

**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.*

6 Bladen St. Annapolis

1. **Recorded vote to close the meeting:** Date: 9/17/19; Time: 11:34; Location: HOB 120 MD;
Motion to close meeting made by: Wilson Seconded by Malone;
Members in favor: All, except Robb who is Absent; Opposed: _____;
Abstaining: _____; Absent: Robb.

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 (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) <input type="checkbox"/> 1	Personnel Matters	Both Commission staffing & BPD files discussed
§3-305(b) <input type="checkbox"/> 7	Investigations - Legal issues - (counsel)	Discussion of legal & investigative strategies w/outside counsel
§3-305(b) <input type="checkbox"/> 12	Investigations	See reason for (b)(7)
§3-305(b) <input type="checkbox"/>		
§3-305(b) <input type="checkbox"/>		

4. This statement is made by Alexander Williams, 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: HoB Rm 120 - 6 Bladen St Annapolis MD
 Purpose(s): Discuss investigative strategies & progress, as well as legal issues
 Members who voted to meet in closed session: All, except Robb (absent)
 Persons attending closed session: Jackson, Rossmack, Weaver, Lancaster, Keith, Casey
 Authority under § 3-305 for the closed session: b(1), (7), (12)
 Topics actually discussed: All listed above plus some admin. functions (bcbu)
 Actions taken: No formal votes except to approve minutes
 Each recorded vote: Minutes - Unanimous

➤ For a meeting recessed to perform an administrative function (§ 3-104): Time: _____
 Place: Same as above
 Persons present: Same as above
 Subjects discussed: Approval of Minutes from closed sessions