

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

Board Meeting Minutes

February 16, 2018

Present: Covette Rooney, Board Chair (teleconference)
Sharon Theodore-Lewis, Board Member (teleconference)
Curtis Eugene, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director (teleconference)
LaShanda Whaley, Legal Counsel
Roslyn Walker, Compliance Officer
Chelinda Bullock, Administrative Aide

Next meeting: Friday, March 09, 2018 at 5:00 pm
9201 Basil Court, Suite 155
Largo, Maryland 20774

OPEN SESSION

I. OPENING OF MEETING

The Board of Ethics Chair, Covette Rooney, opened the meeting at approximately 5:03 pm and welcomed all in attendance. There was a quorum present with three (3) Board Members. The meeting was held at the Office of Ethics and Accountability (OEA) located at 9201 Basil Court, Suite 155, Largo, Maryland.

II. APPROVAL OF MEETING MINUTES

The three Board of Ethics (Board) Members in attendance approved the January 12, 2018 Meeting Minutes with a vote of 3-0.

III. BOARD CHAIR REPORT

None to report.

IV. EXECUTIVE DIRECTOR REPORT

The Executive Director informed the Board that OEA has begun its collection efforts for Financial Disclosure Statements (FDS) for calendar year 2017 and that filers were provided written notice that the collection efforts for calendar year 2018 FDS's will be done electronically. All Board and Commission members will receive written notice advising them of the same. The liaisons for each Board and Commission will also be notified of the need to provide OEA with email addresses for current members, in addition to other contact

information. In addition, OEA's Compliance Analyst will be reviewing submitted Financial Disclosure Statements for calendar year 2016 and 2017 to check for compliance issues.

The Executive Director informed the Board that the County will be moving to a new electronic training platform for employee records that will include the Board's required mandatory ethics training. Currently only employees of the OHRM and OIT will be using the new platform as part of a pilot program. All County employees will access the training through the new platform once it is completely rolled out to all agencies and departments. OHRM has not specified a date as to when all other agencies and departments will begin using the platform. However, Board and Commission members will continue to access the mandatory ethics training utilizing the current platform

The Executive Director informed the Board that the budget process is still underway, and OEA will be meeting with the Office of Audits and Investigations as part of the next step in the budget process.

The Executive Director informed the Board that the collection efforts for the 2017 calendar year Annual Lobbyist Reports had begun with a 99% compliance rate; OEA has received 180 reports of the 181 reports that are due. To date thirty-three (33) lobbyists have registered for calendar year 2018.

The Executive Director informed the Board of the number of ethics advice and information requests received by OEA for the month of January. The Board was provided ethics advice tables for January, which summarized the informal ethics advice provided by the Office of Ethics and Accountability.

V. Reading of Written Statement for Closing Meeting Under the Open Meeting Act

At 5:19 pm, a motion was made by Board Chair Covette Rooney and seconded by Board Member Sharon Theodore-Lewis 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 Covette Rooney. 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 and an advisory opinion in accordance with the State Government Article, §10-508(a). Those in attendance were as follows:

Covette Rooney, Board Chair (teleconference)

Sharon Theodore-Lewis, Board Member (teleconference)

Curtis Eugene, Board Member (teleconference)

Robin Barnes-Shell, Esq., Executive Director (teleconference)

LaShanda Whaley, Legal Counsel

Roslyn Walker, Compliance Officer

Chelinda Bullock, Administrative Aide

CLOSED SESSION

Advisory Opinion #17-0213e

The Board was updated on the pending matter involving Conflict of Interests of a County official. The Board approved (3-0) to send a letter to Executive Leadership regarding the status of the pending matter.

Investigation – Case # 18-0200e

The Board was provided with an update on the investigation involving Misuse of County Resources by a County employee. The Board reviewed the memorandum provided on the investigation and voted 3-0 that there are insufficient facts upon which to base a determination of an ethics violation and to dismiss the complaint.

Investigation – Case #18-0207e

The Board was provided with an update on the investigation involving allegations of Misuse of County Resources by a County employee.

Investigation – Case #18-0250e

The Board was provided with an update on the investigation involving allegations of Abuse of Prestige of Office and Misuse of County Resources by a County employee.

Investigation – Case #18-0226e

The Board was provided with an update on the investigation involving allegations of Abuse of Prestige of Office, Conflict of Interests and Secondary Employment by a County employee.

Investigation – Case #18-0255e

The Board was provided with an update on the investigation involving allegations of Abuse of Prestige of Office and Misuse of County Resources by a County employee.

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 5:54 pm.