

**MARYLAND CENTER FOR SCHOOL SAFETY
CLOSED-SESSION SUMMARY
TO BE INCLUDED IN THE MINUTES IN THE NEXT OPEN MEETING
(General Provisions Article § 3-306(c))**

SUMMARY OF CLOSED SESSION HELD ON AUGUST 14, 2023

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

Time of closed session: 11:22 a.m. to 11:55 a.m.

Place (location) of closed session: Maryland Coordination and Analysis Center, 7125 Ambassador Drive, Windsor Mill, MD 21244

Purpose of the closed session: Discuss a personnel matter related to job classification and evaluation of a specific MCSS employee

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

Names of members voting aye: Choudhury, Pothier (OAG designee), Davis (IAC designee), Warren (Disabilities designee), Butler and Stanco (Health designee); Members opposed: none; Abstaining: none

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b)(1) **Topic #2:** § 3-305(b)(7) **Topic #3:** § 3-305(b) ()
(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Personnel Matter	Choudhury, Pothier, Davis, Warren, Butler, Stanco, Johnson (counsel) and Bryan	1) Motion made and properly seconded related to a personnel matter – job classification of specific employee; vote taken; unanimously passed 2) Motion made and properly seconded related to a personnel matter – evaluation process for specific employee; vote taken; unanimously passed
#2: Legal Advice	Choudhury, Pothier, Davis, Warren, Butler, Stanco, Johnson (counsel) and Bryan	None
#3:		