

WASHINGTON SUBURBAN SANITARY COMMISSION

BOARD OF ETHICS

OPEN MEETING MINUTES

**Thursday, August 14, 2008
Laurel, Maryland**

The Board met in the General Manager’s Conference Room at the offices of the Washington Suburban Sanitary Commission, 14501 Sweitzer Lane, Laurel, Maryland pursuant to the Open Meeting Law, Article 10-502(g).

At 2:02 p.m., Chair Walton called the meeting to order with the following members present:

**William Walton, Chair
Charles Kuderna
Steve Hausman
Robert Moore, Alternate Member**

**Also present: Maxene Bardwell, Internal Audit Manager
Heather Ashbury, Associate Counsel I
Lucretia Morris, Administrative Assistant IV**

Open Session

Approval of Minutes

The Board discussed the Thursday, July 10, 2008, “draft” meeting minutes. On motion of Mr. Kuderna, seconded by Mr. Hausman, the Board unanimously approved the minutes.

Closed Session

On motion of Mr. Kuderna, seconded by Mr. Hausman, the Board unanimously approved to end the open session at 2:05 p.m. and move into closed session at 2:06 p.m.

The Board discussed the closed session minutes, Advisory Opinions and a Complaint.

On motion of Mr. Kuderna, seconded by Mr. Hausman, the Board unanimously agreed to end the closed session at 2:44 p.m. and return to open session at 2:45 p.m.

Other Matters of Discussion

1. **Selection & Recognition of Ethics Officer Position**
Ms. Bardwell informed the Board there were eight candidates. However, (as shared by Mr. Kuderna) one did not show and wanted to reschedule, but the decision was made not to reschedule the interview. In addition, one candidate was unavailable. The three member panel recommended the top three candidates to the Commissioners. Ms. Bardwell also stated all, but one of the finalists are attorneys.
2. **Update – Board Member Position Advertisement**
Ms. Bardwell informed the Board the advertisement closed on July 31, 2008, and Internal Audit has received several resumes including Mr. Moore's.
3. **Complaint Letter**
The Board discussed the letter of complaint received from rate payer Mr. Parrish and decided this was not a Board of Ethics matter and it should be handled by the Customer Care Team.
4. **Recognition Ceremony**
The Board honored Mr. Kuderna with a blue beveled plaque for his three years of dedicated service on the Board of Ethics.

**On motion of Mr. Kuderna, seconded by Mr. Hausman, the Board
unanimously agreed to adjourn the meeting at 3:07 p.m.**

/signed/
Lucretia Morris
Administrative Assistant IV