



COMMISSION MEMBERS:
CRAIG D. ROSWELL, *Chair*
BONNIE A. KIRKLAND
MARIELA OLIVARES
JAMES N. ROBEY, JR.
GENEAU M. THAMES

STATE ETHICS COMMISSION

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KATHERINE P. THOMPSON
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ANA L. HENRY
Assistant General Counsel
PANSY S. WATSON
Assistant Counsel

MINUTES OF THE STATE ETHICS COMMISSION MEETING

June 6, 2024

Commission Members Present: Craig D. Roswell, Chair
Mariela Olivares
James N. Robey, Jr.
Geneau M. Thames

Commission Members Absent: Bonnie A. Kirkland

Staff Members Present: 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
Stephen Garrett, Paralegal
Aida Canales, Paralegal

The meeting convened at 9:10 a.m. at 45 Calvert Street, 3rd Floor conference room. 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 April 4, 2024, Meeting

Discussion: The draft minutes of the April 4, 2024, meeting were reviewed and discussed.

Decision: The draft minutes were approved.

ITEM 3: Annual Election of Chair (July 1, 2024 to June 30, 2025)

Decision: Mr. Roswell was unanimously elected chair for a one-year term.

ITEM 4: 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, Jennifer Allgair. The recommendations covered the Department of Health, Department of Natural Resources, Frederick Community College, Department of the Environment, West North Avenue Development Authority, University of Maryland College Park, University System of Maryland, Attorney General's Office, Accountability and Implementation Board, Frostburg State University, State Retirement Agency, Montgomery College, Governor's Office of Crime Prevention and Policy, Department of Information Technology, Department of Housing and Community Development, Department of Juvenile Services, Chesapeake College, Department of Transportation Authority, Department of Veterans Affairs, Department of Commerce, State Highway Administration, Morgan State University, Prince George's Community College, Executive Department, Department of Budget and Management, Harford Community College, Department of Planning, University of Maryland Baltimore, Department of Labor, Commission on African American History and Culture and the Treasurer's Office.

Decision: The Commission approved Ms. Allgair's recommendations on financial disclosure position additions and deletions.

ITEM 5: Executive Unit Determinations and Financial Disclosure Exemption Requests

Discussion: Ms. Allgair briefed the Commission on whether or not the following should be considered executive units covered by the Public Ethics Law and whether or not they would be exempt from the financial disclosure requirement:

1. Maryland Commission on Veterans and Military Families: (SB 88/HB 55, CH 9 & 10)
2. Commission to Study African American Civil War Soldiers in Maryland: (SB 448)
3. Police Recruitment and Retention Workgroup: (SB 380)
4. Workgroup on Growing Engagement in the Law Enforcement and Corrections Workforce: (SB 470/HB 597)
5. Prison Education Delivery Reform Commission: (SB 623/HB 209)
6. 9-1-1 Specialist Recruitment and Retention Workgroup: (SB 1034/HB 1162)
7. Task Force on the Creation of a Division of Returning Citizens and Expanded Reentry Services: (SB 1036/HB 1037)
8. Workgroup on Home Detention Monitoring: (SB 1095)
9. Workgroup to Develop Fire Safety Best Practices for Pre-1974 High-Rise Apartment Buildings: (SB 689/HB 823)
10. Baltimore Convention and Tourism Redevelopment and Operating Authority Task Force: (SB 896/HB 897)10.
11. Workgroup on Establishing a Science and Technology Best Practices and Innovation Network: (HB 999)
12. Maryland-Ireland Trade Commission: (HB1206)
13. Arts Incubator Workgroup: (SB 764/HB 1451)
14. Workgroup to Study Funding for the Westernport Wastewater Treatment Facility: (SB 135)

