

**Howard County Ethics Commission  
3430 Courthouse Drive  
Ellicott City, Maryland 21043**

**OPEN MEETING MINUTES**

A duly advertised public meeting of the Howard County Ethics Commission was held in the Ellicott City/Columbia Room, George Howard Building, 3430 Courthouse Drive, Ellicott City, Maryland, 21043 on September 14, 2017.

**Commission Members Present:** Charles Fuller, Chair  
Joanne Drielak  
Joseph Markwordt  
**Absent:** Jonathan Kromm, Jean Xu

**Staff Members Present:** Beverly Heydon, Asst. County Solicitor, Executive Secretary to the Commission

Fuller called the open meeting to order at approximately 6:06 p.m. The following items of business were discussed in open session:

1. Consideration of Advisory Opinion 2017-01. The Requestor, an employee with the Howard County Housing Commission, appeared at a public meeting, was sworn, and gave testimony related to his request for a written advisory opinion. Requestor was seeking an opinion as to whether his involvement on the BRHP created a conflict of interest with his employment with the County.
2. Discussion of HC 22.203(i), "The Commission shall conduct a public information and education program regarding the purpose and implementation of this subtitle." The Commission discussed past public information programs and concluded that an ethics awareness campaign using county social media would be appropriate. Upon motion by Markwordt and seconded by Drielak, the Commission voted unanimously to request that its Executive Secretary coordinate with Public Information to use social media for an ethics awareness campaign.
3. Discussion of HC 22.203(c): "The Commission shall elect a chairman from among its members. The term of the chairman is one year. The chairman may be reelected." A motion was made by Markwordt to re-elect Charles Fuller as the Chair. The motion was seconded by Drielak and passed by a unanimous vote.
4. Discussion of Financial Disclosure Statements, lobbying reports, certification. All financial disclosure statements were due April 30, 2017, the majority of which have been received. All employees have filed, there are approximately two delinquent Board and Commission members. The Executive Secretary will continue to attempt contacts with the delinquent Board and Commission members. Lobbyist reports and registrations have

all been filed. The annual comprehensive lobbying report has been finalized. The Ethics Commission website has been updated to include the 2017 list of lobbyists. The annual ethics certification has been filed with the State Ethics Commission.

Motion by Markwordt to adjourn Open Meeting and go into closed meeting, which was seconded by Drielak and passed unanimously. Open Meeting adjourned at approximately 6:33 p.m.

**Closed Meeting:** Pursuant to the Open Meetings Act, minutes of this open session are required to include the following:

Date of Closed Meeting: September 14, 2017

Time of Closed Meeting: Approximately 6:33 p.m.

Place of Closed Meeting: George/Howard Building, Columbia/Ellicott City Room, 3430 Courthouse Drive, Ellicott City, MD 21043

Purpose: To discuss, deliberate, and seek legal advice, on one confidential advisory opinion.

Authority to Close: 1) Md. Code Ann., Gen. Prov. Art. §3-305(b)(7): To consult with counsel to obtain legal advice on a legal matter; 2) Md. Code Ann., Gen. Prov. Art. §3-305(b)(13): To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; 3) To comply with the Commission's Rules of Procedure set forth in Rule 03.C, "the Commission may be in closed sessions to consider an advisory opinion request to the extent that consideration of the request would necessarily lead to identification of the subject of the request;" 4) Howard County Code §22.203(m)(3): "The Commission shall publish or otherwise make available to the public copies of the advisory opinions, with the identities of the subjects deleted."

Listing of topics discussed: Advisory Opinion 2017-01: The Commission reviewed, deliberated, and sought legal advice regarding the applicability and interpretation of the Code as it applied to Advisory Opinion 2017-01.

Persons present: Attorney Heydon; Members: Drielak, Fuller, and Markwordt.

Actions taken: Deliberated, consulted with counsel, reviewed Howard County Code, and issued verbal authorization to the Commission's attorney for one written advisory opinion.

Respectfully submitted and approved by Fuller, Drielak, and Markwordt on 10/20/17.



Beverly Heydon  
Executive Secretary