



City of Rockville Ethics Commission

Minutes

Black-Eyed Susan Conference Room

Meeting No. 19-05

Thursday, June 20, 2019 at 6:30 PM

Commissioners Present: Eugene Thirolf, Karyne Akhtar, Kris Dighe (via telephone), Jaime Espinosa, Kevin Jenkins

City Staff : Eliot Schaefer, John Brown

- I. Convene
- II. Approval of Agenda
Commissioner Espinosa moved that the agenda be approved. The motion was seconded by Commissioner Dighe and passed unanimously (5-0).
- III. Approval of Minutes
Minutes from May 23, 2019 - Commissioner Espinosa moved that the minutes from May 23, 2019 be approved. The motion was seconded by Commissioner Jenkins and passed unanimously (5-0).
- IV. Update on Financial Disclosure Statements
Staff informed the Commission that all financial disclosure statement for the current cycle had been filed.
- V. Update and Discussion on Training
John Brown provided an overview of the NeoGov online training platform and discussed the functionality of the system. John Brown discussed the process on how a training presentation would be uploaded and how it could be delivered to employees. John Brown provided the Commission with a revised draft of the ethics training presentation, which included “plain language” of the Ethic Ordinance. The Commission discussed the revised training and the plain language that was added. The Commission determined the Commissioners would review the training presentation and revise the plain language at the next meeting.

[Jaime Espinosa left the meeting at 7:00pm.]

The Commission discussed generally how the training should be rolled out to employees and officials. The Commission also discussed adding hypothetical scenarios/questions to the presentation. Chair Thirolf requested that all Commissioners come up with three questions that could be added to the training presentation.

VI. Old/New Business

- The Commission's next meeting is scheduled for: August 22, 2019
- Chair Thirolf presented a draft letter to the Commission that thanked Rosanne Hurwitz for her service on the Commission. The Commission requested that staff send to the letter to Rosanne on behalf of the Commission.

VII. Adjournment

A motion to adjourn the meeting was made by Commissioner Jenkins. The motion was seconded by Commissioner Akhtar and passed unanimously (4-0).