



## MONTGOMERY COUNTY ETHICS COMMISSION

Public Meeting, August 14, 2024

Virtual meeting via Zoom

Minutes

IN ATTENDANCE:

Commissioners:

Elizabeth Kellar, Chair

Rahul Goel, Vice-Chair

Susan Beard

Frederic Gallun

Kenita Barrow

Staff Members:

Erin O'Connor, Staff Director/Chief Counsel

Item 1. The meeting was called to order at 7:30 pm by the Chair.

Item 2. The minutes from the June 26 meeting were approved as presented.

Item 3. Ms. O'Connor updated the Commission on various programmatic and system matters. An anticipated update to the lobbying system did not get deployed as hoped, but Ms. O'Connor has raised the issue with TEBS and is awaiting a response as to whether the issue can be satisfactorily corrected so that updated lobbying matters will be made publicly available. Additionally, Ms. O'Connor began discussions with TEBS employees about updating and upgrading the Commission's three electronic systems: Lobbying Registration and Activity Reporting System, the Outside Employment Online System, and the Financial Disclosure System. The timeline is yet to be determined but will probably begin in FY26.

Item 4. Ms. O'Connor updated the Commission on the hiring process for the Program Manager II. Ms. O'Connor has received confirmation from two County employees who are willing to sit on a hiring panel with Ms. O'Connor, and the Office of Human Resources has agreed to allow for a second round of interviews after hours so that the Ethics Commissioners may interview the top two or three candidates and provide input.

Item 5. Ms. O'Connor discussed her participation in a communication being crafted by the Chief Administrative Office regarding the outside employment approval process to be disseminated to all County managers in the Executive Branch. The Commission provided ideas on how to enhance the education program to provide more County employees with information about the outside employment process as well as all other aspects of the Public Ethics Law.

Item 6. The Commission continued discussing standard condition language the Commission attaches to certain outside employment approvals. Several standard conditions were agreed to by the Commission, while two proposed conditions require more information. Ms. O'Connor will update the Commission with answers to their questions at the next meeting. The Commission instructed Ms. O'Connor to implement the agreed-upon new conditions with this month's outside employment approvals.

The open meeting adjourned at 8:32 pm to conduct administrative matters.

In the administrative meeting, the Commission approved most of the outside employment requests. One request is on hold.

The Commission discussed three requests for advice.

The Commission approved two waiver requests.

Ms. O'Connor provided the Commission with updates to two prior issues.

The administrative meeting adjourned at 9:18 pm.

Respectfully Submitted,

Erin O'Connor  
Staff Director/Chief Counsel