



ADMINISTRATIVE CHARGING COMMITTEE

Open Session Minutes
September 18, 2023
2:30 P.M.

CALL TO ORDER

The meeting of the Administrative Charging Committee (“ACC”) was called to order at 2:30 p.m. with the following members present: Scott Matheny, Charlie Summers, Curtis Wood, Chuck Kauffman, and Steve McCarty.

INTRODUCTIONS

Those present in addition to the ACC members were Zachary J. Kieffer, Assistant County Attorney and Amanda Brooks, Legal Secretary.

REVIEW OF MINUTES Minutes for July 10, 2023 and August 14, 2023 meetings were reviewed. No additions or corrections were needed. Motion passes unanimously.

NEW BUSINESS

Confirm all documents associated with complaints are sent to all members. The next meeting of the ACC was scheduled for October 9, 2023, at 2:30 p.m.

CLOSED SESSION

The ACC reached a consensus to convene in closed session at 2:32 p.m. 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 3:15 p.m.

RECONVENE IN OPEN SESSION

The ACC reached a consensus to reconvene in open session at 3:15 p.m.

OTHER BUSINESS

Discussion regarding other counties’ ACC Boards and who/how they are comprised.

ADJOURNMENT

The ACC adjourned its meeting at 3:20 p.m.

Amanda H. Brooks, *Legal Secretary*