



**COMMISSION MEMBERS:**  
CRAIG D. ROSWELL, *Chair*  
KAREN D. MORGAN  
MARIELA OLIVARES  
JAMES N. ROBEY, JR.  
GENEAU M. THAMES

## STATE ETHICS COMMISSION

45 CALVERT STREET, 3<sup>rd</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401  
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JENNIFER K. ALLGAIR  
*Executive Director*  
WILLIAM J. COLQUHOUN  
*General Counsel*  
KATHERINE P. THOMPSON  
*Staff Counsel*  
ANA L. HENRY  
*Assistant General Counsel*  
PANSY S. WATSON  
*Assistant Counsel*

June 4, 2025

### MEETING NOTICE

The next meeting of the State Ethics Commission will be held on June 12, 2025, at its office at 45 Calvert Street, 3<sup>rd</sup> Floor, Annapolis, Maryland. Reasonable accommodations will be provided for people with disabilities upon request prior to the day of the meeting.

### TENTATIVE PUBLIC AGENDA

9:00 Call to Order

9:00 General Business & Administrative Matters

Review of Agenda

Review of Minutes of March 27, 2025 Meeting

Election of Commission Chair – 7/1/25 to 6/30/26 term

Financial Disclosure Add & Delete Position Requests

Executive Unit Determination and Preliminary Financial Disclosure Exemptions for New State Boards Created in the 2025 Legislative Session

Executive Director's Report

9:30 Local Government

25-0572 Prince George's County

9:45 Closed Session - Informal Matters and Pending Advice

10:30 Closed Session - Enforcement Matters

11:30 Closed Session - Discussion of Enforcement Matters

12:15 Adjournment - Next meeting is September 11, 2025

NOTE: The matters scheduled for 9:45, 10:30, and 11:30 are confidential and accordingly will be conducted in closed session. Some other matters may be confidential in whole or in part.

**FINANCIAL DISCLOSURE ADDITIONS & DELETIONS**

Pin #	Agency Code	Last Name	First Name	Position	Salary	Grade	Comments	Decision
<b>College of Southern Maryland</b>								
	999985	Montgomery	Allison	Capital Project and Construction Manager	\$66,406		Salary & Duties	Add
<b>University of Maryland, Baltimore</b>								
043291	999953	Dixon	Monique	Managing Dir. SOL Centers Sr.	\$143,000		Salary & Duties	Add
012634	999953	Meneses	Cristina	Managing Director Senior, Clin Law Prgm.	\$140,000		Salary & Duties	Add
043294	999953	Glenn	Ryan	Associate Director, D&C Project Management	\$185,000		Salary & Duties	Add
<b>Accountability &amp; Implementation Board</b>								
429591	999999	Sethi-Snowden	Arshia	AIB Education Program Director I		23	Salary & Duties	Add
429595	999999	Barry	Jordan	AIB Education Policy Analyst I		21	Salary & Duties	Add
510328	999999	Schaefer	Joy	AIB Education Program Director I		23	Salary & Duties	Add
<b>Executive Department</b>								
<b>081617</b>	<b>230105000</b>	<b>Burrell</b>	<b>Denise</b>	<b>Executive Assistant</b>		<b>16</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
002103	230105000	Essaheb	Kamal	Dir. Of Immigrant Affairs and Sr. Advisor		25	Salary & Duties	Add
<b>Department of Commerce</b>								
494468	380700000	Koons	Ryan	Administrator I		16	Salary & Duties	Add
494679	380600000	Kapur	Mayank	Executive VIII	\$190,116	EPP0005	Salary & Duties	Add
051120	380100000	Smith	Judy	Designated Administrative Mgr. Sr. V		27	Salary & Duties	Add
<b>State Retirement Agency</b>								
398770	261001000	Howard	Michael	Program Mgr. Sr. V		27	Salary & Duties	Add
220312	261001000	Sanders	Matthew	Administrator I Supv.		16	Salary & Duties	Add
<b>Anne Arundel Community College</b>								
	999979	Scott	Tyler	Director, Strategic Enrollment Systems	\$89,176		Salary & Duties	Add
	999979	Washburn	Shannon	Director, Integrated Enrollment Services	\$113,931		Salary & Duties	Add
<b>Maryland Aviation Administration</b>								
075244	290900000	Newton	Nia	DOT Executive VII		26	Salary & Duties	Add
<b>Department of Human Services</b>								
<b>506431</b>	<b>330700000</b>	<b>Davis</b>	<b>Keith</b>	<b>IT Technical Support Specialist II</b>		<b>20</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
<b>506432</b>	<b>330700000</b>	<b>Hess</b>	<b>Jian</b>	<b>IT Staff Specialist</b>		<b>19</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
054299	330700000	Miller	Richard	Fiscal Services Admin I		19	Salary & Duties	Add
091041	330700000	Alston	Keyarna	Admin Program Manager IV		22	Salary & Duties	Add

