



Commission Meeting
Open Session Minutes
January 18, 2023

The Maryland-National Capital Park and Planning Commission met in hybrid, in-person/videoconference, with the Chair initiating the meeting at the Parks and Recreation Administration Building in Riverdale, Maryland. The meeting was broadcast by the Prince George's County Parks and Recreation Department.

PRESENT

Prince George's County Commissioners

Peter A. Shapiro, Chair
Dorothy Bailey (videoconference) (departed 11:15)
William Doerner (videoconference)
Manuel Geraldo (videoconference)

Montgomery County Commissioners

Jeffrey Zyontz, Vice Chair
Cherri Branson (videoconference) (departed 11:40)
David Hill
Roberto Piñero (videoconference)
Amy Presley (videoconference)

NOT PRESENT

A. Shuanise Washington

Chair Shapiro called the meeting to order at 10:04 a.m.

ITEM 1 APPROVAL OF COMMISSION AGENDA

ACTION: Motion of Vice Chair Zyontz to approve the agenda
Seconded by Commissioner Geraldo
9 approved the motion

ITEM 2 APPROVAL OF COMMISSION MINUTES

Open Session – December 21, 2022
Closed Session – December 21, 2022 (vote not taken) Commissioner Hill asked the following change to be made to the minutes regarding Item 6b Legislative Update to replace the last sentence with: "Commissioner Hill noted a high proportion of tort claims and asked if the Commission has a vulnerability we should be addressing. General Counsel Borden said the agency experienced an increase in facility utilization coming out of COVID times and this seems a related increase. Otherwise these tort claims have been without a pattern."

ACTION: Motion of Commissioner Hill to approve Open minutes as amended.
Seconded by Commissioner Presley
9 approved the motion

ITEM 3 GENERAL ANNOUNCEMENTS

- a) National Blood Donor Month
- b) National Slavery and Human Trafficking Prevention Month
- c) Upcoming M-NCPPC Black History Month Observances
- d) Financial Disclosure Filing Requirement April 30 (State and M-NCPPC Deadlines)
- e) Commissioner Hill added that Montgomery County recently released information on an outbreak of canine influenza, particularly affecting exposure in the parks. For more information go to marylandparks.org.

ITEM 4 CLOSED SESSION

Chair Shapiro called for a motion to move the meeting into closed session. Commissioner Hill asked to add an item to closed session -- 4c(1) Discussion of the Continuing Presentation of the CIO Quarterly Report and to consult with legal counsel for it. Commissioner Hill moved; Commissioner Geraldo seconded. All Commissioners in attendance voted in favor of moving to closed session. Open Session adjourned and moved into closed session at 10:10 a.m.

Pursuant to Maryland General Provisions Article of the Annotated Code of Maryland, Section 3-305(b)(7) (9) and (15) the closed session considered matters relating to collective bargaining negotiations in order to preserve privileged and confidential deliberations required to manage ongoing collective bargaining negotiations; discussed cybersecurity matters that constitute a risk to network security information; and included consultation with counsel on legal requirements concerning closed sessions.

The following individuals were also present (in person and via videoconference):

Also present:

Asuntha Chiang-Smith, Executive Director
Gavin Cohen, Secretary-Treasurer
Debra Borden, General Counsel
Andree Checkley, Director, Prince George's Planning
Bill Tyler, Director, Prince George's Parks and Recreation
Mike Riley, Director, Montgomery Parks
Tanya Stern, Acting Director, Montgomery Planning

James Adams, Senior Technical Writer, DHRM
Michael Beckham, Policy Manager, DHRM
Gary Burnett, Deputy Director Montgomery Parks
Robin Cannon, Compensation Manager, DHRM (for item 4a)
Steve Carter, Deputy Director, Prince George's Parks and Recreation
Mazen Chilet, Chief Information Officer
John Kroll, Corporate Budget Director
Suzann King, Deputy Director, Prince George's Planning
Alvin McNeal, Deputy Director, Prince George's Parks and Recreation
Wanda Ramos, Deputy Director, Prince George's Parks and Recreation
William Spencer, Acting Deputy Executive Director

The following topics were discussed:

The Executive Director updated Commissioners on collective bargaining negotiations and related matters with the Fraternal Order of Police and MCGEO. Commissioners provided direction and support on how to proceed; Commissioners were briefed on matters related to cybersecurity by the Chief Information Officer; and Commissioners consulted with counsel to determine how to proceed with future Quarterly CIO reports.

