



COMMISSION MEMBERS:

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

STATE ETHICS COMMISSION

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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

MINUTES OF THE STATE ETHICS COMMISSION MEETING

June 12, 2025

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

Commission Member Absent: Mariela Olivares

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
Maura Pizzi, Paralegal
Darlene Brocki Gavel, Office Manager
Rylie Johnson, Intern

The meeting convened at 9:06 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 March 27, 2025, Meeting

Discussion: The draft minutes of March 27, 2025, meeting was reviewed and discussed.

Decision: The draft minutes were approved.

ITEM 3: Annual Election of Chair (July 1, 2025 to June 30, 2026)

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 College of Southern Maryland, University of Maryland-Baltimore, Accountability & Implementation Board, Executive Department, Department of Commerce, State Retirement Agency, Anne Arundel Community College, Maryland Aviation Administration, Department of Human Services, University of Baltimore, Maryland Transit Administration, Allegany College, Department of Health, Department of the Environment, Department of Housing & Community Development, Attorney General's Office, Maryland Clean Energy Center, Department of Natural Resources, Workers' Compensation Commission, Treasurer's Office, University of Maryland-College Park, Montgomery College, Governor's Office of Crime Prevention and Policy, State Police, State Highway Administration, University of Maryland-Baltimore County, Maryland Transportation Authority, Maryland Port Administration, Department of Disabilities, Department of Information Technology, Morgan State University, Carroll Community College and Maryland Auto Insurance.

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. Information Technology Advisory Board: (SB 705/HB 738, CH 845/846)
2. Workgroup on the Creation of a Data Dashboard for Public Work Contracts & Apprentices: (SB 3/HB 850)
3. Workgroup on Artificial Intelligence Implementation: (HB 956, CH 105)
4. Task Force to Improve Attendance and Reduce Chronic Absenteeism in Schools: (HB 879/CH 243)
5. Maryland Collaborative to Improve Children's Oral Health Through School-Based Programs: (HB 1143, CH 753)
6. Maryland Health Insurance Coverage Protection Commission: (HB 718, CH 696)
7. Workgroup to Study the Rise in Adverse Decisions in the State Health Care System: (SB 776/HB 995, CH 671, 672)
8. Commission to Study Health Insurance Pooling: (SB 547, CH 741)
9. Workgroup to Study Access to Buprenorphine, Maryland Office of Overdose Response: (HB 1131, CH 759)
10. Maryland Developmental Disabilities Administrative Waiver Advisory Council: (HB 1244, CH 756)
11. Workgroup on Newborn Home Visiting Services in the State: (HB 334/SB 156, CH 719/720)
12. Registered Apprenticeship Development Advisory Board: (SB 431, CH 2)
13. Workgroup on the Reorganization of the Maryland Transit Administration: (HB 517, CH 462)
14. Workgroup to Study Automobile Insurance Affordability: (HB 1098/CH 395)

15. Maryland Inventory of Cemeteries and Burial Sites Workgroup: (SB 354/HB 509, CH 411/412)
16. Maryland Licensing Workgroup in Office of Financial Regulation: (SB 1026/HB 1516, CH 118/119)
17. Workgroup on Children in Unlicensed Settings & Pediatric Hospital Overstays: (SB 696/HB 962, CH479/480)
18. Maryland State Department of Education Workgroup on Mixed Delivery Prekindergarten: (HB 1475, CH 374)
19. Task Force to Study Fiduciary Adjudication in Maryland: (HB 315, CH 220)
20. Workgroup on Transfer of Member Services Between State and Local Retirement Systems: (SB 457/HB 584)
21. Workgroup to Study Implementation of an Expanded 3-1-1 Nonemergency System: (SB 775/HB 1027, CH 17/18)
22. Maryland Connectivity Coalition: (HB 731, CH 549)
23. Anne Arundel County Crownsville Hospital Memorial Park Advisory Committee: (HB 971, CH 657)
24. Maryland Health Insurance Coverage Protection Commission: (HB 718, CH 718)
25. Somers Cove Marina Advisory Commission: (HB 720, CH 444)
26. Community Health Coalitions

