

**PRINCE GEORGE'S COUNTY OFFICE OF ETHICS AND ACCOUNTABILITY
BOARD OF ETHICS**

Board Meeting Minutes

June 26, 2020

Present: Cassandra Burckhalter, Board Chair (teleconference)
Curtis Eugene, Board Member (teleconference)
Sharon Theodore-Lewis, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director (teleconference)
Roslyn Walker, Compliance Officer (teleconference)
Bamidele Alexander, Legal Counsel (teleconference)
Jasmine Carter, Compliance Analyst (teleconference)
Chelinda Bullock, Administrative Aide (teleconference)

Dr. Latisha Short, Citizen (teleconference @ 5:09pm-5:14pm)

Next meeting: September 11, 2020 at 5:00 pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board Chair, Cassandra Burckhalter, opened the meeting at approximately 5:01 pm and welcomed all in attendance. There was a quorum present with three (3) Board Members. The meeting was held by teleconference.

II. APPROVAL OF MEETING MINUTES

The Board Member Covette Rooney was not in attendance at the present meeting, so the Board deferred adopting the May 8, 2020 Meeting Minutes with noted corrections.

III. BOARD CHAIR REPORT

None to report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board of The Office of Ethics and Accountability's collection efforts for Financial Disclosure Statements (FDS) for calendar year 2019, the deadline has been extended until July 31, 2020. In addition, compliance reports for 2019

Financial Disclosure Statements were provided to Appointing Authorities and Board and Commission Liaisons. The Executive Director informed the Board of the Office of Ethics and Accountability's bi-annual ethics trainings, and the status of revisions by the Office of Human Resources Management (OHRM). The mandatory ethics training will be available on the new online learning platform managed by OHRM upon completion. The Office of Ethics and Accountability reported that forty-eight (48) lobbyists have registered for Calendar Year 2020.

The Board was provided the ethics advice table for May, which summarized the informal ethics advice, information requests and legal advice provided by the Office of Ethics and Accountability.

The board members were informed of the new legal counsel for the Office the Ethics and Accountability.

V. READING OF WRITTEN STATEMENT FOR CLOSING MEETING UNDER THE OPEN MEETING ACT

At 5:14 pm, a motion was made by Board Chair Cassandra Burckhalter and seconded by Board Member Curtis Eugene to close the open portion of the meeting to comply with a specific constitutional, statutory or judicially imposed requirement that prevents public disclosure about a particular proceeding or matter and to consult with legal counsel. The statement was read by the Board Chair Cassandra Burckhalter. The motion was approved by a vote of 3-0. The reason for closing the meeting, and the topics discussed with legal counsel involved among other matters, investigations in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Cassandra Burckhalter, Board Chair (teleconference)
Curtis Eugene, Board Member (teleconference)
Sharon Theodore-Lewis, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director (teleconference)
Roslyn Walker, Compliance Officer (teleconference)
Bamidele Alexander, Legal Counsel (teleconference)
Jasmine Carter, Compliance Analyst (teleconference)
Chelinda Bullock, Administrative Aide (teleconference)

CLOSED SESSION

Advisory Opinion 20-0171

The Board approved (3-0) the issuance of an advisory opinion to the Office of Audits and Investigations determining there is no conflict of interest regarding an employee's position on a nonprofit board where the employee has resigned from the board.

Investigation 20-0425e

The Board was provided a report on an investigation involving Use of Prestige of Office involving a commissioner's video endorsement of the sitting judges in Prince George's County. The Board voted 3-0 that there were insufficient facts upon which to base a determination of a violation and dismissed the complaint.

BOE Resolution

The Board approved a resolution allowing the increase in the copying fee for Financial Disclosure Statements from \$.33 per page to \$.75 per page by a vote of 3-0.

The Board was provided updates on pending cases.

At the conclusion of all business, a motion was made to adjourn the meeting. The motion was approved 3-0. The meeting was adjourned at approximately 5:33pm.