

**ST. MARY’S COUNTY ETHICS COMMISSION  
2017 ANNUAL REPORT**

***INTRODUCTION***

The St. Mary’s County Ethics Commission was established on June 29, 1982, pursuant to Article 40A of the Annotated Code of Maryland. The Commission is bound by St. Mary’s County Public Ethics Ordinance 2012-09, and operates under Ethics Commission Rules of Procedure. These documents are available for public review on the county’s Ethics Commission Website.

The Commission manages the financial disclosure process, hears complaints and renders decisions involving violations of the Ethics Ordinance, provides Advisory Opinions on the Ethics Ordinance, and offers education on the requirements and application of the Ethics Ordinance.

***MEMBERS***

The Ethics Commission is a volunteer commission composed of five regular voting members and one alternate member who does not vote unless a regular member is not present. The members with their position and expiration date for calendar year 2017 were:

<b><u>Current Members</u></b>	<b><u>Position</u></b>	<b><u>Appointment Date</u></b>	<b><u>Expiration Date</u></b>
David Willenborg	Chair	01/01/2015	12/31/2018
Daniel Carney	Member	07/01/2015	06/30/2018
Lawrence Crabtree	Member	01/01/2017	12/31/2019
Jean-Marie Hansen	Member	07/01/2016	06/30/2019
Joseph Russell	Member	07/01/2016	06/30/2019
John Austerman	Alternate	01/01/2017	07/18/2020

***MEETINGS***

St. Mary’s County Ethics Commission has regular quarterly meetings in January, April, July and October. During calendar year 2017, the Ethics Commission met five times, due to a special meeting in May to discuss an Advisory Opinion.

The minutes from these meetings are available for public review and are available on the Ethics Commission website.

***ATTENDANCE***

St. Mary’s County Ethics Commission held five meetings in 2017 with two absences.

## ***ELECTIONS***

Elections for the Chair and Vice-Chair positions are held each July. David Willenborg was elected as the Chairman and Joseph Russell, Vice Chair.

## ***FINANCIAL DISCLOSURE STATEMENTS***

The Ordinance establishing the St. Mary's County Ethics Commission provides that certain public officials, employees, and non-compensated volunteers in county service are required to file financial disclosure statements. The disclosure statement is used to identify and declare potential conflicts of interest before they become issues and to preserve public confidence in the integrity of county employees.

The Ethics Commission annually receives between 25-50 financial disclosure statements. In accordance with Ethics Ordinance 2012-009, the financial disclosure statements are available for public inspection. The Ordinance requires the Commission to notify any member whose financial disclosure statement is examined, providing the name and address of the person who requested the document. In 2017, there were no requests to examine statements.

## ***COMPLAINTS AND ADVISORY OPINIONS***

Advisory Opinions are issued as a result of an official written inquiry. The advisory opinion contains the original inquiry, the applicable Ethics Ordinance section, the decision of the Commission, and any other relevant information concerning the decision making process.

In 2017, the Ethics Commission issued one written Advisory Opinion and had no Complaints.

## ***EDUCATION AND TRAINING***

The Ethics Commission is charged with conducting information and education programs regarding the purpose, and implementation of the Ethics Ordinance.

## ***CONCLUSION***

The St. Mary's County Ethics Commission is dedicated to serving the citizens of the County, with the utmost integrity and conviction. The Commission strives to respond to citizen requests and complaints in a timely and professional manner, and all members look forward to serving the public during the 2018 session.

Questions or comments about this report are welcome, and, may be sent to the Ethics Commission via the Ethics Commission Secretary at [diane.gleissner@stmarysmd.com](mailto:diane.gleissner@stmarysmd.com)