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

1. Workgroup on the Creation of a Data Dashboard for Public Work Contracts & Apprentices: (SB 3/HB 850)
2. Workgroup on Artificial Intelligence Implementation: (HB 956, CH 105)
3. Task Force to Improve Attendance and Reduce Chronic Absenteeism in Schools: (HB 879/CH 243)
4. Maryland Collaborative to Improve Children's Oral Health Through School-Based Programs: (HB 1143, CH 753)
5. Maryland Health Insurance Coverage Protection Commission: (HB 718, CH 696)
6. Workgroup to Study the Rise in Adverse Decisions in the State Health Care System: (SB 776/HB 995, CH 671, 672)
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15. Maryland Licensing Workgroup in Office of Financial Regulation: (SB 1026/HB 1516, CH 118/119)
16. Workgroup on Children in Unlicensed Settings & Pediatric Hospital Overstays: (SB 696/HB 962, CH479/480)
17. Maryland State Department of Education Workgroup on Mixed Delivery Prekindergarten: (HB 1475, CH 374)

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

Information Technology Advisory Board: (SB 705/HB 738, CH 845/846)

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

1. Task Force to Study Fiduciary Adjudication in Maryland: (HB 315, CH 220)
2. Workgroup on Transfer of Member Services Between State and Local Retirement Systems: (SB 457/HB 584)
3. Workgroup to Study Implementation of an Expanded 3-1-1 Nonemergency System: (SB 775/HB 1027, CH 17/18)
4. Maryland Connectivity Coalition: (HB 731, CH 549)
5. Anne Arundel County Crownsville Hospital Memorial Park Advisory Committee: (HB 971, CH 657)
6. Maryland Health Insurance Coverage Protection Commission: (HB 718, CH 718)
7. Somers Cove Marina Advisory Commission: (HB 720, CH 444)
8. Community Health Coalitions

ITEM 6: Executive Director's Report – Staff Recognitions

Discussion: Ms. Allgair recognized Annette Johnson-Jacks for 35 years of service on July 11th and Darlene Brocki Gavel for 35 years of service this past December 18th.

ITEM 7: Executive Director's Report – Update on New Training Modules

Discussion: Ms. Allgair briefed the Commission on the status of the training modules being developed by Maryland Public Television.

ITEM 8: Executive Director's Report – Local Boards Ethics Trainings

Discussion: Ms. Allgair and Ms. Watson briefed the Commission on training provided to the local boards of elections.

ITEM 9: Local Government – Prince George's County (25-0572)

Discussion: Ms. Watson briefed the Commission on the proposed amendments to the local ethics ordinance for Prince George's County.

Decision: The Commission approved the proposed amendments.

A motion was made by Mr. Robey and seconded by Ms. Morgan 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 9:38 a.m.

ITEM 10: Informal Matter – Memo on Non-Participation Plans and Mitigation Agreements

Discussion: Ms. Watson presented five non-participation agreements or mitigation agreements provided and approved of by the staff. The matters included 25-0441, 25-0442, 25-0443, 25-0444 and 25-0445.

ITEM 11: Informal Matter – Maryland General Assembly (25-0366)

Discussion: Ms. Watson briefed the Commission on a secondary employment request regarding an employee in the Maryland General Assembly working for an entity that has a business relationship with the State.

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

ITEM 12: Informal Matter – Department of Housing & Community Development (25-0383)

Discussion: Mr. Colquhoun briefed the Commission on a secondary employment request regarding an employee in the Department of Housing & Community Development wanting to serve on a city review commission that receives grants from the Department.

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

ITEM 13: Informal Matter – Office of the Comptroller (25-0392)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee of the Office of the Comptroller wanting to serve on a county central committee.

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

ITEM 14: Informal Matter – Department of Human Services (25-0558)

Discussion: Ms. Henry briefed the Commission on a secondary employment request regarding an employee of the Department of Human Services working as a therapist for an entity that has a business relationship with the Department.

