



**COMMISSION MEMBERS:**  
JANET E. McHUGH, *Chair*  
ARUNA MILLER  
JAMES N. ROBESY, JR.  
CRAIG D. ROSWELL  
GENEAU M. THAMES

## STATE ETHICS COMMISSION

45 CALVERT STREET, 3<sup>RD</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401  
410-260-7770 / 1-877-669-6085  
FAX: 410-260-7746

MICHAEL W. LORD  
*Executive Director*  
JENNIFER K. ALLGAIR  
*General Counsel*  
WILLIAM J. COLQUHOUN  
*Staff Counsel*  
KATHERINE P. THOMPSON  
*Assistant General Counsel*

### MINUTES OF THE STATE ETHICS COMMISSION MEETING

December 19, 2019

Commission Members Present: Janet E. McHugh, Chair  
Aruna Miller  
James N. Robey, Jr.  
Craig D Roswell  
Geneau M. Thames

Staff Members Present: Jennifer K. Allgair, General Counsel  
William J. Colquhoun, Staff Counsel  
Katherine Thompson, Assistant General Counsel  
Darlene J. Brocki, Office Manager  
Maura M. Pizzi, Paralegal  
Stephen Garrett, Paralegal  
Emma Craig, Legal Assistant

Staff Member Absent: Michael W. Lord, Executive Director

The meeting convened at 9:00 a.m. at the Commission's offices in Annapolis. The new Commission member was introduced, Senator James N. Robey, Jr. Those listed as present participated in all portions of the meeting unless otherwise noted. If other individuals participated in aspects of the meeting, they will be identified in the specific line item where their participation occurred.

#### ITEM 1: Tentative Agenda

Discussion: The Commission reviewed the tentative agenda.

Decision: The tentative agenda was approved as adjusted.

#### ITEM 2: Minutes of the October 24, 2019 Meeting

Discussion: The draft minutes of the October 24, 2019 meeting were reviewed and discussed.

Decision: The draft minutes were approved as adjusted.

ITEM 3: Financial Disclosure Additions and Deletions

Discussion: Ms. Allgair presented a listing of the proposed additions and deletions to the financial disclosure list recommended by State agencies and reviewed by Financial Disclosure Administrator, Young Smith and Executive Director, Michael Lord. The recommendations covered the Executive Department, Department of Human Services, Department of Health, Department of the Environment, Department of Information Technology, Department of Juvenile Services, Department of Natural Resources, Department of Commerce, Department of Labor, Department of General Services, Maryland Insurance Administration, Department of Transportation, State Highway Administration, University of Maryland Global Campus, University of Maryland Baltimore, University of Maryland Eastern Shore, Frostburg State University, Chesapeake College and the Community College of Baltimore County.

Decision: The Commission approved Mr. Lord's recommendations.

ITEM 4: Local Government – Baltimore City (19-0652)

Discussion: Ms. Allgair briefed the Commission on the proposed amendments to the local ethics regulations for Baltimore City received from a Councilman.

Decision: The Commission will reserve approval of the proposed amendments until they are received from the Baltimore City Office of Legislative Reference.

ITEM 5: Local Government – Queen Anne's County Board of Education (19-0682)

Discussion: Ms. Thompson briefed the Commission on the proposed amendments to the local ethics regulations for the Queen Anne's County Board of Education.

Decision: The Commission approved the proposed amendments.

The Commission voted unanimously to close the meeting at 09:15 a.m. pursuant to §3-305(b)(13) of the Open Meetings Act to consider confidential enforcement matters per §5-407 of the Public Ethics Law and confidential advice matters per §5-303 of the Public Ethics Law.

ITEM 6: A-36-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-5-19)

ITEM 7: A-37-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: A complaint will not be issued in this matter.

ITEM 8: A-38-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: A complaint will not be issued in this matter.

ITEM 9: B-1-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: This matter will be closed with a letter.

ITEM 10: A-30-19

Discussion: Mr. Colquhoun briefed the Commission on this matter. Mr. Roswell recused himself from participating in this matter.

