



THE MARYLAND-NATIONAL CAPITAL
Park and Planning Commission

COMMISSION MEETING

June 18, 2025

10:00 a.m. – 12:00 p.m.

Wheaton Headquarters
Auditorium
2425 Reddie Drive
Wheaton, Maryland 20902

and via teleconference

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MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Wednesday, June 18, 2025

10:00 am to 12:00 noon

Wheaton Headquarters Auditorium and via Teleconference

			<u>ACTION</u>	
			Motion	Second
1.	Approval of Commission Meeting Agenda (10:00 a.m.)			
	a) Approval of June 18, 2025 Commission Meeting Agenda	(*) Page 1		
2.	Approval of Commission Minutes (10:05 a.m.)			
	a) Open Session – May 21, 2025	(*) Page 3		
3.	General Announcements (10:05 a.m.)			
	a) Juneteenth Holiday, Thursday June 19			
	b) National Caribbean American Heritage Month			
	c) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Month			
	d) Upcoming Independence Day Holiday (July 4)			
4.	Committee and Board Reports (10:10 a.m.)			
	a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from May 6, 2025 (for Information Only)	Page 9		
<i>Pursuant to the Maryland General Provisions Article of the Annotated Code of Maryland, Section 3-305(b)(9) a closed session is proposed to conduct collective bargaining negotiations or consider matters that relate to the negotiations.</i>				
5.	Closed Session (10:10 a.m.)			
<i>Open session resumes</i>				
6.	Action and Presentation Items (10:20 a.m.)			
	a) Amendments to the M-NCPPC Rules of Procedure regarding rotation of the M-NCPPC Chairmanship (Aniton/Beckham)	(*) Page 13		
	b) Resolution 25-12, Adoption of the FY26 Commission Operating and Capital Budgets (Charles)	(*) LD		
	c) Resolution 25-13 Extension of Hiring and Sign-on Bonus Program and Statistics Follow-up (Allen)	(*) Page 21		
	d) FY26 Wage Adjustments for M-NCPPC Park Police (Spencer)	(*) Page 23		
	i. Resolution 25-14 Wage Adjustment for Fraternal Order of Police			
	ii. Resolution 25-15 Wage Adjustment for Park Police Command Staff and Cadets			
	e) HR Strategic Plan follow-up (Allen)	Page 33		
	f) FY24 Personnel Management Review (King) see FY24 PMR online here	H		
7.	Officers' Reports (11:00 a.m.)			
	<u>Executive Director's Report</u>			
	a) MFD Quarterly Purchasing Statistics	Page 51		
	b) Quarterly Budget Transfers	Page 65		
	<u>Secretary-Treasurer's Report</u>			
	<i>No report scheduled</i>			
	<u>General Counsel</u>			
	c) Litigation Report	Page 67		

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting
Open Session Minutes
May 21, 2025

The Maryland-National Capital Park and Planning Commission met in a hybrid format in-person at the Prince George's County Parks and Recreation Administration Building in Riverdale, MD and virtually via videoconference. The meeting was broadcast by the Department of Parks and Recreation, Prince George's County.

PRESENT

Montgomery County Commissioners

Artie Harris, Chair
James Hedrick
Mitra Pedoeem

Prince George's County Commissioners

Manuel Geraldo
A. Shuanise Washington

NOT PRESENT

Shawn Bartley
Josh Linden

Peter A. Shapiro, Vice Chair
Dorothy Bailey

Chair Harris called the meeting to order at 10:08 a.m.

ITEM 1

Consent AGENDA

- a) Approval of the May 21, 2025 Commission meeting Agenda
- b) Resolution 25-08 Bethesda Minor Mater Plan Amendment
- c) Resolution 25-10 Paint Branch Stream Restoration Easements

ACTION: Motion of Commissioner Geraldo to approve the consent agenda
Seconded by Commissioner Hedrick
5 approved the item

ITEM 2

APPROVAL OF MINUTES

- a) Approval of Commission Minutes – Open Session
Regular Meeting: 4/16/25

ACTION: Motion of Commissioner Geraldo to approve the 4/16/25 minutes
Seconded by Commissioner Hedrick
2 approved the item
3 abstained (Harris, Pedoeem, Washington)

ITEM 3

GENERAL ANNOUNCEMENTS

- a) Memorial Day Holiday, Monday May 26
- b) Asian Pacific American Heritage Month
- c) Jewish-American Heritage Month
- d) Military Appreciation Month
- e) Upcoming Juneteenth Holiday, Thursday June 19

ITEM 4 COMMITTEE/BOARD REPORTS

- a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from April 1, 2025 (for Information Only)

ITEM 5 ACTION/PRESENTATION ITEMS

- a) CAS Salary Savings Transfer Request (Charles)

Corporate Budget Director Charles asked Commission approval to re-allocate approximately \$2.23M in anticipated Central Administrative Services year-end funds. Of these funds, \$1.65M will be used to pre-fund the Commission-wide IT Initiative Internal Service Fund to prefund Enterprise Resource Program Upgrade project; and \$0.58M will be used to support pre-payment of FY26 expenses. The savings primarily come from salary lapse savings from vacant positions.

Pre-payment of FY26 expenses have been proposed to counter the adopted non-recommended reductions. Any year-end savings beyond those listed in the memo will be added to the general admin reserve fund.

ACTION: Motion of Commissioner Geraldo to approve the adjustments
Seconded by Commissioner Washington
5 approved the item

- b) Resolution 25-09 Approval of the M-NCPPC Employees' Retirement System FY26 Operating Budget (Harris)

M-NCPPC Employees' Retirement System Executive Director Jaclyn Harris requested approval for the ERS FY26 Operating Budget of \$3.3665M, which represents a 5.5% increase. The ERS Board prepared an outline of the FY26 Employees' Retirement System budget, included in the packet.

Commissioner Geraldo asked for clarification on what factors contributed to the 5.5% budget increase. Ms. Harris replied that the increase reflected several ERS Goals and Priorities, including:

- Enhancements to member service systems
- Completion of a 5-year Actuarial Experience Study
- Issuance of an RFP for an Organizational Study of the ERS
- Implementation of a new software solution to support annual financial and budget reporting
- Investment Manager searches aligned with the ERS's Asset Allocation Policy

Commissioner Pedoeem asked for details on the budget cycle and funding sources for the ERS, and how it was tied to the M-NCPPC budget/budget cycle. Ms. Harris provided some details and explained the ERS operates independently from the M-NCPPC and is funded mainly by investment income

ACTION: Motion of Commissioner Washington to approve the Resolution 25-09
Seconded by Commissioner Geraldo
5 approved the item

c) Follow-up on GLP-1 Drug Policy (Allen)

Corporate HR Director Allen and Benefits Manager McDonald presented on the benefits package for CVS-Caremark benefits for GLP-1 medications for employees and their eligible dependents. Mr. Allen and Ms. McDonald shared a presentation describing the program, highlighting the data behind recent changes in approval for prescribing these medications.

Prior to October 2024, prescribed GLP-1 drugs were filled without stringent scrutiny, which was causing a dramatic spike in the cost of prescription insurance coverage. To mitigate insurance costs, the M-NCPPC implemented a change in policy in November of 2024 to require physician pre-authorization for recommended weight loss to take the medication specifically to lose weight. Provided there was a confirmed history of diabetes, or a pre-authorization to treat diabetes, prescriptions would be approved without question.

Commissioner Hedrick asked if the reason we restricted these drugs was to save money, did the new policy result in us denying anyone. He noted the presentation's reporting of a decrease in diabetics being prescribed the medication and asked if they were being recategorized from being diabetic to simply being overweight, and if so, why. He asked if the recategorization amounted to anything other than adding an administrative burden. He also suggested that some of the funds supporting wellness programs might be reallocated to supporting these clinically effective drugs, since the efficacy of many wellness programs may be suspect.

Mr. Allen noted many of the wellness programs offered by the M-NCPPC are free and supported by both United HealthCare and Kaiser. He said the decrease in diabetes patients and increase in obesity patients wasn't necessarily due to clinical or administrative recategorization so much as collecting a more accurate data set, since the data was not examined as closely prior to November 2024. Commissioner Pedoeem noted how much she likes and appreciates the M-NCPPC's various wellness programs.

Commissioners asked if these GLP-1 drugs were lifetime drugs, and in order to maintain an effective weight loss, a patient would likely need to continue taking them indefinitely, creating long-term costs. Mr. Allen agreed.

Chair Harris recommended continuing to monitor the drugs' use and for Mr. Allen to return for additional reports in November 2025 and at 12-month intervals thereafter. He also asked if metrics could be developed to monitor the effectiveness of the wellness programs. Commissioners agreed.

d) Resolution 25-11 Appointment of Brenda Edmond to the Merit System Board (King)

Commissioners considered the appointment of Ms. Edmond to the Merit Board. Ms. Edmond's resume and the appointment resolution were issued as a late delivery item.

Chair Harris said both he and Vice-Chair Shapiro spoke with Ms. Edmond about the appointment and think she is a great addition to the Board.

ACTION: Motion of Commissioner Washington to approve the Resolution 25-11
Seconded by Commissioner Geraldo
5 approved the item

ITEM 6

OFFICERS' REPORTS

Executive Director's Report

No report scheduled

Secretary-Treasurer's Report

No report scheduled

General Counsel's Report

- a) Litigation Report (For information only)
- b) Legislative Update (Baucum-Colbert)

Ms. Baucum-Colbert presented the Annual Legislative Report, detailing the Maryland General Assembly's major legislative bills taken up by the legislature that impacted the M-NCPPC. Ms. Baucum-Colbert provided highlights from the report, provided as a late delivery item.

Chair Harris thanked Ms. Baucum Colbert for her hard work and leadership during the session. Commissioners added their appreciation.

Commissioner Pedoeem asked if the Legal team could discuss the impact of the Solar Bill and the Growth Bill to M-NCPPC procedures and practices in Montgomery County. Senior Counsel Matthew Mills said the impact on the M-NCPPC should be minimal for the Solar Bill. Montgomery Planning Director Sartori said the Department will be examining the Growth Bill and working with counsel staff to keep M-NCPPC policies aligned with the new law. Mr. Sartori added the agency was involved in crafting the language of the bill so it would align with Montgomery Planning policies. Commissioner Pedoeem asked how the POS funding impacted the Montgomery Parks budget. Deputy Director Flusche confirmed several projects were cut due to the reduced budget, although much had been offset by bond sales.

Chair Harris commended Ms. Jordan and the staff who worked together and supported each other as a whole agency, finding strength in numbers to secure funding for the M-NCPPC.


Pursuant to the Maryland General Provisions Article of the Annotated Code of Maryland, section 3-305(b)(9) a closed session is proposed to conduct collective bargaining negotiations or consider matters that relate to the negotiations.

Item 5. CLOSED SESSION

ACTION: Motion of Commissioner Geraldo to enter closed session
Seconded by Commissioner Washington
5 approved the motion

Commissioners entered Closed session at 11:23 a.m. Open session resumed at 11:42 a.m. Chair Harris said during closed session, Acting Executive Director Spencer briefed Commissioners on the status of negotiations with the Fraternal Order of Police and Municipal and County Government Employees' Organization collective bargaining units. The Commissioners also passed closed session minutes from the previous meeting.

Chair Harris adjourned the meeting at 11:44 a.m.


James F. Adams, Senior Technical Writer


William Spencer, Acting Executive Director



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

**WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT**

Date: 5/21/2025 Time: 11:23 am
Location: Via Videoconference

Motion to close meeting made by Commissioner Geraldo. Seconded by Commissioner Washington.

Members voting in favor: Geraldo, Harris, Hedrick, Pedoeem, Washington

Opposed: N/A Abstaining: N/A Absent: Bailey, Bartley, Linden, Shapiro

**STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b)
(check all that apply):**

- ☐ (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- ☐ (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- ☐ (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ☐ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ (5) To consider the investment of public funds;
- ☐ (6) To consider the marketing of public securities;
- ☐ (7) To consult with counsel to obtain legal advice on a legal matter;
- ☐ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- ☒ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- ☐ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- ☐ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- ☐ (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- ☐ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- ☐ (15) To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information, such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

Pursuant to the Maryland General Provisions Article of the Annotated Code of Maryland, section 3-305(b)(9) a closed session is proposed to conduct collective bargaining negotiations or consider matters that relate to the negotiations.

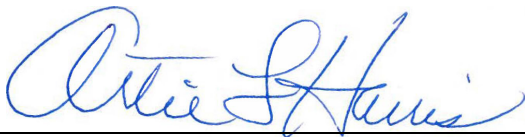
Topics to be discussed:

Commissioners to be briefed on the status of collective bargaining negotiations with the Municipal and County Government Employees' Organization and Fraternal Order of Police Collective Bargaining Units.

This statement is made by:

Artie Harris, Chair, Presiding Officer.

PRINT NAME



28 May 2025

SIGNATURE & DATE



EMPLOYEES' RETIREMENT SYSTEM
The Maryland-National Capital Park and Planning Commission

BOARD OF TRUSTEES MEETING MINUTES

Tuesday, May 6, 2025; 10:00 a.m.

Kenilworth Office Building, Riverdale, MD
(Virtual Meeting via Microsoft Teams)

The Maryland-National Capital Park and Planning Commission ("Commission") Employees' Retirement System ("ERS") Board of Trustees ("Board") met with CHAIR SHAPIRO leading the meeting on Tuesday, May 6, 2025. The meeting was called to order at 10:02 a.m. by CHAIR SHAPIRO.

Board Members Present

Peter A. Shapiro, Board of Trustees Chair, Prince George's County Commissioner
James Hedrick, Board of Trustees Vice Chair, Montgomery County Commissioner
Gavin Cohen, CPA, M-NCPPC Secretary-Treasurer, Ex-Officio
Pamela F. Gogol, Montgomery County Public Member
Theodore J. Russell III, Prince George's County Open Trustee
Elaine A. Stookey, Bi-County Open Trustee
William Spencer, M-NCPPC Acting Executive Director, Ex-Officio
Lisa Blackwell-Brown, MCGEO Represented Trustee
Caroline McCarthy, Montgomery County Open Trustee

Joined at 10:03 a.m.

Board Members Absent

Sgt. Anton White, FOP Represented Trustee
Sheila Morgan-Johnson, Prince George's County Public Member

ERS Staff Present

Jaclyn F. Harris, Executive Director
Alicia C. Stanford, Administrative Specialist
Sheila Joynes, Accounting Manager
Charles M. Curtis Jr., Accountant

Presenters

Cheiron - Patrick Nelson, FSA, CERA, EA, MAAA, Consulting Actuary
Cheiron - Janet Cranna, FSA, FCA, EA, MAAA, Principal Consulting Actuary
Cheiron - Jana Bowers, FSA, EA, MAAA, Associate Actuary
Meketa Investment Group - Mary Mustard, CFA

ITEM 1. APPROVAL OF MAY 6, 2025 CONSENT AGENDA

ACTION: MS. GOGOL made a motion, seconded by VICE CHAIR HEDRICK to Approve the Consent Agenda of May 6, 2025. MS. BLACKWELL-BROWN was absent from this vote. MS. MCCARTHY abstained from the vote of approval of the April 1, 2025 minutes. The motion PASSED. (8-1-0) (Motion # 25-12).

