



## MONTGOMERY COUNTY ETHICS COMMISSION

Public Meeting, March 13, 2024

In-person only meeting, Council Office Building Room 114

### Minutes

#### IN ATTENDANCE:

##### Commissioners:

Elizabeth Kellar, Chair

Rahul Goel, Vice-Chair

Susan Beard

Frederic Gallun

Kenita Barrow, by Zoom

##### Staff Members:

Erin O'Connor Chu, Staff Director/Chief Counsel

Item 1. The meeting was called to order at 7:03 pm by the Chair.

Item 2. The minutes from the January 10 meeting were approved as presented.

Item 3. Ms. O'Connor Chu, the new Chief Counsel and Staff Director, made brief remarks.

Item 4. Ms. O'Connor Chu provided programmatic updates for the Financial Disclosure filing season and a system improvement for the Lobbying Activity Reporting System. The filing season is going accordingly with one month left before the due date of April 15, 2024. TEBS implemented a system upgrade for the Lobbying Activity Reporting System that will require lobbyists to list specific matters on which they lobbied for any activity report indicating monetary expenditures beginning with the First Half 2024 Semi-annual Activity Reporting, due July 31, 2024.

Item 5. Ms. O'Connor Chu updated the Commission on the reclassification process for the now-vacant Program Manager I position in the Commission's staff office.

Item 6. There was no new business.

The open meeting adjourned at 7:14 pm to conduct administrative matters.

In the administrative meeting, the Commission approved the outside employment requests as recommended. For two requests, the Commission asked for additional information.

The Commission discussed two pending requests for informal advice. As to both matters, the Commission requested minor additional information and asked Ms. O'Connor Chu to notify the Commission by email and act on both matters depending on the outcome of the additional information sought.

The administrative meeting adjourned at 7:59 pm.

Respectfully Submitted,

Erin Chu  
Staff Director/Chief Counsel