



City of Rockville Ethics Commission

Meeting No. 25-02

May 14th, 2025

6:00 p.m.

MINUTES

- I. Convened.
- II. Approve the minutes from the March 12, 2025, meeting. Minutes were approved as corrected. Janice Frankle moved; Betsy Tao seconded. Unanimously approved.
- III. Old/New Business
 - a. Discussion regarding review of financial disclosure forms and upcoming legal deadlines – action needed to set meeting for vote to approve the forms: - Leela Fireside reported all are submitted and are uploaded to be reviewed per chart prepared by Kevin Gash. Some discussion of the ability to edit the forms – could be discussed at a later meeting. Limited by State law.
 - Upcoming deadlines are:
 - 1. Review of Financial Disclosure Forms must be finished by no later than the 60th day after April 30th – (April 30th being the deadline by which the forms must be submitted) per Section 16-3 of the Rockville City Code. The review standard is: “technical compliance” with the requirements of Chapter 16 of the City Code. Leela Fireside explained the process.
 - 2. 60 days from April 30th is June 29. Meeting proposed for June 11, 2025. Amy Brown moves, Janice Frankle seconded. Unanimous approval.
 - 3. Discussion and consideration of process to finalize written annual report to submit to Mayor and Council through the City Clerk’s Office by September 30th, 2025. Kevin Gash to prepare draft. He will try and get a draft done by the June meeting.

- 4. Discussion and consideration of the date for a meeting to certify the City is in compliance with applicable State Ethics law by October 1st. September meeting proposed.
- 5. Discussion and consideration of steps to draft and finalize opinion responsive to Councilmember Jackson's request for an opinion. The Commission will get information from Leela Fireside, then will discuss, ask for additional information if needed, and finalize when ready.

b. Set Next Meeting Date. June 11, 2025.

c. Ad hoc intro of new members and background of the members.

IV. Adjourned.