ITEM 2. CHAIR'S ITEMS

ITEM 2.A. CONFERENCE AND TRAINING SUMMARY – No notable discussion from the Board.

ITEM 3. CONSULTANT/MANAGER PRESENTATIONS

ITEM 3.A. CHEIRON

In accordance with the Funding Policy, the Board annually evaluates the reasonableness of the investment return assumption to determine whether a five-basis point reduction is warranted. This assessment is based on the investment portfolio's asset allocation and long-term capital market return forecasts. The current assumed rate of return is 6.70%, effective as of June 30, 2022.

Patrick Nelson, Janet Cranna, and Jana Bowers analyzed the investment return assumption. They assessed the impact of maintaining a 6.70% assumption and a five-basis point decrease to 6.65%, with projected results as of June 30, 2025. The analysis covered changes to actuarial liability, funded ratio, and employer actuarial contributions under both assumptions.

Cheiron has determined that the probability of achieving a 6.70% return based on the target allocation is 55.46%, with an expected risk of 11.72%. According to the most recent data from NASRA, the average return assumption for public pension plans is 6.91%. There has been a significant increase in the number of plans assuming a return of 7% or lower.

Based on the latest Horizon Survey of Capital Market Assumptions, the expected return for the ERS portfolio, considering a 10-year and 20-year time horizon and the portfolio's target asset allocation, is 6.73% and 7.01%, respectively. Cheiron is comfortable in the ERS maintaining the current 6.70% investment return rate.

ACTION: MR. COHEN made a motion, seconded by MS. MCCARTHY to maintain the investment return assumption at 6.70% for the June 30, 2025 actuarial valuation. The motion PASSED (9-0) (Motion # 25-13).

ITEM 3.B. MEKETA INVESTMENT GROUP

Ms. Mustard provided a summary of the Plan's performance as of March 31, 2025, noting a slightly negative month as the announcement of tariffs caused uncertainty in the market and reduced economic confidence. She added that GDP was down -0.3%, the U.S. dollar lost its value, interest rates went up, and equities were sold off. The ERS Total Fund return for the month was -0.9% (net of fees), compared to the Target Policy index return of -1.1%, outperforming by twenty basis points. For the fiscal year-to-date, three, five, and ten-year trailing periods ending March 31, 2025, the ERS Total Fund return stood at 4.9%, 4.0%, 8.9%, and 6.7%, respectively; compared to the Target Policy index returns of 5.6%, 5.0%, 9.0%, and 6.2%, respectively.

ITEM 4. COMMITTEE REPORTS/RECOMMENDATIONS

ITEM 4.A. Investment Monitoring Group

Ms. Harris reported that during the April 15, 2025 meeting, Meketa presented an updated Investment Policy Statement to align with the Board approved new Asset Allocation Policy. Updates included changes to the Total Fund Target Policy benchmark to reflect the new target allocations and modifications were made to the language in certain sections of the document at the request of the IMG.

ACTION: VICE CHAIR HEDRICK made a motion, seconded by MR. RUSSELL to Approve the Changes to the Investment Policy Statement. The motion PASSED. (9-0). (Motion # 25-14).

ITEM 4.B. Administration and Personnel Oversight Committee

Mr. Cohen reported that during the April 15, 2025 meeting, Ms. Harris presented to the Personnel Committee the FY26 Proposed Operating Budget totaling \$3,665,000, representing a 5.5% increase from FY25. Mr. Cohen highlighted that the FY26 Operating Budget included funding for an Actuarial Experience Study for the 5-year period ending June 30, 2025 and an Organizational Study.

ACTION: MR. RUSSELL made a motion, seconded by VICE CHAIR HEDRICK to Approve the FY26 Operating Budget. The motion PASSED. (9-0). (Motion # 25-15).

ITEM 5. EXECUTIVE DIRECTOR'S REPORT

Ms. Harris shared that two new individuals will be joining the ERS team. Mariah Spencer is set to begin on May 12, 2025, as a Senior Retirement Benefits Analyst, while Leslie Harmon will start on May 27, 2025, as the new Deputy Executive Director. She also updated the Board on the successful launch of MemberDirect to retirees. Additionally, she announced that the ERS received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2024. Lastly, she reported that the PensionGold Annual Disaster Recovery Test was completed without any issues on April 3, 2025.

ITEM 6. CLOSED SESSION

ACTION: At 10:44 a.m., VICE CHAIR HEDRICK made a motion, seconded by MS. GOGOL to go into closed session under authority of the General Provisions Article of the Annotated Code of Maryland Section 3-305(b)(5) to consider matters directly concerning the actual investment of public funds under the authority of this Board. The motion PASSED (9-0). (Motion # 25-16).

Board of Trustees in Closed Session: Chair Shapiro, Vice Chair Hedrick, Theodore Russell III, Elaine Stookey, Caroline McCarthy, Pamela Gogol, Lisa Blackwell-Brown, Gavin Cohen, and William Spencer.

Chair Shapiro ratified the actions taken in the Closed Session with no discussion from the Board.

The Board meeting of May 6, 2025 adjourned at 10:56 a.m.

Respectfully,

Alicia C. Stanford

Alicia C. Stanford
Administrative Specialist

Jaclyn Harris

Jaclyn F. Harris
Executive Director

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

June 24 2025

To: The Commission

Via: Tracey Harvin, Corporate Policy and Management Operations Director

From: Michael Beckham, Corporate Policy and Archives Chief

Subject: Amendments to the Rules of Procedure of the Maryland-National Capital Park and Planning Commission

REQUESTED ACTION

The Commission is asked to approve proposed amendments to the Rules of Procedure of the Maryland-National Capital Park and Planning Commission (Attachment A), to reflect that the Chair and Vice-Chair of the Commission will rotate on July 1, instead of at the first regular meeting after July 1.

With the Commission's approval, the proposed revisions, which were developed in coordination with the Legal Department, will be finalized and promulgated.

BACKGROUND

Amendments have been drafted at the request of Chair Harris and Vice-Chair Shapiro. The goal is to make the process of rotating the Commission Chair and Vice-Chair simple and flexible. Prior to the July 1 rotation date, a vote is not required, but one may take place if desired.

Separately, the Commission may vote, by simple motion or resolution, to suspend the Rules of Procedure provision on the Chairs' rotation in any given year, as it did a few years ago. This allows for an incoming Vice-Chair to have more time to serve on the Commission before assuming the role of Chair, particularly when the rotation date closely follows their appointment as Vice-Chair.

Attachment A: Draft Amendments to the Rules of Procedure of the Maryland-National Capital Park and Planning Commission

1 **PROPOSED AMENDMENTS TO THE RULES OF PROCEDURE OF**
2 **THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**
3

4 **Key to Revisions:**

5 **Highlight:** Recommended additions

6 **Strikethrough:** Recommended deletions

7 **Bold Italics:** Comments on changes

8
9 **I. COMMISSION MEETINGS**

10
11 § 1. **Time**
12

13 (a) **Regular Meetings**

14 Regular meetings will be held on the third Wednesday of each month except
15 August, at a time when it is deemed necessary and appropriate by the Commission.
16

17 (b) **Special Meetings**

18 Special meetings may be called by the presiding officer at any time, and must be
19 called when a majority of Commissioners, excluding vacancies, so request in
20 writing.
21

22 §2. **Place**
23

24 (a) **Regular Meetings**

25 Regular meetings will be held in Prince George's or Montgomery County
26 alternately, or wherever it is deemed necessary and appropriate due to special
27 circumstances by the Commission. This may include virtual, in-person, or hybrid
28 meetings.
29

30 (b) **Special Meetings**

31 Special meetings may be held in either Prince George's or Montgomery County, or
32 wherever it is deemed necessary and appropriate by the Commission. This may
33 include virtual, in-person, or hybrid meetings.
34

35 §3. **Notice**
36

37 (a) **Alteration of Meeting Time or Place**

38 Any alteration in the time or place of a regular or special meeting will be posted at
39 the originally designated time and place. The Department of Human Resources and
40 Management shall make a reasonable attempt to notify all Commissioners, staff,
41 and the public of the change at least five days in advance of the originally scheduled
42 meeting, except where impossible due to an emergency.
43

44 (b) **Special Meeting**

45 The Department of Human Resources and Management will make a reasonable
46 attempt to notify all Commissioners, staff, and the public of a special meeting at
47 least five days in advance, except where impossible due to an emergency. Such
48 notice will contain the purpose of the special meeting, and no other business may
49 be considered except by a two-thirds majority vote of the Commissioners present.
50

51 §4. **Quorum**
52

53 (a) **Regional Matters**

54 Three members of each County Planning Board shall constitute a quorum for
55 consideration of regional matters. A quorum may be met by attendance in person
56 or virtually.

(b) **Bi-County and Other Matters**

A majority of the Commissioners, excluding vacancies, shall constitute a quorum for consideration of bi-county and other matters. A quorum may be met by attendance in person or virtually.

§5. **Procedure: Generally**

Meetings shall be conducted according to these Rules of Procedure of The Maryland-National Capital Park and Planning Commission (Revised, January 17, 2024, and Robert's Rules of Order, Revised. In case of inconsistency, these Rules of Procedure shall govern.

§6. **Speakers: Whom to Address**

All statements and questions at regular or special meetings will be addressed to the presiding officer.

§7. **Voting Procedure: Generally**

(a) **How the Commission May Act**

The Commission may act by motion or resolution only.

(b) **Form of Motions or Resolutions**

The presiding officer shall state the question to be decided immediately prior to taking a vote. All resolutions must be in writing, and any amendments thereto shall be stated immediately prior to taking a vote.

(c) **Manner of Voting**

Voting shall be by voice vote or other physical indication such as a hand gesture if unable to vote by voice. Upon the request of any Commissioner, voting will be by individual yeas and nays.

(d) **Telephone and/or Virtual Poll**

Whenever an emergency situation is determined to exist by the Commission Chair, and circumstances do not permit the assembly of a special meeting in person, any Commissioner may request that a telephone or virtual poll be taken to act on a motion or resolution. The Chair shall make a reasonable attempt to poll all Commissioners. The voting procedures relating to specific matters in §8 of this Article shall apply to telephone and virtual polls.

§8. **Voting Procedure: Specific Matters**

(a) **Regional Matters**

The adoption of a motion or resolution respecting a regional matter, as defined in the Maryland Annotated Code, Land Use Art. § 20-203 (1957, as amended 2012), shall be carried by the affirmative votes of not less than six Commissioners, of whom not less than three Commissioners shall be from Prince George's County and not less than three Commissioners from Montgomery County. However, when a regional plan affects one county only, the affirmative vote of three members of the local Planning Board for the county affected shall be controlling.

(b) **Bi-County Matters**

The adoption of a motion or resolution respecting a bi-county matter shall be carried by the affirmative votes of a majority of the Commissioners present and voting from Prince George's County and a majority of the Commissioners present and voting from Montgomery County.

(c) **Other Matters**

The adoption of a motion or resolution respecting any other matters shall be carried by the affirmative votes of a majority of the Commissioners of the Commission present and voting.

§9. **Agenda**

(a) **Regular Meetings**

At the beginning of each regular meeting, the Commission will approve the agenda for that meeting.

(b) **Special Meetings**

At the beginning of each special meeting, the Commissioners present will approve the agenda for that meeting.

§10. **Minutes**

The Department of Human Resources and Management will maintain the approved minutes of the Commission and therein record a brief summary of all matters considered, and the vote, abstention, or absence of each Commissioner thereon.

§11. **General Public**

(a) **Open Meetings**

Meetings of the Commission shall be open to the public pursuant to Maryland Annotated Code, General Provisions § 3-301 except as provided in (b) of this section.

(b) **Closed Meetings**

The Commission may have a closed meeting or may adjourn an open meeting to go into closed session, from which the public is excluded for any of the purposes contained in the Maryland Annotated Code, General Provisions § 3-305 (1957, as amended 2022), or as it may be amended further. See: Appendix A, *Lawful Purposes for which a Closed Session May be Held*.

§12. **Official Records**

The approved minutes and official records of the Commission meetings shall be maintained by the Department of Human Resources and Management and shall be made available for public inspection. The minutes of any meeting or portion thereof lawfully held in closed session shall not be available for public inspection, but the general subject and a statement of reasons for the closed session shall be available for public inspection.

II. **CHAIR AND VICE-CHAIR**

§1. **Designation**

Designation of Commissioners for the positions of Chair and Vice-Chair shall be made pursuant to the Maryland Annotated Code, Land Use Art. § 15-106 (1957, as amended 2022) or as may be amended further.

§2. **Election**

(a) **Alternating Terms**

~~On~~ ~~At its first regular meeting after~~ July 1, the designee from Montgomery County shall become Chair and the designee from Prince George's County shall become Vice-Chair. In ~~alternating odd-numbered~~ years, the designee from Prince George's County shall become Chair, and the designee from Montgomery County shall become Vice-Chair.

(b) **Vacancies**

In the event that no designee from the appropriate county exists on July 1, the Vice-Chair of the Commission shall serve as Chair until a proper designation is made.

§3. **Duties**

(a) **Chair**

The Chair shall be the presiding officer at Commission meetings and shall perform the other customary duties of such office. The presiding officer may participate in the discussion of and vote upon any matter before the Commission.

(b) **Vice-Chair**

The Vice-Chair shall act in the absence of the Chair.

(c) **Chair Pro Tempore**

In the absence of both the Chair and the Vice-Chair, the Commissioner most senior in number of years of service on the Commission shall serve as Chair pro tempore.

III. **COMMITTEES AND REPRESENTATIVES**

§1. **Designation and Authorization**

Designation of internal committees and representatives of the Commission to other governmental bodies, agencies, or organizations shall be made as the need arises by the presiding officer. Their function and number shall be authorized by the Commission.

§2. **Vacancies**

Any vacancy in these positions shall be filled in the same manner as the original designation.

IV. **PUBLIC HEARINGS**

§1. **Who May Conduct**

A quorum of the Commission is not required to hold a public hearing. The Commission shall appoint one or more of its Commissioners or staff to preside at any public hearing.

§2. **Notice**

Reasonable notice of public hearings shall be given in advance by (i) publication in a newspaper of general circulation throughout the Maryland-Washington Regional District; (ii) by posting the notice on the Commission website; or (iii) any other reasonable method.

§3. **Agenda**

The agenda of such public hearings shall be prepared at the direction of the Commission or staff member presiding at the public hearing.

§4. **Whom to Address**

All statements and questions at public hearings shall be addressed to the Commission or staff member presiding at the public hearing.

§5. **Official Records**

A record of all public hearings shall be kept and made available pursuant to Article I, §12 of these Rules of Procedure.

