

**Administrative Charging Committee
3430 Court House Dr.
Ellicott City, MD 21043**

**OPEN MEETING MINUTES
September 25, 2024**

A duly advertised public hearing and meeting of the Administrative Charging Committee was held on September 25, 2024, in the Linwood Room of the George Howard Building, 3430 Ellicott City, Maryland 21043.

Board Members Present: Paul Rivers, Chair
Shawn Lamb
Octavia Kidd

Board Members Excused: Samantha Phillips-Chester
Christopher Gallant

Staff Members Present: Keyonna Kinsler, Executive Secretary
Elizabeth Adams, Office of Law

Chairperson Rivers called the open meeting to order at 6:09 PM.

1. **Approval of Minutes:** The Committee discussed the minutes from the Open Meeting held on September 12, 2024. Mr. Rivers moved to approve the minutes. Mrs. Kidd seconded the motion, and it passed unanimously (3-0). The Committee reviewed the minutes from the Closed Meeting held on September 12, 2024. Mr. Rivers moved to approve the closed meeting minutes. Mrs. Kidd seconded the motion, and it passed unanimously (3-0).
2. **Closed Session:** Mr. Rivers moved to go into closed session pursuant to *Md. Code Ann., Gen. Prov. Art. §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*".

The closed session began at 6:15 PM.

The open meeting reopened at 7:28 PM.

3. **Agenda Items:** The Committee directed staff to add to the October 30, 2024, meeting, Review of any new cases and any new business.

4. **Adjournment:** Mr. Rivers moved to adjourn. Mrs. Kidd seconded the motion. The Committee voted unanimously (3-0) to adjourn the Open Meeting at 7:29 PM.

Keyonna Kinsler
Executive Secretary

Date Approved: _____