

**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 October 30, 2018, at 6:00 p.m.

Commission Members Present: Charles Fuller, Chair
Joanne Drielak
Joseph Markwordt
Jonathan Kromm

Commission Members Absent: Jean Xu

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

Fuller called the open meeting to order at approximately 6:07 p.m. The following items of business were discussed in open session:

1. Vote to Approve Agenda: Motion was made by Drielak and seconded by Markwordt. There was a unanimous vote to approve the agenda.
2. Update regarding recommendations to ethics code: Recommendations were sent to the Executive and County Council. The County adopted the mandatory provisions as recommended by the State Ethics Commission. The new provisions became effective October 1, 2018.
3. Financial disclosure statements: Cycle for 2018 disclosures starts in January/February, 2019. Heydon is coordinating with IT to update the electronic system and make all necessary changes.

Motion by Fuller to adjourn open meeting and go into closed meeting, which was seconded by Drielak and passed unanimously. Open Meeting adjourned at approximately 6:09 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: October 30, 2018

Time of Closed Meeting: Approximately 6:09 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 Inquiry, 2018-01.

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; attorney-client privilege; 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;" and 5) §22.203(n)(9) (i) After a complaint is filed and until a final finding of a violation by the Commission, all actions regarding a complaint are confidential."

Listing of topics discussed: Inquiry 2018-01: The Commission reviewed, deliberated, and sought legal advice regarding the applicability and interpretation of the Charter and Code as it applied to Inquiry 2018-01.

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

Actions taken: Deliberated, consulted with counsel, reviewed Howard County Code and Charter, and issued verbal authorization and directives to the Commission's attorney to notify the complainant and subject that Inquiry 2018-01 has been dismissed.

Upon motion by Markwordt, and seconded by Kromm, the Commission voted unanimously to adjourn the closed meeting and re-open the open meeting. The open meeting was then called to order by Fuller and re-opened for a short discussion about the next meeting, wherein members agreed that the next meeting will be scheduled as needed. Notice was given by Heydon that she will no longer be serving as the Executive Secretary and Counsel to the Commission due to re-appointments within the Office of Law. The Commission expressed their gratitude for ten years of counsel to the Commission. Upon motion by Drielak and seconded by Markwordt, the Commission voted unanimously to adjourn the open meeting at approximately 6:25 p.m.