

**CITY OF TAKOMA PARK, MARYLAND ETHICS COMMISSION
MINUTES**

Tuesday, January 24, 2023, 7:30 p.m. on Zoom

Attendees: Keli Cochran, Dave Hahn, Michael Lezaja, Michael Mulé, Patricia Murphy, and Jessie Carpenter (City Clerk)

Agenda Items

1. Call to Order: The meeting started at 7:31pm. This Zoom session was recorded.
2. Minutes: Since the October and November meetings were administrative, we reviewed candidate's financial disclosure forms, no notes were required. The last meeting where we had notes was May 19, 2022. Those minutes were adopted, 1st Keli, 2nd Michael L.
3. Commission Materials: We will use [this Google Drive folder](#) as the central location for commission meetings agendas, minutes, related documents, and Zoom recordings.
4. Status of Open Meetings Act Training: [This training website](#) has not been available. Currently only two members have taken the training, but the commission needs to have at least three members who have taken the training.
5. Letter to the Board of Elections (November 2022): The Board of Election did not provide a formal response. The Ethics Commission can only act if a candidate does not submit a financial disclosure form, but the individual named in the letter was not elected.
6. Member Recruitment: Daniel Katz has resigned. The City Council will now do recruitment for the Ethics Commission vacancies. The next time to fill vacancies is April or May.
7. New Business
 - (a) The state ethics law was changed which required automatic amendments to the ethics section of the City Code. These amendments will be in the Google Drive folder.
 - (b) Discussion of changes to the financial disclosure form to make it easier to fill out and submit electronically and to reflect the recent changes to the City Code.
 - (c) Agenda items for the next two administrative meetings in February and March:
 - (i) Update the current financial disclosure forms and change the format. (priority)
 - (ii) Create a Google Doc with ethics ordinance changes we want to make.
 - (d) The next two meetings will be on the 3rd Floor, the Council Conference Room at the Takoma Park Community Center. The room has a smart board for remote attendees.
 - (e) The next two meeting dates and times will be:
 - (i) Tuesday, February 28, 2023, at 6:45 PM,
 - (ii) Tuesday, March 14, 2023, at 6:45 PM
8. Adjournment: The meeting was adjourned at 8:42 PM. 1st Keli, 2nd Michael L.
Notes submitted by Michael Mulé on January 25, 2023