Baltimore City Ethics Board
635 City Hall
Baltimore, MD 21202
July 14, 2021

Minutes of the Meeting

The Ethics Board met on July 14, 2021 at 2:30 p.m. by conference call.

Call to Order: Chairman Stephan Fogleman called the Ethics Board meeting to order at 2:43 p.m. with a quorum present. Member Arnold Sampson was absent for the first part of the public meeting.

Statement Concerning May's Administrative Session and Potential Administrative Session: Chair Fogleman read the following statement:

> Per the Open Meetings Act, the Board discloses that it adjourned its virtual open meeting on June 9, 2021 to enter into an administrative session at approximately 2:51 pm. All Board members were present. Members discussed administrative matters including complaints.
>
> The Board may need to close some or all of this meeting to preserve the confidentiality mandated by the Ethics Code or as otherwise authorized by the State Open Meetings Act. Likewise, upon adjournment of the Open Session, the Board may reconvene for an Administrative Session to discuss non-public, administrative functions of the Board.

Approval of Written Minutes for June 9, 2021 Public Meeting: The Board approved the June 9, 2021 minutes with a vote of 3-0.

Director's Update: Director Hochstetler and Executive Assistant Ford updated the Board on the staff's recent work:

- Ethics Training
  - 1 Ethics Training session was held in June with 36 attendees.
  - 1 live Ethics Training sessions is scheduled for the coming months:
    - 9/23/2021 (5 people registered so far)
  - Automated Ethics Training – coming fall 2021

- Help Desk
  - 68 help desk requests were received and resolved by the Ethics Board Staff in June.
    - 5 help desk requests were from lobbyists.
    - 2 help desk requests were concerning gift solicitations.
    - 17 help desk requests were concerning financial disclosure statements.

        - 34 help desk requests were ethics inquiries.
        - 6 help desk requests were concerning the Ethics Training.
        - 2 help desk requests were administrative (question about deadlines, forms, etc).
        - 2 help desk requests were not within the Board's jurisdiction and were referred elsewhere.
    - 25 help desk requests received so far in July.

- Advisory Opinion 21-004 – Outside/Secondary employment—wide distribution and twitter.

- Financial Disclosure Statements:
    - 2,874 required filers.
        - A few individuals were incorrectly listed as required filers by their agencies and were removed from total.
    - 2,914 filers have submitted financial disclosure statements.
        - 207 individuals who submitted statements were not required to file.
    - 59 outstanding filers.
        - 108 required filers are no longer with the City/on leave and were subtracted from the total of outstanding filers.

- Additional Ethics Requirements
    - Since the last Ethics Board meeting, Board staff have received:
        - 1 Pre-Appointment Disclosure
        - 3 Conflicts Affidavits
        - 5 Notices of Ethics Requirements

- Lobbying
    - Semi-annual lobbying activity reports are due July 31, 2021.

- Gift Solicitation Reports
    - 1 gift solicitation application submitted to the Ethics Board.
    - 1 gift solicitation campaign filed final report.
    - 3 gift solicitation campaigns filed interim reports.

Board Discussion: Board members discussed consequences for outstanding filers. Board members agreed to send a final notice to outstanding filers, their agency heads/appointing authorities, the Director of Human Resources, the City Solicitor, and the Inspector General, notifying the filers of the potential consequence of suspension without pay.

Mayor's Office of Immigrant Affairs Governmental/Charitable Gift Solicitation Application – Baltimore Immigrant Community Fund: Director Catalina Rodriguez Lima provided an overview of the Baltimore Immigrant Community Fund campaign, which expired in May 2020 and for which she would like to receive a new gift

solicitation waiver. Rodriguez responded to questions about the previous campaign's donations and expenditures. The Board requested that Rodriguez amend the previous campaign's final report to include: 1) a more detailed breakdown of each of the expenditure categories; and 2) details for disbursements since the final report and projected surplus expenditures. Rodriguez agreed to provide the additional information.

The Board agreed to review the gift solicitation application at the following Ethics Board meeting after Rodriguez provides additional information about the previous campaign's donations and expenditures.

Vice Chair Davis requested a copy of the previous campaign's application.

Move to Administrative Session: Board members elected to move to an Administrative Session.

The public meeting adjourned at 3:27 pm.