

Administrative Charging Committee Minutes
Open Session
October 10, 2024

The Administrative Charging Committee (ACC) for Dorchester County convened into Open Session on October 10, 2024, at 5:06 p.m., in Room 110 of the County Office Building, 501 Court Lane, Cambridge, Maryland 21613. A roll call of the members was conducted. Present in Room 110 were: Derek Griffin, Chair, Zia Ashraf, Vice Chair, and Vaughn Evans, Member. Also present in Room 110 were: Patrick Thomas, Legal Counsel, and Irene Barnes, Executive Administrative Specialist.

APPROVAL OF MINUTES – SEPTEMBER 4, 2024

The ACC Members unanimously approved the Closed Session minutes and Open Session minutes of September 4, 2024.

CLOSED SESSION

A motion was made at 5:07 p.m. to meet in Closed Session pursuant to §3-305(b)(1) 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; §3-305(b)(13) to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; and, §3-305(b)(7) to consult with counsel to obtain legal advice. A copy of the ACC's Closing Statement is attached hereto. A motion made by Vaughn Evans was seconded by Zia Ashraf, Vice Chair, which passed unanimously. The Written Statement for Closing a Meeting under the Open Meetings Act is attached hereto.

The ACC adjourned into Closed Session at 5:08 p.m.

RECONVENE IN OPEN SESSION

The ACC adjourned the Closed Session at 6:21 p.m. and reconvened into Open Session at 6:22 p.m.

ADJOURNMENT

A motion made by Vaughn Evans to adjourn the meeting was seconded by Zia Ashraf, Vice Chair, which passed unanimously. The meeting adjourned at 6:23 p.m.

OCTOBER 10, 2024, CLOSED SESSION SUMMARY

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 5:08 p.m. to 6:21 p.m.

Place of closed session: Room 110, County Office Building, 501 Court Lane,
Cambridge, Maryland

Purpose of closed session: Pursuant to §§ 3-305(b)(1), (7), and (13) of the General Provisions Article of the Maryland Annotated Code 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; to consult with counsel to obtain legal advice; and to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

2. Record of the vote of each member as to closing the session:

Members voting aye: Griffin, Ashraf, Evans
 Members opposed: None
 Abstaining: None
 Absent: None

3. Statutory authority to close session and listing of each topic actually discussed, persons present, and each action taken in the session:

Topic Description	Statutory Authority	Reason for Closed Session Discussion	Persons Present	Action Taken
To discuss four complaints filed against specific law enforcement officers	GP § 3-305(b)(1)	Discussion involves specific individuals	Griffin, Ashraf, Evans, Barnes, Thomas	The ACC made determinations on three of the four complaints and tabled the fourth complaint to receive further information from the law enforcement agency
To obtain legal advice from the ACC Counsel regarding the three complaints	GP § 3-305(b)(7)	Attorney-client privilege	Griffin, Ashraf, Evans, Barnes, Thomas	S/A
To comply with a specific statutory requirement that prevents public	GP § 3-305(b)(13)	Md. Code Ann., Public Safety § 3-104(h)	Griffin, Ashraf, Evans, Barnes, Thomas	S/A

disclosures about a particular proceeding or matter				
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ATTEST:



Irene Barnes
Executive Administrative Specialist

ADMINISTRATIVE CHARGING COMMITTEE



Derek Griffin, Chair

by phone

Zia Ashraf, Vice Chair



Vaughn Evans

Approved the 23 day of OCT. 2024.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. Complete items 1 – 4 before closing the meeting.

1. Recorded vote to close the meeting:

Date: 10/10/24; Time: 5:07 p.m.; Location: 501 Court Lane, Room 110,
Cambridge, MD 21613; Motion to close meeting made by: Ashraf Seconded by: Evans
Members in favor: Griffin, Ashraf, & Evans
Opposed: _____ Abstaining: _____ Absent: _____

2. Statutory authority to close session (check all provisions that apply).

This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1) "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) _____ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) _____ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) _____ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) _____ "To consider the investment of public funds"; (6) _____ "To consider the marketing of public securities"; (7) "To consult with counsel to obtain legal advice"; (8) _____ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) _____ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) _____ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) _____ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12) _____ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) _____ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." (15) _____ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

Continued →

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation	Topic	Reason for closed-session discussion of topic
§3-305(b) (1)	To discuss complaints filed against specific law enforcement officers.	To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.
§3-305(b)(13)	Same topic as above	To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
§3-305(b) (7)	To receive legal advice regarding complaints filed against specific law enforcement officers.	To consult with counsel to obtain legal advice.

4. This statement is made by Deek Luff, Presiding Officer.

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)

- **For a meeting closed under the statutory authority cited above:**
 Time of closed session: _____
 Place: _____
 Purpose(s): _____
 Members who voted to meet in closed session: _____
 Persons attending closed session: _____
 Authority under § 3-305 for the closed session: _____
 Topics actually discussed: _____
 Actions taken: _____
 Each recorded vote: _____

- **For a meeting recessed to perform an administrative function (§ 3-104):** Time: _____
 Place: _____
 Persons present: _____
 Subjects discussed: _____