

WASHINGTON SUBURBAN SANITARY COMMISSION

BOARD OF ETHICS

OPEN SESSION MINUTES

Wednesday, March 8, 2023
Laurel, Maryland

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

Chair George Pruden called the meeting to order at 1:00 p.m. with the following members present:

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

Also present:

Kishia Powell, General Manager and CEO
Angelique Dorsey White, Ethics Officer
Russel Beers, Legal Counsel to the Board
Tamika Taylor, Office of Inspector General Counsel
Latonya Allen, Administrative Assistant.

Open Session

Executive Leader Meeting

The Board welcomed General Manager/CEO Kishia Powell. Ms. Powell shared that she is a licensed professional engineer and spoke about her past work experience. Further, she gave an overview about her 90-day transition plan. Some of the subjects to be included in the transition report are addressing the water policy at the federal level, advocating for external funding from Maryland Department of

Environment and other resources, building a strong workforce by filling vacancies and promoting from within, financial stewardship, addressing regulatory challenges, operational liability/resilience, and diversity/equity/inclusion. Her transition plan is expected by the end of March.

The Board thanked GM Powell for the overview. Chair Pruden and Dr. Hausman provided an overview of the Board's history, function within WSSC Water, and the evolution of the Ethics program. Ms. Powell stated her support for ethical operations and shared that she has emphasized this with leadership.

Ms. Powell left the meeting at 1:33 p.m.

Approval of Open Session Minutes – February 8, 2023

The Board reviewed the draft Open Session Minutes from the February 8, 2023 meeting.

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

Matters of Discussion

Ethics Program Monthly Report

Ms. Dorsey White provided an update on the activities in the Ethics Office for February 2023. She reported that she provided ethics training to 13 new employees as part of the onboarding process.

Ms. Dorsey White shared that the Ethics Office provided guidance on 20 matters, of which the leading categories were Disclosure Statements, General Inquiry/Administration, and Soliciting or Acceptance of Gifts.

The Board had no questions.

CY 2022 Ethics Program Annual Report

Ms. Dorsey White provided an overview of the draft annual report, which had previously been circulated to the Board. Ms. Slaughter asked how calendar year 2022 completion data for annual ethics training compared to calendar year 2021. Ms. Dorsey White replied that in 2022, her initial data indicates that approximately 48 employees had not completed the training. This resulted in a completion decrease of two percentage points when compared to 2021. However, she will do a deeper analysis of the data contained in the training vendor's system, because the internal reports sometimes do not accurately reflect all employees. The final report will contain the verified data.

The Board indicated that, overall, the report looked good and they had no substantive changes. Ms. Dorsey White stated that the Board can continue to submit edits to her through March 22, 2023.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to approve the Calendar Year 2022 annual report subject to minor edits and signature by Chair Pruden.

Informational Items

Delinquent Financial Disclosure Filer(s)

Ms. Allen reported that there was one delinquent financial disclosure filer.

Closed Session Approval

At 1:43 p.m., on motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to conduct a Closed

Session to approve February 8, 2023 Closed Session Minutes; General Provisions Article § 3-305(b)(13) and WSSC Code of Ethics Ch. 1.70.110 to address one Complaint; General Provisions Article § 3-305(b)(13) and WSSC Code of Ethics Ch. 1.70.070 to address two Waiver Requests; and General Provisions Article § 3-305(b)(7) to obtain legal advice regarding one Complaint, two Waiver Requests, and Potential Complaints/Legal Investigations.

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

Approval of Closed Session Minutes – February 8, 2023

The Board reviewed the draft Closed Session Minutes from the February 8, 2023 meeting.

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

Complaint C-23-01

Ms. Dorsey White provided an update on this case.

Waiver Request W-23-01

Ms. Dorsey White provided an overview of a draft opinion in this matter.

On motion of Dr. Hausman and seconded by Mr. Hysen, three members of the Board (Hausman, Hysen, and Pruden) voted to finalize the opinion and publish it to the website.

Waiver Request W-23-02

Ms. Dorsey White provided an overview of this request.

Potential Complaints / Legal Investigations

Potential Complaint #3

Ms. Dorsey White provided an overview of this matter.

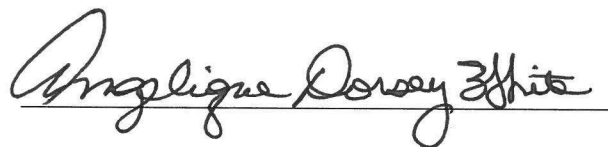
On motion of Mr. Hysen and seconded by Dr. Hausman, three members of the Board (Hysen, Hausman, and Pruden) voted to file a complaint on its own motion pursuant to Code of Ethics Ch. 1.70.080(b).

Legal Updates

Mr. Beers provided updates on current legal matters.

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 3:26 p.m.



Angelique Dorsey White, Esq.

Ethics Officer