



CALVERT COUNTY
ETHICS COMMISSION
Post Office Box 1104
Prince Frederick, Maryland 20678

MEETING NOTICE

The Calvert County Ethics Commission (CCEC) will conduct their open meeting on ***Tuesday, Mar. 19, 2019***, at **4:30pm**, at the Phillips House, 28 Duke Street, Prince Frederick, Maryland.

OPEN AGENDA

Roll Call

Members: Jennifer J. Mazur, Chairperson
Wayne Millette, Acting Vice-Chairperson
Rachel Norris, Secretary
Matthew Raymer, Member
Julia Sampson, Member
Vacant, Alternate

Staff: Keisha Arthur, Executive Administrative Aide, Board of County Commissioners

General Business & Administrative Matters

Call to order – determine quorum
Approve open agenda
Review of open minutes from Feb 19th meeting

New Business

1. Conflict of Interest in the Code
2. Enforcement of the Code

Old (Unfinished) Business

1. Rules of Procedure
 - a. Discussion of revisions and approval
2. Training
 - a. Three trainings complete
 - i. Discuss other members for training

Ongoing Business

1. ***Financial Disclosure Statements***
 - a. ***Distributed – due on March 31, {ask Keisha for status.}***
2. ***Budget: FY 20 budget due October 31***
3. ***Annual PO Box due Jan. 30, 2020***
4. ***Jamie checking voicemail for new messages every Monday.***
5. ***Wayne and Matt to check mailbox weekly.***
6. ***Annual Report to BOCC – January timeline – was this forwarded to BOCC?***

Jennifer Mazur, Chairperson Wayne Millette, Acting-Vice-Chair Rachel Norris, Secretary
Matt Raymer, Member Julia Sampson, Member
Telephone 410-414-8079 Email calvertethics@gmail.com

Public Comment

There is a time limit of 5 minutes per speaker.

Announcements

At our last meeting three item(s) were discussed: *Closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

Recess, subject to Motion of Privilege for Closed Meeting:

Two item(s) to be discussed *closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

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**Executive Session Agenda**

**1. Pending or potential litigation:** to consult with staff, consultants, or other individuals about pending or potential litigation [3-305(b)(8)(i)]

**2. Personnel Matter:** The Board will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction. [3-305(b)(1)(i)]

*Reasonable accommodation will be provided upon request.  
Requests are encouraged to be submitted in advance of the meeting date.*

*This agenda is subject to change and the times listed are approximate. If any items are added for consideration, they will be included on a revised agenda that will be issued prior to the closed session.*

\*\*\* If you would like to be notified of upcoming hearings, meetings, or other events, please subscribe via the Calendar page of our website at <http://www.co.cal.md.us/list.aspx>. \*\*\*