

**Compensation Review Board
Meeting Minutes of November 9, 2021
4:00 p.m. – Duke Room**

MEMBERS:

Present: *In-Person:* Bill Cooper, Anna Vermillion, Tony DeStefano, Wilson Parran
Virtually: Randy Smith, Cassandra Okwumabua, Mark Frisco

Absent: None

Staff: John Norris, County Attorney
Mark Willis, County Administrator
Ashley Staples-Reid, Special Projects Program Manager, Office of the County Administrator

PROCEEDINGS:

Call

I. Election of Chairperson:

Mark Willis led the meeting and asked for nominations for a Chairperson and Vice Chairperson.

Motion: Mark Frisco moved to nominate Tony DeStefano as Chairperson.

Seconded: Bill Cooper

Action: Motion passed by a vote of 7-0.

Motion: Bill Cooper moved to nominate Wilson Parran as Vice Chairperson.

Seconded: Anna Vermillion

Action: Motion passed by a vote of 7-0.

II. Code of Public Local Laws for Calvert County:

Mr. Norris explained that State code prescribes that the CRB review the salaries set in law for Calvert County officials. It does not define the officials, but noted that the 2017 CRB reviewed the BOCC, the Sheriff, the Treasurer, and the Judges of the Orphans Court. In addition, State law prescribes that when the CRB reviews the salaries for the BOCC, that a decision be made as to whether that should include benefits that are made available to County Government Employees.

Mr. Norris reviewed, within the Guidelines provided, that the CRB can and should also review the salaries of the Board of Education and States Attorney, as they have not been reviewed by the CRB in over a decade. Mr. Norris reminded that the CRB should not review salaries based on the particular individual in the elected position because it does not go into effect into after the next election.

III. Other Business/Discussion:

After discussion, it was determined that Ashley Staples-Reid will email current elected officials, whose positions are being review by the CRB, requesting input regarding any salary increase requests. A deadline of COB Tuesday, Nov. 16, 2021, will be given to officials to submit their request and/or set up an interview timeslot at the next CRB meeting. CRB members agreed to meet Thursday, Nov. 18, 2021

from 1-3pm in order to conduct interviews and review input that has been received by the current elected officials. Interviews will be available virtually or in-person and will last roughly 15 minutes. The CRB will make their recommendation at this scheduled meeting as well.

The following elected officials will be contacted requesting input:

1. County Commissioners
2. County Sheriff
3. States Attorney
4. County Treasurer
5. Judges of Orphans Court
6. Board of Education

Staff will then draft the CRB recommendation for review and vote during a final meeting, which has been scheduled virtually for Monday, Nov. 22, 2021 at 3pm. The CRB will then present to the Board of County Commissioners (BOCC) during the Nov. 30, 2021, BOCC meeting.

IV. Public Comment:

Chairperson DeStefano asked if there was anyone from the public either in-person or virtually. There were no speakers

V. Adjournment:

Motion: Cassandra Okwumabua moved to adjourn the CRB meeting.
Seconded: Wilson Parran
Action: Motion passed by a vote of 7-0.

The meeting was adjourned at 4:50 p.m.