§6. **Recess**

Public hearings may be recessed at the discretion of the Commission or staff member presiding at the public hearing.

LAWFUL PURPOSES FOR WHICH A CLOSED MEETING MAY BE HELD

Source: Maryland Annotated Code,
General Provisions § 3-305 (1957, as amended 2022)

1. Discussion of the employment, assignment, appointment, promotion, demotion, compensation, discipline, removal, or resignation of employees, appointees, or officials over whom it has jurisdiction, or any other personnel matter affecting one or more particular individuals;
2. Protection of the privacy or reputation of individuals in matters not related to public business;
3. Considering the acquisition of real property for a public purpose and matters directly related thereto;
4. Considering preliminary matters concerning a proposal of or for a business or industrial organization to locate in the state or any part of the state;
5. Considering the investment of public funds or the marketing of public securities;
6. Consider the marketing of public securities;
7. Consultation with legal counsel;
8. Consultation with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation;
9. Conducting collective bargaining negotiations or considering matters and issues in connection therewith;
10. Discussion concerning public security, including the employment of fire and police services and personnel and the development and implementation of emergency plans;
11. Preparation, administration, or grading of scholastic licensing, or qualifying examinations;
12. Investigative proceedings concerning possible or actual criminal misconduct;
13. Complying with a specific constitutional, statutory, or judicially imposed requirement protecting particular proceedings or matters from public disclosure;
14. Discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process;
or
15. Discuss cybersecurity, if the public body determines that public discussion would constitute a risk to (a) security assessments or deployments relating to information resources technology; (b) network security information, including information that is: (i) related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity; (ii) collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or (iii) related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or (c) deployments or implementation of security personnel, critical infrastructure, or security devices.

DEFINITIONS

For purposes of the Rules of Procedure of The Maryland-National Capital Park and Planning Commission, the following words shall have the indicated meanings. No definition is meant to be exclusive.

1. **REGIONAL MATTERS**

- (a) The adoption and amendment of the General Plan for the Physical Development of The Maryland-Washington Regional District, or parts thereof.
- (b) Mandatory referrals from the United States or the State of Maryland, or any agency thereof pursuant to Maryland Annotated Code, Art. 66D, §7-112 (1957, as amended 1976) or as further amended.
- (c) The adoption and amendment of the Park Regulations.
- (d) The determination that a matter is a regional matter.

2. **BI-COUNTY MATTERS**

- (a) The adoption and amendment of the Commission budget, including but not limited to that portion of the Commission budget concerned with bi-county offices or functions.
- (b) The appointment, dismissal, salaries, or duties of the Executive Director, Secretary-Treasurer, General Counsel, members of the Merit System Board, or Board of Trustees.
- (c) The adoption and amendment of Rules and Regulations with respect to the Merit System.
- (d) The adoption and amendment of classification and pay plans.
- (e) The adoption and amendment of all practices, administrative rules, and regulations applicable Commission-wide.
- (f) The determination that a matter is a bi-county matter.



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC Resolution No. 25-13

EMPLOYMENT AND EMPLOYEE REFERRAL BONUSES

WHEREAS, pursuant to the provisions of Division II of the Land Use Article of the Annotated Code of Maryland and the Merit System Rules and Regulations, the Maryland-National Capital Park and Planning Commission ("Commission") shall have the responsibility and authority to manage and direct the operations of the work program within the confines of the adopted budget and approved administrative procedures; and

WHEREAS, the Commission is intent on enhancing its competitive relationship in comparison to similar employers regarding attracting and retaining individuals in certain key "hard-to-fill" positions as identified by Department Heads and approved by the Executive Director; and

WHEREAS, the Commission recognizes the benefits of employment sign-on and employee referral bonuses to stimulate decisions and attract applicants to the Commission during these times of high vacancy rates and limited human resources; and

WHEREAS, on or about December 18, 2024, the Commission adopted Resolution No. 24-26 establishing up to \$7,500.00 as the maximum employment sign-on bonus per newly-hired non-park police Merit System position, up to \$10,000 as the maximum employment sign-on bonus per newly-hired park police officer, and up to \$500.00 as the maximum employee referral bonus per newly-hired employee. These bonuses are not subject to the limitations imposed by the Performance Recognition Program; and

WHEREAS, the Commission desires to further control costs and reduce total expenditure on employment sign-on bonuses and employee referral bonuses.

NOW, THEREFORE, BE IT RESOLVED, the Commission establishes a maximum employment sign-on bonus of:

- a. Up to \$10,000 per applicant for a Park Police Officer position.
- b. Up to \$7,000 per applicant for a Merit System position with an annual salary of \$120,001 or higher.
- c. Up to \$5,000 per applicant for a Merit System position with an annual salary between \$75,001 - \$120,000.
- d. Up to \$3,000 per applicant for a Merit System position with an annual salary less than \$75,000.
- e. Up to \$500 per applicant for a Seasonal/Intermittent contract position; and

BE IT FURTHER RESOLVED, the Commission suspends the referral bonus program for Merit System and Seasonal/Intermittent contract positions for Fiscal Year 2026; and

BE IT FURTHER RESOLVED, the Commission hereby adopts, as recommended by the Department Heads, the employment sign-on bonuses effective July 1, 2025.

BE IT FURTHER RESOLVED, all other administrative terms and conditions for the award of the bonuses are to be developed and distributed by the Executive Director.

BE IT FURTHER RESOLVED, that the Executive Director is directed to prepare appropriate language to be included in Commission policy to effectuate the provisions of this Resolution.

Approved for legal sufficiency:



Michael W. Aniton 5/30/2025



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC Resolution No. 25-14

**FISCAL YEAR 2026 REOPENER AGREEMENT ON WAGES
WITH FRATERNAL ORDER OF POLICE, LODGE NO. 30**

WHEREAS, §16-302 of the Land Use Article of the Annotated Code of Maryland requires the Maryland-National Capital Park and Planning Commission (the "Commission") to engage in collective bargaining for certain employees and under specified circumstances;

WHEREAS, eligible Commission employees are organized into the Park Police Bargaining Unit and have elected the Fraternal Order of Police, Lodge No. 30 ("FOP") to be their exclusive representative for the purpose of collective bargaining with the Commission;

WHEREAS, the FOP has a Collective Bargaining Agreement with the Commission, effective February 1, 2023, through January 31, 2026 ("Agreement"), covering wages, retirement, promotions, and other items of significant fiscal cost;

WHEREAS, Article V of the Agreement requires the parties to re-open negotiations regarding fiscal year 2026 wages and other matters;

WHEREAS, in January 2025 the Commission's designated management team began negotiations with FOP in good faith pursuant to Article V of the Agreement, regarding wages and other matters;

WHEREAS, a tentative agreement has now been reached between the Commission and the FOP addressing certain Fiscal Year 2026 wage adjustments and other matters for represented Park Police Officers;

WHEREAS, the Reopener Agreement would result in a change to the pay schedule, a proposal for a take-home vehicle pilot program Memorandum of Understanding (MOU) for a limited period of time along with the establishment of a joint committee, and the deferral of physical examinations applicable to FOP members, which is incorporated in this Resolution and explained in detail in Exhibit A;

WHEREAS, the Reopener Agreement will be effective July 1, 2025, unless expressly specified therein.

NOW THEREFORE, BE IT RESOLVED, that the Maryland-National Capital Park and Planning Commission approves the provisions contained in the Reopener Agreement, as set forth in Exhibit A; and

BE IT FURTHER RESOLVED, that the Maryland-National Capital Park and Planning Commission does hereby authorize the Acting Executive Director to take any action as may be necessary to implement this Resolution and to approve and ratify the Reopener Agreement attached hereto as Exhibit A.

Approved for legal sufficiency:

Ben Rupert

Ben Rupert, Principal Counsel

MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION'S
AND
FRATERNAL ORDER OF POLICE LODGE NO. 30

Tentative Agreement

May 13, 2025

Wages.

For FY 2026:

- Officers shall receive a regular Merit/Step increase;
- Officers shall receive a **one and one-half percent (1.5%) COLA**, effective the first full pay period of July, 2025;
- Officers shall receive a **one and one-quarter percent (1.25%) COLA**, effective the first full pay period of January, 2026;
- Officers shall receive the current ASIs if they would otherwise become eligible for an ASI during the fiscal year.

- **Extra Into Base**

Effective the first full pay period following July 1, 2025, the hiring bonus previously paid to new hires before completion of the academy shall be included as an “extra into base” paid out over the officer’s first four (4) years as follows:

- PO2B---\$4,000.00;
- PO2C---\$3,000.00;
- PO2D---\$2,000.00;
- PO2E---\$1,000.00.
- The “extra into base” component of the wage scale shall only be paid to individuals hired as new hire officers after July 1, 2025. The “extra into base” component shall replace the new hire bonus previously paid to new hire officers before they graduated from the Academy.
- Lateral hires shall not receive the “extra into base” component. Instead, lateral hires shall continue to receive the hiring bonus for as long as Management continues to provide a lateral hiring bonus.
- New hire officers who join before July 1, 2025 and receive any part of the new hire bonus shall not be eligible to receive the “extra into base” component.

- The “extra into base” component of the wage scale shall be considered income for all purposes and shall count towards an officer’s retirement and life insurance benefits, sick and annual leave benefits, as well as their overtime compensation.
- If an officer is promoted to Private First Class before the end of his or her first four (4) years, the “extra into base” would be added to the officer’s base pay as a Private First Class officer.
- Notwithstanding the introduction of the “extra into base” component into the wage scale, all future increases resulting from moving from one step to another on the wage scale shall be based on the amounts set forth in the line immediately above the line showing the “extra into base” component.
- The “extra into base” component of the wage scale shall sunset on July 1, 2027, provided that any officer that started as an “extra into base” officer shall continue to receive the “extra into base” amounts until their fifth year of employment at MNCPPC.

Promotional Increments

- **Effective the first full pay period after January 1, 2026**, the Corporal promotional increment shall be increased from 5% to **6.25%** over Private First Class.
- The Sergeant promotional increment shall remain 10.25% over corporal.

Proposal on Take-Home Vehicle Pilot Program MOU

The parties agree to enter into a Memorandum of Understanding (“MOU”) and participate in a two (2) year pilot program to evaluate the costs, benefits, as well as positive and negative aspects of the FOP’s proposal to change the existing Take Home Vehicle Program and permit Patrol Officer use of vehicles to commute to and from their primary residences outside of Prince George’s County and Montgomery County.

The MOU shall temporarily expand the current program set forth in Section 12.3 of the Collective Bargaining Agreement. Among other things, the MOU shall confirm that:

Scope

1. All Patrol Officers who have completed field training and live outside of the two (2) counties, but within **twenty-five (25)** road miles of the Montgomery or Prince George’s County lines, will be allowed to utilize take-home vehicles; however, this utilization shall be solely for the purpose of commuting to and from their duty work and primary residence, consistent with Division policies and directives.

2. Patrol Officers who live outside the two (2) Counties and beyond the 25-road-mile radius will also be provided take-home vehicles, so long as each officer leaves the vehicle at a designated, predetermined location within 25-road-miles of the Montgomery or Prince George's County lines. This utilization shall also be solely for the purpose of commuting to and from duty work, consistent with Division policies and directives.
3. **Chiefs shall determine whether officers live within 25-road mile radius using the mileage counts on Google Maps. Each Chief's determination, if in accordance with the results supplied by Google Maps, shall not be subject to the grievance procedures.**
4. Designation of any predetermined location shall be within the sole discretion of the Park Police Chief. In making such decisions, the Park Police Chief shall consider requests for designations submitted by the individual officer.
5. Determinations of both predetermined locations and whether a particular residence falls within the 25-road-mile radius shall 1) not be delegable to any other member of Management, and 2) not be subject to the grievance and arbitration process set forth in Article 4 of the Collective Bargaining Agreement.
6. **Participating officers shall be permitted, with prior approval of the Chief, to use take home vehicles for to-and-from travel to secondary employment within the two Counties.**
7. Patrol Officers who live within the two (2) Counties shall remain prohibited from utilizing their vehicles beyond the Montgomery or Prince George's County lines.
8. This Pilot Program extension of the Take Home Vehicle Program is a privilege that can be suspended or revoked by the respective Chief of any officer who violates any term of this Pilot Program. Suspensions and revocations shall be subject to the regular grievance procedures.

Eligibility

1. All patrol officers who have completed field training;
2. Any officer who receives less than a fully satisfactory overall rating would not be eligible to take the **take home vehicles** outside the two Counties for 180 days after the officer's unsatisfactory overall performance rating;
3. Any officer with a Category C disciplinary offense or worse on the disciplinary matrix, **or a second Category B offense within a 180-day period (provided that automated traffic citations shall count as Category B offenses for this purpose only if they are accounted as discipline under applicable Divisional Directives)**, would be ineligible to participate in the Pilot Program extension for 180 days after the officer receives or accepts the disqualifying disciplinary offense;
4. Officers would retain any existing ability to grieve or otherwise challenge an unsatisfactory overall performance rating or the existence of a disqualifying

disciplinary offense, but if the rating/offense is sustained, the appropriateness of the suspension of **the Pilot Program** privileges would be established.

5. **Loss of eligibility to participate in the Pilot Program for 180 days is in addition to, and not in lieu of, any discipline or other action taken because of a disciplinary matter or unsatisfactory performance rating.**
6. Park Police Officers participating in the Pilot Program will timely complete any Commission paperwork needed to analyze the costs, benefits, as well as the positive and negative aspects of the Pilot Program. **Officers shall report mileage on their vehicles on a weekly basis. If and when officers can report mileage via an electronic reporting mechanism, then officers will be permitted to report mileage electronically.**
7. The Pilot Program shall terminate on July 1, 2027, unless the Commission and FOP execute an agreement continuing the Program.

