



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting
Open Session Minutes
June 17, 2020

The Maryland-National Capital Park and Planning Commission met via videoconference, broadcast by the Parks and Recreation Department, Prince George's County.

PRESENT

Montgomery County Commissioners

Casey Anderson, Chair
Gerald Cichy
Tina Patterson
Natali Fani-Gonzalez

Prince George's County Commissioners

Elizabeth M. Hewlett, Vice Chair
Dorothy Bailey
William Doerner
Manuel Geraldo

NOT PRESENT

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Chair Anderson called meeting to order at 10:04 a.m. and called roll.

ITEM 1 APPROVAL OF COMMISSION AGENDA

Vice Chair Hewlett requested an amendment to the agenda to add item 5a which request authority for Central Administrative Services Department Heads to use FY20 salary lapse to assist with budget constraints.

ACTION: Motion of Vice Chair Hewlett to approve the amended agenda
Seconded by Commissioner Geraldo
8 approved the motion

ITEM 2 APPROVAL OF COMMISSION MINUTES

Open Session – May 20, 2020

ACTION: Motion of Vice Chair Hewlett to approve the minutes
Seconded by Commissioner Geraldo
8 approved the motion

ITEM 3 GENERAL ANNOUNCEMENTS

- a) National Caribbean American Heritage Month
- b) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Month
- c) National Men's Health Education Month
- d) "Juneteenth" – June 19. Vice Chair Hewlett noted the significance of Juneteenth, when the enslaved people in Galveston, Texas learned they were freed, two years after the Emancipation Proclamation. The Prince George's County Parks and Recreation Department is having a Juneteenth virtual panel "I Can't Breathe" on June 18 at 6 pm.

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

- a) Executive Committee – Open Session June 3, 2020
- b) Executive Committee – Closed Session June 3, 2020
- c) Employees’ Retirement System Board of Trustees Regular Meeting – May 5, 2020
- d) Employees’ Retirement System Board of Trustees Regular Meeting – May 19, 2020

ITEM 5 ACTION AND PRESENTATION ITEMS

- a) Resolution 20-09: Adoption of the FY21 Commission Operating and Capital Budgets, Budget Transfer Request (Kroll), and Salary Lapse Request (Zimmerman)

Secretary-Treasurer Zimmerman requested approval to allow bi-county (Central Administrative Services) Directors to transfer remaining FY20 salary lapse savings to help cover areas affected FY21 budget reductions. Chair Anderson agreed, saying there was need to provide as much flexibility as possible.

ACTION: Motion of Vice Chair Hewlett to approve use of Central Administrative Services Salary Lapse as necessary for FY21 Savings Plan Request.
Seconded by Commissioner Geraldo
8 approved the motion

Corporate Budget Director Kroll noted with the directive from the Montgomery County Executive’s savings plan, the budget will still require amendments to meet the savings plan goals. He also noted minor changes from the proposed fund balances to the adopted fund balances, citing a correction in the CIO/CWIT Fund budget that required a separate budget transfer to address the correction. He noted the attached resolution schedules match the action of the two councils.

ACTION: Motion of Vice Chair Hewlett to approve Resolution 20-09 and Budget Transfer
Seconded by Commissioner Geraldo
8 approved the motion

- b) Resolution 20-10: Approval of FY21 Employer Contribution for Retiree Group Health Insurance – OPEB/115 Trust (Zimmerman)

ACTION: Motion of Vice Chair Hewlett to approve Resolution 20-10
Seconded by Commissioner Geraldo
8 approved the motion

- c) Resolution 20-11: Extension of Standby Work Compensation Program for Critical Operations (Bennett/Coburn)

Corporate Policy and Management Operations Director Bennett presented background and recommendations for an extension of a pilot program that provides standby compensation to employees who are regularly required to remain on-call to cover evening and weekend needs for critical operations. Director Bennett explained the program is limited to certain IT positions and Trades supervisors, and compensation is only provided when an employee is assigned to cover the additional hours. The need for after-hours coverage has grown during the COVID-19 response due to high reliance on both groups. The Executive Committee supported a 1-year extension of the program. During the year, the agency will continue to

examine the program to consider giving authority to the Executive Committee to extend the program further.