**FINANCIAL DISCLOSURE ADDITIONS & DELETIONS**

Pin #	Agency Code	Last Name	First Name	Position	Salary	Grade	Comments	Decision
054215	330700000	Rice	Rebecca	Prg. Mgr. III		21	Salary & Duties	Add
051968	330700000	Washington	Cynthia	Procurement Mgr. III		24	Salary & Duties	Add
<b>University of Baltimore</b>								
	999136	Vacant		MCAC Chief Information Officer	\$120,000-\$140,000		Salary & Duties	Add
<b>Maryland Transit Administration</b>								
903782	290801000	Fenner	Kelly	Dir, Diversity, Equity & Inclusion		23	Salary & Duties	Add
900159	290801000	Davis	Tiffany	Dir, Org Dev & Training		22	Salary & Duties	Add
904468	290801000	Johnson	Walida	Project Controls Administrator		22	Salary & Duties	Add
902846	290801000	Beckett	Eric	Dir. Capital Programming & Asset Mgt.		25	Salary & Duties	Add
903211	290801000	Gwiazdowski	Paul	Asst Chief Safety Officer		21	Salary & Duties	Add
<b>Allegany College</b>								
	999978	Little	Elizabeth	Chief Advancement and Community Relations Officer	\$89,362		Salary & Duties	Add
<b>Department of Health</b>								
053337	321210000	Vacant		Assistant Dir of Nursing, CI		24	Salary & Duties	Add
<b>480495</b>	<b>320101002</b>	<b>Ekwere</b>	<b>Samuel</b>	<b>Computer Network Spec II</b>		<b>19</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
015904	320603000	Ritter	Samantha	Prgm Mgr IV		22	Salary & Duties	Add
025282	321210000	Madhavan	Nisha	Dir Nursing Perkins		26	Salary & Duties	Add
096499	320602049	Menakaya	Chioma	Accountant Supervisor I		18	Salary & Duties	Add
093844	320602049	Blue	Moenik	Fiscal Services Chief II		20	Salary & Duties	Add
220066	320602049	English	Shelley	HR Administrator I		18	Salary & Duties	Add
095287	320602560	Carr	Maria	Comm Hlth Nurse Program Super		21	Salary & Duties	Add
094311	320602560	Green	Michelle	Comm Hlth Nurse Program Super		21	Salary & Duties	Add
230867	320602560	Rivers	Nikia	Coord Spec Prgms Hlth Serv IV Hlth Serv		16	Salary & Duties	Add
<b>096992</b>	<b>320602560</b>	<b>Pratesi</b>	<b>Kasie</b>	<b>Comm Hlth Nurse II</b>		<b>19</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
293714	320602560	Dotterer	Cynthia	Comm Hlth Nurse Program Super		21	Salary & Duties	Add
105821	371701000	Sharpe	Arnetta	Hlth Policy Analyst I		17	Salary & Duties	Add
062267	371701104	Godwin	Abigail	Health Policy Analyst I		17	Salary & Duties	Add
020312	321208001	Moore	Lakeesha	MDH Chief Operating Officer II	\$130,455	MHFE 0002	Salary & Duties	Add
020810	321208001	Anteneh	Minale	Fiscal Services Chief II		20	Salary & Duties	Add
049299	321208001	Livesay	Keith	Maint Supv III		18	Salary & Duties	Add
021098	321208000	Cooper	Carolyn	Agency Buyer V (Purchasing and Inventory Director)		15	Salary & Duties	Add

**FINANCIAL DISCLOSURE ADDITIONS & DELETIONS**

Pin #	Agency Code	Last Name	First Name	Position	Salary	Grade	Comments	Decision
068380	321208000	Pierre	Nyema	Security Attend Manager II	\$95,852		Salary & Duties	Add
077806	320603000	Vacant		Administrator I		16	Salary & Duties	Add
<b>Department of the Environment</b>								
073042	390101000	Liberto	Bethany	Nat Res Planner IV		18	Salary & Duties	Add
087552	390101000	Silvia	Jami	Nat Res Planner IV		18	Salary & Duties	Add
<b>Department of Housing &amp; Community Development</b>								
508199	370101000	Reid	Dorrence	CDA Lending and Risk Analyst II		17	Salary & Duties	Add
<b>072352</b>	<b>370101000</b>	<b>Ervin</b>	<b>Karl</b>	<b>HCD Network Administrator III</b>		<b>23</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
<b>Attorney General's Office</b>								
455622	220300000	Brown	Christopher	Prg. Mgr. Sr. I		23	Salary & Duties	Add
429602	220300000	DeCarlo	Nicholas	Administrator I		16	Salary & Duties	Add
497323	220300000	Pyon	Andrea	Administrator I		16	Salary & Duties	Add
064623	220300000	Schafer	Joshua	Admin Prog Mgr III		21	Salary & Duties	Add
455522	220300000	Timm	Sara	Administrator II		17	Salary & Duties	Add
455620	220300000	Richards	Kelsey	Administrator II		17	Salary & Duties	Add
455619	220300000	Arshemullah	Muhammad	Administrator II		17	Salary & Duties	Add
455469	220300000	Cabassa	Carmen	Fiscal Services Admin I		19	Salary & Duties	Add
<b>Maryland Clean Energy Center</b>								
	999115	Wood	Noah	Senior Lending Analyst	\$110,000		Salary & Duties	Add
<b>Department of Natural Resources</b>								
065158	300103000	Montanez	Ivonne	Administrator II		17	Salary & Duties	Add
013404	300106000	Sharmin	Nusrat	IT Functional Analyst II		18	Salary & Duties	Add
460155	300104000	Dixon	Samantha	State Park Ranger Supervisor		17	Salary & Duties	Add
460239	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
460154	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
460162	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
460156	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
460159	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
460158	300104000	Vacant		State Park Ranger Supervisor		17	Salary & Duties	Add
051132	300100000	Kelly	Missy	Administrator IV Supv.		19	Salary & Duties	Add
013637	300117000	Dellapenta	Anna	NRB IV		17	Salary & Duties	Add
<b>063262</b>	<b>300101005</b>	<b>Komunda</b>	<b>Mary</b>	<b>IT Staff Specialist</b>		<b>19</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>
<b>013973</b>	<b>300101005</b>	<b>Jeshavath</b>	<b>Anji</b>	<b>IT Programmer Analyst Lead Advanced</b>		<b>20</b>	<b>Duties Not Applicable</b>	<b>Do Not Add</b>

