

Baltimore City Ethics Board  
635 City Hall  
Baltimore, MD 21202  
December 15, 2021

**Minutes of the Meeting**

The Ethics Board met on December 15, 2021 at 2:30 pm by conference call.

**Call to Order:** Chairman Stephan Fogleman called the Ethics Board meeting to order at 2:39 pm with a quorum present.

**Statement Concerning November'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 November 17, 2021 to enter into an administrative session at approximately 10:15 am. 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 November 17, 2021 Public Meeting:** The Board approved the November 17, 2021 minutes with a vote of 4-0.

**Director's Update:** Director Hochstetler updated the Board on the staff's recent work:

- Ethics Training
  - November: 84 people completed training
  - December (145 people enrolled)
    - Deadline – December 31, 2021
  - January (20 people registered so far)
  - February (2 people registered so far)
  - Total FY22 attendees: 580
  
- Help Desk
  - 72 help desk requests were received and resolved by the Ethics Board Staff in November.
    - 2 help desk requests were from lobbyists.
    - 3 help desk requests were concerning gift solicitations.
    - 5 help desk requests were concerning financial disclosure statements.

- 25 help desk requests were substantive ethics inquiries.
    - 32 help desk requests were concerning the Ethics Training.
    - 2 help desk requests were administrative (question about deadlines, forms, etc).
    - 3 help desk requests were not within the Board’s jurisdiction and were referred elsewhere.
  - 41 help desk requests received so far in December.
  - Total FY22 requests: 428<sup>1</sup>
- Additional Ethics Requirements
  - Since the last Ethics Board meeting, Board staff have received:
    - 1 Pre-Appointment Disclosure
    - 0 Conflicts Affidavits
    - 4 Notices of Ethics Requirements
- Financial Disclosure Statements:
  - 62 entities with filing requirements in 2022
    - 12 submitted list of 2022 required filers
    - Deadline: January 3, 2022
- Gift Solicitation Reports (since last Ethics Board meeting)<sup>2</sup>
  - 0 gift solicitation applications submitted to the Ethics Board.
  - 0 gift solicitation campaigns filed final reports.
  - 5 gift solicitation campaigns filed interim reports.
    - Requested fiscal sponsor’s signature for one interim report.

**Ethics Opinion 21:006:** Director Hochstetler explained that Opinion 21-006 on legislative lobbying was published on the Ethics Board’s website.

**Hilton Recreation Center Governmental/Charitable Gift Solicitation Waiver:** Director Hochstetler explained that the Department of Recreation & Parks (BCRP) has not yet made the solicitation for the Hilton Recreation Center expansion for which they received a waiver. However, BCRP intends to lease the Hilton Recreation Center, including the potential land donation, to an outside entity. The Board did not believe this impacts its previous waiver decision.

**Holiday Email Blast – Don’t be an Ethics Scrooge!:** Executive Assistant Maura Ford

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<sup>1</sup> Total FY22 requests was incorrectly reported as 423 during the meeting.

<sup>2</sup> The metrics on gift solicitation reports were not shared with the Board during the meeting.

provided an overview of the email blast and explained that the blast was distributed to City employees and shared on social media.

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

The public meeting adjourned at 2:47 pm.