



# 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, October 21, 2019***, at **4:30pm**, at the Harriet Brown Community Center, 901 Dares Beach Road, Room 103, Prince Frederick, Maryland.

## OPEN AGENDA

### Roll Call

Members: Jennifer J. Mazur, Chairperson  
Wayne Millette, Vice-Chairperson  
Julia Sampson, Secretary  
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 September 17, 2019 meeting.

### New Business

1. Planning Commission Memorandum
  - a. Request for Comments: to the Draft Calvert County Transportation Plan Packet- Staff Liaison-emailed documents to CCEC members.

### Old (Unfinished) Business

1. Training
  - a. Review - Discuss outside facility Ethics Training for approval
    - i. Fire Rescue Commission new board member- Dr. Ashely Bless- Exelon Certificate
  - b. Julia will give an update on training and will continue to work with Jennifer on handling training classes.
  - c. Staff Liaison (Keisha) will continue sent out an updated training list email to the Calvert County Government Dept. Heads to encourage their staff to sign up for training days to ensure that all county employees are trained.

Jennifer Mazur, Chairperson    Wayne Millette, Vice-Chairperson  
Julia Sampson, Secretary    Matt Raymer, Member  
Telephone 410-414-8079    Email [calvertethics@gmail.com](mailto:calvertethics@gmail.com)

Ongoing Business

1. *Discussion of changes to the CCEC code*
  - a. *Matt submitted draft proposal of changes to CCEC code*
2. *Financial Disclosure Statements*
  - a) *95% all corrected FDS.*
  - b) *Wayne and Keisha will give total number of employees & Boards, Committees and Commissions*
3. *Budget: FY 20 budget due October 31*
4. *Annual PO Box due Jan. 30, 2020*
5. *Keisha checking voicemail for new messages every Monday.*
6. *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. 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,

Jennifer Mazur, Chairperson    Wayne Millette, Vice-Chair  
Julia Sampson Secretary    Matt Raymer, Member  
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please subscribe via the Calendar page of our website at <http://www.co.cal.md.us/list.aspx>. \*\*\*