

VILLAGE OF MARTIN'S ADDITIONS ETHICS COMMITTEE

MEETING NOTICE AND MINUTES

**NOTICE:** THE NEXT MEETING OF THE VMA ETHICS COMMITTEE WILL BE AT 4:00 P.M. ON SUNDAY, OCTOBER 22, 2017, AT 3523 RAYMOND STREET, CHEVY CHASE MD 20815. The **agenda** will cover (1) the Committee's leadership and structure, (2) the Committee's review and recommendations (if any) with respect to the VMA Conflicts-of-Interest form, and (3) the Committee's review and recommendations (if any) of the VMA election procedure, all of which are discussed in the minutes below, and (4) any new business that is raised at the meeting. For further information, call Marc Efron (301-656-0448) or email him at [marc.f.efron@gmail.com](mailto:marc.f.efron@gmail.com).

**MINUTES:** The VMA Ethics Committee met on September 24, 2017, from 4:00 p.m.-5:00 p.m., at Marc Efron's house, 3523 Raymond Street, Chevy Chase MD 20815. In attendance were the three Committee members (Marc Efron, Halie Soifer, and Todd Mann), Richard Krajeck (VMA Council Chairman), and Marty Langelan (Chair, VMA Election Committee).

\*The Committee reviewed its structure and agreed that it would decide its leadership and structure at its next meeting after Todd and Halie have the opportunity to take on-line training for compliance with the Maryland Open Meetings Act.

\*The Committee decided to discuss at its next meeting the Conflicts-of-Interest (COI) form that currently is required to be signed by candidates for the VMA Council before the election in which they run and by VMA employees when they are hired. The Committee will review the substance of the current form and its use, *i.e.*, whether it should be an annual requirement for both VMA Council members and VMA employees. The Committee will inform the VMA Council of any recommended changes with respect to the COI form.

\*After a discussion of the VMA election procedure, particularly the absentee ballot process, the Committee decided to review the current election rules to determine if there are any perceived weaknesses in the process that could lead to conflicts of interest and/or loss of ballot privacy. The election process will be discussed further at the next meeting. Any recommended changes will be conveyed to the VMA Council and the VMA Election Committee.

\*The Committee decided its next meeting will be on October 22, 2017, at 4:00 p.m., at Marc Efron's house, 3523 Raymond Street, Chevy Chase MD 20815.