



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting  
Open Session Minutes  
March 16, 2016

The Maryland-National Capital Park and Planning Commission met on March 16, 2016, in the Montgomery Regional Office in Silver Spring, Maryland.

PRESENT

Montgomery County Commissioners

Casey Anderson, Chair  
Norman Dreyfuss  
Natali Fani-Gonzalez  
Marye Wells-Harley  
Amy Presley

Prince George's County Commissioners

Elizabeth M. Hewlett, Vice-Chair  
Dorothy Bailey  
Manuel Geraldo  
A. Shuanise Washington

ABSENT

John Shoaff

Chair Anderson convened the meeting at 9:32 a.m.

ITEM 1 APPROVAL OF COMMISSION AGENDA (as revised)

Executive Director Barney added a closed session to discuss collective bargaining.

ACTION: Motion of Hewlett

Seconded by Fani-Gonzalez

9 approved the motion

ITEM 2 APPROVAL OF COMMISSION MINUTES

Open and Closed Session – February 17, 2016

ACTION: Motion of Hewlett

Seconded Fani-Gonzalez

9 approved the motion

ITEM 3 GENERAL ANNOUNCEMENTS

Chair Anderson made the following announcements:

- a) The Women's History Month event (Theme: "Working to Form a More Perfect Union: Honoring Women in Public Service and Government) was held at the Newton-White Mansion yesterday. The event was excellent.
- b) March is National Nutrition Month (See inSite for events)
- c) Financial Disclosure Filing Requirements Briefing (Barney): Executive Director Barney stated memorandums were distributed to the Commissioners. A thumb drive and a link were provided, containing a list of vendors for consideration. The Financial Disclosures are to be completed online and submitted by April 15<sup>th</sup>. Commissioners should print the document and send two copies to Executive Director Barney.

ITEM 4 COMMITTEE/BOARD REPORTS – (For Information Only)

- a) Minutes – Executive Committee Meeting – February 12, 2016
- b) Minutes – Executive Committee Meeting – March 2, 2016
- c) Minutes – Regular Board of Trustees Meeting – February 2, 2016

ITEM 5 ACTION AND PRESENTATION ITEMS

- b) Resolution #16-03, Purple Line Project – Approval of Conveyance and Exchange of Commission Real Property Interest to Maryland Transit Administration (Purple Line Team) (Taken out of order)

Montgomery County Department of Parks, Park Planning and Stewardship Chief Dr. John Hench, Montgomery County Department of Parks Land Acquisition Officer Bill Gries, Prince George’s County Department of Parks and Recreation Land Acquisition Officer Ray Palphrey, and Prince George’s County Parks and Recreation Deputy Director Darin Conforti presented the Resolution seeking approval of conveyance of real property for completion of the Purple Line project. Messrs. Conforti and Hench gave a high-level overview of the project. Mr. Conforti thanked other team members: Land Planner Eileen Nivera, Project Manager Vincent Cox, Principal Counsel Donna Calcote-Heatley, and Senior Counsel Megan Chung for their efforts. The Commissioners commended the team for their work on this project.

ACTION: Motion of Hewlett  
Second by Geraldo  
9 approved the motion

- a) Resolution #16-01, Adoption of the Montgomery Village Master Plan (Kamen)  
Montgomery County Planning Area 2 Planner Renee Kamen presented Resolution #16-01 for approval. Chair Anderson commended Ms. Kamen and the Montgomery County Planning Department for their expeditious execution of the Master Plan.

ACTION: Motion of Wells-Harley  
Second by Bailey  
9 approved the motion

- b) Resolution #16-04, Montgomery County Bond Sale (Zimmerman)  
Secretary-Treasurer Zimmerman presented Resolution #16-04 for approval.

ACTION: Motion of Washington  
Second by Presley  
9 approved the motion

- c) Wellness Initiatives – 2015 and 2016 (McDonald/Hawkins)  
Executive Director Barney introduced Health and Benefits Manager Jennifer McDonald and Health Promotions Specialist Juanita Hawkins. Ms. Hawkins presented an update and highlights of the M-NCPPC employee wellness program. She explained the purpose of the program and emphasized the health promotions strategy, major program activities/ accomplishments made in 2015, and the program focus and goals for 2016. In response to Chair Anderson’s question if the agency plans to measure the success of the program, Ms. Hawkins stated information will be available at the end of the year. Commissioner Fani-Gonzalez inquired if the financial planning workshops can be attached to other aspects of the employee wellness program. Executive Director Barney responded the workshops can be

made a component of another mandatory meeting, such as Division Chiefs' and staff meetings.

Vice-Chair Hewlett has participated in the wellness programs and found them to be helpful. She asked Department Heads to encourage staff participation. She noted that, upon request, financial planners will visit the respective divisions to educate employees on financial planning. Commissioner Bailey emphasized the seriousness and the challenges of food addiction and how it affects millions of people every day.

General Counsel Gardner strongly encourages the wellness programs; however, he stated the agency should keep in mind that the M-NCPPC does not have the same "tool kit" as a private employer to sponsor these programs, and that there are more constraints. The tone, idea, and direction of being as aggressive as possible in this subject is understood.

ITEM 6 OPEN SESSION – OFFICERS' REPORTS

- a) Executive Director  
Employees' Evaluations Not Completed by Due Date – (February 2016) (For Information Only)
- b) Secretary-Treasurer
  - 1) Enterprise Resource Planning (ERP) Briefing (For Information Only)  
Executive Director Barney shared there are some system challenges with the Manage Self-Serve rollout that relate to performance evaluations, personnel actions, etc. The problems will cause a delay in implementing that component. A new target date for the rollout has not been determined at this time; however, the Communications team will be sending information to the departments to that effect.
  - 2) MFD Purchasing Statistics – First and Second Quarter – FY16 (For Information Only)
  - 3) Investment Report (December 2015, January and February 2016) (For Information Only)
- c) General Counsel
  - 1) Litigation Report – (February 2016) (For Information Only)
  - 2) Legislative Update  
General Counsel Gardner reminded the Commissioners of the Gold Medal event scheduled for March 29<sup>th</sup>, in Annapolis. Chair Anderson and Vice-Chair Hewlett will be invited to the floor to receive a Resolution from the House delegates and the leadership of the Senate delegation. This event will be combined with the Program Open Space effort. The Program Open Space team will follow the event in the State House with significant advocacy. Commissioners will be asked to participate on this project to the extent of their availability.

The Commissioners took a break at 10:15 a.m., and adjourned to closed session at 10:23 a.m.

Pursuant to Section 3-305 (b)(7) and (b)(9) of the General Provisions Article of the Annotated Code of Maryland, a closed session is proposed to consult with counsel to obtain legal advice, and to conduct collective bargaining negotiations or consider matters that relate to the negotiations.

ACTION: Motion of Hewlett  
Seconded by Geraldo  
9 approved the motion



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Gayla I. Williams, Senior Management Analyst/  
Senior Technical Writer



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Patricia Colihan Barney, Executive Director