



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting
February 19, 2014
Minutes

The Maryland-National Capital Park and Planning Commission met on February 19, 2014, in the Parks and Recreation Auditorium, in Riverdale, Maryland.

PRESENT

Montgomery County Commissioners

Françoise M. Carrier, M-NCPPC Chair*
Casey Anderson
Norman Dreyfuss
Amy Presley

Prince George's County Commissioners

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

ABSENT

Marye Wells-Harley

John Shoaff

* Please note that M-NCPPC Chair Hewlett began the meeting at 9:47; however, the Chairmanship changed to Chair Carrier following the vote in Item 2.

The Commission meeting proceeded in the following order:

ITEM 4 GENERAL ANNOUNCEMENTS (taken out of order)

Chair Hewlett:

- Requested a moment of silence in remembrance of Javon Davis, an employee who recently passed. Mr. Davis worked as a seasonal lifeguard at Rollingcrest Community Center.
- Recounted a number of accomplishments the agency attained in 2013. Chair Hewlett stated that the Commission continued to carry out its mission to provide and maintain award-winning services to the bi-county region. She highlighted some significant achievements including:
 - Demonstrating the value placed on the agency's wealth of multi-cultural diversity through "one Commission" celebrations, such as Black History Month and Hispanic Heritage Month. She thanked the Diversity Council for their contributions in celebrating cultural diversity.
 - Reinforcing its mission as stewards of open space, the environment and ongoing commitment to sustainability by internal policies and practices and by external awards. She recognized Montgomery Parks for being named a "Tree City USA" and Montgomery Planning for receiving the state's 2013 Sustainable Growth Award for Smart Growth Community given by the Maryland Sustainable Growth Commission for the White Flint Sector Plan.

- Continuing to be recognized as a workplace of excellence and earning its place as one of the very few employers honored as a quadruple Alliance for Workplace Excellence Award winner.
- Upholding its commitment to public outreach and engagement with critical efforts that chart the future of land use and service delivery through initiatives such as Formula 2040, which is the first Functional Master Plan for Parks and Recreation and Open Space in Prince George’s County; Plan Prince George’s 2035, which is the update of the general plan in the Prince George’s County; and for Zoning Montgomery, which is a website dedicated to the multi-year process of reorganizing, revising, and simplifying the county’s current zoning ordinance to accommodate the most ideal future development; numerous national and state awards from the American Planning Association, Maryland Recreation and Parks Association, National Recreation and Parks Association; and the agency was selected for the sixth year as a finalist for the National Gold Medal Award.
- Reinforcing an overarching commitment to health and wellness.
- Steering through wage adjustments for employees, including long overdue anniversary increases.
- Supporting our communities through United Way, Typhoon Haiyan, and the first Trot-for-a-Turkey. The agency produced truckloads of outerwear and food for local shelters.

In closing the announcements, Chair Hewlett asked everyone to keep kind thoughts of former Parks Director Hugh “Reds” Robey and every other employee who has been a part of the M-NCPPC family. She thanked everyone for all that is done to make the Commission shine.

The following announcements were made by newly rotated Chair Carrier. Although these announcements were made after the rotation in item 2, they are placed within Item 4 for organization of this item.

- Chair Carrier noted February is Black History Month. There are a number of Black History events taking place in Prince George’s County. In Montgomery County events are being held every Friday of this month. Montgomery County has an event scheduled for February 14th that will be rescheduled due to inclement weather. The “One Commission” Black History Month event was held on February 7th.
- The agency’s Women’s History Month celebration is scheduled for March 12th at the Newton White Mansion.
- Ms. Ching-Fang Chen, Project Manager, in Montgomery County Parks, was recognized for an award she received for designing a facility plan for Woodside Urban Park in Silver Spring, Maryland. Ms. Chen’s design has been selected as a 2014 Honor Award winner from the Potomac Chapter of the American Society of Landscape Architects.

ITEM 1 APPROVAL OF COMMISSION AGENDA
Item 6c – Diversity Council Annual Report will be heard before Item 6b – Medicare Part D Prescription Plan for Medicare Eligible Retirees.
ACTION: Motion of Commissioner Geraldo
 Second by Commissioner Bailey
 8 approved the motion (absent: Commissioners Shoaff and Wells-Harley)

ITEM 2 ROTATION OF THE CHAIRS
Pursuant to Commission’s Rules of Procedure, a vote was taken to rotate the Chair and Vice Chair of M-NCPPC.
ACTION: Motion of Hewlett to support appointment of Commissioner Françoise Carrier as Chair of M-NCPPC.
 Second by Bailey
 8 approved the motion (absent: Commissioners Shoaff and Wells-Harley)

