

**BOARD OF LICENSE COMMISSIONERS FOR
ANNE ARUNDEL COUNTY**



Recusal Policy

The commissioners of this body are part-time public servants who have outside interests. It is important to the integrity of our proceedings that commissioners avoid any situation where their personal interests may conflict with their public duties. This policy outlines the procedure for handling such conflicts.

Board Member Recusal

A Board Member must recuse themselves from any matter in which they have a direct or apparent conflict of interest. A conflict of interest exists when a commissioner's private interests could improperly influence the performance of their official duties. An apparent conflict of interest is a situation where a reasonable person could conclude that the commissioner's private interests could improperly influence their official duties, even if that is not the case.

Public Announcement of Conflicts

Members of the public are welcome to raise concerns about a potential conflict of interest. If you believe a commissioner has a conflict of interest in a specific matter, you must announce it when the case is called. To ensure a fair and timely process, we encourage you to submit any written concerns about potential conflicts no later than five days in advance of the hearing. The concerned commissioner(s) will then address the matter and determine the appropriate action, which may include recusal.

If no potential conflicts are announced at the beginning of a hearing, the commissioners will assume there are no conflicts of interest and will proceed with the hearing.