

City of College Park
Ethics Commission Meeting
Virtual Meeting
June 17, 2021
7:00 PM

Final Minutes

	PRESEN T	ABSENT
Commissioner Alan Bradford		X
Commissioner Nora Eidelman		X
Commissioner Rachel Gregory	X	
Commissioner Jane Hopkins		X
Commissioner Frank Rose	X	
Commissioner Joseph Theis	X	
Commissioner Robert Thurston	X	

Also Present: John Payne, Chair of the Board of Election Supervisors; Victoria Shearer, Legal Counsel; Janeen Miller, City Clerk; Yvette Allen, Assistant City Clerk; Joi Woods, Contract Secretary

I. Call to Order

Commissioner Theis called the Public Session to order at 7:04 p.m.

II. Approval of the June 17, 2021 Agenda

The agenda was reordered to move discussion of Ethics Commission City Election responsibilities. Commissioner Rose motioned to approve the agenda for the June 17, 2021 meeting. Commissioner Gregory seconded the motion. All were in favor, none opposed. The motion passed.

III. Discussion of Ethics Commission City Election responsibilities

John Payne, Chair of the Board of Election Supervisors and the Commission discussed the Ethics Commission responsibilities with respect to November 7, 2021 City Election.

Noted points included:

- A. Conduct training (jointly with Board of Election Supervisors) for candidates on Thursday, August 17, 2021 at 7:00 p.m.

Commissioner Thurston motioned to virtually host Conduct Training jointly with the Board of Election Supervisors on August 17, at 7:00 p.m. via Zoom. Commissioner Rose seconded the motion. All were in favor, none opposed. The motion passed.

- B. Review candidate Financial Disclosure Statements - suggested date is Thursday, September 16, 2021.

Commissioner Thurston motioned to hold a meeting on Thursday, September 16, 2021 at 7:00 p.m. via Zoom. Commissioner Rose seconded the motion. All were in favor, none opposed. The motion passed.

IV. Approval of February 8, 2021 Minutes

Commissioner Gregory motioned to approve the February 8, 2021 minutes as submitted. Commissioner Rose seconded the motion. All were in favor, none opposed. The motion passed.

V. Review of Financial Disclosure Statements- Elected Officials

The Commission reviewed and discussed Financial Disclosure Statements submitted by Elected Officials to determine if follow-up action is required.

A. The Commission discussed following up with Candidates to obtain a signature page from Members with missing and Electronic Signatures.

- **Mayor Patrick Wojahn** - No items for correction noted

District 1

- **Council member Kate Kennedy**- Schedule H errors, spouse's employment disclosed in the wrong space; no further action necessary
- **Council member Fazul Kabir**- non disclosure of spouse's employment; no further action necessary
- **Council member Esters** - Incomplete submission, missing employment; no affirmation; missing signature schedule H

District 2

- **Council member Monroe Dennis**- No noted items for correction
- **Councilmember Robert Day**- Schedule B item 7, Yes & No boxes are selected; no formal follow-up needed, Commissioner Theis will follow up with a phone call.
- **Council member John Rigg** - missing signature
- **Council member Maria Mackie** - missing signature;
 - Commissioner Theis noted that a declaration of a Conflict of Interest is needed as matters arise.
- **Councilmember Denise Mitchell**
 - A potential conflict of interest was noted due to Councilmember Mitchell's participation as an Advisory Board Member for the Monarch Preschool. The Preschool recently sought a special permit from the City.

Commissioner Theis will forward a letter requesting additional background information regarding the nature of business Council Member Mackie's, assigned duties, and frequency of business

Commissioner Gregory motioned to accept the Financial Disclosure Statements . Commissioner Rose seconded the motion. All were in favor, none opposed. The motion passed.

VI. Review of Disclosure of Gifts and Conflict of Interest Statements submitted by Employees and Advisory Board members

- Lisa Ealley - Animal Welfare Committee
- Pablo de Oliveria - Committee for a Better Environment
- Tom Davis - Veterans Memorial Committee

Commissioner Theis will forward a letter requesting the completion of filing.

Commissioner Rose motioned to accept the Disclosure of Gifts and Conflict of Interest Statements submitted by Employees and Advisory Board members . Commissioner Thurston seconded the motion. All were in favor, none opposed. The motion passed.

VII. Recognition of departing Commission Member

Commissioner Theis thanked and acknowledged Commissioner Rachel Gregory for her service on the Ethics Commission.

VIII. Other Business

A. Potential budget adjustments parameters

- The commission discussed budget considerations FY 2022 to enhance training efforts. The balance is estimated at \$7,500. Janeen Miller will confirm the balance.

B. Changes to Financial Disclosure forms 1 and 2 regarding clarification of the language used in the disclosure forms about leasehold interests in Schedule A.
Janeen Miller will follow up regarding the status of the change.

C. Chapter 38 of the City Code change

The commission revisited the clarification of the language used in the disclosure forms about leasehold interests in Schedule A and associated changes to the City Code.

Janeen Miller will follow up regarding the status of the change.

D. Financial Disclosure Requirements for the Executive Director of College Park Housing Authority

The commission revisited the status of the filing of a Financial Disclosure from the Executive Director of College Park Housing Authority discussed during the February meeting.

- Commissioner Theis presented the commission's position, that the Executive Director position is covered under Chapter 38 of the city code. A Financial Disclosure form was submitted by the Executive Director.

IX. Next Meeting

The next meeting is scheduled for Thursday, September 16, 2021.

X. Adjournment

Commissioner Thurston motioned to adjourn the meeting . Commissioner Rose seconded the motion. All were in favor, none opposed. The motion passed.

Meeting adjourned at 8:11 p.m.