General Counsel Gardner requested a vote from the Commissioners, electing former Chair Hewlett to the position of Vice-Chair.
ACTION: Motion of Geraldo to appoint Commissioner Hewlett as Vice-Chair of M-NCPPC.
 Second by Carrier
 8 approved the motion (absent: Commissioners Shoaff and Wells-Harley)

ITEM 3 APPROVAL OF COMMISSION MINUTES
Open Session – December 18, 2013
January 29, 2014 (Meeting Cancelled)
ACTION: Motion of Commissioner Geraldo
 Second by Commissioner Bailey
 8 approved the motion (absent: Commissioners Shoaff and Wells-Harley)

ITEM 4 GENERAL ANNOUNCEMENTS - CONTINUED
Following the rotation of Chairs, M-NCPPC Chair Carrier shared a few additional agency announcements. (See Item 4 at beginning of document)

ITEM 5 COMMITTEE/BOARD REPORTS (For Information Only)
a) Executive Committee Minutes – January 10th meeting cancelled
b) Executive Committee Minutes – Open Session – February 5, 2014
c) Executive Committee Minutes – Closed Session – February 5, 2014
d) Regular Board of Trustees’ Minutes – Open Session December 3, 2013
e) Regular Board of Trustees Meeting – Closed Session December 3, 2013

ITEM 6 ACTION AND PRESENTATION ITEMS
a) GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) OF THE UNITED STATES AND CANADA BUDGET AWARD WITH GROUP PHOTO – Chair Carrier recognized the contributions of the Corporate Budget Office and the departmental budget teams. She displayed the award and provided background on the GFOA program. GFOA awarded the agency the GFOA Distinguished Budget Presentation Award for its annual budget for fiscal year 2014. This is the 28th consecutive year in which M-NCPPC was recognized.

c) DIVERSITY COUNCIL ANNUAL REPORT (WITH GROUP PHOTO)

Executive Director Barney introduced the 2013 and 2014 Diversity Councils and explained the functions and contributions of the Councils. She thanked the incoming and outgoing members, all of which were recognized. She noted that the members of the Council and its sub-committees meet once a month while managing their existing work programs. Executive Director Barney thanked the Department Directors and managers for supporting the Council's work.

2013 Diversity Council Members:

- Robbin Brittingham, Montgomery Planning, Co-Chair 2013*
- Anika Jackson, Prince George's Planning Board's Office, Co-Chair 2013*
- Benjamin Berbert (Montgomery Planning)
- Paul Brown (Department of Human Resources and Management)
- Joe Dehuarte (Prince George's Planning)
- Darlene Douglas (Montgomery Parks)*
- Jimmy Mendoza (Montgomery Parks)
- Mechelle Myers (Finance)
- Alex Ramirez (Prince George's Parks and Recreation)
- Arnold Ramsammy (Montgomery Parks)
- Bill Sheehan (Prince George's Parks and Recreation)
- Melissa Thompkins (Montgomery Planning Board's Office)
- John Wooden (Prince George's Planning)

*Terms ended December 2013

2014 Diversity Council Members (including 2013 returning members as indicated above):

- Maritza Barbot (Montgomery Planning)
- Jessica Jones (Prince George's Planning Board)
- Shuchi Vera (Montgomery Parks)
- Mechelle Myers Co-Chair 2014 (Department of Finance)
- Allison Poirier, Co-Chair 2014 (Prince George's Parks and Recreation)

2013 Diversity Council Co-Chairs Robbin Brittingham and Anika Jackson presented the 2013 Diversity Council Year-End Review. This review was comprised of the Committee's Mission, Vision and Values, Strategic Plan Purpose, Policy and Implementation, Program Development and Training, Marketing and Communications Outreach, and Tools for Communication (as contained in the Commission meeting packet).

With regard to Program Development and Training, Co-Chair Brittingham expressed the need for diversity training for new members who join the Council because those individuals may not have experience or training in Diversity. She recognized a valuable Diversity 101 Training which was provided to the Diversity Council by Dr. Welch, the Founder of Leadership Prince George's and former Executive Director of the Human Relations Commission. She also recommended new Council members become involved three months prior to termination of current members to enhance knowledge transfer.

Co-Chair Jackson highlighted the Marketing and Communications component. She noted the upcoming 2014 Diversity Celebration is scheduled for May 30th from 10:00 a.m. to 12:00 p.m. at the Clarice Smith Center. Co-Chair Jackson briefed the audience on communication tools that will be used to support diversity such as a monthly news column in the UPDATE Newsletter and articles on InSite. She explained that Diversity Council webpages are being revamped in the summer of 2014 to provide more information on the Council, its members and purpose. The Commissioners commended the Diversity Council for their efforts.