Reporting & Joint Committee

The parties shall establish a Joint Committee comprised of an equal number of FOP and management representatives, but no more than four (4) from each party. The Committee will schedule its first meeting in July 2025 and shall meet no less frequently than every other month during the two (2) year Pilot Program. The Committee shall evaluate the costs, benefits, as well as the positive and negative aspects of the FOP's proposed change **to** the existing Take Home Vehicle Program. The topics that the Committee will specifically study shall include:

1. The Commission's expenses, and changes in expenses **because of to-and-from usage**, during the two (2) year Pilot Program related to:
 - fuel, labor, and parts;
 - vehicle replacement and outfitting costs;
 - insurance coverage on Commission vehicles;
 - workers' compensation claims;
 - other expenses related to the maintenance of the Park Police vehicles.
2. Whether **and to what extent** the Commission experiences increased delays in maintaining Park Police Vehicles **because of additional Pilot Program usage, including reporting as to how long vehicles under preventative maintenance are being actively worked on (that is, when they are "on the rack") and how long vehicles are waiting to undergo active maintenance.**
3. Whether **and to what extent** the Commission experiences increased expenses related to hiring more mechanics to maintain Park Police Vehicles **because of additional Pilot Program usage.**
4. Whether **and to what extent** the Commission experiences increased expenses related to contracting vendor services to maintain Park Police Vehicles **because of additional Pilot Program usage.**

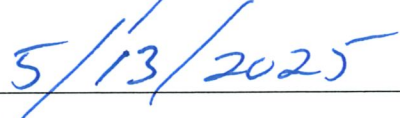
5. Whether **and to what extent** the actual additional miles driven during the Pilot Program equal, exceed, or are less than the projected costing estimates for the FOP proposal.
6. **Whether and to what extent there is** property damage or personal injuries associated with the use of vehicles outside the two Counties.
7. Adverse reactions by elected or appointed representatives of either Prince George's County or Montgomery County Government to Commission vehicles being taken beyond county lines.
8. Adverse reactions by members of the public to Commission vehicles being taken beyond county lines.
9. **Whether and to what extent there were** violations of the restriction against use of Commission vehicles for any purpose other than commuting to and from an officer's duty work and primary residence.
10. **Increased convenience to the pilot-program officers.**
11. **The positive effects of or feedback related to use of the take home vehicles in the impacted communities.**
12. **The ability of officers to respond to priority calls or to take emergency actions because of the Pilot Program.**

Medical Examinations

The parties agree that Article XI physical examinations shall be deferred until calendar year 2026. In calendar year 2026, officers will continue to determine whether their physical examinations will be with the Commission's Medical Provider or with the officer's physician. All existing provisions in Article XI shall remain in effect. During the next round of full collective bargaining negotiations, the parties shall address the details surrounding physical examinations following calendar year 2026.



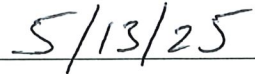
For M-NCPPC



Date



For FOP



Date



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC Resolution No. 25-15

**FISCAL YEAR 2026 AGREEMENT ON WAGES FOR PARK POLICE OFFICERS
AT THE COMMAND RANKS OF LIEUTENANT, CAPTAIN, AND
COMMANDER, AND PARK POLICE CANDIDATES**

WHEREAS, §16-302 of the Land Use Article of the Annotated Code of Maryland requires the Maryland-National Capital Park and Planning Commission (the "Commission") to engage in collective bargaining for certain employees and under specified circumstances;

WHEREAS, eligible Commission employees are organized into the Park Police Bargaining Unit and have elected the Fraternal Order of Police, Lodge No. 30 ("FOP") to be their exclusive representative for the purpose of collective bargaining with the Commission;

WHEREAS, the FOP has a Collective Bargaining Agreement with the Commission, effective February 1, 2023, through January 31, 2026 ("Agreement"), covering wages, retirement, promotions, and other items of significant fiscal cost;

WHEREAS, Article V of the Agreement requires the parties to re-open negotiations regarding fiscal year 2026 wages and other matters;

WHEREAS, in January 2025 the Commission's designated management team began negotiations with FOP in good faith pursuant to Article V of the Agreement, regarding wages and other matters;

WHEREAS, a tentative agreement has now been reached between the Commission and the FOP addressing certain Fiscal Year 2026 wage adjustments and other matters for represented Park Police Officers;

WHEREAS, Park Police Command Officers and Park Police Candidates are non-represented Merit System employees, not subject to the Agreement; and

WHEREAS, contingent on the final ratification of the FOP tentative agreement by both the Commission and the FOP, the Commission desires to maintain consistency in certain economic terms across all Park Police, and address areas specific to Park Police Command Officers and Park Police Candidates.

NOW THEREFORE, BE IT RESOLVED, that the Maryland-National Capital Park and Planning Commission hereby adopts the following wage adjustments and authorizes the Acting Executive Director to implement the following actions for eligible Command Officers and Candidates:

1. For Fiscal Year 2026, a regular Merit pay increment (step increase) of up to 3.5% effective the first full pay period after an employee's anniversary date;
2. Effective the first full pay period following July 1, 2025, a one and one-half percent (1.5%) COLA; and,
3. Effective the first full pay period following January 1, 2026, a one and one-quarter percent (1.25%) COLA.

BE IT FURTHER RESOLVED, that the Maryland-National Capital Park and Planning Commission does hereby authorize the Acting Executive Director to take action as may be necessary to implement this resolution.

Approved for legal sufficiency:

Ben Rupert
Ben Rupert, Principal Counsel

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The Maryland-National Capital Park and Planning Commission

Corporate Human Resources Division

Fiscal Year (FY) 2026
Annual Business Plan

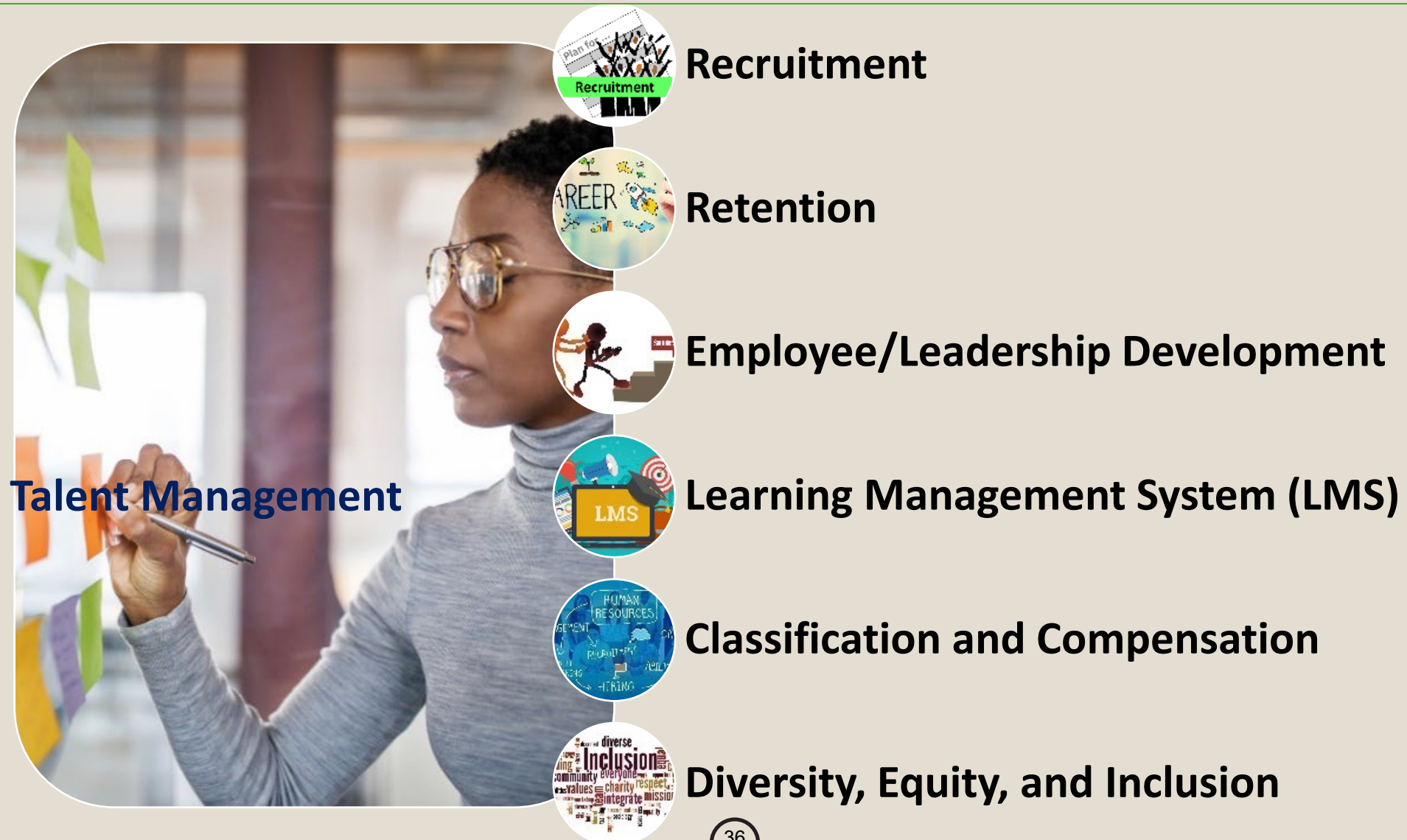
The Plan:

Outlines operational goals and key strategic initiatives designed to address immediate challenges and proactively align HRD services with the needs of the operational departments.

Four Core Themes:

- Talent Management,
- Continuous Service Delivery Improvement,
- Employee Engagement, and
- Communication and Collaboration.

Example: Talent Management:



Key Areas of Focus:

1. Deploying Recruitment and Retention Strategies
2. Investing in Our Employees' Learning and Development
3. Enhancing the Employee Experience



Vision:

To create an outcome-driven culture that elevates performance, unlocks potential, and accelerates employee growth.



Key Strategic Initiatives:

- Introducing a culture of learning, implementing recruitment innovation,
- Standardizing and improving HR processes,
- Delivering outstanding customer service,
- Leveraging technology for automation and data analytics,
- Improving timeliness and responsiveness in HR functions,
- Establishing clear roles and responsibilities between Corporate and Departmental HR.

Learning and Organizational Development

Priority Projects	Goal Description	Themes	Resources	Metrics
Succession Planning	Initiate succession planning pilot with DPR to identify key positions within the department, develop succession plans for those positions, and assist in creating leadership development plans for successors.	Talent Management, Employee Engagement	HRD Learning and Organizational Development team, Class & Comp team, DPR Department Head	<ul style="list-style-type: none"> • Number of high potential employees ready for each critical position • Percentage of critical positions filled internally
Impact Academy	Launch agency-wide Impact Academy Learning and Development Program	Talent Management, Employee Engagement, Succession Planning	HRD Learning and Organizational Development team, Department Heads, Departmental HR representatives	<ul style="list-style-type: none"> • Pre and post-tests gains • Post-cohort completion: employee engagement • Promotion/growth rates • Performance Evaluation ratings
One Team Summit	Corporate and HR Department Leaders Fall Summit	Talent Management, Employee Engagement, Organizational Development	HRD Learning and Organizational Development team, Department Heads, Departmental HR representatives	Feedback from Departments; Increased Corporate and Department alignment

Classification and Compensation

Priority Projects	Goal Description	Themes	Resources	Metrics
Review all FY26 approved new positions and reorganizations	Create Position #'s and assign to appropriate Department and Divisions. Review duties and resp and classify when ready for posting. Review and implement other position changes.	Talent Management, Employee Engagement, Succession Planning	Class & Comp team, Department Heads, Department HR leadership, RSS, Department Budget Mgrs.	All updates must be verified and in the position management by July 1, 2025.
Finalize Allocations	Complete the Park Manager Series which is with the Merit Board for approval; then complete allocations	Talent Management; Employee Engagement	Class & Comp team, Department Heads and HR staff, HRIS team.	100% Accurate and timely processing
Wage Increases	Implement new wage increases for FY2026 for both represented and non-represented employees timely and accurately. Publish new wage scales.	Talent Management; Employee Engagement	Class & Comp team, HRIS team.	100% Accurate and timely processing

Employee and Labor Relations

Priority Projects	Goal Description	Themes	Resources	Metrics
Case Management System Upgrade	Implement upgrades and train appropriate end users.	Continuous Service Delivery Improvement; Talent Management	ER/LR Team, IT, Department designated personnel	End Users trained and effectively using the system
ADA	Enhance support to all departments relating to ADA Title I and II for agency-wide compliance, consistency, and best practices.	Continuous Service Delivery Improvement, Communication and Collaboration	Corporate ADA Coordinator, HRD Employee and Labor Relations team, Legal, All departmental staff members who perform various ADA activities across the agency	100% compliance; best practices organization-wide

Employee Health and Benefits

Priority Projects	Goal Description	Themes	Resources	Metrics
Renewal	Insurance Plans renew 1/1/2026. Run effective Open Enrollment Fall 2025	Employee Engagement	Benefits Team, HR Director, Department Heads	100% Accurate and timely enrollments
FMLA	Ensure 100% legal compliance. Review for best practices and consistency organization wide.	Employee Engagement	Benefits Team, HR Director, Department Heads, Department HR	100% compliance and timely processing of requests, timely follow-up when appropriate
Dependent eligibility audit	Conduct review in FY26 to ensure only eligible dependents are on our insurance plans	Financial Stewardship	Benefits Team, HR Director, Department Heads	Only eligible Dependents on the insurance plan
Review 457 plan for possible improvements	Reviewing adding a Roth 457 option, best in class “open architecture” platform and any possibility of lower fees for plan participants. Implement enhancements during FY26.	Employee Engagement	Benefits Team, HR Director, Department Heads	Successful implementation of Roth 457 plan in FY26 with positive employee feedback.

Employee Records/Human Resources Information System (HRIS):

Priority Projects	Goal Description	Themes	Resources	Metrics
ERP Implementation Planning	ERP selection and implementation planning and action steps will occur in FY26.	Talent Acquisition, Management and Retention, Employee Engagement	Department Heads and their designees, HR Director and designated SME's, HRIS team	Implementation progress with all milestone activities and timeline
UKG upgrade support	Training employees and the workforce	Talent Management	Finance and IT	Effective use of the system capabilities

Recruitment and Selection Services:

Priority Projects	Goal Description	Themes	Resources	Metrics
Sign on bonus program	Implement modified program July 1, 2025	Talent Acquisition, Management and retention	Department Heads, HR Director, Department HR teams, RSS Team	100% compliance; decreased FY26 expenses vs, FY25
Recruitment Refresh	Videos, attract, hire and retain the best candidates to meet our current and future needs	Talent Acquisition	Department Heads, HR Director, Department HR teams, RSS Team	Evidence attracting highly qualified diverse candidates
Job fairs	Participate in job fairs including collaborating with Department HR to best address hard-to-fill positions and attract a highly qualified and diverse pool of top talent candidates.	Talent Acquisition; Communication and Collaboration	RSS Team and Department HR	Job fairs
NEOGOV	Increase training skills relating to our recruitment system	Talent Acquisition, service delivery continuous improvement	RSS Team, Learning and Development Teams, hiring managers	Decrease time to fill; ensure quality of hire

ANNEX A: Human Resources Performance Metrics:

- **Headcount** – the total number of people working for the Commission at any given time.
- **Turnover** – Replacing employees can cost one-half to twice an employee's annual salary.
- **Diversity** – A Harvard Business Review study showed that 76% of employees and job seekers look at diversity when considering a job offer.
- **Total cost of workforce** – is more than employee salaries, it includes HR data such as headcount, salary, and benefits; financial data such as workforce overhead (i.e., training costs); and facility costs (i.e., cost of office spaces, equipment, and other utilities).
- **Compensation** – Salary is often one of the top reasons people leave their jobs.

