



**Meeting Minutes**  
**November 28, 2023, 1:00 p.m.**  
**Senate Subcommittee Room #500, General Assembly Building**

Council members present:

The Honorable Malfourd W. Trumbo  
Senator Adam P. Ebbin  
Delegate M. Keith Hodges  
Delegate Vivian E. Watts  
John C. Blair  
Adam Kinsman  
Tracy Retchin

Council members not present:

The Honorable Bruce D. White  
Senator Thomas K. Norment, Jr.

Staff members present:

Stewart Petoe, Executive Director  
Elizabeth Sundberg, Senior Filing Associate  
Valerie Mizzell, Assistant Filing Coordinator

Staff members not present:

Rebekah Stefanski, Senior Attorney

**Summary:**

- I. The meeting was called to order at 1:20 p.m. by Judge Trumbo. Judge Trumbo introduced new council members, Adam Kinsman and Senator Ebbin.
- II. Mr. Blair made the motion to approve the meeting minutes as drafted from the November 29, 2022 Council meeting. This motion was seconded by Delegate Watts and unanimously approved by the Council. Delegate Hodges and Senator Ebbin abstained from the vote, noting that they were not present at the 2022 meeting.
- III. Mr. Petoe presented Formal Advisory Opinion – 2023-F-001: Difference Between Retained Lobbyists and Employed Lobbyists in Reporting Reimbursed Personal Travel Expenses. After discussion, Delegate Hodges made a motion to amend the opinion to add a sentence reinforcing the conclusion that just because a registered lobbyist is employed does not

mean that such lobbyist's transportation expenses will always be zero. Senator Ebbin seconded the motion. After further discussion, Senator Ebbin made motion to approve the opinion as amended. This motion was seconded by Delegate Hodges and unanimously approved by the Council.

- IV. Mr. Petoe presented Formal Advisory Opinion – 2023-F-002: Registration as a Lobbyist Required If Compensated by Client to Meet with Legislative or Executive Officials for Purposes of Providing Information. After discussion, Senator Ebbin suggested that the opinion be amended to make clear that the requirement to register as a lobbyist does not apply to someone who is only carrying out secretarial duties, such as making a phone call to set up a meeting. The requirement to register applies only if the person who arranged the meeting actually attends the meeting and is paid more than \$500. Senator Ebbin moved that the opinion be approved as amended by his suggestion. This motion was seconded by Delegate Hodges and unanimously approved by the Council.
- V. Mr. Petoe presented the draft of the Council's 2022 Annual Report. Delegate Watts made a motion to approve the report. The motion was seconded by Delegate Hodges and unanimously approved by the Council.
- VI. Judge Trumbo asked if anyone had signed up for public comment and it was confirmed that no one had. The floor was opened for public comment. No public comment was given.
- VII. The meeting was adjourned at 2:07 p.m.