Decision: A complaint will be issued in this matter for a late registration. (C-36-19)

ITEM 11: A-33-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 12: C-30-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: The Commission accepted the late filing as a cure.

ITEM 13: C-33-19

Discussion: Mr. Colquhoun briefed the Commission on this matter.

Decision: The Commission accepted the late filing as a cure.

(Mr. Colquhoun, Ms. Pizzi, and Mr. Garrett participated in the briefings, but did not participate in the decisions regarding Items 6 through 13.)

ITEM 14: Informal Matter – Maryland Lottery & Gaming Control Agency (19-0670)

Discussion: Ms. Allgair briefed the Commission on a participation matter regarding an employee in the Maryland Lottery & Gaming Control Agency (MLGCA) whose spouse works at a casino which is regulated by MLGCA.

Decision: The Commission did not grant an exemption to allow this participation.

ITEM 15: Informal Matter – Department of Health (19-0671)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work as a staff nurse at a private hospital.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 16: Informal Matter – Department of Human Services (19-0617)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a cashier at a discount variety store.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 17: Informal Matter – Department of Health (19-0621)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work as a cashier at a home improvement store.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 18: Informal Matter – Department of Human Services (19-0672)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a mobile crisis specialist with a private behavioral health organization.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 19: Informal Matter – Department of Human Services (19-0511)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a circulation assistant with a county library.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 20: Informal Matter – Department of Human Services (19-0601)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a transfer station attendant with a county Department of Public Works.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 21: Informal Matter – Department of Housing & Community Development (19-0661)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a gym supervisor at a county Department of Recreation and Parks.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 22: Informal Matter – Department of Human Services (19-0642)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a diagnostic therapist with a private counseling and psychiatry group.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 23: Informal Matter – Department of Human Services (19-0685)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work with a county Department of Parks and Recreation in the evenings and on the weekends.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 24: Informal Matter – Department of Human Services (19-0659)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a barista in a coffee shop.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 25: Informal Matter – Department of Human Services (19-0667)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Human Services wanting to work as a customer service representative at a supermarket.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 26: Informal Matter – Department of Health (19-0 683)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work providing nursing assessments to campers at a youth camp facility.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 27: Informal Matter – Department of Health (19-0669)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work as a clinical social worker for a private hospital.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 28: Informal Matter – Department of Health (19-0703)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work as a front desk clerk at a hotel.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 29: Informal Matter – Department of Health (19-0715)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work as a ski instructor at a ski resort.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 30: Informal Matter – Department of Commerce (19-0712)

Discussion: Ms. Thompson briefed the Commission on a secondary employment request regarding an employee in the Department of Commerce wanting to work as an adjunct professor at a private university.

Decision: The Commission granted an exception to allow this secondary employment.

ITEM 31: Informal Matter – Executive Department (19-0622)

Discussion: Ms. Allgair briefed the Commission on a post-employment request regarding a former employee in the Executive Department who worked with approving legislative proposals and now works as an industry consultant for a software company who may be involved in proposing an amendment to the administration's budget on behalf of the software company and participating in discussions of the Commission on Innovation & Excellence in Education, discussions with the Department of Planning and discussions regarding tools that provide interface to better comprehend data about judicial decisions.

Decision: The Commission determined that the employee is prohibited from working on matters related to the Department of Planning's involvement in the upcoming census, but may work on the other matters for the new employer. General post-employment advice will also be provided.

The meeting reopened at 10:30 a.m.

ITEM 32: Executive Director's Report – Proposed Regulation Changes

Discussion: Ms. Allgair briefed the Commission on the proposed regulation changes to Subtitle 07 Lobbying.

Decision: The Commission approved the proposed regulations.

ITEM 33: Executive Director's Report – 2020 Legislative Session

Discussion: Ms. Allgair informed the Commission that the 2020 Legislative Session will begin on January 8, 2020, and Mr. Lord may reach out to the Commission members to establish a Commission position on any bills that could have a substantive impact on the Public Ethics Law.

The meeting was adjourned at 10:35 a.m.