ANNEX A: Human Resources Performance Metrics, continued:

- **Spans and layers** – refers to the number of direct reports a manager has (spans) and the number of hierarchical levels within the organization (layers).
- **Employee engagement** – How employees relate to their employers, their colleagues, and the work they do are all part of the employee engagement metrics.
- **Talent acquisition** – The talent acquisition metric tracks how employees move through the hiring process, from the job description to the offer and beyond.
- **Learning** – The Commission strives to become a learning organization and tracks an employee's career development, identifies skills that will be needed in the future, and tracks the trajectory of the current learning paths.
- **Workforce planning** – Organizations collect quantifiable data points to track and assess the effectiveness of their workforce strategies and identifies gaps between the current workforce and the organization's future needs.

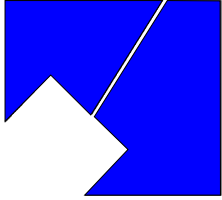
ANNEX B: TIMELINE|WORK PLAN

Project	Objectives	Start Date	End Date	POC
Succession Planning	<ul style="list-style-type: none"> Initiate succession planning pilot with DPR to identify key positions Develop succession plans for those positions Assist in creating leadership development plans for successors 	8/1/2025	Ongoing	Todd Allen and Denya Wilson
Impact Academy	<ul style="list-style-type: none"> Launch FY26 agency-wide Impact Academy Learning and Development Program 	4/1/2025	5/30/2026	Denya Wilson
One Team Summit	<ul style="list-style-type: none"> Plan and Implement Corporate and HR Department Leaders Fall Summit 	7/1/2025	11/15/2025	Todd Allen
Review all FY26 approved new positions and reorganizations	<ul style="list-style-type: none"> Create Position #'s and assign to appropriate Department and Divisions Review duties, responsibilities, and classify when ready for posting Review and implement other position changes 	6/15/2025	6/30/2025	Boni King
Finalize Allocations	<ul style="list-style-type: none"> Complete the Park Manager Series and complete allocations 	6/1/2025	11/30/2025	Boni King

Thank you

Todd Allen, SHRM-SCP, CEBS, SPHR, CAPP, MS
Corporate Director of Human Resources

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Maryland-National Capital Park & Planning Commission

Corporate Policy & Management Operations Division
Supplier Diversity & Inclusion Program

6611 Kenilworth Avenue • Riverdale, Maryland 20737 • Phone: 301-454-1752

June 9, 2025

To: Commissioners

Via: William Spencer, Acting Executive Director
Tracey A. Harvin, Corporate Policy & Management Operations Director

From: Lawrence Taylor, Supplier Diversity & Inclusion Chief

Re: MFD Purchasing Statistics — Third Quarter FY25

The Commission incorporates an anti-discrimination element in its procurement policy (*Practice 4-10, Purchasing*), designed to ensure fair and equitable opportunities for businesses owned by minorities, women, and individuals with disabilities (MFDs). This initiative is managed collaboratively by the agency's Office of Supplier Diversity and Inclusion ("Supplier Diversity Program") and the Corporate Procurement Division.

The Supplier Diversity Program continues to focus on increased engagement with local small business enterprises located in Montgomery County and Prince George's County. These efforts are aligned with the Commission's commitment to fostering economic growth and impact in the bi-county region. Targeted initiatives to expand participation from certified Minority Business Enterprises are in the planning phase with implementation being contingent on the completion and results of the State of Maryland's Disparity Study. This study will serve to inform and support our utilization strategy and ensure alignment with applicable legal requirements. During this year's legislative session, the Maryland General Assembly extended the deadline for the study's completion until September 30, 2025.

The attachments below set forth the Commission's utilization of local/small and MFD vendors during the Third Quarter of FY25:

- Attachment A indicates that through the Third Quarter of FY25, the Commission procured \$30,675,128 in goods, professional services, construction, and miscellaneous services. Of this sum, \$4,709,097 was spent with MFD firms.
- Attachment B indicates that in the Third Quarter of FY25, 15.4% of the Commission's spend was with MFD firms.
- Attachment C specifies MFD participation by type of procurement. The MFD participation in Construction procurements through the Third Quarter of FY25 totaled 23.5%. Attachment C also shows that Montgomery County Parks and

the Prince George's County Department of Parks and Recreation are the largest procurers of goods and all services within the Commission. Through the Third Quarter of FY25, the utilization of MFDs for these Departments was 19% and 12.2%, respectively.

- Attachment D presents the FY25 activity for the Purchase Card program totaling \$3,328,960 of which 1.8% was spent with MFD firms. The procurement card activity represents 10.9% of the Commission's total procurement dollars.
- Attachment E portrays historic MFD participation rates and the total procurement from FY91 through the Third Quarter of FY25.
- Attachments F and G show MFD participation in procurements at various bid levels to determine the success of MFD vendors in obtaining opportunities in procurements that require informal bidding (under \$30,000) versus formal (over \$30,000) bidding. Based on the analysis, MFD vendors are participating at an overall rate of 13.8% in informal and 16.2% in the formal procurements. For transactions under \$10k, MFD participation is 9.3%. For transactions over \$10k but under \$30k, MFD participation is 17.5%. In transactions over \$250,000, MFD vendors are participating at an overall rate of 15.8%.
- Attachment H presents the total amount of procurements and the number of vendors by location. Of the \$30,675,128 expended in total procurement, \$16,190,968 was procured from Maryland vendors. Of the \$30,675,128 in total procurement from Maryland vendors, \$4,315,271 was procured from MFD vendors located in Maryland with \$3,733,854 (or 79.3%), being procured from vendors located in Montgomery County and Prince George's County.
- Attachment I compares the utilization of MFD vendors by the Commission with the availability of MFD vendors. The results show under-utilization in the following categories: African American, Asian, and Native American. The amount and percentage of procurement from MFD vendors is broken out by categories as defined by the Commission's Anti-Discrimination Policy.¹
- Attachments J and K present the number and dollar amount of waivers of the procurement policy by department and by reason for waiver.

For further information on this Report, please contact the Office of Supplier Diversity and Inclusion at (301) 454-1752 or OSDI@mncppc.org.

Attachments

¹ The availability percentages are taken from the most recent State of Maryland disparity study dated June 25, 2018. The Commission is awaiting the completion of the State's new Disparity Study to update these availability percentages.

² Practice 4-10, *Purchasing Policy*, Section II.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MFD PROCUREMENT STATISTICS

FY 2025

FOR SIX MONTHS ENDED MARCH 31, 2025

Attachment A

	<u>Procurement</u>	<u>Waivers</u>		<u>Procurement</u>	
	<u>Total \$</u>	<u>Total \$</u>	<u>Total #</u>	<u>MFD \$</u>	<u>%</u>
<u>Prince George's County</u>					
Commissioners' Office	\$ 11,400	\$ -	-	\$ -	0.0%
Planning Department	1,016,182	164,539	5	121,431	11.9%
Parks and Recreation Department	19,229,552	1,547,627	19	2,350,655	12.2%
Total	20,257,134	1,712,166	24	2,472,086	12.2%
<u>Montgomery County</u>					
Commissioners' Office	3,680	-	-	-	0.0%
Planning Department	794,365	77,964	1	397,070	50.0%
Parks Department	8,966,605	2,792,960	15	1,704,055	19.0%
Total	9,764,650	2,870,924	16	2,101,125	21.5%
<u>Central Administrative Services</u>					
Dept. of Human Resources and Mgt.	165,507	88,000	1	56,054	33.9%
Finance Department	151,804	117,250	2	548	0.4%
Legal Department	11,143	70,000	2	-	0.0%
Merit Board	-	30,000	1	-	0.0%
Office of Chief Information Officer	324,490	168,800	2	79,284	24.4%
Office of Inspector General	400	-	-	-	0.0%
Total	653,344	474,050	8	135,886	20.8%
Grand Total	\$ 30,675,128	\$ 5,057,140	48	\$ 4,709,097	15.4%

Note: The "Waivers" columns report the amount and number of purchases approved to be exempt from the competitive procurement process, including sole source procurements.

Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
April 11, 2025

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MFD PROCUREMENT STATISTICS

FY 2025

MFD STATISTICS - CUMULATIVE AND ACTIVITY BY QUARTER

Attachment B

CUMULATIVE BY QUARTER

	SEPTEMBER	DECEMBER	MARCH	JUNE
<u>Prince George's County</u>				
Commissioners' Office	4.6%	2.0%	1.7%	
Planning Department	12.9%	20.0%	16.9%	
Parks and Recreation Department	19.4%	20.2%	18.3%	
Total	19.3%	20.2%	18.2%	
<u>Montgomery County</u>				
Commissioners' Office	0.0%	0.0%	0.0%	
Planning Department	3.9%	36.4%	42.4%	
Parks Department	29.0%	32.3%	28.4%	
Total	28.3%	32.5%	29.2%	
<u>Central Administrative Services</u>				
Dept. of Human Resources and Mgt.	64.9%	62.5%	57.2%	
Finance Department	0.0%	0.9%	0.7%	
Legal Department	6.6%	5.8%	5.2%	
Merit Board	0.0%	0.0%	23.6%	
Office of Chief Information Officer	6.9%	72.2%	79.2%	
Office of Inspector General	100.0%	86.5%	86.5%	
Total	24.6%	72.4%	66.3%	
Grand Total	21.0%	26.1%	23.4%	

ACTIVITY BY QUARTER

	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER	TOTAL
<u>Prince George's County</u>					
Commissioners' Office	4.6%	1.3%	0.0%		1.7%
Planning Department	12.9%	23.2%	11.9%		16.9%
Parks and Recreation Department	19.4%	21.6%	12.2%		18.3%
Total	19.3%	21.6%	12.2%		18.2%
<u>Montgomery County</u>					
Commissioners' Office	0.0%	0.0%	0.0%		0.0%
Planning Department	3.9%	45.9%	50.0%		42.4%
Parks Department	29.0%	34.2%	19.0%		28.4%
Total	28.3%	34.8%	21.5%		29.2%
<u>Central Administrative Services</u>					
Dept. of Human Resources and Mgt.	64.9%	59.5%	33.9%		57.2%
Finance Department	0.0%	8.2%	0.4%		0.7%
Legal Department	6.6%	0.4%	0.0%		5.2%
Merit Board	0.0%	0.0%	24.4%		23.6%
Office of Chief Information Officer	6.9%	94.0%	0.0%		79.2%
Office of Inspector General	100.0%	0.0%	0.0%		86.5%
Total	24.6%	89.8%	20.8%		66.3%
Grand Total	21.0%	31.9%	15.4%		23.4%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MFD PROCUREMENT STATISTICS
BY MAJOR PROCUREMENT CATEGORY
FY 2025
FOR SIX MONTHS ENDED MARCH 31, 2025

ATTACHMENT C

	Grand Total	Montgomery Planning	Montgomery Parks	Pr. Geo. Parks & Recreation	Pr. Geo. Planning	Dept. of Human Resources	Finance Dept.	Legal Dept.	Office of Chief Information
Goods:									
Total \$	\$ 8,515,103	\$ 85,327	\$ 2,405,822	\$ 5,671,471	\$ 209,678	\$ 35,887	\$ 27,980	\$ 2,752	\$ 76,186
MFD \$	\$ 834,931	\$ 570	\$ 73,806	\$ 689,344	\$ 61,148	\$ 9,516	\$ 548	\$ 0	\$ 0
Percentage	9.8%	0.7%	3.1%	12.2%	29.2%	26.5%	2.0%	0.0%	0.0%
Miscellaneous Services:									
Total \$	\$ 5,866,783	\$ 614,774	\$ 2,143,375	\$ 2,201,449	\$ 676,856	\$ 31,890	\$ 2,674	\$ 7,391	\$ 188,373
MFD \$	\$ 1,149,548	\$ 331,887	\$ 175,899	\$ 495,508	\$ 60,283	\$ 6,687	\$ 0	\$ 0	\$ 79,284
Percentage	19.6%	54.0%	8.2%	22.5%	8.9%	21.0%	0.0%	0.0%	42.1%
Professional Services:									
Total \$	\$ 6,063,421	\$ 92,391	\$ 1,255,672	\$ 4,390,263	\$ 129,648	\$ 13,366	\$ 121,150	\$ 1,000	\$ 59,931
MFD \$	\$ 320,106	\$ 64,613	\$ 111,678	\$ 143,815	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Percentage	5.3%	69.9%	8.9%	3.3%	0.0%	0.0%	0.0%	0.0%	0.0%
Construction:									
Total \$	\$ 10,214,342	\$ 1,873	\$ 3,161,737	\$ 6,966,369	\$ 0	\$ 84,364	\$ 0	\$ 0	\$ 0
MFD \$	\$ 2,404,511	\$ 0	\$ 1,342,672	\$ 1,021,988	\$ 0	\$ 39,851	\$ 0	\$ 0	\$ 0
Percentage	23.5%	0.0%	42.5%	14.7%	0.0%	47.2%	0.0%	0.0%	0.0%
SUBTOTAL									
Total \$	\$ 30,659,649	\$ 794,365	\$ 8,966,605	\$ 19,229,552	\$ 1,016,182	\$ 165,507	\$ 151,804	\$ 11,143	\$ 324,490
MFD \$	\$ 4,709,096	\$ 397,070	\$ 1,704,055	\$ 2,350,655	\$ 121,431	\$ 56,054	\$ 548	\$ 0	\$ 79,284
Percentage	15.4%	50.0%	19.0%	12.2%	11.9%	33.9%	0.4%	0.0%	24.4%
Pr. Geo. Commissioners' Office									
Total \$	\$ 11,400								
MFD \$	\$ 0								
Percentage	0.0%								
Mont. Commissioners' Office									
Total \$	\$ 3,680								
MFD \$	\$ 0								
Percentage	0.0%								
Merit Board									
Total \$	\$ 0								
MFD \$	\$ 0								
Percentage	0.0%								
Office of Inspector General									
Total \$	\$ 399								
MFD \$	\$ 0								
Percentage	0.0%								
GRAND TOTAL \$	\$ 30,675,128								
MFD\$	\$ 4,709,096								
Percentage	15.4%								

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
MFD PROCUREMENT STATISTICS
Comparison of MFD % for Total Procurement and Purchase Card Procurement
FY 2025
FOR SIX MONTHS ENDED MARCH 31, 2025

