**Administrative Charging Committee**

**3430 Court House Dr.**

**Ellicott City, MD 21043**

**OPEN MEETING MINUTES**

**June 25, 2025**

A duly advertised public hearing and meeting of the Administrative Charging Committee was held on June 25, 2025, in the Linwood Room of the George Howard Building, 3430 Ellicott City, Maryland 21043.

**Board Members’ Present**: Paul Rivers, Chair

Shawn Lamb

Samantha Phillips-Chester

Christopher Gallant

**Excused Board Members**: Octavia Kidd

**Staff Members Present**: Keyonna Kinsler, Executive Secretary

Elizabeth Adams, Office of Law

Chairperson Rivers called the open meeting to order at 6:06 PM.

1. **Approval of Minutes:** The Committee discussed the minutes of the Open Meeting held on June 16, 2025. Mr. Gallant moved to approve the minutes. Mr. Lamb seconded the motion, and it passed unanimously (4-0). The Committee reviewed the minutes of the Closed Meeting held on June 16 ,2025. Mr. Gallant moved to approve the closed meeting minutes. Mr. Lamb seconded the motion, and it passed unanimously (4-0).
2. **Closed Session:** Mr. Gallant moved to go into closed session pursuant to *Md. Code* *Ann., Gen. Prov. Art.* §3-305(b) (7;13): To consult with counsel to obtain legal advice”; 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 6:10 PM.

The open meeting reopened at 7:50 PM.

1. **New Meeting Dates:** The Committee decided to schedule a meeting for July 23 and August 27, 2025.
2. **Agenda Items:** The Committee directed staff to add to the July 23 meeting, Review of any new cases and any new business.

1. **Adjournment:** Mr. Gallant moved to adjourn. Mr. Lamb seconded the motion. The Committee voted unanimously (4-0) to adjourn the Open Meeting at 7:53 PM.

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Keyonna Kinsler

Executive Secretary

Date Approved: \_\_\_\_\_\_\_\_