



CALVERT COUNTY ETHICS COMMISSION

P.O. Box 1104 Prince Frederick, Maryland 20678

MEETING NOTICE

The Calvert County Ethics Commission (CCEC) conducted an open meeting on *Tuesday, January 24, 2023*, at **4:30pm**, via Zoom.

Open Minutes

Roll Call

Present: Brian Fairweather, Chairperson
Thomas McClarren, Vice-Chairperson
Timothy Cox, Secretary
Mel Powell, Member

Staff: Ashley Staples-Reid, Special Projects Program Manager, Office of the County Administrator

General Business & Administrative Matters

1. Call to order – determine quorum
 - i. Determined quorum. Meeting was called to order at 4:34pm
2. Approve open agenda for January 24, 2023
 - i. Thomas McClarren motioned amend and approve the agenda to include New Business Item 4: Ethics Commission Member Stipend Request. Motion seconded by Timothy Cox. Motion passed unanimously.
3. Review and approve open minutes from December 20, 2022 meeting.
 - i. Brian Fairweather motioned to approve December meeting minutes as presented. Motion seconded by Thomas McClarren. Motion passed unanimously.

New Business

1. Election of 2023 Officers
 - i. Thomas McClarren motioned to leave the officers as-is for the 2023 calendar year. Motion seconded by Timothy Cox. Motion passed unanimously.
2. 2022 Financial Disclosure Statement review and approval
 - i. January 31, 2023 dissemination deadline
 - a. Consensus for staff to disseminate to Calvert County Government employees and applicable appointed officials on or before the Jan. 31, 2023 deadline.
3. P.O. Box Renewal
 - i. Staff confirmed that the P.O. Box has been renewed for the 2023 calendar year.
4. Ethics Commission Member Stipend Request
 - i. Consensus for Ethics Commission member to conduct research and compile any data that would support a stipend request for further discussion at future meetings.

Old/Unfinished Business

1. Annual Report to BOCC (FY22)
 - i. Staff to draft for commission consensus prior to dissemination to the Board of County Commissioners.
2. 2021 Financial Disclosure Statement (FDS)
 - i. Staff to prepare a close-out report for Ethics Commission awareness.
3. Ethics Training update

- i. Removing from agenda for discussion until the county's new software (Workday) launches to incorporate.
- 4. Updates to Calvert County Government website
 - i. Chairperson Fairweather to inquire with counsel regarding the level of content the Commission can disclose to the public regarding Advisory Opinions.

Public Comment

N/A

Recess, subject to Motion of Privilege for Closed Meeting:

Closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.

- 1. Pending or potential litigation [**3-305(b)(8)**] – the Commission will discuss with staff, consultants or other individuals about pending or potential litigation.

Motion to adjourn Open Meeting:

Brian Fairweather motioned, Timothy Cox seconded. Motion passed unanimously.

Commission ended open session and entered closed session at 5:13pm

Minutes to be adopted at next meeting

Transcribed by: Ashley Staples-Reid, Special Projects Program Manager, County Administrator