

Baltimore City Ethics Board  
635 City Hall  
Baltimore, MD 21202  
March 9, 2022

### **Minutes of the Meeting**

The Ethics Board met on March 9, 2022 at 2:30 pm by conference call.

**Call to Order:** Chairman Stephan Fogleman called the Ethics Board meeting to order at 2:32 pm with all members present.

**Statement Concerning February'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 February 9, 2022 to enter into an administrative session at approximately 3:03 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 February 9, 2022 Public Meeting:** Vice Chair Donna corrected the minutes, which incorrectly named Chair Fogleman. The Board approved the February 9, 2022 minutes with a vote of 4-0.

#### **Governmental/Charitable Gift Solicitation Waivers:**

- **Department of Recreation and Parks (BCRP) – H.P. Rawlings Conservatory Application (BOE Endorsement Pending):** BCRP Park Administrator/H. P. Rawlings Conservatory Director Ann Green confirmed that the Baltimore Civic Fund is the fiscal sponsor for the campaign. With a vote of 4-0, the Board moved to approve the gift solicitation waiver application contingent on endorsement from the Board of Estimates.
- **Office of the Council President (OCP) – Back to School Family Fun Day Application:** OCP General Counsel, Aaron Degraffenreidt, provided an overview of the Back to School Family Fun Day event and solicitation campaign. With a vote of 4-0, the Board moved to approve the gift solicitation waiver application.

- **Mayor’s Office of Children and Family Success (MOCFS) – Baltimore Guaranteed Income Pilot Additional Fiscal Sponsor Request:** Director Hochstetler stated that the Baltimore Guaranteed Income Pilot campaign’s first interim report indicated that the CASH Campaign would serve as an additional fiscal sponsor, although the campaign’s approved application identified the Baltimore Civic Fund as the only fiscal sponsor. Hochstetler explained that MOCFS provided information about the CASH Campaign, which currently has an agreement with MOCFS as the non-profit administrator of the Baltimore Guaranteed Income Pilot.

Hochstetler proposed that the Board either require that MOCFS file a new application for the campaign or that the Board approve the CASH Campaign as an additional fiscal sponsor for the campaign. With a vote of 4-0, the Board approved the Baltimore Guaranteed Income Pilot campaign’s amendment, adding the CASH Campaign as an additional fiscal sponsor.

- **Mayor’s Office of Neighborhood Safety and Engagement (MONSE) – Dante Barksdale Memorial:** Director Hochstetler explained that a MONSE employee asked for guidance on solicitations for the Dante Barksdale Memorial Fund campaign. However, Hochstetler pointed out the campaign’s waiver had never been approved by the Ethics Board. The MONSE employee confirmed that MONSE had not yet solicited donations for the campaign and submitted the BOE-endorsed application to the Ethics Board.

**Board Discussion:** Member Hengerer proposed that the Board revise the questions on the governmental/charitable gift solicitation waiver application. Hengerer specifically mentioned Part E-V on the application and proposed that the Board provide written guidance in the application on how sponsoring agencies should avoid targeting controlled donors.

Director Hochstetler proposed noting in the campaign approval letters that sponsoring agencies should disclose on donation receipts and in their solicitation materials that donors will not receive preferential treatment.

With a vote of 4-0, the Board moved to approve MONSE’s gift solicitation waiver application for the Dante Barksdale Memorial Fund.

- **Mayor’s Office of Immigrant Affairs (MIMA) – Baltimore Immigrant Community Fund Final Report:** Director Hochstetler reminded the Board that MIMA had requested a new gift solicitation waiver and, prior to approval, the Board required additional details about MIMA’s previous campaign’s final report. Director Hochstetler explained that the Baltimore Community Fund’s final report was provided to the Board in the meeting’s public agenda.

Member Hengerer noted that the dates were incorrectly recorded on the final report.

**Director's Update:** Director Hochstetler and Executive Assistant Ford updated the Board on the staff's recent work<sup>1</sup>:

- Ethics Training
  - January: 19 people completed course
  - February: 11 people completed training
  - March (22 people enrolled)
  - April (7 people registered so far)
  - **Total FY22 attendees: 657**
  
- Automated Ethics Training Survey Results (Six Month Report):
  - Overall, how would you rate your training experience? 1 is the lowest rating and 5 is the highest rating.
    - Average: 4.21
  - Do you better understand the Ethics Law following the training?
    - Yes: 84.04%
    - Somewhat: 14.19%
    - No: 1.77%
  - How would you describe the information?
    - Too technical: 6.19%
    - Not technical enough: 1.55%
    - Just the right mix: 92.26%
  - Was the information provided in an engaging and understandable manner?
    - Yes: 72.04%
    - Somewhat: 26.62%
    - No: 1.34%
  
- Help Desk
  - 118 help desk requests were received and resolved by the Ethics Board Staff in February.
    - 6 help desk requests were from lobbyists.
    - 4 help desk requests were concerning gift solicitations.
    - 72 help desk requests were concerning financial disclosure statements.
    - 25 help desk requests were ethics inquiries.
    - 5 help desk requests were concerning the Ethics Training.
    - 2 help desk requests were administrative (question about deadlines, forms, etc).
    - 4 help desk requests were not within the Board's jurisdiction and were referred elsewhere.

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<sup>1</sup> Executive Assistant Ford corrected the metrics at the public Board meeting on April 13, 2022. All corrections were approved by the Ethics Board.

- 67 help desk requests received so far in March.
- **Total FY22 requests: 760**
  
- Complaints
  - **FY22 Open Complaints: 4** (2 new complaints since last meeting)
  - **FY22 Closed Complaints: 7**
  - **FY22 Total Complaints: 11**
  
- Advisory Opinions
  - Pending: 2
  - **FY22 Issued Opinions: 6**
  - **FY22 Published Opinions: 3**
  
- Additional Ethics Requirements<sup>i</sup>
  - Since the last Ethics Board meeting, Board staff have received:
    - 0 Pre-Appointment Disclosures
    - 1 Conflicts Affidavits
    - 3 Notices of Ethics Requirements
  
- Financial Disclosure Statements:
  - 2,700+ required filers in 2022.
    - 461 individuals (438 required filers) filed as of February 28, 2022.
  - Board staff sent a reminder email blast to required financial disclosure filers.
  
- Lobbying
  - All 2021 annual lobbying activity reports were filed.
  
- Gift Solicitation Reports (since last Ethics Board meeting)
  - 3 gift solicitation applications submitted to the Ethics Board.
  - 1 gift solicitation campaign requested additional fiscal sponsor.
  - 0 gift solicitation campaigns filed final reports.
  - 0 gift solicitation campaigns filed interim reports.
    - Fiscal sponsor's signature pending for 1 past interim report.
  - **FY22 Active Campaigns: 9**
  - **FY22 Expired Campaigns: 6**

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

The public meeting adjourned at 3:09 pm.

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<sup>i</sup> During the public Ethics Board meeting, Executive Assistant Ford reported the number of all Ethics Board forms received since February 1, 2022. The written minutes include the number of forms received since the last Ethics Board meeting on February 9, 2022.