**FINANCIAL DISCLOSURE ADDITIONS & DELETIONS**

Pin #	Agency Code	Last Name	First Name	Position	Salary	Grade	Comments	Decision
079264	300101005	Tunctson	Leon	IT System Technical Specialist		21	Duties Not Applicable	Do Not Add
062085	300101005	Campbell	Robert	IT System Technical Specialist		21	Duties Not Applicable	Do Not Add
051143	300101005	George	Resmi	IT System Technical Specialist		21	Duties Not Applicable	Do Not Add
053842	300112000	Koontz	Erika	Nat Res Biol III		16	Salary & Duties	Add
062095	300102000	Rawe	Noah	Administrator I Supv.		16	Salary & Duties	Add
056310	300114000	Negely	Matt	Statewide & Regional Prg Administrator III		18	Salary & Duties	Add
<b><u>Workers' Compensation Commission</u></b>								
073144	220600000	Amoako	Maxwell	Fiscal Services Admin. II		20	Salary & Duties	Add
<b><u>Treasurer's Office</u></b>								
003797	240201000	Law	Christi	IT Systems Technical Specialist		21	Duties Not Applicable	Do Not Add
<b><u>University of Maryland, College Park</u></b>								
	999952	Javier-Wong	Beth	Assistant Vice President, Strategic Outreach	\$270,052		Salary & Duties	Add
<b><u>Montgomery College</u></b>								
	999991	McGoldrick	Matt	Associate SVP for Administrative and Fiscal Services	\$126,683-\$221,668		Salary & Duties	Add
<b><u>Governor's Office of Crime Prevention and Policy</u></b>								
027405	230121000	McMahon	Sukyi	Program Manager Sr. I		23	Salary & Duties	Add
<b><u>State Police</u></b>								
038506	410101000	Kanikachalam	Rekha	Fiscal Services Administrator II		20	Salary & Duties	Add
<b><u>State Highway Administration</u></b>								
006828	290201000	Archer	Alexander	ITS Supv.		17	Salary & Duties	Add
<b><u>University of Maryland, Baltimore County</u></b>								
	999954	Miller	Michael	Asst Director Research Security and Integrity	\$130,000		Salary & Duties	Add
<b><u>Maryland Transportation Authority</u></b>								
719266	291005000	DeSantis	Kathleen	MDTA Police First Sergeant	\$157,664		Salary & Duties	Add
<b><u>Maryland Port Administration</u></b>								
889309	999106	Truelove	Rockye	DOT Exec. V		24	Salary & Duties	Add
889316	999106	Timmins	John	Marketing and Sales Administrator I		19	Salary & Duties	Add
889323	999106	Penafiel	Amanda	Prg. Mgr. III		21	Salary & Duties	Add
889325	999106	Camara	Janet	Administrator IV		19	Salary & Duties	Add
889353	999106	Billips	Tina	DOT Executive Asst II		18	Salary & Duties	Add
889355	999106	Henderson	Carl	Administrator V		20	Salary & Duties	Add
889375	999106	Straw	Mark	Prg. Mgr. II		20	Salary & Duties	Add
889413	999106	Noel	Jacob	Trans Engr. Mgr. II		21	Salary & Duties	Add

**FINANCIAL DISCLOSURE ADDITIONS & DELETIONS**

Pin #	Agency Code	Last Name	First Name	Position	Salary	Grade	Comments	Decision
889423	999106	King, Jr.	Osborne	Trans Design Engr. V		21	Salary & Duties	Add
889454	999106	Miller	Holly	MPC-Dir. Harbor Development	\$174,563		Salary & Duties	Add
889487	999106	Oakes	Robin	Administrator II Supervisor		17	Salary & Duties	Add
889489	999106	Serrano	Susan	Marketing and Sales Administrator I		19	Salary & Duties	Add
889494	999106	Jones	Katrina	Prg. Mgr. II		20	Salary & Duties	Add
889519	999106	Richardson	William	DOT Exec. VI		25	Salary & Duties	Add
889555	999106	Fowlkes	Tanisha	Administrator IV Supervisor		19	Salary & Duties	Add
889559	999106	Estep	Nanette	DOT Executive Assistant I		17	Salary & Duties	Add
889593	999106	Bowling	Roberta	Administrator V		20	Salary & Duties	Add
889608	999106	Swift	Darren	DOT Exec. V		24	Salary & Duties	Add
889612	999106	Hill	Nathaniel	Facility Maint Supv. II		17	Salary & Duties	Add
889622	999106	Gilde	Rachael	Environmental Analyst IV		18	Salary & Duties	Add
889649	999106	Rashvand	Mojtaba	Trans Design Engr. V		21	Salary & Duties	Add
889693	999106	Palardy III	Robert	Safety Management Consultant		18	Salary & Duties	Add
889706	999106	Kramer	Geoffrey	Trans Design Engr. V		21	Salary & Duties	Add
889732	999106	Fisher	Danielle	Administrator III		18	Salary & Duties	Add
889798	999106	Bowen	Kathleen Pickett	MPC-Director Security	\$157,178		Salary & Duties	Add
889800	999106	Leblond	Patrice	Officer V		22	Salary & Duties	Add
889801	999106	Hudson	Cynthia	Administrator VI		21	Salary & Duties	Add
889809	999106	Harden	Marvis	Administrator II		17	Salary & Duties	Add
<b><u>Department of Disabilities</u></b>								
075100	230102000	Foster	Robert	Administrator II		17	Salary & Duties	Add
<b><u>Department of Information Technology</u></b>								
498116	250204000	Azeem	Syed	DoIT Technology Platform Dir II		25	Salary & Duties	Add
<b><u>Morgan State University</u></b>								
053037	361300000	Stein	Tova	Deputy Director, Procurement	\$154,500		Salary & Duties	Add
<b><u>Carroll Community College</u></b>								
	999982	Lim	Barbie	Director of Finance	\$130,000		Salary & Duties	Add
<b><u>Maryland Auto Insurance</u></b>								
	231000000	Harris	Tom	Supervising Attorney	\$143,691		Salary & Duties	Add
	231000000	Nazelrod	Cara	Supervising Attorney	\$134,484		Salary & Duties	Add

## MEMORANDUM

**TO:** State Ethics Commission

**FROM:** Jennifer Allgair, Executive Director  
Maryland State Ethics Commission

**DATE:** June 3, 2025

**SUBJECT:** Executive Unit Determinations & Preliminary Financial Disclosure Exemptions  
New Boards and Commissions - June 12, 2025 Meeting

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During the 2025 Legislative Session, several new State boards were created. The Commission must determine if each of these newly created entities are executive units of the State government. For a board or commission to be subject to the Public Ethics Law, it must satisfy the definition of “executive unit” in the law. The definition of “executive unit” is in §5-101(m) and reads in part as follows:

*(m) Executive unit. -- (1) “Executive unit” means a department, agency, commission, board, council, or other body of State government that:*

- (i) is established by law; and*
- (ii) is not in the Legislative Branch or the Judicial Branch of State government.*

It follows that an entity that is not established by law is not an executive unit.

