



CALVERT COUNTY  
ETHICS COMMISSION  
Post Office Box 1104  
Prince Frederick, Maryland 20678

**MEETING NOTICE**

The Calvert County Ethics Commission (CCEC) will conduct their open meeting on *Tuesday, July 16, 2019*, at **4:30pm**, at the Phillips House, 28 Duke Street, Prince Frederick, Maryland.

**OPEN AGENDA**

Roll Call

Members: Jennifer J. Mazur, Chairperson  
Wayne Millette, Vice-Chairperson  
Julia Sampson, Member  
Matthew Raymer, Member  
Vacant, Regular  
Vacant, Alternate

Staff: Keisha Arthur, Executive Administrative Aide, Board of County Commissioners

General Business & Administrative Matters

Call to order – determine quorum  
Approve open agenda  
Review of open minutes from June 18, 2019 meeting

New Business

1. Susan Dzurec
  - a. Submitted concerns (June 14 email)
2. Lobbyist Registration Form
  - a. David Wright-External Affairs Manager-Baltimore Gas and Electric
3. Discussion of changes to the CCEC code
  - a. Matt submitted drafted proposed changes to CCEC code

Old (Unfinished) Business

1. Training
  - a. CCEC working with Calvert Marine Museum – to open up one of their rooms with dates and times for additional training to help assist with their staff and other county employees to be trained.
  - b. Staff Liaison (Keisha) will send out an updated email to Calvert County Government dept. heads to encourage their staff to sign up for training as days have been added to ensure all county employees are trained.

Ongoing Business

**1. Financial Disclosure Statements**

- a. *Have sent out 2 emails to encourage compliance before there is a late fee charge of \$5 for every day that it's late.*
2. *Budget: FY 20 budget due October 31*
3. *Annual PO Box due Jan. 30, 2020*
4. **Keisha** *checking voicemail for new messages every Monday.*
5. *Wayne and Matt to check mailbox weekly.*

Public Comment

*There is a time limit of 5 minutes per speaker.*

Announcements

At our last meeting, two item(s) were discussed: *Closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

Recess, subject to Motion of Privilege for Closed Meeting:

Two item(s) to be discussed *closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

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**Executive Session Agenda**

- 1. Pending or potential litigation:** to consult with staff, consultants, or other individuals about pending or potential litigation [3-305(b)(8)(i)]
- 2. Personnel Matter:** The Board will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction. [3-305(b)(1)(i)]

*Reasonable accommodation will be provided upon request.  
Requests are encouraged to be submitted in advance of the meeting date.*

*This agenda is subject to change and the times listed are approximate. If any items are added for consideration, they will be included on a revised agenda that will be issued prior to the closed session.*

\*\*\* If you would like to be notified of upcoming hearings, meetings, or other events, please subscribe via the Calendar page of our website at <http://www.co.cal.md.us/list.aspx>. \*\*\*