There being no further business to discuss in closed session, Chair Shapiro called for a motion to adjourn the meeting from closed session and return to open session. Vice Chair Zyontz moved; Commissioner Geraldo seconded. All Commissioners in attendance voted in favor of adjournment, and returned to open session at 11:16 a.m.

ACTION AND PRESENTATION ITEMSa) Resolution 23-01, Amendments to the MCGEO Trades and Office/Clerical Pay Schedules (Spencer)

Vice-Chair Zyontz asked to amend the effective date to April 2, 2023

ACTION: Motion of Commissioner Geraldo to adopt Resolution 23-01 as amended

Seconded by Vice Chair Zyontz

8 approved the motion

Commissioners Bailey and Washington were absent from the vote

b) Diversity Council Year-in-Review / Introduction of New Members (Diversity Council)

Diversity Council Outgoing Chairs Ryan Harrison and Genevieve Gennai spoke with Commissioners about the Diversity Council's accomplishments of the Council during 2022 as reflected in the packet.

Chair Shapiro noted this was an impressive amount of work, both in breadth and scope. Other commissioners thanked the Diversity Council Chairs as well. Ms. Gennai shared a power point introducing the incoming 2023 Diversity Council members. Executive Director Chiang-Smith appreciated the council's hard work, adding that council members perform their council duties along with their regular M-NCPPC work program, and often perform services for the council on their own time, making sure these events and research are successful and productive. She thanked the Council, adding they fill in a critical gap across the agency. Chair Shapiro thanked the council for their leadership and for going above and beyond.

c) Presentation on Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ending June 30, 2022 (Cohen/Lehman)

Secretary-Treasurer Cohen introduced actuary Chris Lehman, who presented to Commissioners the independent audit results of the ACFR, and Corporate Accounting Manager Abbey Rodman who presented the report itself. Secretary-Trasurer Cohen said the ACFR extends well beyond any traditional reporting requirement to enable enhanced transparency. He added the agency's financial reporting conforms to the highest national standards, something that the agency should be very proud of. He thanked and congratulated his accounting team for putting together this award-winning report.

Mr. Lehman, of SB & Company, independent financial auditors, provided an Executive Summary of the audit. Auditors opine on the agency's regular financial statements and the ACFR itself and issue an unmodified opinion on the Commission's financial statements. Mr. Lehman reported there were no instances of fraud, no material weaknesses in internal controls identified during the audit, said the auditors received the full cooperation of management during the audit, and said no proposed journal entries needed to be proposed.

Director of Corporate Accounting Rodman presented the financial highlights of the M-NCPPC's ACFR. The agency ended the fiscal year in a strong financial position.

Contributing factors included strong ongoing property tax base, and increases in revenue, primarily due to the re-opening of facilities and programs due to the loosening of COVID

restrictions. She reviewed fund balances listed in the ACFR listed by Department and Fund type. The Commission reports healthy fund balances which are in full compliance with the agency's fund balance policy.

There were no questions.

ITEM 6 OFFICERS' REPORTS

Executive Director's Report

- a) Late Evaluation Report (December 2022) (For information only)
- b) 1st Quarter Purchasing Statistics (from December) (For information only)

Secretary-Treasurer's Report (no report this month)

General Counsel's Report

- c) Litigation Report (For information only). Vice Chair Zyontz flagged a discrepancy on the report and asked to follow up. The report cited 7 tort claims and 0 property disputes, which is reflected inaccurately in the table on page one of the report. He asked if the report could be corrected.
- d) Legislative Update. General Counsel Borden said the General Assembly has just started, so the legislators' current focus has been organizing. In the meantime, she said legal staff are ready to brief legislators and discuss bills affecting the agency. As soon as there is an additional update, legal staff will provide one. Chair Shapiro said regular contact with the legislators is critical and appreciated that the team is on top of it. Commissioner Geraldo asked what kind of information are legislators requesting. General Counsel Borden replied that the Montgomery County delegation has been interested in the M-NCPPC's work with the Montgomery County permit department. They have also answered some questions on the collective bargaining bill, what the change is proposed to be, what impact it will have, and how or if it will work differently for each county and the M-NCPC.


James F. Adams, Senior Technical Writer


Asuntha Chiang-Smith, Executive Director