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

ITEM 15: Informal Matters – Secondary Employment Requests

Discussion: Mr. Colquhoun, Ms. Henry and Ms. Watson briefed the Commission on secondary employment requests regarding employees in the Department of Health working at an entity that is regulated by the Department or has a business relationship with the Department. The matters included: 25-0335, 25-0345, 25-0349, 25-0350, 25-0356, 25-0360, 25-0400, 25-0409, 25-0412, 25-0416, 25-0421, 25-0422, 25-0424, 25-0425, 25-0426, 25-0462, 25-0476, 25-0478, 25-0492, 25-0514, 25-0515, 25-0517, 25-0518, 25-0535, 25-0537, 25-0538, 25-0541, 25-0553, 25-0563 and 25-0566.

Decision: The Commission granted exceptions to allow secondary employment for all matters.

ITEM 16: Informal Matter – Maryland Automobile Insurance (25-0582)

Discussion: Mr. Colquhoun briefed the Commission on a secondary employment request regarding an employee of the Maryland Automobile Insurance serving as a board member of a non-automobile insurance company.

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

ITEM 17: Informal Matter – Department of Information Technology (25-0456)

Discussion: Ms. Henry briefed the Commission on a request regarding an employee in the Department of Information Technology having a financial interest in an entity that has a business relationship with the Department.

Decision: The Commission granted an exception to allow this financial interest.

ITEM 18: Informal Matter – Maryland Lottery and Gaming Control Agency (25-0532)

Discussion: Mr. Colquhoun briefed the Commission on a request from the Maryland Lottery and Gaming Control Agency regarding whether their employees can accept discounts on food and beverages and whether it may be more restrictive than the Public Ethics Law.

Decision: The Commission advised that the agency may be more restrictive and provided advice regarding the gift provisions of the Public Ethics Law and directed Mr. Colquhoun to respond to the Maryland Lottery and Gaming Control Agency's questions.

ITEM 19: Review of 2026 Departmental Legislation Proposal

Discussion: Ms. Allgair briefed the Commission on one proposed departmental bill to be submitted by the Commission by July 1st.

ITEM 20: 2025 Legislative Session Report & Action Plan

Discussion: Ms. Allgair briefed the Commission on after-session action plans for several bills that affect the Commission's operations.

ITEM 21: Discussion of Regulation Revisions 2025-2026

Discussion: Ms. Allgair briefed the Commission on an overview of possible regulation amendments that are necessary due to several legislative changes. Proposed regulation amendments will be presented to the Commission at a future meeting.

ITEM 22: A-20-25

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

Decision: The Commission declined to issue the complaint.

ITEM 23: A-21-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-13-25)

ITEM 24: A-22-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-14-25)

ITEM 25: A-25-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-15-25)

ITEM 26: A-26-25

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

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

ITEM 27: A-38-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-16-25)

ITEM 28: B-1-25

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

Decision: This matter will remain on the Preliminary Inquiry Docket.

ITEM 29: B-2-25

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

Decision: This matter will be closed with a letter.

ITEM 30: B-4-25

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

Decision: This matter will be closed with a letter.

ITEM 31: B-5-25

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

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

ITEM 32: B-8-25

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

Decision: This matter will be closed with a letter.

ITEM 33: B-9-25

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

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

ITEM 34: B-10-25, B-11-25 and B-12-25

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

Decision: Complaints will be issued in these matters. (C-4-25, C-5-25, C-6-25)

ITEM 35: C-2-24 and C-2-25

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

Decision: A letter was issued and these matters will be closed.

ITEM 36: A-27-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-17-25)

ITEM 37: A-30-25

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

Decision: This matter will be placed on the Preliminary Inquiry Docket. (B-18-25)

ITEM 38: A-18-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 39: A-23-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 40: A-24-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 41: A-28-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 42: A-29-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 43: A-32-25

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

Decision: The Commission accepted the Lobbyist Filing Agreement.

ITEM 44: A-12-25

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

Decision: A complaint will be issued in this matter. (C-3-25)

ITEM 45: A-33-25

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

Decision: The Commission authorized complaints in these matters.

ITEM 46: A-34-25

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

Decision: The Commission authorized complaints in these matters.

(Ms. Thompson, Ms. Allgair, Ms. Watson, Mr. Garrett and Ms. Pizzi participated in the briefings to the Commission but did not participate in the decisions regarding Items 22 through 46.)

The meeting was adjourned at 11:48 a.m.