

WASHINGTON SUBURBAN SANITARY COMMISSION

BOARD OF ETHICS

OPEN SESSION MINUTES

Thursday, April 15, 2021  
Laurel, Maryland

The Board of Ethics ("Board") met via videoconference to conduct an Open Session pursuant to Maryland Code Annotated, General Provisions Article § 3-305(b)(13).

Chair Pruden called the meeting to order at 1:02 p.m. with the following

members present:

George Pruden II, Chair  
Steven Hausman, Member  
Jeffrey Hysen, Member  
Chandria Slaughter, Alternate Member.

Also present:

Amanda Stakem Conn, General Counsel  
Angelique Dorsey White, Ethics Officer  
Russel Beers, Deputy General Counsel and Counsel to the Board  
Latonya Allen, Administrative Assistant.

**Open Session**

**Additions to Closed Session Agenda**

Ms. Dorsey White stated that she received two agenda items after the meeting materials were distributed. She requested approval to add Complaints C-21-02 and C-21-03 to the Closed Session agenda.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to add Complaints C-21-02 and C-21-03 to the Closed Session.

**Approval of Open Session Minutes – March 10, 2021**

The Board reviewed the draft Open Session Minutes for March 10, 2021.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to approve the March Open Session Minutes.

**Matters of Discussion**

**Ethics Program Monthly Report**

Ms. Dorsey White provided an update on the activities in the Ethics Office for March 2021. She reported that she provided ethics training to five new employees as part of the onboarding process.

Also, Ms. Dorsey White shared that the Ethics Office provided guidance on 21 matters, of which the leading categories were General Inquiry/Administration and Disclosure Statements. Dr. Hausman asked if 15 to 20 requests for guidance are typical for each month. Mr. Dorsey White replied in the affirmative.

**Annual Disclosure Request**

Ms. Dorsey White provided an update on the annual disclosure request process. She stated that annual disclosure requests were sent to all employees on April 1, 2021, with an April 30, 2021 deadline. As of the meeting date, 50 percent of employees had submitted their forms. Further, Ms. Dorsey White stated that employees receive weekly reminders until their disclosure is submitted. Chair

Pruden asked when the Board would receive their forms and Ms. Dorsey White stated that it would be sent after the meeting.

**HB 501 – Late Fee Bill**

General Counsel Amanda Stakem Conn reported that the late fee bill passed the Maryland General Assembly on April 12, 2021. She explained that it was passed on a very tight timeline as the bill was voted on at 11:54 p.m. on the last day of the legislative session. Further, she stated that the bill will take effect on June 1, 2021. Ms. Stakem Conn also expressed her gratitude for the diligent efforts of Intergovernmental Relations Department Head Karen Riley and Intergovernmental Relations Manager Guy Andes to ensure that the bill passed.

**Informational Items**

**Delinquent Financial Disclosure Filer(s)**

Ms. Allen stated that there was one delinquent financial disclosure filer to report.

**Closed Session Approval**

At 1:13 p.m., on motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to conclude the Open Session and conduct a Closed Session pursuant to Maryland Code Annotated, General Provisions Article § 3-305(b)(13) to approve March 10, 2021 Closed Session Minutes; General Provisions Article § 3-305(b)(13) and WSSC Code of Ethics Ch. 1.70.110 to address four Complaints; and General Provisions Article § 3-305(b)(7) to obtain legal advice regarding four Complaints and Potential Complaints.

**Attendees:** Chair George Pruden; Member Steven Hausman; Member Jeffrey Hysen; and Alternate Member Chandria Slaughter. Staff present: Ethics Officer Angelique Dorsey White; Deputy General Counsel and Counsel to the Board Russel Beers; Administrative Assistant Latonya Allen and Associate General Counsel Rahel Kifle.

**Closed Session**

**Approval of Closed Session Minutes – March 10, 2021**

The Board reviewed the draft Closed Session Minutes from the March 10, 2021 meeting.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to approve the March Closed Session Minutes.

**Complaint C-21-02**

Associate General Counsel Rahel Kifle joined the meeting at 1:17 p.m.

Ms. Kifle provided an update on this complaint.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to extend the time for counsel to submit the preliminary report to July 7, 2021, for discussion at the July 14, 2021 Board meeting.

Ms. Kifle left the meeting at 1:35 p.m.

**Complaint C-21-03**

Ms. Dorsey White provided an update on this complaint.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to extend the time for counsel to submit the preliminary report to July 7, 2021, for discussion at the July 14, 2021 Board meeting.

**Complaint C-21-04**

Ms. Dorsey White provided an update on this complaint.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to dismiss this complaint pursuant to Code Ch. 1.70.080(d)(2).

**Complaint C-20-07**

Ms. Dorsey White provided an update on this complaint.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to: 1) hold a pre-hearing conference for Respondent 1 on May 12, 2021; 2) appoint Chair Pruden as Hearing Officer to rule on matters as necessary during the pre-hearing conference; 3) postpone the hearing to a date agreed upon at the pre-hearing conference; and 4) accept a settlement agreement with Respondent 2.

**Potential Complaints**

No potential complaints were discussed.

Adjournment

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to adjourn the meeting at 2:47 p.m.

A handwritten signature in black ink that reads "Angelique Dorsey White". The signature is written in a cursive style and is positioned above a horizontal line.

Angelique Dorsey White, Esq.  
Ethics Officer