



# 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, July 19, 2022*, at **4:30pm**, via Zoom.

## **Open Minutes**

### **Roll Call**

Present: Matthew Raymer, Chair  
Sonya Butler, Vice Chair  
Brian Fairweather, Secretary  
Thomas McClarren, Alternate Member  
Vacant, Member  
Absent: 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 4:35pm
  - ii. Thomas McClarren as regular member
2. Approve open agenda for July 19, 2022
  - i. Mathew Raymer motioned to amend agenda to include two additional closed items pursuant to 3-305(b)(8) and one additional item pursuant to 3-305(b)(8) of the Annotated Code of Maryland. Motion seconded by Brian Fairweather. Motion passed unanimously.
3. Review and approve open minutes from June 21, 2022 meeting.
  - i. Sonya Butler motioned to approve June minutes as presented. Motion seconded by Thomas McClarren. Motion passed unanimously.

### **Old/Unfinished Business**

1. Revision to the Ethics Code required by the State Ethics Commission.
  - i. Mathew Raymer motioned to approve the drafted revisions as discussed during June 21<sup>st</sup> meeting and drafted by the Office of the County Attorney. Motion seconded by Sonya Butler. Ashley will reach out to John Norris to coordinate an August date for the Board of County Commissioners review and consideration.
2. 2021 Financial Disclosure Statement (FDS)
  - i. No updates at this time
3. Ethics Training update
  - i. High CCG compliance. Ashley will provide specific stats during the August meeting.
4. Updates to Calvert County Government website
  - i. No updates at this time.

### **Public Comment**

N/A

### **Recess, subject to Motion of Privilege for Closed Meeting:**

*Five items closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

1. Personnel Matters **[3-305(b)(1)]** – the Commission will discuss personnel matters that affect one or more specific individuals over whom this public body has jurisdiction.
2. Pending or potential litigation **[3-305(b)(8)]** – the Commission will discuss with staff, consultants or

◆ Matt Raymer, Chair ◆ Sonya Butler, Vice-Chair ◆ Brian Fairweather, Secretary ◆ Mel Powell, Member ◆  
◆ Thomas McClarren, Alternate Member ◆ Telephone 410-414-8079 ◆ Email [calvertethics@gmail.com](mailto:calvertethics@gmail.com) ◆

other individuals about pending or potential litigation.

**Motion to adjourn Open Meeting:**

Thomas McClarren motioned, Sonya Butler seconded. Motion passed unanimously.

**Commission ended open session and entered closed session at 4:47pm**

**Minutes to be adopted at next meeting**

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

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## Written Statement for Closing a Meeting under the Open Meetings Act

Date: 7/19/2022 Time: 4:47pm Location: Virutally via Zoom

Motion to close meeting by: Thomas McClarren Seconded By: Sonya Butler


<u>Vote to close session:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew Raymer, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sonya Butler, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brain Fairweather, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mel Powell, Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Thomas McClarren, Alternate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vacant, Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):**

- (1) **Personnel matters:** 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; or any other personnel matter that affects one or more specific individuals;
- (2) **Privacy or reputation:** to protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) **Real property acquisition:** to consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) **Business location:** to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) **Investment of public funds:** to consider the investment of public funds;
- (6) **Marketing of public securities:** to consider the marketing of public securities;
- (7) **Legal advice:** to consult with counsel to obtain legal advice on a legal matter;
- (8) **Pending or potential litigation:** to consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) **Collective bargaining:** to conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) **Public security:** 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) **Scholastic, licensing, and examination:** to prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) **Investigate proceeding regarding criminal conduct:** to conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) **Other law:** to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) **Procurement:** 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.

**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

- §3-305(b) (1) Personnel matter that affects one or more specific individuals (advisory opinion)
- §3-305(b) (8) to consult about pending litigation; to consult about potential litigation
- §3-305(b) ( ) \_\_\_\_\_
- §3-305(b) ( ) \_\_\_\_\_

This statement is made by Ashley Staples-Reid, Staff Liaison:   
SIGNATURE