

WASHINGTON SUBURBAN SANITARY COMMISSION

BOARD OF ETHICS

OPEN SESSION MINUTES

Wednesday, May 11, 2022
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 George Pruden called the meeting to order at 1:00 p.m. with the following members present:

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

Also present:

Angelique Dorsey White, Ethics Officer
Russel Beers, Counsel to the Board
Latonya Allen, Administrative Assistant
Tamika Taylor, OIG Associate General Counsel

Open Session

Approval of Open Session Minutes – April 13, 2022

The Board reviewed the draft Open Session Minutes from the April 13, 2022 meeting.

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

Matters of Discussion

Ethics Program Monthly Report

Ms. Dorsey White provided an update on the activities in the Ethics Office for April 2022. She reported that she provided ethics training to 15 new employees as part of the onboarding process.

Ms. Dorsey White also shared that the Ethics Office provided guidance on 56 matters, of which the leading categories were Disclosure Statements and Outside Employment / Interests.

Ms. Dorsey White stated that the Ethics Spotlight topic that she will present at the May 18, 2022 Commission meeting will be “Outside Employment.” Relatedly, she gave an update on the launch of the outside employment pre-approval form. She stated that approximately 34 forms have been submitted by current employees who have secondary employment. Dr. Hausman stated that it is refreshing that the process has been implemented because the Board worked on this policy for so many years. Ms. Dorsey White added that no applications have been denied on merits. Nine applications were approved without conditions. Ten applications were approved with conditions due to possible overlap with their WSSC responsibilities. Further, she shared that the most interesting observation is the large number of hours some employees work at their secondary jobs. The Board agreed that if the additional employment is not affecting the quality of the

employee's WSSC work, then it is acceptable for the employee to retain the secondary employment regardless of the number of hours worked.

2021 Annual Ethics Report - Final

Mr. Dorsey White provided an update on the 2021 annual Ethics Report. She stated that it was reviewed and approved at the April 20, 2022 Commission meeting. She also shared that the counties received their reports before the April 30, 2022 deadline. The Commissioners had no questions about the report.

BOE Meeting Location

Ms. Dorsey White shared that the COVID restrictions on in-person meetings have been lifted and that the Commissioners will return to in person meetings in June 2022. Chair Pruden stated that he currently comes to RGH and prefers meeting in-person, but he would support the preference of the majority. Dr. Hausman, Mr. Hysen, and Ms. Slaughter stated that they prefer the meetings to continue virtually as it better accommodates their schedules, reduces travel times, and saves on transportation costs. Dr. Hausman suggested a hybrid setting for any who want to attend in person. The Board agreed with the suggestion. Chair Pruden stated that he would continue to attend in person and when he is unavailable, Dr. Hausman will attend in his place. Ms. Dorsey White added that she has spoken with Corporate Secretary Julianne Montes De Oca and that the Board can meet in the Commissioners' Conference Room.

Additionally, Ms. Dorsey White stated that there is no longer a need to broadcast the meeting through Granicus because allowing the public to attend the Open Session in person satisfies the Open Meetings Act requirements. Ms. Dorsey

White will find out if any COVID safety precautions are required for the public to attend the meetings.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted that beginning in June 2022 open session meetings will be held in-person. A hybrid meeting setting will be available for Board members to choose how they want to attend.

Financial Disclosure Update

Ms. Dorsey White provided an update on the status of the annual financial disclosure process. She stated that she reported the issue to the vendor on April 4, 2022. To date, she does not have a timeline of when the issues will be resolved. Therefore, she requested an additional extension of time for financial disclosure filers to submit their forms.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to extend the financial disclosure deadline to June 30, 2022.

Informational Items

Delinquent Financial Disclosure Filer(s)

Ms. Allen stated that there were no overdue financial disclosure filers to report.

Closed Session Approval

At 1:42 p.m., on motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to approve April 13, 2022 Closed Session Minutes; General Provisions Article § 3-305(b)(13) and WSSC

Code of Ethics Ch. 1.70.110 to address two Complaints; and General Provisions Article § 3-305(b)(7) to obtain legal advice regarding two Complaints and Potential Complaints / Confidential Legal Investigations.

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

Approval of Closed Session Minutes – April 13, 2022

The Board reviewed the draft Closed Session Minutes from the April 13, 2022 meeting.

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

Potential Complaints / Confidential Legal Investigations

Potential Complaint #5

Ms. Dorsey White provided an overview of this matter.

C-22-01

Ms. Beers provided an update on this case.

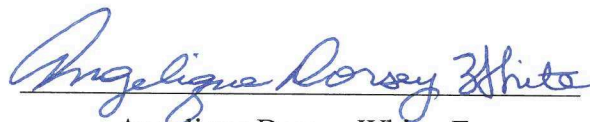
On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to dismiss the complaint pursuant to Code Chapter 1.70.080(a)(3).

C-20-07

The Board deliberated on this case.

Adjournment

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to adjourn the meeting at 3:13 p.m.


Angelique Dorsey White, Esq.
Ethics Officer