



ADMINISTRATIVE CHARGING COMMITTEE

Open Session Minutes
July 10, 2023

CALL TO ORDER

The meeting of the Administrative Charging Committee (“ACC”) was called to order at 2:32 p.m. with the following members present: Scott Matheny, Charlie Summers (via phone), Curtis Woods, Chuck Kauffman, and Steve McCarty.

INTRODUCTIONS

Those present in addition to the ACC members were Zachary J. Kieffer, Assistant County Attorney, Kimberly Jacobson, Legal Assistant, and at times Patrick McAndrew, Attorney at Law.

APPROVAL OF PRIOR MEETING MINUTES

The ACC reached a consensus to approve the minutes of May 10 and June 12, 2023.

NEW BUSINESS

The ACC reviewed the proposed Policies and Procedures and reached a consensus to approve.

The next meeting of the ACC was scheduled for August 14, 2023, at 2:30 p.m.

CLOSED SESSION

The ACC reached a consensus to convene in closed session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals. MD Annotated Code General Provisions Article 3-305(b)(1); to consult with counsel to obtain legal advice 3-305(b)(7); to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter 3-305(b)(13).

The closed session concluded at 4:03 p.m.

RECONVENE IN OPEN SESSION

The ACC reached a consensus to reconvene in open session.

ADJOURNMENT

The ACC adjourned its meeting at 4:06 p.m.

Kimberly D. Jacobson, *Legal Assistant*