ITEM 6 b) MEDICARE PART D PRESCRIPTION PLAN FOR MEDICARE ELIGIBLE RETIREES (For Information Only)

Executive Director Barney introduced M-NCPPC Health and Benefits Manager, Jennifer McDonald; AON Hewitt Consultant Cathy Furr; and Boomershine Consulting President, Dave Boomershine. Ms. McDonald explained the Federal Government's Retiree Drug Subsidy (RDS) program and how that offers savings to employers who offer retiree prescription coverage. She shared that the agency has been receiving subsidies from the Federal Government in the form of reimbursements for a portion of claims incurred. The amount of reimbursements received under the RDS program between 2006 through 2012 was detailed in the meeting packet. Ms. McDonald introduced an additional component under the Federal program, Employer Group Waiver Plan plus Wrap (EGWP+Wrap), which provides for expanded reimbursement to employers. She noted that this component stems from changes in Medicare Part D of the Affordable Care Act.

Consultant Furr reviewed a PowerPoint presentation titled "Employer Group Waiver Plan plus Wrap (EGWP+Wrap)". The presentation highlighted savings from participation in this program. She explained that the EGWP+Wrap will replace the current RDS program. Ms. Furr estimated that in addition to the \$450,000 reimbursed in 2012, the net cash savings will yield an additional \$300,000 in 2015. Ms. Furr stated that the proposed date for implementation of this program is January 1, 2015, and would take approximately six months for implementation.

Mr. Boomershine reviewed items presented in the Commission packet on savings to Other Post-Employment Benefits (OPEB) plan funding that result from the EGWP approach.

Executive Director Barney noted that discussions will take place with regard to revisions to the budget document. The OPEB FY 2015 proposed budget numbers will decrease, and with the Commissioners' approval, she will communicate what the new numbers will be to the Montgomery County and Prince George's County. She commented that Montgomery County Government and Montgomery County Schools are implementing this plan, and Prince George's County Government is considering it.

d) USE OF SALARY LAPSE

Executive Director Barney reviewed commitments needed for the ERP project. She shared that initially, the plan was to have employees from the operating departments join the core team at Central Administrative Services (CAS) to assist with implementation; however, due to their work programs, this did not occur. As such, additional resources are needed to conduct research and resolve critical issues as the program goes live and provide assistance to backfill the current work program. She requested use of \$100,000 in unbudgeted salary lapse from position vacancies in the Department of Human Resources and Management (DHRM). Executive Director Barney explained that an additional request may be forthcoming to help with other implementation concerns while moving forward.

ACTION: Motion of Washington

Second by Bailey

8 approved the motion (absent: Commissioners Shoaff and Wells-Harley)

ITEM 7

OFFICERS' REPORTS (For Information Only)

a) Executive Director

1. Employee Performance Evaluations Not completed By Due Date – (January 2014)

Executive Director Barney stated that a good number of evaluations have been done and Directors are working on completing the others.

b) Secretary-Treasurer's Report

1. Investment Report – (December 2013)

The report was presented in the meeting packet.

2. MFD Statistics (1st Quarter)

The report was presented in the meeting packet.

c) General Counsel

1. Litigation Report (For Information Only)

2. Legislative Update – A conference call was held among the legal staff on February 18th regarding legislative topics. There are two employment bills (HB 1265 and HB 1350) in Annapolis that M-NCPPC will submit to both planning boards for support.

In response to Chair Carrier's inquiry about the Smoking Bill and the Artificial Turf Bill, General Counsel Gardner stated that the Smoking Bill is going to the Prince George's County Delegation this week. It has been accepted by the Montgomery County Delegation with amendments that M-NCPPC requested. General Counsel Gardner does not anticipate any problems with the Smoking Bill.

With respect to the Artificial Turf Bill, General Counsel Gardner indicated there is a strong presence by the Maryland Association of Counties (MACO) opposing the Bill. The Speaker of the House supports using program open space money for synthetic turf fields. However, with the concerns related to the Tort Claims Act, the Bill may not have full support.

ITEM 8 Pursuant to Maryland State Government Article of the Annotated Code of Maryland, Section 10-508(a)(7) & (9), the meeting adjourned to closed session at 10:49 a.m., to consult with counsel for legal advice, conduct collective bargaining discussions, and consider matters that relate to negotiations.

ACTION: Motion of Presley to move to closed session
Second by Washington
8 approved the motion (Commissioners Shoaff and Wells-Harley were absent)


At 11:05 a.m., the Commissioners moved to open session for adjournment of the meeting.

ACTION: Motion of Hewlett
Second by Bailey
8 approved the motion (Commissioners Shoaff and Wells-Harley were absent)

Meeting adjourned.



Gayla I. Williams, Senior Technical Writer



Patricia C. Barney, Executive Director