

Understanding the Role of the Ethic Commission

We are looking for **REGISTERED VOTERS** in the Town of Fairmount Heights who would be interested in being appointed for the **Town of Fairmount Heights Ethics Commission**. A background in public records, ethic law, campaign finance, or law would be helpful. You cannot publicly endorse, oppose or work on behalf of any specific candidate running for office or contribute financially to any campaign.

About the process: As you review the Ethics Commission requirements check off here: Check if you are eligible to perform these tasks:

- 1) Please know that Three (3) will be selected and appointed by Mayor and then presented for approved by Council
- 2) Therefore, are you willing and able to Generate Ethics forms?
- 3) Are you willing and able to write and Publish Ethics Opinions?
- 4) Are you willing and able to read and Process Ethics complaints?
- 5) Are you willing and able to address and Notify of conflict of interest when there is direct financial impact on family?
- 6) Are you willing and able to investigate that Mayor, Council and staff or their families, have no business contract \$2000 or more with the Town.
- 7) Hold no outside employment that impairs judgement and ask them to report any gifts over \$25.
- 8) Are you willing and able to instruct Mayor, Council and staff to not Represent town for a fee or use the prestige of their office for private gain?

How to apply. Submit your letter of interest or resume of interest to the Mayor Akiaba Stewart at mayorstewart@fairmountheightsmd.gov

CHAPTER II CODE OF ETHICS Article 1. General Section 2-101. Applicability The requirements herein set forth shall constitute a CODE of ethics establishing reasonable standards and guidelines for the ethical conduct of public OFFICERS and employees of the Town. The provisions of such CODE shall also apply all candidates for the public office as well as publicly elected officials, appointed officials and the Town employees.

Section 2-102. Ethics Commission

There shall be a Town of Fairmount Heights Ethics Commission which shall be composed of three (3) members appointed by the Mayor and approved by the Council.

The Commission shall be advised by the Town Attorney and shall be responsible for:

- (1) Devising, receiving, and maintaining all forms Generated by the CODE of Ethics;
- (2) Providing published advisory opinions to persons Subject to the CODE of Ethics describing the applicability of specific provisions of said CODE to such persons; and
- (3) Processing and making determinations as to complaints filed by any person alleging violation of the CODE of Ethics.

Section 2-103. Conflicts of Interest (a) No Town official or employee who is subject to the Provisions of the CODE of Ethics shall:

(e) Disclosure statements filed pursuant to this Article shall be maintained by the Ethics Commission for not less than three (3) years as public records available for public inspection and copying.

Section 2-105. Lobbying Disclosure

(a) Any individual who appears in person before any official or employee with the intent to influence said official or employee in the performance of his official duties, and who, in connection with such intent expends or reasonably expects to expend in a given calendar year an amount in excess of one hundred dollars (\$100.00) on food, entertainment or other gifts for such official or employee, shall file a registration statement with Ethics Commission on or before the fifteenth (15th) day of January of said calendar year or within five (5) days after first making such appearance.

(b) The registration statement, aforesaid, shall include a complete identification of the registrant and of any other person on whose behalf the registrant acts. Such statement shall also indicate the subject matter on which the registrant proposes to make an appearance, and shall cover a defines period not to exceed one (1) calendar year.

(c) Registrants under this Section shall file a report within thirty (30) days after the end of any calendar year during which they are registered, disclosing the value, date, and nature of any food, entertainment or other gift provided to a Town official or employee. When the value a gift or series of gifts 8 to a single official or employee exceeds twenty-five dollars (\$25.00, the official or employee shall also be identified.

(d) The registrations and reports filed pursuant to this Section shall be maintained by the Ethics Commission as public records available for public inspection and copying.

Section 2-106. Exemption and Modifications The Ethics Commission may grant exemptions and modifications to the provisions of Sections 2-103 and 2-104 of this Article if it determines that application of those provisions would;

- (1) Constitute an unreasonable invasion of privacy;
- (2) Significantly reduce the availability of qualified persons for public service; or
- (3) Not be required to preserve the purposes of this Chapter.

Section 2-107. ENFORCEMENT

(a) The Commission may issue a cease and desist order against any person found to be in violation of the provision of this Article and may seek ENFORCEMENT of such order in the circuit Court of Prince George's County.

(b) Any Town official or employee who knowingly or willingly violates the provisions of this Article shall be subject to termination of employment and other appropriate disciplinary action, including suspension of Town salary or other compensation. Such official or employee shall also be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1, 000.00) or imprisonment of not more than (1) year, or both.

YES, I WOULD LIKE TO BE CONSIDERED AS A POSSIBLE APPOINTEE FOR THE ETHICS COMMISSION.	
NAME	_____
SIGNATURE	_____
ADDRESS	_____
EMAIL	_____
PHONE	_____
DATE	_____