

MINUTES OF THE  
2021 - 2022 COMPENSATION REVIEW BOARD  
AND CHARTER REVIEW COMMISSION  
FEBRUARY 2, 2022

The following persons were present:

LUPI Q. GRADY, Chair  
DENNIS C. BROWNLEE  
SAMUEL H. DEAN  
CAMILLE A. EXUM  
STEPHANIE V. OVERTON STANARD  
GLENDA R. WILSON  
JACQUELINE B. WOODY

Staff Present:

ROBERT J. WILLIAMS, JR., COUNCIL ADMINISTRATOR  
COLETTE R. GRESHAM, ASSOCIATE COUNCIL ADMINISTRATOR  
KATHLEEN H. CANNING, LEGISLATIVE OFFICER  
DINORA A. HERNANDEZ, LEGISLATIVE OFFICER  
DONNA J. BROWN, CLERK OF THE COUNCIL  
ROSALYN E. PUGH, ESQ., CONSULTANT  
SHARON SAVOY WILLIAMS, ADMINISTRATIVE STAFF

INTRODUCTORY REMARKS:

Chair Grady called the meeting to order at 4:31 p.m. and Ms. Gresham did a roll call of members in attendance. Commissioner Wilson arrived after the meeting was called to order.

APPROVAL OF MINUTES:

The minutes from the January 21<sup>st</sup> meeting were reviewed. Commissioner Woody moved for approval of the minutes and Commissioner Dean seconded the motion. The minutes were approved.

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Ms. Gresham provided the Commission with an overview of their work since December. The Commission has had a total of nine presentations of various agencies, department heads, directors and also the Legislative Branch administration. The Commission was provided with a summary of proposed Charter recommendations received thus far.

SUBCOMMITTEES – SCHEDULING:

Ms. Dinora Hernandez provided an overview of the three subcommittees and the corresponding Articles of the Charter:

Administrative/Legislative Matters:

- Article I. Name and Rights of the County.
- Article II. Individual Rights.
- Article III. Legislative Branch.
- Article IV. Executive Branch.
- Article V. Administrative Organization.
- Article X. General Provisions.
- Article XI. Effect and Amendment of Charter.

Budget/Fiscal Matters:

- Article VIII. Budget and Finance

Contracting/Personnel Matters:

- Article VI. Purchasing
- Article IX. Personnel

Ms. Gresham announced that the Public Hearing is March 2, 2022. We will move the regular meeting of the Charter Review Commission to 5:00 pm and the public hearing will be at 6:00 pm to allow the public more time to log on to the meeting. Staff is preparing the public hearing notice, which will be advertised in the newspaper for two consecutive weeks and a flyer will be distributed as well.

Ms. Hernandez asked the Commission members which medium they preferred to conduct the subcommittee meetings. Staff suggest using Microsoft Teams or Zoom. Chair Grady and Ms. Hernandez will reach out to each subcommittee to schedule their first meetings.

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Commissioner Brownlee inquired if the subcommittees can bring forth any other recommendations as part of the deliberations and review of the sections and staff acknowledged that is appropriate. The Commission discussed their timeline to deliberate and the deadline for the Final report on April 1<sup>st</sup>. Commissioner Dean asked if the Council was going to brief the Commission and, if so, they should have the briefing as early as possible. Commissioner Exum suggested that if any of the members have any thoughts of possible recommendations that they wish to bring to the table that they distribute to staff for circulation to the subcommittees. Ms. Gresham stated that Commissioners should submit those recommendations to staff by February 14<sup>th</sup> so they can be ready for the February 18<sup>th</sup> meeting. Chair Grady recommends that subcommittees should start meeting after the February 18<sup>th</sup> meeting after hearing all the presentations.

Commissioner Woody inquired about how information about the public hearing will be disseminated. Donna Brown, Clerk of the Council, responded that the notice will be placed on the Commission's web page as well as the County public hearing sign up to speak page and our legal advisement page. The notice will be placed in newspapers of record on February 17 and February 24 prior to the public hearing which is on March 2. It was also recommended that the information should be shared with the County Executive's Communications team to disseminate to their constituency. The Commission discussed the meeting timeline and having enough time to deliberate. Ms. Gresham recommended adding additional meetings in March as needed. There was a suggestion to move the public hearing date up from March 2<sup>nd</sup> to February 24<sup>th</sup> at 6 p.m. to allow more time to review any recommendations from the public. As a result, the March 2<sup>nd</sup> meeting can start at the normal 4 p.m. time.

**FOLLOW-UP INFORMATION:**

Ms. Gresham informed the Commission there was some follow-up information that was requested from County Attorney Weaver, and she is still working on her responses regarding Section 904 and special rule relating to Police and Fire Services and a question about gender neutral language. Ms. Hernandez provided follow up to Commissioner Dean's question regarding the Revenue Authority and advertising in newspapers of record as required by the Charter. Pursuant to County Code Section 21A-105, the Revenue Authority is not subject to the Charter. No provisions of the Charter of the County or other County law regarding the duties, powers, or organization of the Authority apply to the Authority, unless the County expressly provides by local law that the Charter provision or other County law applies to the Authority.

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Commissioner Dean inquired how a change could be possible to require the notification. Ms. Hernandez stated that the preferred method may be to amend the County Code through the Council's legislative process.

NEXT MEETING:

Ms. Gresham announced the next meeting is February 18<sup>th</sup> at 10:00 a.m. The Commission will have an opportunity to discuss any recommendations from the individual members.

ADJOURNMENT:

A motion to adjourn was made by Commissioner Brownlee, seconded by Commissioner Exum. All members were in favor of adjournment. The meeting was adjourned at 5:36 p.m.