



## MONTGOMERY COUNTY ETHICS COMMISSION

Public Meeting of October 27, 2015

### Minutes

#### IN ATTENDANCE:

Commissioners:

Kenita Barrow, Chair  
Barbara Fredericks  
Claudia Herbert  
Steve Rosen

Staff Member:

Robert W. Cobb, Chief Counsel  
Erin Chu, Program Manager

Item 1. The meeting was called to order at 7:20 p.m.

Item 2. The minutes from the September 15, 2015, meeting were approved as presented.

Item 3. Mr. Cobb discussed the progress concerning the timeline for implementation of the new ethics law provisions, particularly as concerns financial disclosure and the designation process for discretionary filing positions and implementation of changes to the financial disclosure form.

Item 4. The Commission discussed what the Commission's policy should be concerning the release of public financial disclosure reports. Mr. Cobb stated that given the great expansion of public filers as a result of the changes to the law, that the office had received a number of inquiries from concerned employees about having personal information made public. The Commission decided that a policy should be prepared requiring requesting individuals who seek public disclosure forms to identify themselves and the requested forms; furthermore, Commission staff is to notify all employees whose forms are requested of the request and the identity of the person making the request. A

general notice to the effect that the information on the form is not to be misused by the requestor is to be included. Mr. Cobb is to obtain federal forms for examples of language to be used in developing the new policy.

5. The Commission discussed retention periods for retaining financial disclosure reports under the new law. All disclosures are to be destroyed four years after filing except with respect to those filed by elected officials; the disclosures filed by elected officials are to be retained for the greater of 6 years from the date of filing or as long as the official is in an elected position.

The meeting adjourned at 8:10 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Robert W. Cobb". The signature is written in a cursive style with a long horizontal stroke at the end.

Robert W. Cobb  
Chief Counsel