In determining whether a board or commission is not in the Legislative or Judicial Branch of government, the Commission has typically looked at such factors as: 1) who has responsibility for staffing the board or commission (e.g., an executive branch department or agency or the Department of Legislative Services); 2) who appoints the majority of members of the board or commission; and 3) whether the board or commission reports to the Governor, an executive agency or the legislature. The Commission also considers whether a board or commission is focused on a local jurisdiction, with local government appointments and reporting requirements, rather than a State unit.

Additionally, the Commission may also consider making the determination that the members of a State board or commission will exempt from the requirement to file an annual financial disclosure statement based on a determination that the board is purely advisory, established for a short duration or that such a determination will not adversely affect the administration of the Public Ethics Law.

If the Commission determines that an entity is an executive unit, the entity is notified that its members are subject to the Public Ethics Law. New boards that receive a preliminary exemption from the requirement to have members file a financial disclosure statement will be notified of this determination. New boards that are determined to be executive units, but do not receive a preliminary financial disclosure exemption from the Commission will be advised that the entity may request an exemption from the financial disclosure filing pursuant to the Commission's regulations. This financial disclosure exemption request will be considered at a later meeting.

**STAFF RECOMMENDATION - ENTITY IS AN EXECUTIVE UNIT AND THE COMMISSION SHOULD GRANT A PRELIMINARY FINANCIAL DISCLOSURE EXEMPTION FOR THE ENTITY. MEMBERS ARE PUBLIC OFFICIALS SUBJECT TO THE CONFLICT OF INTEREST PROVISIONS OF THE PUBLIC ETHICS LAW, FILE AN APPOINTEE EXEMPTION DISCLOSURE FORM AT THE TIME OF APPOINTMENT, BUT DO NOT FILE FINANCIAL DISCLOSURE STATEMENTS.**

1. **Workgroup on the Creation of a Data Dashboard for Public Work Contracts & Apprentices:** (SB 3/HB 850) – This Workgroup was created to study the most efficient and cost-effective method to create a publicly available data dashboard that disaggregates information regarding public work contracts with the State and apprentices working under the public work contracts. The Department Labor will staff this Workgroup. The Governor appoints six members of the Workgroup from specific stakeholder groups, Legislative Leadership appoints six members of the Workgroup, and two Department of Labor officials also serve on the Workgroup. The Workgroup shall report its findings and recommendations to the Governor and General Assembly by January 7, 2027. This legislation will sunset on January 21, 2027.
2. **Workgroup on Artificial Intelligence Implementation:** (HB 956, CH 105) – This Workgroup was created to monitor and make recommendations regarding certain issues related to artificial intelligence and consumer protection. The University of Maryland Center for Health and Homeland Security will staff the Workgroup. The Governor appoints 19 members of the Workgroup; legislative leadership appoints 8 members and several other State officials will also serve on the Workgroup. The Workgroup will also coordinate with the Maryland Cybersecurity Council. The Workgroup shall report its findings and recommendations to two legislative committees annually for four years. The legislation will sunset on June 30, 2029.
3. **Task Force to Improve Attendance and Reduce Chronic Absenteeism in Schools:** (HB 879/CH 243) – This Task Force was created to study and make recommendations on practices to identify, prevent, and eliminate chronic absenteeism by students from schools in the State. The State Department of Education (MSDE) will staff the Task Force. Task Force members include two

members of the Maryland General Assembly appointed by legislative leadership and twelve representatives of specific stakeholder groups or backgrounds appointed by the State School Superintendent. The Task Force shall report its findings and recommendations to the Governor and the General Assembly by December 31, 2025. MSDE will use these recommendations to update regulations related to chronic absenteeism. The legislation will sunset on December 31, 2026.

4. **Maryland Collaborative to Improve Children’s Oral Health Through School-Based Programs:** (HB 1143, CH 753) This Collaborative was created to study and make recommendations on ways to improve school-based dental programs. The Maryland Department of Health (MDH) will staff the Collaborative. The members include four members of the General Assembly (appointed by legislative leadership), the Secretary of MDH, the Secretary of Education, the Deputy Secretary of Public Health Services, the Chair of the Maryland Community Health Resources Commission and twelve members of various stakeholder entities appointed by the Secretary of MDH. The Collaborative shall provide two reports to the Governor and General Assembly by October 1, 2026. The legislation will sunset on June 30, 2027.
  
5. **Maryland Health Insurance Coverage Protection Commission:** (HB 718, CH 696) – This Commission was created to monitor and assess the impact of potential and actual federal changes to specified health care programs and to provide recommendations for State and local action to protect the access of residents of the State to affordable health coverage. The Commission will be staffed by MDH, the Maryland Insurance Administration and the Department of Legislative Services. Commission members include six members of the General Assembly and five individuals from specific stakeholder groups or backgrounds appointed by legislative leadership, the Attorney General, Secretary of MDH, Maryland Insurance Commissioner, Executive Director of the Health Services Cost Review Commission and the Executive Director of the Maryland Health Benefit Exchange, and four members appointed by the Governor. Two additional members are appointed by specific stakeholder groups. The Commission may also establish workgroups to assist with its work. There are no specific provisions related to these workgroups and staff recommends that these are not additional executive units. The Commission shall submit an annual report on its findings, recommendations and any legislative proposals to the Governor and the General Assembly. The legislation will sunset in four years on June 30, 2029.
  
