

BOWIE CITY ETHICS COMMISSION

Minutes

September 16, 2014 – Open Meeting

A meeting of the Bowie City Ethics Commission was held on Tuesday, September 16, 2014 in the City Manager's conference room. Commission members in attendance were Benjamin Woolery, Chair, Vince Canales, and Jim Holderbaum. Also in attendance was Betsy K. Dawson, Attorney to the Commission and John Fitzwater, Assistant City Manager and liaison to the Commission. Lee Weimer was absent.

The meeting was called to order at 3:08 p.m. by Chairman Woolery.

The members reviewed a draft letter prepared by Chairman Woolery responding to a letter from Mayor Robinson asking for input from the Commission on how the Commission is working and whether there are any suggestions from the Commission on how to improve its operation. Chairman Woolery will continue to work on this letter and bring it back to the Commission when finished.

The members reviewed and approved the Minutes from the August 21, 2014 Ethics Commission meeting.

The members reviewed and approved the Local Government Certification to the State Ethics Commission. Chairman Woolery signed the certification after this approval.

The members reviewed the following Ethics Commission forms and made modifications to these forms for 2015:

- Letter pertaining to Financial Disclosure Statements
- Financial Disclosure Statement for Elected Officials and Candidates for Elective Office for 2014
- Financial Disclosure Statement for Certain City Employees and Appointed Members of Boards and Commissions for 2014
- Definitions associated with Financial Disclosure Statements
- General Information About Lobbying
- Lobbyist Registration Form for 2015
- Lobbying Activity Report

Staff was authorized to make the changes to these forms as made by the Commission.

The Commission authorized Ms. Dawson to prepare a draft letter that would be sent to lobbyists at the end of the calendar year reminding them that they may need to register as lobbyists for the next calendar year.

The Commission discussed recommending several changes to the City Ethics Code, including recommending that lobbyist forms be submitted under oath. Ms. Dawson will make a recommendation to the Commission about possible code changes the Commission may want to recommend to City Council.

Mr. Fitzwater updated the Commission on the excellent ethics training provided to City staff on September 3, 2014 by Ms. Dawson. Ms. Dawson indicated that she plans to offer additional training sessions to City staff.

There being no further business to be conducted, Mr. Woolery adjourned the meeting at 3:45 p.m.

[The next meeting of the Ethics Commission will be held on Tuesday, October 21, 2014 at 3:00 in the City Manager's conference room.]

John L. Fitzwater
Staff Liaison to the Ethics Commission