

WASHINGTON SUBURBAN SANITARY COMMISSION

BOARD OF ETHICS

OPEN SESSION MINUTES

Wednesday, September 8, 2021
Laurel, Maryland

The Board of Ethics (“Board”) met via videoconference to conduct an Open Session pursuant to Maryland Code Annotated, General Provisions Article § 3-305(b)(13).

Chair Pruden called the meeting to order at 1:05 p.m. with the following members present:

George Pruden II, Chair
Steven Hausman, Member
Jeffrey Hysen, Member
Chandria Slaughter, Alternate Member.

Also present:

Angelique Dorsey White, Ethics Officer
Amanda Conn, General Counsel
Russel Beers, Deputy General Counsel and Counsel to the Board
Latonya Allen, Administrative Assistant
Tamika Taylor, Office of Inspector General Associate Counsel

Open Session

Approval of Open Session Minutes – August 11, 2021

The Board reviewed the draft Open Session Minutes from the August 11, 2021 meeting.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to approve the August Open Session Minutes.

Matters of Discussion

Ethics Program Monthly Report

Ms. Dorsey White provided an update on the activities in the Ethics Office for August 2021. She reported that she provided ethics training to ten new employees as part of the onboarding process.

Ms. Dorsey White also shared that the Ethics Office provided guidance on 15 matters, of which the leading categories were Disclosure Statements, Lobbying Activity, and Outside Employment/Interests. Dr. Hausman asked if the instructors are training new employees in person or virtually. Ms. Dorsey White explained that new employees are in a meeting room together and the instructors conduct the training remotely. As a side note, Chair Pruden mentioned that the New York Governor is requiring all employees to take ethics training in person. Chair Pruden stated that this requirement demonstrates how important it is for employees to receive ethics training.

Outside Employment Regulations

Ms. Dorsey White provided an update on the completed management review of the Outside Employment regulation. The review was conducted by the Executive Leadership Team (ELT), which consists of Directors, Division General Managers, and the General Manager/CEO. Ms. Dorsey White referred to the table that contained comments from four individuals on the ELT as well as explanations for

the acceptance or rejection of those parts of the regulation. There was one acceptance and three rejections. Of those rejected, two were related to the language used in the definitions of what constitutes outside employment and one was related to the prohibition restrictions. Ms. Dorsey White is working with Information Technology to create an electronic form for employees to use. A manual application process will be implemented until the electronic form is available. The Outside Employment regulation will be presented to the Commissioners at the October 20, 2021 Commission Meeting.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to approve the outside employment regulation.

Update on Approved Regulations

Ms. Dorsey White provided an update on the signed resolutions from the August 18, 2021 Commission meeting. The resolutions for confidentiality, financial disclosure late fees, and requests for extension of the deadline to file financial disclosures will go into effect on September 28, 2021.

Informational Items

Delinquent Financial Disclosure Filer(s)

Ms. Allen stated that there were no overdue financial disclosure filers to report.

Closed Session Approval

At 1:39 p.m., on motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to approve August 11, 2021 Closed Session Minutes; General Provisions Article § 3-305(b)(13) and WSSC

Code of Ethics Ch. 1.70.110 to address one Complaint; and General Provisions Article § 3-305(b)(7) to obtain legal advice regarding one Complaint, and Potential Complaints / Confidential Legal Investigations.

Attendees: Chair George Pruden; Member Steven Hausman; Member Jeffrey Hysen; and Alternate Member Chandria Slaughter. Staff present: Ethics Officer Angelique Dorsey White; Deputy General Counsel and Counsel to the Board Russel Beers; and Administrative Assistant Latonya Allen.

Closed Session

Approval of Closed Session Minutes – August 11, 2021

The Board reviewed the draft Closed Session Minutes from the August 11, 2021 meeting.

On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to approve the August Closed Session Minutes as amended.

Complaint C-20-07

Ms. Dorsey provided an update on this case.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to reschedule the hearing to December 8, 2021 and December 9, 2021, pending availability of the attorneys involved and access to WSSC facilities.

Potential Complaints/Confidential Legal Investigations

Potential Complaint #7

Ms. Dorsey White provided an overview of this matter.

Potential Complaint #8

Ms. Allen provided an overview of this matter.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to file a complaint on its own motion pursuant to Code of Ethics Ch.1.70.080(b) for a violation of Ch. 1.70.340(c). The case number assigned is Complaint C-21-05.

Potential Complaint #9

Ms. Dorsey White provided an overview of this matter.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to file a complaint on its own motion pursuant to Code of Ethics Ch. 1.70.080(b) for violations of Ch. 1.70.220(a)(2) and Ch. 1.70.200(b)(1). The case number assigned is Complaint C-21-06.

Adjournment

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to adjourn the meeting at 3:05 p.m.



Angelique Dorsey White, Esq.
Ethics Officer