

**Town of Riverdale Park**  
**Ethics Commission Meeting Minutes**  
**November 17, 2022**  
**7:30 p.m.**

**In Attendance**

Andrea Huberty, Chair  
April Engram  
Corey Beauford, Alternate

Frederick Sussman, Town Attorney  
Jessica Barnes, Director of Administrative Services/Town Clerk

**Absent**

John Wells

**Call to Order**

Ms. Huberty called the meeting to order at 7:33 p.m.

**Agenda Approval**

Ms. Huberty made a motion to approve the November 17<sup>th</sup> Ethics Commission meeting agenda as presented. The motion was seconded by Ms. Engram. Vote: 3-0 (Favorable)

**Approval of Minutes**

Mr. Beauford made a motion to approve the minutes for the October 13, 2022, Ethics Commission meeting as presented. The motion was seconded by Ms. Engram. Vote: 3-0 (Favorable)

**Unfinished Business**

Review of CY2021 Financial Disclosure Statements

Administrative Services Director Jessica Barnes discussed the review summary for the CY2021 Financial Disclosure Statements prepared by Town Attorney Fred Sussman.

Director Barnes provided an overview of the Financial Disclosure Statement that was identified by Town Attorney Sussman as having deficiencies.

1. Richard A. Smith, Councilmember Ward 1
  - a. Schedule A
    - i. Item 9 – needs to clarify from whom he purchased the property if not from “self.”
  - b. Schedules H and I omitted and need to be completed.

Ms. Huberty made a motion to accept CM Smith’s 2021 Financial Disclosure Statement. The motion was seconded by Ms. Engram. Vote: 3-0 (Favorable)

## Financial Disclosure Statements for CY2022

Director Barnes discussed the recent changes made by the State Ethics Commission, the Mayor and Council's action, and the necessary revisions to the long-form Financial Disclosure Statements. Director Barnes outlined the revisions to the long-form Financial Disclosure Statement.

Mr. Beauford asked if Schedule I included a spouse's relationship with the University of Maryland Medical System, state or local government, or a quasi-governmental entity and Town Attorney Sussman confirmed that it only applied to the person completing the Financial Disclosure Statement.

Ms. Engram asked if employment was included as part of Schedule I, and Town Attorney Sussman replied in the affirmative.

Mr. Beauford asked if public colleges were considered part of state or local government and Mr. Sussman replied in the affirmative as they were a governmental entity of the state.

Ms. Huberty asked for the definition of a quasi-governmental entity and Town Attorney Sussman stated that it was included in the list of definitions.

Director Barnes stated that the cover page of the financial disclosure statement would be updated with the correct year and, if there were no further revisions, the tracked changes would be accepted, and minor formatting adjustments would be made.

Director Barnes provided an overview of the revised definitions for the financial disclosure statements. Town Attorney Sussman noted that the revised definitions came from the direction provided by the State Ethics Commission which was as a result of amendments to the State Ethics Law.

Director Barnes read the definition of a quasi-governmental entity. Ms. Huberty asked if there were any examples of quasi-governmental entities and Town Attorney Sussman discussed an example. Ms. Huberty stated that she anticipated questions about quasi-governmental entities. Town Attorney Sussman discussed how the revisions to the State Ethics Law related to municipalities. Director Barnes noted that it was an election year and there would likely be questions from candidates who may be completing a Financial Disclosure Statement for the first time.

Ms. Huberty stated that a list of quasi-governmental entities was available as part of an Executive Order from the Governor. Mr. Beauford stated that the list could be provided as examples. Town Attorney Sussman noted that the Executive Order was not necessarily an exhaustive list.

Mr. Beauford made a motion to approve the revised content of the Financial Disclosure Statements and Financial Disclosure Statement Definitions as presented. Ms. Engram seconded the motion. There were no objections.

Director Barnes asked if the content of the short-form Financial Disclosure Statement needed to be revised and Town Attorney Sussman reported that changes to the short-form Financial Disclosure Statement were not included.

### **New Business**

There was no New Business to be discussed.

### **Hearings**

There were no hearings scheduled for the November 17, 2022, Ethics Commission meeting.

### **Other Business**

There was no Other Business to be discussed.

### **Next Meeting**

The next Ethics Commission meeting was not scheduled.

### **Adjournment**

Mr. Beauford made a motion to adjourn the meeting at 7:54 p.m. The motion was seconded by Ms. Engram. Vote: 3-0 (Favorable)