6. **Workgroup to Study the Rise in Adverse Decisions in the State Health Care System:** (SB 776/HB 995, CH 671, 672) This Workgroup was created to review existing State adverse decision reporting requirements for all health payers in the State and make recommendations

to improve State reporting. The Health Services Cost Review Commission and the Maryland Insurance Administration will jointly staff the Workgroup. The Governor appoints thirteen members of the Workgroup to represent specific stakeholder groups or backgrounds. The Workgroup also includes two members of the Maryland General Assembly appointed by legislative leadership and six specific State public officials from various Executive Branch agencies. The Workgroup shall report its findings and recommendations to the General Assembly by December 1, 2025 and the legislation will sunset on June 30, 2026.

7. **Commission to Study Health Insurance Pooling:** (SB 547, CH 741) – This Commission was created to study the pooling of public employee health insurance purchasing between the State, counties, municipal corporations, and county boards of education in the State to maximize value and efficiency while maintaining a broad package of benefits and reasonable premiums for public employees. The Department of Budget and Management will staff the Commission. Commission membership includes three members of the General Assembly appointed by legislative leadership, nine members from specific stakeholder groups or backgrounds appointed by the Governor, four Executive Branch State officials or employees, and nine additional members from specific stakeholder groups appointed by various associations, unions and organizations. The Commission shall report its findings and recommendations to the Governor and General Assembly by December 1, 2026 and the legislation will sunset on June 30, 2027.
  
8. **Workgroup to Study Access to Buprenorphine, Maryland Office of Overdose Response:** (HB 1131, CH 759) This Workgroup was created to study access to buprenorphine in the State and make recommendations for improvements and the need for statutory changes. The Maryland Office of Overdose Response within MDH will provide staff for the Workgroup and appoint members from five various stakeholder groups or backgrounds. Legislative leadership appoints two members of the Maryland General Assembly to serve on the Workgroup. The Workgroup shall submit a report on its findings and recommendations by December 31, 2025 to the Governor and General Assembly. The legislation will sunset in five years on September 20, 2030.
  
9. **Maryland Developmental Disabilities Administrative Waiver Advisory Council:** (HB 1244, CH 756) This Advisory Council was created to advise and provide recommendations to the Developmental Disabilities Administration (DDA) on system design, service delivery, and quality enhancement strategies for the Medicaid waiver programs. The DDA will staff

the Advisory Council. The Advisory Council has many members. The Secretary of MDH appoints the majority of the Advisory Council members, including 21 individuals from specific stakeholders or backgrounds who are the voting members. The Advisory Council also includes nonvoting members designated by the Secretary of MDH who represent various units within MDH and specific associations. Additional members include two members of the General Assembly appointed by legislative leadership and five representatives of specific Executive Branch agencies. The Advisory Council may form workgroups to meet as directed by the Co-Chairs. The Advisory Council does not report to the Governor or General Assembly and the legislation does not include a sunset date.

- 10. Workgroup on Newborn Home Visiting Services in the State:** ( HB 334/SB 156, CH 719/720) – This Workgroup was created to compile and compare data on home visiting for families with newborns in the State and identify service gaps and opportunities for improvement. The Maryland Family Network (a private, nonprofit organization), in collaboration with MDH will staff this Workgroup. The Governor appoints eleven members of the Workgroup from identified stakeholder groups or backgrounds. Legislative leadership appoints two members of the General Assembly to the Workgroup and the Secretary of MDH also serves as a member. The Workgroup shall report its findings and recommendations to the Governor and General Assembly by December 31, 2025. The legislation will sunset on June 30, 2026.
- 11. Registered Apprenticeship Development Advisory Board:** (SB 431, CH 2) – This Advisory Board was created to advise the Maryland Office of Registered Apprenticeship Development on the strategy to achieve its mission of expanding registered apprenticeship opportunities in the State. The Governor appoints two members of the Advisory Board; legislative leadership appoints two members of the General Assembly to the Board and two members are appointed by the President of the Maryland State and DC AFL-CIO. The Advisory Board reports its findings and recommendations annually to the General Assembly by December 1<sup>st</sup> each year.
- 12. Workgroup on the Reorganization of the Maryland Transit Administration:** (HB 517, CH 462) – This Workgroup was created to study the potential reorganization of the Maryland Transit Administration. The Workgroup is staffed by the Department of Legislative Services and MDOT. The Workgroup members include four Chairs of specific committees of the Maryland General Assembly, the Secretary of MDOT, the MTA Administrator, the Chair of the Baltimore Region Transit Commission, a representative of a local metropolitan planning organization in Baltimore City (selected by the organization), and two members who regularly use MTA services who are appointed by the Governor. The Workgroup will make

recommendations for future transit services, transfer of contractual obligations and agreements in the event of agency reorganization, governance changes and legislative changes. The Workgroup shall report its findings to the Governor and General Assembly. The legislation will sunset on June 30, 2027.

- 13. Workgroup to Study Automobile Insurance Affordability:** (HB 1098/CH 395) – This Workgroup was created to study automobile insurance affordability, factors to contribute to premium rate increases, policy options to provide greater transparency, and the current financial status of private passenger automobile insurers in the State. The Maryland Insurance Commission shall staff the Workgroup, and the Insurance Commission serves as Chair. Workgroup members include two members of the Maryland General Assembly appointed by legislative leadership, the Executive Director of MAIF and three other members from stakeholder groups or specific backgrounds appointed by the Insurance Commissioner. The Workgroup shall report its findings to the Governor and General Assembly by January 1, 2026. The legislation will sunset on June 30, 2026.
- 14. Maryland Inventory of Cemeteries and Burial Sites Workgroup:** (SB 354/HB 509, CH 411/412) – This Workgroup was created to study the issues related to the establishment and maintenance of a State cemetery inventory system. The Maryland Historical Trust will staff the Workgroup. Workgroup members include five specific State employees from various State agencies and entities, two representatives of Preservation Maryland and the Coalition to Protect Maryland Burial Sites, Inc., and seven additional members from specific backgrounds appointed by the Secretary of Labor. The Workgroup shall report its findings and recommendations to the Governor and General Assembly by December 1, 2025. The legislation will sunset on June 30, 2026.
- 15. Maryland Licensing Workgroup in Office of Financial Regulation:** (SB 1026/HB 1516, CH 118/119) – This Workgroup was created to study and make recommendations on licensing requirements for persons that provide financial services in the State. The Office of Financial Regulation will staff this Workgroup. Workgroup members include the Commissioner of Financial Regulation (serves as Chair), seven members with specific relevant backgrounds appointed by legislative leadership and two members appointed by the Governor. The Workgroup shall report its findings and recommendations to the Governor and General Assembly by December 31, 2025. The legislation has a sunset date of June 30, 2026.
- 16. Workgroup on Children in Unlicensed Settings & Pediatric Hospital Overstays:** (SB 696/HB 962, CH479/480) – This Workgroup was created to assess the number, type and cost