15. Program Review Process Advisory Council: (SB 1022/HB 1244)
16. Maryland Pathway to Nursing Advisory Committee: (SB 718)
17. Urban Agriculture Advisory Committee: (2023 legislation – not previously reviewed)
18. Commission to Advance Lithium-Ion Battery Safety in Maryland: (SB532 HB 468, CH 949 & 950)
19. Workgroup on Curb Space Management: (SB 943, CH 751)
20. Workgroup to Study Issuance of Alcoholic Beverages Licenses to Tobacconists: (SB 244/ HB238, CH 754 & 755)
21. Government Efficiency Commission: (SB 472/ HB 581)
22. Maryland Aerospace and Technology Commission: (SB 516/ HB 685)
23. Maryland Community Investment Corporation: (SB 483/HB 599, CH 8 & 9)
24. Pediatric Cancer Research Commission: (SB 13/HB 51)
25. Maryland Emergency Department Wait Time Reduction Commission: (HB 1143)
26. Allegheny Regional Recreational Economic Development Authority: (SB 1134/HB 787)
27. Frederick County School Construction Master Plan Workgroup: (SB 1152/HB 1016)
28. Workgroup on the Assessment and Funding of School Facilities: (HB 1390, CH354)
29. Howard County Task Force to Study Revenue Options for School Capital Needs: (SB 1156/HB 1450)
30. Workgroup to Study the Fiscal and Operational Viability of Public-Private Partnerships for Calvert County Public Schools: (SB 114/CH 515 – CH 236 & 237)
31. Baltimore Regional Water Governance Model Workgroup: (HB 1509/SB 1174)
32. Workgroup on Health and Wellness in Prince George’s County: (SB 151/HB 358)
33. Workgroup on Independent Innovation in Prince George’s County: (HB 306)
34. Task Force to Ensure the Safety of Judicial Facilities: (SB 575/HB 664)
35. Gwynn’s Falls State Park Stakeholder Advisory Group: (HB 1358, CH 965)

Decision: The Commission determined the following were executive units covered by the Public Ethics Law and granted financial disclosure exemptions for the:

1. Maryland Commission on Veterans and Military Families: (SB 88/HB 55, CH 9 & 10)
2. Commission to Study African American Civil War Soldiers in Maryland: (SB 448)
3. Police Recruitment and Retention Workgroup: (SB 380)
4. Workgroup on Growing Engagement in the Law Enforcement and Corrections Workforce: (SB 470/HB 597)
5. Prison Education Delivery Reform Commission: (SB 623/HB 209)
6. 9-1-1 Specialist Recruitment and Retention Workgroup: (SB 1034/HB 1162)
7. Task Force on the Creation of a Division of Returning Citizens and Expanded Reentry Services: (SB 1036/HB 1037)
8. Workgroup on Home Detention Monitoring: (SB 1095)
9. Workgroup to Develop Fire Safety Best Practices for Pre-1974 High-Rise Apartment Buildings: (SB 689/HB 823)
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13. Arts Incubator Workgroup: (SB 764/HB 1451)
14. Workgroup to Study Funding for the Westernport Wastewater Treatment Facility: (SB 135)
15. Program Review Process Advisory Council: (SB 1022/HB 1244)

16. Maryland Pathway to Nursing Advisory Committee: (SB 718)
17. Urban Agriculture Advisory Committee: (2023 legislation – not previously reviewed)
18. Commission to Advance Lithium-Ion Battery Safety in Maryland: (SB532 HB 468, CH 949 & 950)
19. Workgroup on Curb Space Management: (SB 943, CH 751)
20. Workgroup to Study Issuance of Alcoholic Beverages Licenses to Tobacconists: (SB 244/ HB238, CH 754 & 755)

The Commission determined the following were executive units covered by the Public Ethics Law and would require financial disclosure:

1. Government Efficiency Commission: (SB 472/ HB 581)
2. Maryland Aerospace and Technology Commission: (SB 516/ HB 685)
3. Maryland Community Investment Corporation: (SB 483/HB 599, CH 8 & 9)
4. Pediatric Cancer Research Commission: (SB 13/HB 51)
5. Maryland Emergency Department Wait Time Reduction Commission: (HB 1143)