Attachment D

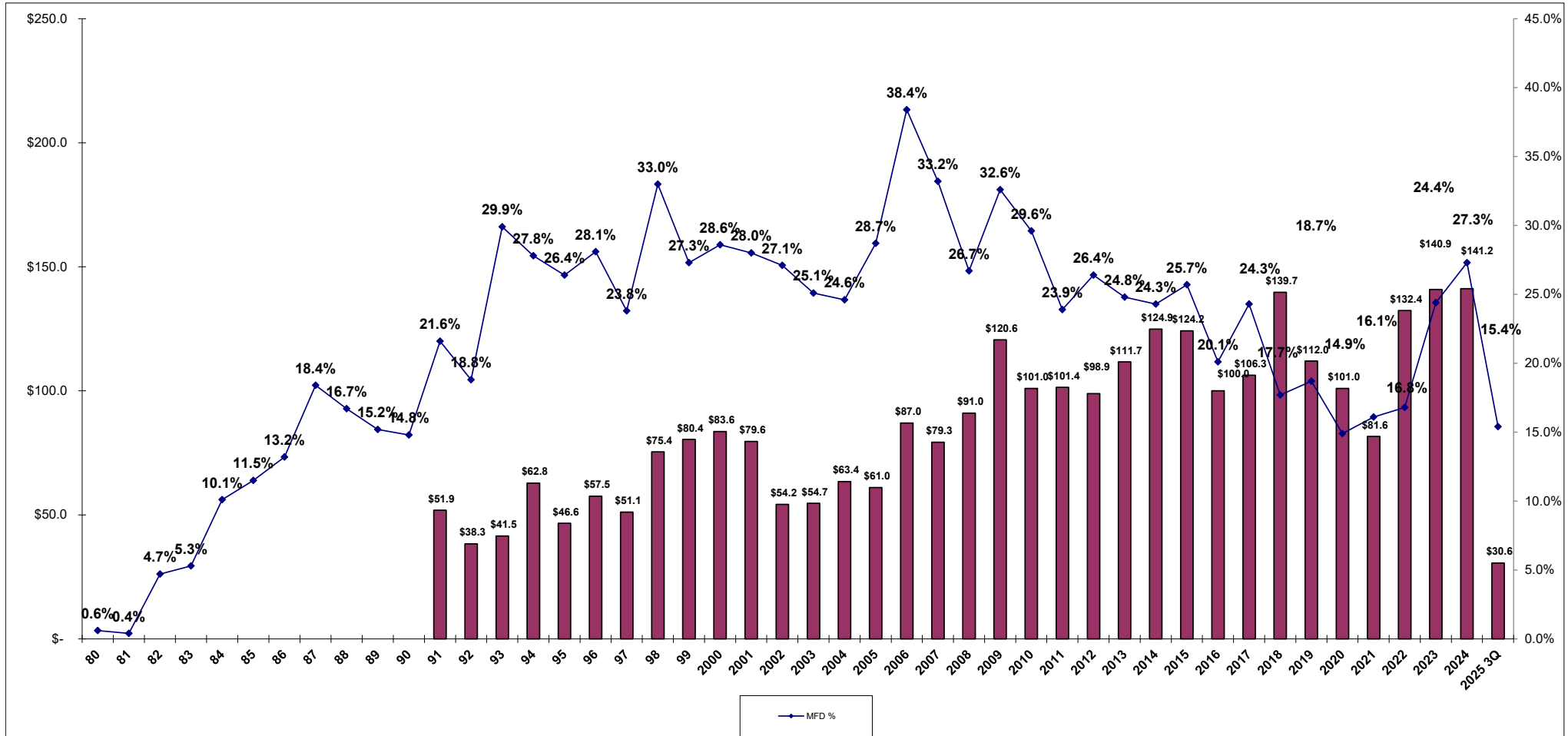
	Total Procurement		Purchase Card Procurement	
	Total \$	MFD %	Total \$	MFD %
<u>Prince George's County</u>				
Commissioners' Office	\$ 11,400	2.0%	\$ 11,270	0.0%
Planning Department	1,016,182	20.0%	49,505	0.0%
Parks and Recreation Department	19,229,552	20.2%	1,790,811	0.7%
Total	20,257,134	20.2%	1,851,586	0.7%
<u>Montgomery County</u>				
Commissioners' Office	3,680	0.0%	2,924	0.0%
Planning Department	794,365	36.4%	34,282	0.0%
Parks Department	8,966,605	32.3%	1,392,596	3.0%
Total	9,764,650	32.5%	1,429,802	3.0%
<u>Central Administrative Services</u>				
Dept. of Human Resources and Mgt.	165,507	62.5%	16,444	16.0%
Finance Department	151,804	0.9%	16,960	3.2%
Legal Department	11,143	5.8%	6,613	0.0%
Merit Board	-	0.0%	-	0.0%
Office of Chief Information Officer	324,490	79.2%	7,155	0.0%
Office of Inspector General	400	86.5%	399	0.0%
Total	653,344	72.4%	47,571	6.7%
Grand Total	\$ 30,675,128	26.1%	\$ 3,328,960	1.8%

Percentage of Purchase Card Procurement to Total Procurement 10.9%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MFD PROCUREMENT RESULTS and TOTAL PROCUREMENT (millions)

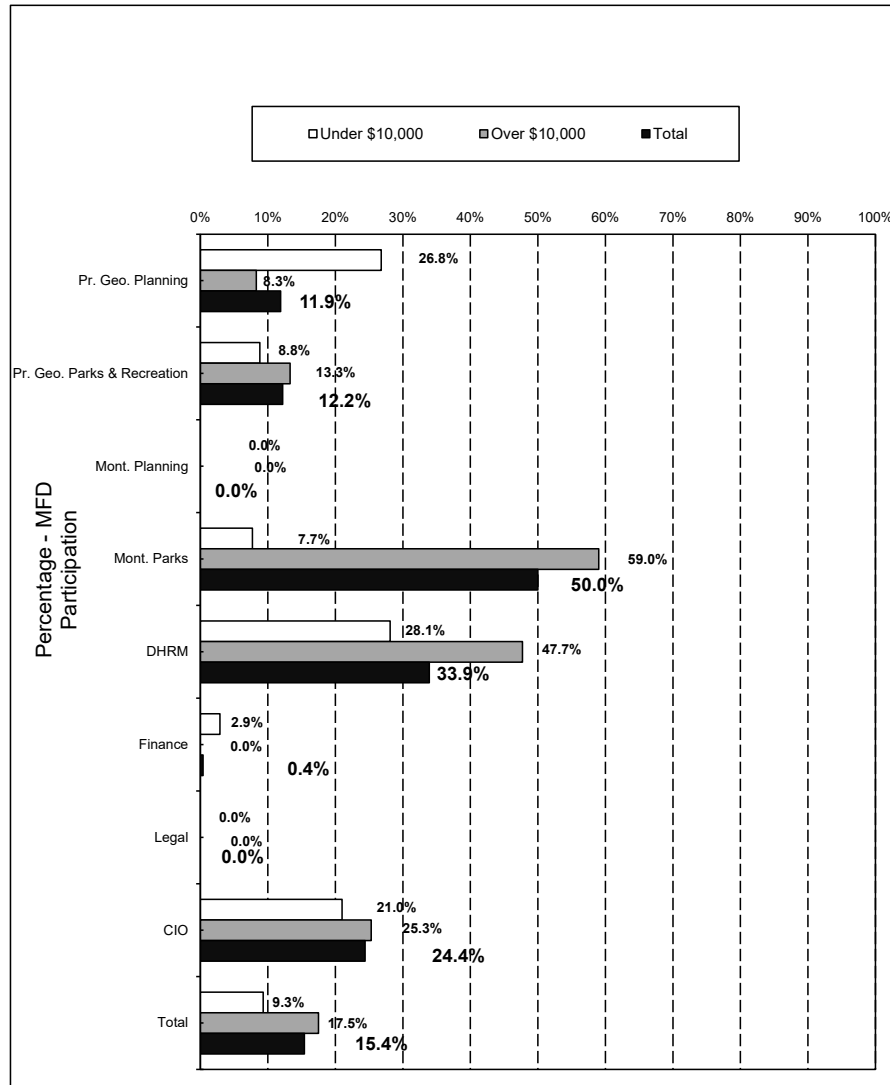
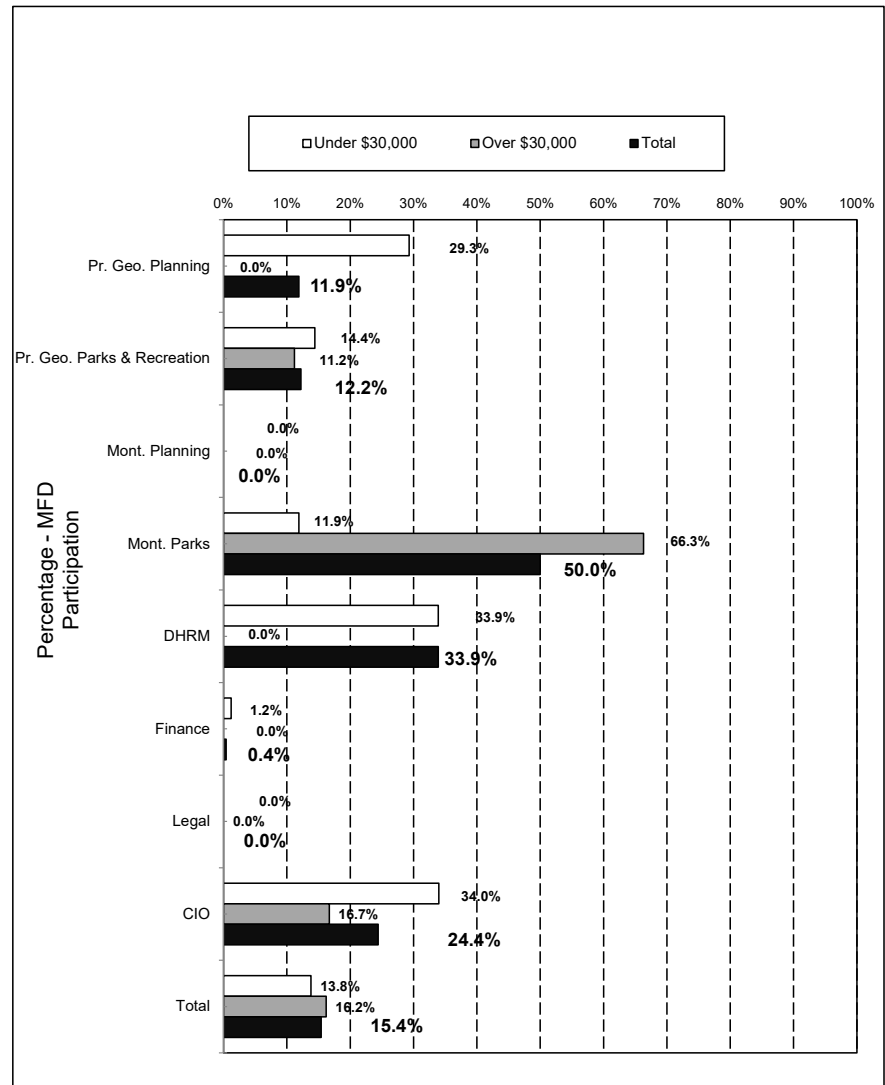
Attachment E



	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025 2Q	FY 2025 3Q
TOTAL PROCUREMENT \$ (MIL.)	\$100.0	\$106.3	\$139.7	\$112.0	\$101.0	\$81.6	\$132.4	\$140.9	\$141.2	\$89.5	\$30.6
MFD %	20.1%	24.3%	17.7%	18.7%	14.9%	16.1%	16.8%	24.4%	27.3%	26.1%	15.4%

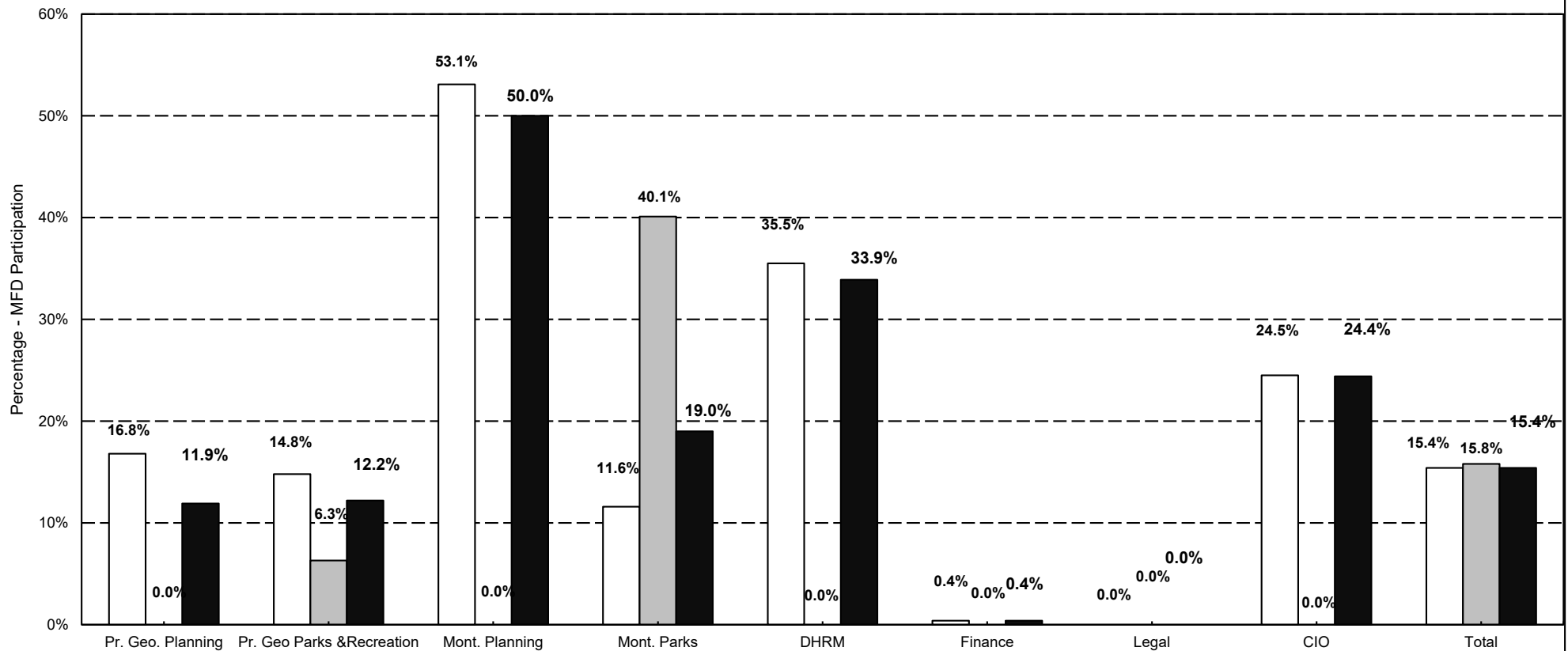
Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
April 11, 2025

The Maryland-National Capital Park and Planning Commission
MFD Procurement Statistics - Transactions Under/Over \$10,000 & \$30,000 plus Total %
FY 2025 3Q

Under/Over \$10,000**Under/Over \$30,000**

The Maryland-National Capital Park and Planning Commission
MFD Procurement Statistics - Transactions Under /Over \$250,000 and Total %
FY 2025 3Q

□ Under \$250K □ Over \$250K ■ Total



Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
April 11, 2025

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Amount of Procurement and Number of Vendors by Location