of additional hospital or facility beds and supported services needed to place all children in pediatric overstays and other unlicensed settings in the least restricting settings, and develop a comprehensive and sustainable resource development plan designed to increase the number of licensed settings. A pediatric hospital overstay patient is a patient under the age of 22 years who remains in an inpatient unit or emergency department of a hospital for more than 48 hours after being medically cleared for discharge or transfer. The State Council on Child Abuse and Neglect within the Department of Human Services shall staff the Workgroup. Members of the Workgroup include the Secretary of DHS, MDH, and DJS; the State Public Defender, and eleven members from specific stakeholder groups or backgrounds appointed by the Governor. The Workgroup shall report its findings and recommendations to the Governor and General Assembly by October 1, 2025.

**17. Maryland State Department of Education Workgroup on Mixed Delivery**

**Prekindergarten:** (HB 1475, CH 374) – This Workgroup was created to conduct an analysis of the mixed delivery, publicly funded prekindergarten system in Maryland. The Workgroup is staffed by MSDE. The State Superintendent of Schools appoints at least five representatives from State agencies and five representatives of specific stakeholder groups or backgrounds to the Workgroup. Legislative leadership appoints two members of the Maryland General Assembly to the Workgroup. The Workgroup will submit an interim report to the State Board of Education and the Accountability and Implementation Board (AIB) by June 1, 2026 and a final report to the AIB and the General Assembly by December 31, 2027. The legislation will sunset on June 30, 2028.

**STAFF RECOMMENDATION - ENTITY IS AN EXECUTIVE UNIT. ITS MEMBERS ARE PUBLIC OFFICIALS SUBJECT TO THE PUBLIC ETHICS LAW AND SHOULD FILE FINANCIAL DISCLOSURE STATEMENTS (FORM 2). – ENTITY MAY FILE FD EXEMPTION REQUEST FOR CONSIDERATION AT A LATER MEETING.**

**18. Information Technology Advisory Board:** (SB 705/HB 738, CH 845/846) – This Advisory Board was created to replace the Modernize Maryland Commission and to advise the Legislative Policy Committee and the General Assembly on matters related to major information technology projects in the State. The eight members of the Advisory Board are appointed by legislative leadership and must have expertise in information technology matters. The Department of Legislative Services will staff the Advisory Board. By statute, members of the Advisory Board are subject to the Public Ethics Law and shall disclose to the State Ethics Commission if a member is employed by or has a financial interest in any entity that does business with the State that is related to matters before the Advisory Board. On December 15<sup>th</sup> of each year, the Advisory Board shall submit a report of its recommendations and findings to the General Assembly. The legislation does not have a sunset date and is effective on June 1, 2025.

**STAFF RECOMMENDATION - ENTITY IS NOT AN EXECUTIVE UNIT AND ITS MEMBERS ARE NOT SUBJECT TO THE PUBLIC ETHICS LAW.**

**19. Task Force to Study Fiduciary Adjudication in Maryland:** (HB 315, CH 220) – This Task Force was created to examine and analyze the efficiency, uniformity, and quality of fiduciary adjudication in Maryland, and make recommendations for improvements. The Department of Legislative Services and the Maryland Bar Association will provide staff for the Task Force. The Governor appoints one member of the Task Force with expertise in budgeting and personnel matters and shall designate the Chair from the four legislators appointed by the legislative leadership. Other members include two judges of an orphans' court, one judge of a circuit court, two members of the Maryland State Bar Association, two Registers of Wills – these members are not appointed by the Governor. The Task Force shall report its findings and recommendations to the Governor and the General Assembly. This legislation will sunset on June 30, 2026.

**20. Workgroup on Transfer of Member Services Between State and Local Retirement**

**Systems:** (SB 457/HB 584) – This Workgroup was created to study transfers of member service between State and local retirement and pension systems and to make recommendations to improve the process of transfers between systems. The Workgroup includes one or more representatives of the State Retirement Agency designated by the Executive Director, one or more representatives of the Department of Legislative Services designated by the Executive Director of DLS, on representative from the American Federation of State, County and Municipal Employees, and representatives from eight local jurisdiction retirement or pension systems who are all appointed by MACo. The Governor does not make any appointments. The State Retirement Agency will staff the Workgroup and submit the Workgroup’s report to the Governor and General Assembly. The legislation will sunset on June 30, 2026.

**21. Workgroup to Study Implementation of an Expanded 3-1-1 Nonemergency System:** (SB

775HB 1027, CH 17/18) – This Workgroup was created to review a study completed by the Department of Information Technology (DoIT) to establish a plan to implement the recommendations of the study, as well as study and make additional recommendation for improvement to the 3-1-1 nonemergency system. The Workgroup is staffed by the Department of Legislative Services and DoIT. The Governor does not make appointments to the Workgroup. Legislative leadership appoints four members of the Maryland General Assembly to the Workgroup, Secretaries (or designees) of specific State agencies serve as members of the Workgroup, five members are appointed by MACo, and one member is appointed by MML. The Secretary of DoIT serves as Chair of the Workgroup. The Workgroup shall report its findings to the Governor and General Assembly by November 1, 2025 and the legislation will sunset on June 30, 2026.

