Date: 5/29/24; Time: 5:15 pm; Location: virtual;  
Motion to close meeting made by: \_\_\_\_\_ Seconded by \_\_\_\_\_;  
Members in favor: \_\_\_\_\_; Opposed: \_\_\_\_\_;  
Abstaining: \_\_\_\_\_; Absent: \_\_\_\_\_.

**2. Statutory authority to close session (check all provisions that apply).**  
**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_ “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (2) X “To protect the privacy or reputation of individuals concerning a matter not related to public business”; (3)\_\_\_ “To consider the acquisition of real property for a public purpose and matters directly related thereto”; (4)\_\_\_ “To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State”; (5)\_\_\_ “To consider the investment of public funds”; (6)\_\_\_ “To consider the marketing of public securities”; (7) X “To consult with counsel to obtain legal advice”; (8)\_\_\_ “To consult with staff, consultants, or other individuals about pending or potential litigation”; (9)\_\_\_ “To conduct collective bargaining negotiations or consider matters that relate to the negotiations”; (10)\_\_\_ “To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans”; (11)\_\_\_ “To prepare, administer, or grade a scholastic, licensing, or qualifying examination”; (12)\_\_\_ “To conduct or discuss an investigative proceeding on actual or possible criminal conduct”; (13) X “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”; (14)\_\_\_ “Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.” (15)\_\_\_ “To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.”

**Continued →**

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b)(2)	Board Hearing OEA Case #23-247e/ #24-307	Confidential matter not to be disclosed to the public.
§3-305(b)(7)	Board Hearing OEA Case #23-247e/ #24-307	Legal advice from Legal Counsel.
§3-305(b)(13)	Board Hearing OEA Case #23-247e/ #24-307	Confidential matter not to be disclosed to the public by County Code provisions.

4. This statement is made by \_\_\_\_\_, Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)**

➤ For a meeting closed under the statutory authority cited above:

Time of closed session: \_\_\_\_\_

Place: Office of Ethics and Accountability, 9201 Basil Court, Suite 155, Largo, MD 20774  
(VIRTUAL)

Purpose(s): To discuss confidential matters not to be disclosed to the public and to consult with Legal Counsel

Members who voted to meet in closed session: \_\_\_\_\_

Persons attending closed session: \_\_\_\_\_

Authority under § 3-305 for the closed session: \_\_\_\_\_

Topics actually discussed: OEA Ethics Case #23-247e/#24-301 – Board Hearing

Actions taken: \_\_\_\_\_

Each recorded vote: \_\_\_\_\_

➤ For a meeting recessed to perform an administrative function (§ 3-104): Time: \_\_\_\_\_

Place: Office of Ethics and Accountability, 9201 Basil Court, Suite 155, Largo, MD 20774  
(VIRTUAL)

Persons present: \_\_\_\_\_

Subjects discussed: \_\_\_\_\_