

Town of Chevy Chase Ethics Commission Meeting Minutes

Date & Time: September 23, 2025 @ 2pm

Location: Video Conference via Zoom

In Attendance

Lees Hartman (Chair), Chris White (Commission member), Louise Maillett (Commission member), Ron Bolt (Town attorney)

Meeting Minutes

2024 meeting minutes had previously been reviewed and approved by the Ethics Commission members in September 2024 by email. No additional approval was necessary.

Old Business

None

New Business

- Ron provided a summary of Commission's defined roles and responsibilities.
- The group discussed the upcoming deadline (10/1/25) for submission of the annual certification to the Maryland Ethics Commission. Chair will prepare the certification form and send the completed form to TOCC Commission members for review. Once reviewed the form will be submitted to the State Ethics Commission.
- The group discussed the Commission's responsibility to prepare an annual report for the Town Council prior to the end of the calendar year.
- The group discussed several improvements to the Financial Disclosure Statement (FDS) and associated process. Chair will contact Todd Hoffman, Town Manager regarding suggested improvements.

Adjournment

The meeting was adjourned at 2:15pm.