**22. Maryland Connectivity Coalition:** (HB 731, CH 549) – This Coalition was created to foster

collaboration among State and federal agencies, nongovernmental organizations and other stakeholders to protect threatened and endangered species and protect motorists and wildlife in the State by reducing collisions between vehicles and wildlife. Members of the Coalition include the SHA Administrator, the Secretary of DNR, two members of the General Assembly appointed by legislative leadership and other representatives of other State agencies, federal agencies, nongovernmental organizations, regional coalitions and private entities selected by the Secretary of DNR and the SHA Administrator. The Coalition makes recommendations to SHA, but SHA has final decision-making authority on matters related to placement, funding or design of wildlife crossings. SHA shall report on wildlife crossings in each Consolidated Transportation Plan.

- 23. Anne Arundel County Crownsville Hospital Memorial Park Advisory Committee:** (HB 971, CH 657) – This Advisory Committee was created to provide advice on the planning of the Anne Arundel County Crownsville Hospital Memorial Park. The Anne Arundel County Executive appoints seven members of the Advisory Committee from specific stakeholder groups or backgrounds. Four specific Anne Arundel County government officials or employees also serve on the Advisory Committee. The County Executive names the Chair. Two members of the Governor’s Office and three members of the Maryland General Assembly representing Crownsville also serve on the Advisory Committee. The legislation does not specify what entity provides staffing for the Advisory Committee, but the provisions for the entity are in the Local Government Article of the Maryland Code. The Advisory Committee reports its recommendations to the Anne Arundel County Delegation of the General Assembly, the Anne Arundel County Executive and County Council and the Departments of the Anne Arundel County Government. The legislation sunsets on September 30, 2030.
- 24. Maryland Health Insurance Coverage Protection Commission:** (HB 718, CH 718) – This Commission was re-established during the 2025 session. It previously existed from 2017-2023 and the State Ethics Commission previously determined that it was not an executive unit of government with members subject to the Public Ethics Law. The Commission was re-established to monitor and assess the impact of potential and actual federal changes to specified health care programs and provide recommendations for State and local action to protect the access of Maryland residents to affordable health coverage. The Commission has many members. Legislative leadership makes the majority of appointments from specified stakeholder groups, several State public officials also serve ex officio, several specific groups appoint a representative (Med-Chi). The Governor appoints four members from specific backgrounds. DLS, MDH and Maryland Insurance Administration share staffing responsibilities. Members do not have specific terms for appointment or reappointment. The Commission will report its findings annually by December 31<sup>st</sup> to the Governor and General Assembly. The legislation will sunset on June 30, 2029.
- 25. Somers Cove Marina Advisory Commission:** (HB 720, CH 444) – This 2025 legislation repeals the prior Somers Cove Marina Commission and Fund and now allows DNR execute leases and contracts for the operations, maintenance, management, improvements, concessions and events at Somers Cove Marina. The new Advisory Commission was created in this legislation. The Advisory Commission is a seven-member group. The Secretary of DNR serves on the Advisory Commission. The Somerset County Commissioners appoint one member, the Mayor of Crisfield appoints a member, and the other four members

represent commercial fishing, tourism, sailboat owners and power boat owners. Neither the Governor nor the DNR Secretary make appointments to this Advisory Commission. The Advisory Commission provides recommendations to the DNR Secretary on matters related to the marina and meets at least twice a year. There are no reporting requirements to the Governor or General Assembly.

**25-0572 Prince George's County – Proposed Changes to Ethics Law – Staff Recommends Approval**

Proposed Changes: Prince George's County proposes to change its ethics ordinance by including the positions of Integrity and Compliance Officer and Deputy Integrity and Compliance Officer as individuals who must file financial disclosures. This change is not inconsistent with the Public Ethics Law.



# THE PRINCE GEORGE'S COUNTY GOVERNMENT

Office of the Clerk of the Council  
301-952-3600

May 22, 2025

Mr. Craig D. Roswell, Chair  
c/o Ms. Jennifer K. Allgair, Executive Director  
State Ethics Commission  
45 Calvert Street, 3rd Floor  
Annapolis, MD 21401

Dear Mr. Roswell:

In accordance with COMAR 19A.04, a county or municipality may submit proposed ethics provisions and amendments to the Commission for review and comment prior to final enactment.

Enclosed for your review and comment is Council Bill 36-2025 (An Act Concerning Amending the Number of Individuals Required to File Financial Disclosure Statements). This bill has been favorably reported out of the Government Operations and Fiscal Policy Committee of the Prince George's County Council and is now pending before the full Council.

Please provide comments on the bill as soon as possible and should you need additional information or have any questions, please do not hesitate to contact me.

Sincerely,

Donna J. Brown  
Clerk of the Council

Enclosures

cc: Jennifer A. Jenkins, Council Administrator  
Colette R. Gresham, Deputy Council Administrator  
Karen T. Zavakos, Associate Council Administrator  
Leroy D. Maddox, Jr., Legislative Attorney

**Wayne K. Curry Administration Building**  
**1301 McCormick Drive, Largo, Maryland 20774**

**COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND**  
**2025 Legislative Session**

Bill No. CB-036-2025

Chapter No. \_\_\_\_\_

Proposed and Presented by Council Member Ivey

Introduced by \_\_\_\_\_

Co-Sponsors \_\_\_\_\_

Date of Introduction \_\_\_\_\_

**BILL**

1 AN ACT concerning

2 Amending the Number of Individuals Required to File Financial Disclosure Statements

3 For the purpose of revising the number of individuals required to file financial disclosure  
4 statements pursuant to Section 2-294 of the Prince George's County Code to include the Integrity  
5 and Compliance Officer and the Deputy Integrity and Compliance Officer.