FY 2025

FOR SIX MONTHS ENDED MARCH 31, 2025

Attachment H

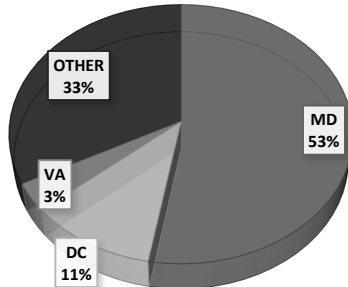
ALL VENDORS

Location	Procurement		Number of Vendors	
	Amount	%	Number	%
Montgomery County	3,443,039	11.2%	219	16.7%
Prince George's County	5,434,869	17.7%	294	22.4%
Subtotal	8,877,908	28.9%	513	39.1%
Maryland - other locations	7,313,060	23.8%	253	19.2%
Total Maryland	16,190,968	52.7%	766	58.3%
District of Columbia	3,383,229	11.0%	74	5.6%
Virginia	1,066,841	3.5%	116	8.8%
Other Locations	10,034,090	32.8%	359	27.3%
Total	30,675,128	100.0%	1,315	100.0%

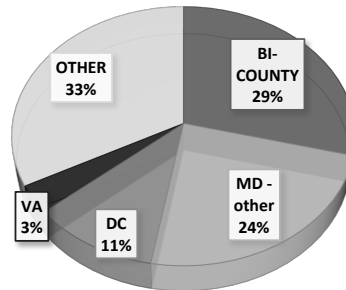
MFD Vendors

Location	Procurement		Number of Vendors	
	Amount	%	Number	%
Montgomery County	\$ 1,252,668	26.6%	41	22.5%
Prince George's County	2,481,186	52.7%	56	30.7%
Subtotal	3,733,854	79.3%	97	53.2%
Maryland - other locations	581,417	12.3%	39	21.4%
Total Maryland	4,315,271	91.6%	136	74.6%
District of Columbia	67,873	1.4%	11	6.0%
Virginia	27,084	0.6%	12	6.6%
Other Locations	298,868	6.4%	23	12.6%
Total	\$ 4,709,096	100.0%	182	100%

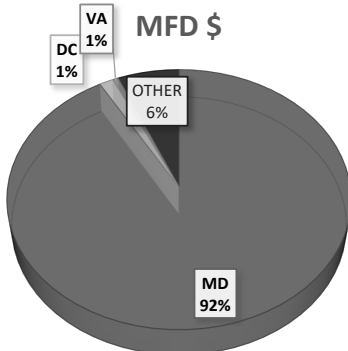
PROCUREMENT \$



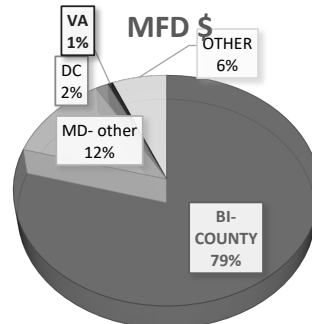
PROCUREMENT \$



MFD \$



MFD \$



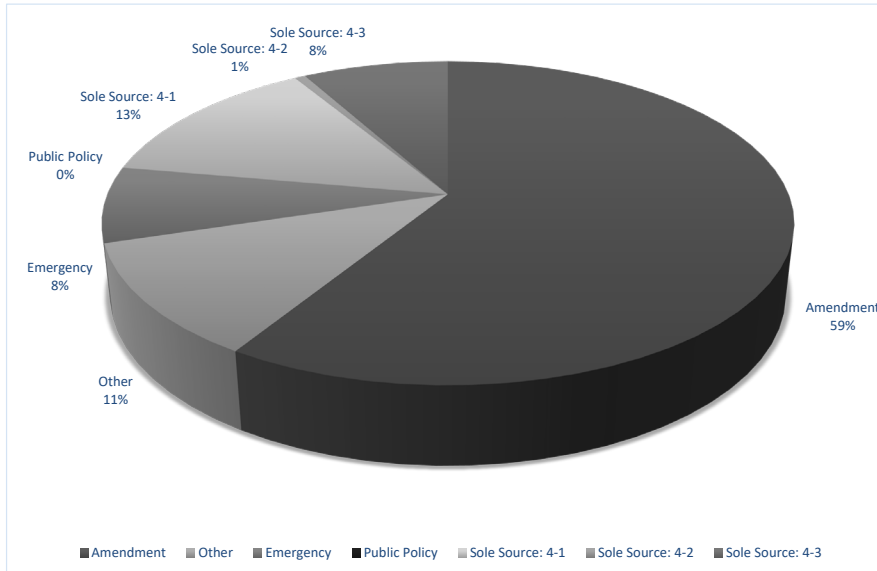
Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
April 11, 2025

Note: The number of vendors excludes purchase card ONLY vendors.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
REASONS FOR WAIVERS
CUMULATIVE DOLLAR AMOUNT & NUMBER OF WAIVERS
FY 2025
FOR NINE MONTHS ENDED MARCH 31, 2025

Attachment J

REASON	NUMBER	AMOUNT	%
Emergency	3	\$ 383,716	7.6%
Other	10	\$ 573,962	11.3%
Public Policy	0	\$ -	0.0%
Amendment	15	\$ 2,977,110	58.9%
Sole Source: 4-1	13	\$ 683,957	13.5%
Sole Source: 4-2	1	\$ 30,000	0.6%
Sole Source: 4-3	6	\$ 408,395	8.1%
Total	48	\$ 5,057,140	100.00%



Waiver Reason Definitions:

Emergency:

Sudden and unforeseeable circumstance have arisen which actually or imminently threaten the continuance of an essential operation of the Commission or which threaten public health, welfare or safety such that there is not enough time to conduct the competitive bidding.

Required by Law or Grant:

Public law or the terms of a donation/grant require that the above noted vendor be chosen.

Amendment:

A contract is already in place and it is appropriate for the above noted vendor to provide additional services and/or goods not within the original scope of the contract because the interested service and/or goods are uniquely compatible with the Commission's existing systems and patently superior in quality and/or capability than what can be gained through an open bidding process.

Sole Source 4:

It has been determined that:

- #1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- #2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- #3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
TOTAL WAIVERS, MFD WAIVERS, AND SOLE SOURCE WAIVERS BY DEPARTMENT
PROCESSED FY 2025
FOR THE NINE MONTHS ENDED MARCH 31, 2025

Attachment K

	Total Waivers		MFD/Waivers		% of MFD	Sole Source 4 -1 Waivers		Sole Source 4 -2 Waivers		Sole Source 4 -3 Waivers		%Sole Source
	\$	Number	\$	Number	%	\$	Number	\$	Number	\$	Number	%
Prince George's County												
Commissioners' Office	\$ -	0	\$ -	0	0.0%	\$ -	0	\$ -	0	\$ -	0	0.0%
Planning Department	164,539	5	-	0	0.0%	-	0	-	0	-	0	0.0%
Parks and Recreation Department	1,547,627	19	-	0	0.0%	203,274	4	-	0	257,665	4	29.8%
Total	1,712,166	24	-	0	0.0%	203,274	4	-	0	257,665	4	26.9%
Montgomery County												
Commissioners' Office	-	0	-	0	0.0%	-	0	-	0	-	0	0.0%
Planning Department	77,964	1	-	0	0.0%	77,964	1	-	0	-	0	0.0%
Parks Department	2,792,960	15	-	0	0.0%	264,719	6	-	1	150,730	2	14.9%
Total	2,870,924	16	-	0	0.0%	342,683	7	-	1	150,730	2	17.2%
Central Administrative Services												
Dept. of Human Resources and Mgt.	88,000	1	-	0	0.0%	88,000	1	-	0	-	0	100.0%
Finance Department	117,250	2	-	0	0.0%	-	0	-	0	-	0	0.0%
Legal Department	70,000	2	-	0	0.0%	50,000	1	-	0	-	0	71.4%
OCIO	168,800	2	-	0	0.0%	-	0	-	0	-	0	0.0%
Merit Board	30,000	1	-	0	0.0%	-	0	30,000	1	-	0	0.0%
Total	474,050	8	-	0	0.0%	138,000	2	30,000	1	-	0	35.4%
Grand Total	\$ 5,057,140	48	\$ -	0	0.0%	\$ 683,957	13	\$ 30,000	2	\$ 408,395	6	22.2%

Purpose of Summary of Waiver Report:

- (1) To monitor the amount, number, reasons for waivers in order to ensure the Commission is encouraging and maintaining good community, public, vendor, and interdepartmental relations;
To ensure fair and equitable treatment of all persons who deal in purchasing matters; to promote economy in Commission purchasing; and to ensure that minority owned firms receive a fair share of Commission awards (source: Practice 4-10); and
- (2) To comply with the Prince George's Planning Board directive of January 29, 1991 to report waiver activity to the Department Heads and the Planning Boards on a quarterly basis.

Sole Source: 4

It has been determined that:

- 4-1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- 4-2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- 4-3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

To: The Commission
From: Terri-Bacote-Charles, Corporate Budget Director
Date: June 9, 2025
Subject: Budget Transfer Report – Q4 2025

BACKGROUND

Commission *Practice 3-60, Budget Adjustments (Amendments and Transfers)* requires the Corporate Budget Office to provide a summary of all approved operating budget and capital project budget transfers and amendments to the Commission on a quarterly basis.

REPORT (For Information Only-No Action Required)

The attached report provides summary details for the Operating budget transfer approved in FY 2025 through fourth quarter to date.

I would be happy to respond to any questions relating to this report content.

Attachment

Operating Budget Adjustment Log

BA #	Date	Transfer From					Transfer To					Description	Approval
		Fund	Fund Name	Department	Division	Amount	Fund #	Fund Name	Department	Division	Amount		
	4/3/2025	202	MC Parks	Parks	Various Non-Departmental	592,000 162,000	555	Risk Management	MC Parks		754,000	Transfer \$592,000 from personnel services savings and \$162,000 from Non-Departmental marker to the Risk Management ISF to prepay FY26 costs	MCPB
	4/24/2025	101	PC Admin	Planning	Information Mgmt & Director's Office	163,878	101	PC Admin	Planning	Information Mgmt & Director's Office	163,878	Reallocated funding from capital outlay and other services and charges to materials and supplies to align with Finance's controlled asset policy and to meet additional event expenses (\$10K)	PCPB
	5/8/2025	201	MC Admin	Commissioners' Office	Various Personnel Accounts	3,930	201	MC Admin	Commissioners' Office	Various -Non-Personnel Accounts	3,930	Transfer personnel services savings to support provisioning for contractual communication needs	MCPB
	5/8/2025	202	MC Parks	Parks	Various Personnel Accounts	1,100,000	202	MC Parks	Parks	Various -Non-Personnel Accounts	1,100,000	Transfer personnel services savings to improve security (\$60,753), cover contractual services & maintenance (\$243,385), upgrade technology (\$324,784), and replace vehicles and equipment (\$471,078)	MCPB
	5/8/2025	201	MC Admin	Planning	Various Personnel Accounts	650,000	201	MC Admin	Planning	Various -Non-Personnel Accounts	650,000	Transfer personnel services savings to support the following: Retail Market Analysis, launch Community Planning Academy countywide, Master Plan Transportation Adequacy Metrics, Communication Preference Survey, an additional graduate assistant, a replacement vehicle, and translation and AV streaming services	MCPB
	5/21/2025	101 201	PC Admin MC Admin	CAS	Various Personnel Accounts	1,650,000	535	CWIT ISF	CWIT-ERP Upgrade Project		1,650,000	Transfer unspent CAS funds to the CWIT ISF Fund to support the ERP Upgrade project (DHRM \$1M, Legal \$100K, Finance \$400K, Merit \$15K, OIG \$100K and CAS Support \$35K)	Full Commission
	5/21/2025	101 201	PC Admin MC Admin	Legal Finance Corporate IT		581,918	101 201 533 535 520	PC Admin MC Admin OCIO ISF CWIT ISF Capital Equipment IS	Legal OCIO-Finance CWIT-Finance Capital Equipment-IT Corp		581,918	Transfer unspent funds to pre-pay FY26 expenses - including contributions to ISF accounts	Full Commission



Reply to:

Debra S. Borden, General Counsel
Office of the General Counsel
6611 Kenilworth Avenue, Suite 200-201
Riverdale, Maryland 20737
Phone: 301-454-1670 • Fax: 301-454-1674

June 3, 2025

MEMORANDUM

TO: The Maryland-National Capital Park and Planning Commission

FROM: Debra S. Borden
General Counsel

RE: Litigation Report for May 2025 – FY 2025

Please find the attached litigation report we have prepared for your meeting scheduled for Wednesday, June 18, 2025. As always, please do not hesitate to call me in advance if you would like me to provide a substantive briefing on any of the cases reported.

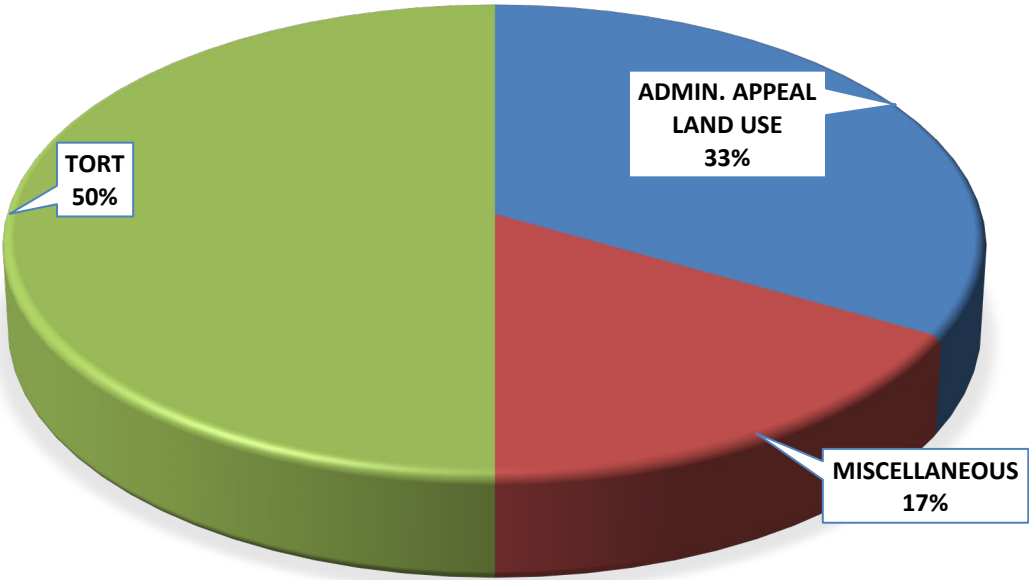
Table of Contents – May 2025, Fiscal Year 2025 Report

Composition of Pending Litigation	Page 01
Overview of Pending Litigation (Chart)	Page 02
Litigation Activity Summary	Page 03
Index of YTD New Cases	Page 04
Index of YTD Resolved Cases	Page 05
Disposition of FY25 Closed Cases Sorted by Department	Page 06
Index of Reported Cases Sorted by Jurisdiction	Page 10
Litigation Report Ordered by Court Jurisdiction	Page 11

May 2025
Composition of Pending Litigation
(Sorted by Subject Matter and Forum)