ACTION: Motion of Vice Chair Hewlett to approve Resolution 20-11
Seconded by Commissioner Geraldo
8 approved the motion

- d) Resolution 20-12: Differential Pay and Social Distancing Leave for Term Contract Employees (Chiang-Smith)

In May, the Commission approved a Resolution to grant Differential Pay and Social Distancing Leave to Merit Employees. Executive Director Chiang-Smith presented Resolution 20-12, which extends the same benefit to the agency's 32 Term Contract employees.

ACTION: Motion of Commissioner Geraldo to approve Resolution 20-12
Seconded by Commissioner Bailey
8 approved the motion

- e) Resolution 20-13: In Solidarity with the Movement to Eliminate Racism and Injustice

General Counsel Gardner provided background on the Resolution, which communicates the agency's commitment to stand in solidarity with the peaceful principles and ideals of the current movement to end systemic racism, oppression, injustice and violence against African Americans. The Resolution was developed with input of Department Directors and Commissioners, to be part of the solution and support the communities we serve.

Chair Anderson stated his strong support, adding how gratified he was to see so many people at all levels of the agency providing input to draft a document that was eloquent and heartfelt. Vice Chair Hewlett added she has never been prouder of the agency, and this Resolution reflects its diverse jurisdictions and shows the organization can truly embrace diversity. She stressed the importance of speaking truth, speaking out against the abomination of discrimination, and emphasized many of the things the Black Lives Matter movement has helped articulate. She added the history detailed in the resolution is critical, and thanked the drafters, along with those who offered input and edits, saying this Resolution has reinforced her faith in this agency. Commissioners also shared their support.

ACTION: Motion of Vice Chair Hewlett to approve Resolution 20-13
Seconded by Commissioner Doerner
8 approved the motion

- f) Amendments to the Merit System Rules: Proposed amendments to the agency's employment policies to incorporate Maryland law on Organ Donation Leave (Bennett/Beckham)

Corporate Policy and Management Operations Director Bennett presented this item requesting the Commission's adoption of proposed amendments to the agency's personnel regulations. She explained that policy amendments incorporate the Maryland Organ Donation Leave mandates which permit employees to take an unpaid leave of absence to

make organ and bone marrow donations. Director Bennett explained the proposed amendments including coordination with the Family Leave Act, eligibility and job protection rights. She added that employees will have the ability to substitute the unpaid leave period with their own accrued paid leave. The proposed amendments are supported by the Merit System Board and the Executive Committee.

ACTION: Motion of Vice Chair Hewlett to approve amendments
Seconded by Commissioner Geraldo
8 approved the motion

- g) Request of use of Salary Savings: Corporate IT/Office of the Chief Information Officer

Item subsumed in approved action in item 5a.

ACTION: No action

- h) Acknowledge Elaine Stookey as Bi-County Open Trustee to the ERS Board of Directors for term ending June 30, 2023

ACTION: Motion of Vice Chair Hewlett to approve appointment
Seconded by Commissioner Patterson
8 approved the motion

- i) Personnel Management Review (PMR) for 2019 (Spencer/King)

Human Resources Director Spencer introduced Ms. Boni King, Classification and Compensation Manager who presented an overview of the report. Ms. King explained the report is produced annually and presents demographical data of the agency's work force, and other workforce data.

Ms. King said the PMR will be posted on the agency's internet and intranet and distributed to upper management. Additional hard copies will be available upon request.

ITEM 6

OFFICERS' REPORTS

Executive Director's Report

- a) Employee Evaluations Not Completed by Due Date (June 2020) (For information only)

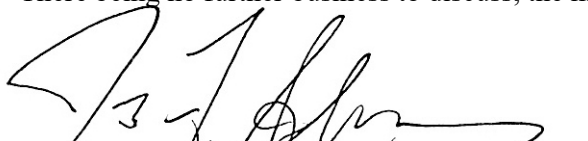
Secretary Treasurer Report


- b) 3rd Quarter MFD Purchasing Statistics (For Information only)

General Counsel Report

- c) Litigation Report (For information only)

There being no further business to discuss, the meeting ended at 10:33 a.m.


James F. Adams, Administrative Specialist II


Asuntha Chiang-Smith, Executive Director