6 BY repealing and reenacting with amendments:

7 SUBTITLE 2. ADMINISTRATION.

8 Section 2-294,

9 The Prince George's County Code

10 (2023 Edition; 2024 Supplement).

11 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,  
12 Maryland, that Section 2-294 of the Prince George's County Code be and the same is hereby  
13 repealed and reenacted with the following amendments:

14 SUBTITLE 2. ADMINISTRATION.

15 DIVISION 17. CODE OF ETHICS.

16 **Sec. 2-294. Financial Disclosure.**

17 (a) The following elected officials, officials and employees and candidates for office as  
18 such officials or employees, when such positions are elective, are required to file the financial  
19 disclosure statements provided for in this Section:

20 \* \* \* \* \*

21 (38) Integrity and Compliance Officer.

(39) Deputy Integrity and Compliance Officer.

\* \* \* \* \*

SECTION 2. BE IT FURTHER ENACTED that the provisions of this Act are hereby declared to be severable; and, in the event that any section, subsection, paragraph, subparagraph, sentence, clause, phrase, or word of this Act is declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the remaining words, phrases, clauses, sentences, subparagraphs, paragraphs, subsections, or sections of this Act, since the same would have been enacted without the incorporation in this Act of any such invalid or unconstitutional word, phrase, clause, sentence, paragraph, subparagraph, subsection, or section.

SECTION 3. BE IT FURTHER ENACTED that this Act shall take effect forty-five (45) calendar days after it becomes law.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2025.

COUNTY COUNCIL OF PRINCE  
GEORGE'S COUNTY, MARYLAND

BY: \_\_\_\_\_  
Edward P. Burroughs, III  
Chair

ATTEST:

\_\_\_\_\_  
Donna J. Brown  
Clerk of the Council

APPROVED:

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
Tara H. Jackson  
Acting County Executive

KEY:  
Underscoring indicates language added to existing law.

[Brackets] indicate language deleted from existing law.

Asterisks \*\*\* indicate intervening existing Code provisions that remain unchanged.

\* \* \* \* \*



# Prince George's County Council

## Agenda Item Summary

**Meeting Date:** 5/6/2025

**Effective Date:**

**Reference No.:** CB-036-2025

**Chapter Number:**

**Draft No.:** 1

**Public Hearing Date:**

**Proposer(s):** Ivey

**Sponsor(s):** Ivey

**Item Title:** AN ACT CONCERNING AMENDING THE NUMBER OF INDIVIDUALS REQUIRED TO FILE FINANCIAL DISCLOSURE STATEMENTS for the purpose of revising the number of individuals required to file financial disclosure statements pursuant to Section 2-294 of the Prince George's County Code to include the Integrity and Compliance Officer and the Deputy Integrity and Compliance Officer.

**Drafter:** Leroy D. Maddox Jr., Legislative Attorney

**Resource Personnel:**

### LEGISLATIVE HISTORY:

Date:	Acting Body:	Action:	Sent To:
05/06/2025	County Council	presented and referred	GAFP
	<b>Action Text:</b> This Council Bill was presented by Council Member Ivey and referred to the Government Operations and Fiscal Policy Committee.		
05/12/2025	GAFP	Favorably recommended	County Council
	<b>Action Text:</b> A motion was made by Council Member Oriadha, seconded by Council Member Burroughs, that this Council Bill be Favorably recommended to the County Council. The motion carried by the following vote: Aye: 5 Watson, Dernoga, Oriadha, Burroughs and Blegay		

### AFFECTED CODE SECTIONS:

### BACKGROUND INFORMATION/FISCAL IMPACT:

This legislation amends the County Code of Ethics Section 2-294 to include the Integrity and Compliance Officer and the Deputy Integrity and Compliance Officer as required Financial Disclosure Statement filers with the Office of Ethics and Accountability.

**Document(s):** B2025036, CB-036-2025 Summary, CB-036-2025 Report, CB-036-2025 OOL  
Comments

# PRINCE GEORGE'S COUNTY COUNCIL

## COMMITTEE REPORT

2025 Legislative Session

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**Reference No.:** CB-036-2025

**Draft No.:** 1

**Committee:** GOFP

**Date:** May 12, 2025

**Action:** FAV

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**REPORT:** Committee Vote: Favorably 5-0 (Council Members Watson, Blegay, Burroughs, Dernoga, and Oriadha)

The Prince George's County Council Government Operations and Fiscal Policy Committee convened on May 12, 2025, to consider **CB-036-2025**, an act concerning amending the Number of Individuals Required to File **Financial Disclosure Statements**.

Council staff provided an overview of the legislation revising the number of individuals required to file financial disclosure statements pursuant to Section 2-294 of the Prince George's County Code, to include the Integrity and Compliance Officer and the Deputy Integrity and Compliance Officer.

This is a procedural modification that will not have a fiscal impact.

Committee Chair Watson discussed a concern about legislative authority in this matter and requested that staff send the Resolution to the Attorney General to clarify the Council's authority to amend the list of positions required to file financial disclosure statements.

Ms. Sakinda Skinner, representing the Office of the County Executive, took no position and agreed with the Chair that the state should be consulted.

After further discussion, the Prince George's County Council Government Operations and Fiscal Policy Committee voted 5-0 in favor of the bill.



Prince George's County, Maryland  
Inter-Office Memorandum  
Office of Law

**LEGISLATIVE COMMENT**

**DATE:** May 8, 2025

**TO:** Jennifer Jenkins, Council Administrator

**THRU:** Nathaniel K. Tutt, III  
Director, Government Operations and Fiscal Policy  
Committee (GOFP)

**THRU:** Shelley L. Johnson, Acting County Attorney

**THRU:** Joseph C. Ruddy, Deputy County Attorney

**FROM:** Terry L. Bell, Associate County Attorney

**RE:** CB-036-2025

The Office of Law has reviewed the above referenced bill as it was presented on May 6, 2025, and finds it to be in proper legislative form. The Office of Law sees no legal impediment to its enactment.