	STATE TRIAL COURT	APPELLATE COURT OF MARYLAND	SUPREME COURT OF MARYLAND	FEDERAL TRIAL COURT	FEDERAL APPEALS COURT	U.S. SUPREME COURT	SUBJECT MATTER TOTALS
ADMIN APPEAL: LAND USE	1	1					2
ADMIN APPEAL: OTHER							0
BANKRUPTCY							0
CIVIL ENFORCEMENT							0
CONTRACT DISPUTE							0
DEBT COLLECTION							0
EMPLOYMENT DISPUTE							0
LAND USE DISPUTE							0
MISCELLANEOUS				1			1
PROPERTY DISPUTE							0
TORT CLAIM	3						3
WORKERS' COMPENSATION							0
PER FORUM TOTALS	4	1		1			6

OVERVIEW OF PENDING LITIGATION



May 2025 Litigation Activity Summary

	COUNT FOR MONTH			COUNT FOR FISCAL YEAR 2025			
	Pending April 2025	New Cases	Resolved Cases	Pending Fiscal Year 24	New Cases FY To Date	Resolved Cases FY To Date	Pending Current Month
Admin Appeal: Land Use (AALU)	3		1	4	3	5	2
Admin Appeal: Other (AAO)	0			2		2	0
Bankruptcy (B)	0			0			0
Civil Enforcement (CE)	0			0			0
Contract Disputes (CD)	0			1		1	0
Debt Collection (D)	1		1	0	2	2	0
Employment Disputes (ED)	0			4		4	0
Land Use Disputes (LD)	0			0			0
Miscellaneous (M)	1			0	1		1
Property Disputes (PD)	0			0			0
Tort Claims (T)	1	2		3	4	4	3
Workers' Compensation (WC)	0			5		5	0
TOTALS	6	2	2	19	10	23	6

INDEX OF YTD NEW CASES (7/1/2024 TO 6/30/25)

A. <u>New Trial Court Cases.</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
Asare v. Commission	PG	Tort	Aug.
In the Matter of Cameron Hills Owner's Association Inc., et al.	MC	AALU	Aug.
Commission v. Denis	MC	D	Sept.
Hallman v. Cowell, et al.	PG	CD	Sept.
Greater Capitol Heights Improvement Corporation, Inc. v. Commission	PG	AALU	Sept.
Commission v. Brewer	PG	D	Oct.
In the Matter of Glenn Dale Citizens' Association, Inc., et al.	PG	AALU	Nov.
In re: Insulin Pricing Litigation	MC/PG	Misc.	Jan.
Young-Rosier v. Nugent, et al.	PG	Tort	Feb.
Ferguson v. Gantt, et al.	PG	Tort	April
Prince George's County, Maryland v. Gantt, et al.	PG	Tort	April
G.W. v. Commission, et al.	PG	Tort	May
B. <u>New Appellate Court Cases.</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
Paige Industrial Services, Inc. v. Commission	MC	AAO	July
Bhargava v. Prince George's County Planning Bd.	PG	AALU	Feb.
In the Matter of Forest Grove Citizens Assoc., et al.	MC	AALU	Feb.

**INDEX OF YTD RESOLVED CASES
(7/1/2024 TO 6/30/2025)**

A. <u>Trial Court Cases Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
Commission v. Chen	MC	CD	July
Mays v. Commission	PG	ED	July
In the Matter of Forest Grove Citizens Association, et al. (C-15-CV-23-002405)	MC	AALU	July
In the Matter of Forest Grove Citizens Association, et al. (C-15-CV-24-000505)	MC	AALU	July
Chisley v. Commission	PG	Tort	July
Evans v. Braveboy, et al.	PG	Tort	Aug.
Weisman v. Commission, et al.	MC	ED	Aug.
Hallman v. Cowell, et al.	PG	CD	Oct.
Wallace v. Commission, et al.	PG	ED	Oct.
Asare v. Commission	PG	Tort	Nov.
Celey v. Commission	PG	ED	Dec.
Vester v. Bowie Baysox Baseball Club, et al.	PG	Tort	Dec.
In the Matter of Cameron Hill Owner's Assoc., Inc., et al.	MC	AALU	Jan.
In the Matter of Forest Grove Citizens Association, et al.	MC	AALU	Jan.
Commission v. Dennis	MC	D	Mar.
Greater Capitol Heights Improvement Corporation v. Commission	PG	AALU	Mar.
Young-Rosier v. Nugent, et al.	PG	Tort	Mar.
Commission v. Brewer	PG	D	Apr.

B. <u>Appellate Court Cases Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
Paige Industrial Services, Inc. v. Commission	MC	AAO	Sept.
Bhargava v. Prince George's County Planning Bd.	PG	AALU	Jan.
Bhargava v. Prince George's County Planning Bd.	PG	AALU	Feb
Bhargava, et al. v. Prince George's Cnty. Public Schools Proposed S. K-8 Middle School, et al.	PG	AALU	Apr.

	Disposition of FY25 Closed Cases Sorted by Department	
CLIENT	PRINCIPAL CAUSE OF ACTION IN DISPUTE	DISPOSITION
Employees Retirement System		
Finance Department		
Department of Human Resources & Management		
Montgomery County Department of Parks		
Commission v. Chen	Breach of Contract matter to recover funds for rental of recreational fields.	07/18/2024 – Voluntarily dismissed by Commission after Defendant paid outstanding funds.
Paige Industrial Services, Inc. V. Commission	Judicial Review of the decision of the administrative agency (CCRC). Contractor's claim for additional payments for construction at Rock Creek Maintenance Yard.	07/12/2024 – Decision of the CCRC affirmed by Circuit Court. 09/04/2024 - Appellate Court of Maryland granted Commission's Motion to Dismiss appeal of Circuit Court's decision.
Commission v. Dennis	Action to recover losses for damage(s) to Commission property.	03/21/2025 – Affidavit Judgment Granted.
Montgomery County Park Police		
Weisman v. Commission, et al.	Plaintiff, a former police sergeant, filed a complaint against the Commission and the Montgomery County Chief of Police, alleging a hostile work environment due to discrimination based on sex, sexual orientation, and religion.	08/12/2024 – Motion to Dismiss granted.

Montgomery County Planning Board		
In the Matter of Forest Grove Citizens Assoc. et al. (C-15-CV-23-002405)	Petitioners sought Judicial Review of the Montgomery County Planning Department's decision regarding 9801 Georgia Avenue Sketch Plan 320230020.	07/29/2024 – Judgment of the Planning Board affirmed.
In the Matter of Forest Grove Citizens Assoc. et al. (C-15-CV-24-000505)	Petitioners sought Judicial Review of the Montgomery County Planning Department's decision regarding 9801 Georgia Avenue Sketch Plan 320230020.	07/29/2024 – Judgment of the Planning Board affirmed.
In the Matter of Cameron Hill Owners Association, Inc. et al. (C-15-CV-24-004664)	Petitioners seek Judicial Review/Mandamus of the Montgomery County Planning Board's Decision regarding 8676 Georgia Avenue Sketch Plan 320230060 and Preliminary Plan 120230150.	01/22/2025 – Stipulation of Dismissal.
In the Matter of Forest Grove Citizens Association, et al. (C-15-CV-24-001622)	Petitioners seek Judicial Review of the Montgomery County Planning Board's Decision in 9801 Georgia Avenue Plan no(s). 120230160, 820230130 and F20240040.	01/27/2025 - Order of Court Affirming Montgomery County Planning Board's Decision
Prince George's County Department of Parks and Recreation		
Mays v. Commission	Employee terminated from the Commission for her COVID vaccination status brought suit alleging several employment-related claims, such as religious and genetic discrimination, retaliation, and wrongful discharge.	07/27/2024 – Case settled and dismissed.
Chisley v. Commission, et al.	Plaintiff alleged he tripped and fell in a concealed hole at Enterprise Golf Course.	08/04/2024 – Case dismissed for lack of prosecution.
Evans v. Braveboy, et al.	Plaintiff alleged she tripped and fell at Fairwood Community Park due to uneven sidewalk pavement resulting in injuries.	08/07/2024 – Motion to Dismiss granted.
Hallman v. Cowell, et al.	Action for payment of services rendered at Suitland Community Center	10/03/2024 – Stipulation of dismissal.
Wallace v. Commission, et al.	Former employee alleges discrimination and wrongful termination relating to her COVID vaccination status.	10/16/2024 – Stipulation of dismissal.

Asare v. Commission	Tort suit alleging injuries at Southern Recreation Center as a result of a physical altercation while participating in Xtreme Teen's program.	11/13/2024 – Motion to Dismiss granted.
Celey v. Commission	Defendant alleged employment discrimination based upon race, sex, and disability, as well as retaliation.	12/19/2024 - Joint Notice of Dismissal
Louise Vester v. Bowie Baysox Baseball Club, et al.	Tort suit for injuries allegedly sustained while attending a Bowie Baysox game at Prince George's Stadium.	12/17/2024 – Case dismissed.
Theresa Young-Rosier v. Jeremy Nugent, et al.	Tort suit for injuries allegedly sustained in a motor vehicle accident.	03/06/2025 – Line of Dismissal as to the Commission.
Commission v. Brewer	Action to recover losses for damage(s) to Commission property.	04/11/2025 – Affidavit Judgment Granted.
Prince George's County Planning Board		
Bhargava v. Prince George's County Planning Board	Appeal to Appellate Court from the Circuit decision that affirmed the decision of the Prince George's County Planning Board's to affirm the Planning Director's approval of a tree conservation plan, a revision of that tree conservation plan, and variances to the Woodland Conservation Ordinance that allowed removal of specimen trees.	12/31/2024 – Appellate Court Affirmed Circuit Court decision.
Greater Capitol Heights Improvement Corporation, Inc. v. Commission	Petitioners sought Judicial Review of the Prince George's County Planning Board's Decision approving Preliminary Plan of Subdivision No. 4-22014.	03/14/2025 – Planning Board decision affirmed.
Bhargava, et al. v. Prince George's Cnty. Public Schools Proposed S. K-8 Middle School, et al.	Petition for Writ of Certiorari regarding Appellate Court's affirmation of the decision affirming Prince George's County Planning Board's decision to affirm the Planning Director's approval of a tree conservation plan, a revision of that tree conservation plan, and variances to the Woodland Conservation Ordinance that allowed removal of specimen trees.	04/25/2025 – Certiorari denied.

Prince George's Park Police		
Office of Internal Audit		

INDEX OF REPORTED CASES

DISTRICT COURT FOR MONTGOMERY COUNTY, MARYLAND	11
DISTRICT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND	11
Prince George's County, Maryland v. Gantt, et. al.....	11
CIRCUIT COURT FOR MONTGOMERY COUNTY, MARYLAND	11
CIRCUIT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND	11
Ferguson v. Gantt, et. al.....	11
G.W. v. Commission, et al.....	12
In the Matter of Glenn Dale Citizens Association, Inc., et al.....	12
APPELLATE COURT OF MARYLAND.....	13
In the Matter of Forest Grove Citizens Association, et al.....	13
SUPREME COURT OF MARYLAND	13
U.S. DISTRICT COURT OF MARYLAND.....	14
U.S. DISTRICT COURT DISTRICT OF NEW JERSEY	14
In Re: Insulin Pricing Litigation.....	14

DISTRICT COURT FOR MONTGOMERY COUNTY, MARYLAND

No Pending Matters

DISTRICT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND

Prince George's County, Maryland v. Gantt, et. al.

Case No. D-05-CV-25-018668 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Suit filed by Prince George's County against the Commission to recover worker's compensation benefits paid to a Prince George's County employee as a result of a rear-end motor vehicle accident involving a Commission vehicle operated by employee Gantt.

Status: Complaint filed. Commission not yet served.

Docket:

03/31/2025	Complaint filed
07/21/2025	Trial set

CIRCUIT COURT FOR MONTGOMERY COUNTY, MARYLAND

No Pending Matters

CIRCUIT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND

Ferguson v. Gantt, et. al.

Case No. C-16-CV-25-002097 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Suit for injuries sustained in a rear-end motor vehicle accident that involved two other vehicles in addition to the Commission vehicle operated by employee Gantt.

Status: Complaint filed. Commission not yet served.

Docket:

04/19/2025	Complaint filed
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G.W. v. Commission, et al.
Case No. C-16-CV-25-002723 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Alleged sexual assault of minor by former Commission employee.

Status: Complaint filed. Commission not yet served.

Docket:

05/19/2025	Complaint filed
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In the Matter of Glenn Dale Citizens Association, Inc., et al.
Case No. C-16-CV-24-005361 (AALU)

Lead Counsel: Warner
Other Counsel:

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision with regard to Preliminary Plan of Subdivision No. 4-22051.

Status: Hearing set.

Docket:

11/07/2024	Petition for Judicial Review
11/27/2024	Response to Petition for Judicial Review filed
12/12/2024	Scheduling Order
12/19/2024	Glen Dale Holding Company LLC and WFC Flagship LLC Response to Petition for Judicial Review
01/31/2025	Joint Motion to Continue Oral Argument and Stipulation to Reset Briefing Schedule
02/04/2025	Order of Court granting Joint Motion
02/19/2025	Notice of Oral Argument
03/07/2025	Petitioner's Memorandum filed
05/28/2025	Order of Court that Respondents' Joint Motion to Strike Portions of Petitioners Brief, or in the Alternative, Motion to Dismiss, is denied.
06/06/2025	Hearing set

APPELLATE COURT OF MARYLAND

In the Matter of Forest Grove Citizens Association, et al.

Case No. ACM-REG-2475-2024 (AALU)

(Originally filed under case C-15-CV-24-001622 in Montgomery County)

Lead Counsel: Mills
Other Counsel:

Abstract: Appeal of Decision by Circuit Court affirming the Montgomery County Planning Board's Decision in 9801 Georgia Avenue Plan no(s). 120230160, 820230130 and F20240040

Status: Appeal filed.

Docket:

02/26/2025	Appeal filed.
03/25/2025	Order to Proceed.
05/23/2025	Briefing Notice

SUPREME COURT OF MARYLAND

No Pending Matters

U.S. DISTRICT COURT OF MARYLAND

No Pending Matters

U.S. DISTRICT COURT DISTRICT OF NEW JERSEY

In Re: Insulin Pricing Litigation

Case No. 2:25-cv-00389 (Misc.)

Lead Counsel: Ko
Other Counsel: Rupert, Bansal

Abstract: Affirmative litigation brought by the Commission against Pharmacy Benefits Managers and drug manufacturers alleging an illegal pricing and kickback scheme involving insulin and related drugs, harming the Commission in its capacity as a third-party payor of pharmacy benefits.

Status: Complaint filed. Waiver of service of summons and complaint executed.

Docket:

01/13/2025	Complaint filed
01/31/2025	Waiver of Service of summons and complaint executed by Commission
02/05/2025	Waiver of Service of summons and complaint executed by Commission
03/24/2025	Waiver of Service of summons and complaint executed by Commission
04/18/2025	Waiver of Service of summons and complaint executed by Commission