The Commission determined that the following were not executive units covered by the Public Ethics Law:

1. Allegany Regional Recreational Economic Development Authority: (SB 1134/HB 787)
2. Frederick County School Construction Master Plan Workgroup: (SB 1152/HB 1016)
3. Workgroup on the Assessment and Funding of School Facilities: (HB 1390, CH354)
4. Howard County Task Force to Study Revenue Options for School Capital Needs: (SB 1156/HB 1450)
5. Workgroup to Study the Fiscal and Operational Viability of Public-Private Partnerships for Calvert County Public Schools: (SB 114/CH 515 – CH 236 & 237)
6. Baltimore Regional Water Governance Model Workgroup: (HB 1509/SB 1174)
7. Workgroup on Health and Wellness in Prince George’s County: (SB 151/HB 358)
8. Workgroup on Independent Innovation in Prince George’s County: (HB 306)
9. Task Force to Ensure the Safety of Judicial Facilities: (SB 575/HB 664)
10. Gwynn’s Falls State Park Stakeholder Advisory Group: (HB 1358, CH 965)

ITEM 6: Local Government – Washington County (24-0265)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for Washington County.

Decision: The Commission approved the proposed amendments.

ITEM 7: Local Government – Town of Walkersville (24-0333)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for the Town of Walkersville.

Decision: The Commission approved the proposed amendments.

ITEM 8: Local Government – City of Pocomoke (24-0137)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for the City of Pocomoke.

Decision: The Commission approved the proposed amendments.

ITEM 9: Local Government – Dorchester County Board of Education (24-0332)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics regulation for the Dorchester County Board of Education.

Decision: The Commission approved the proposed amendments.

ITEM 10: Local Government – Maryland-National Capital Park and Planning Commission (24-0102)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for the Maryland-National Capital Park and Planning Commission.

Decision: The Commission acknowledged the proposed amendments and had no additional comments.

ITEM 11: Local Government – Washington Suburban Transit Commission (24-0266)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for the Washington Suburban Transit Commission.

Decision: The Commission acknowledged the proposed amendments and had no additional comments.

ITEM 12: Executive Director’s Report – Updating Training Modules

Discussion: Ms. Allgair briefed the Commission on the agreement made with the Maryland Public Television to update our current conflicts of interest and lobbyist training modules and to create the newly required training for executive elected officials.

ITEM 13: Executive Director’s Report -Telework Policy

Discussion: Ms. Allgair briefed the Commission on the State’s new telework policy. The Commission staff has been working on a hybrid telework schedule that complies with the State’s policy.

ITEM 14: Executive Director’s Report -Lobbying Filing Deadline

Discussion: Ms. Allgair briefed the Commission on the recent lobbying activity report deadline.

A motion was made by Mr. Roswell and seconded by Ms. Olivares to close the meeting to the public pursuant to §3-305(b)(13) of the Open Meetings Act to consider confidential advice matters and enforcement matters per §5-303 and §5-407 of the Public Ethics Law, and to receive the advice of counsel pursuant to §3-305(b)(7) of the Open Meetings Act. The Commission voted unanimously in favor of closing the meeting at 9:35 a.m.

ITEM 15: Informal Matter – Memo on Non-Participation Plans and Mitigation Agreements

Discussion: Mr. Colquhoun presented five non-participation agreements or mitigation agreements provided and approved by the staff. The matters included 24-0277, 24-0291, 24-0337, 24-0363 and 24-0364.

ITEM 16: Informal Matter – Department of Human Services (24-0205)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee in the Department of Human Services wanting to work as a trainer for a center that has a referral relationship with the Department.

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

ITEM 17: Informal Matter - Department of Health (24-0303)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee in the Department of Health wanting to work for an entity that does business with the Department.

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

ITEM 18: Informal Matter - Department of Human Services (24-0249)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee in the Department of Human Services wanting to serve on the board of directors that has a MOU with the Department.

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

ITEM 19: Informal Matter - Department of Health (24-0257)

Discussion: Mr. Colquhoun briefed the Commission on a secondary employment request regarding an employee in the Department of Health wanting to work at an entity that is regulated by the Department.

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

ITEM 20: Informal Matter - Department of Human Services (24-0272)

Discussion: Mr. Colquhoun briefed the Commission on a secondary employment request regarding an employee in the Department of Human Services wanting to work with an entity that is licensed and regulated by the Department.

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

ITEM 21: Informal Matter – Department of Health (24-0307)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee in the Department of Health wanting to work at an entity that is regulated by the Department.

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

ITEM 22: Informal Matter – Department of Health (24-0340)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee in the Department of Health wanting to work at a medical center that is regulated by the Department.

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

ITEM 23: Informal Matter – Department of Human Services (24-0350)

Discussion: Ms. Watson briefed the Commission on a secondary employment request regarding an employee in the Department of Human Services wanting to work at an entity that has a referral relationship with the Department.

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

ITEM 24: Informal Matter – Department of Planning (24-0362)

Discussion: Ms. Henry briefed the Commission on a secondary employment and financial interest request regarding an employee in the Department of Planning wanting to serve as a member of a commission where projects and grant funding may be reviewed by the Department.

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

ITEM 25: Informal Matter – Department of Human Services (24-0371)

Discussion: Ms. Watson briefed the Commission on a secondary employment request regarding an individual in the Human Services wanting to work for an entity that has a referral relationship with the Department.

Decision: The Commission approved this secondary employment.

ITEM 26: Informal Matter – Department of Health (24-0387)

Discussion: Ms. Watson briefed the Commission on a secondary employment request regarding an employee at the Department of Health wanting to work at an entity that does business with and is regulated by the Department.

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

ITEM 27: Informal Matter – Department of Health (24-0388)

Discussion: Ms. Watson briefed the Commission on a secondary employment request regarding an employee in the Department of Health wanting to work for an entity that is regulated by the Department.

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

ITEM 28: Legislative Update – 2024 Legislation

Discussion: Ms. Allgair briefed the Commission on the 2024 Legislative Session.

ITEM 29: Legislative Update – Possible Departmental Legislation for 2025

Discussion: Ms. Allgair briefed the Commission on possible departmental legislation to be proposed in the next session.

Decision: The Commission determined which possible departmental legislative proposals to submit to the Governor's Legislative Office for consideration for the 2025 Legislative Session.

ITEM 30: A-17-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: This matter will be referred to the appropriate agency.

ITEM 31: A-19-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The matter will remain on the Preliminary Consideration Docket.

ITEM 32: A-23-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: This matter will be referred to the appropriate agency.

ITEM 33: A-29-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Discussion: The matter will remain on the Preliminary Consideration Docket.

ITEM 34: B-10-23

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Pre-Complaint Disposition Agreement.

ITEM 35: B-7-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: This matter will be closed with a letter.

ITEM 36: B-1-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: This matter will be closed with a letter.

ITEM 37: A-20-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 38: A-21-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 39: A-22-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 40: A-24-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 41: A-25-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 42: A-30-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 43: A-33-24

Discussion: Ms. Thompson briefed the Commission on this matter.

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 44: C-5-23 and C-3-24

Discussion: Ms. Thompson briefed the Commission on these matters.

Decision: The Commission authorized a hearing in these matters.

ITEM 45: A-27-24

Discussion: Ms. Thompson briefed the Commission on these matters.

Decision: The Commission authorized complaints in these matters.

ITEM 46: A-28-24

Discussion: Ms. Thompson briefed the Commission on these matters.

Decision: The Commission authorized complaints in these matters.
(Ms. Thompson, Ms. Allgair, Ms. Watson, and Mr. Garrett participated in the briefings to the Commission, but did not participate in the decisions regarding Items 30 through 46.)

ITEM 47: Lobbying Audits

Discussion: Ms. Thompson briefed the Commission on this matter.

The meeting was adjourned at 11:10 a.m.