

Volunteer Boards and Commissions List

Below you will find a list of all active boards and commissions as well as the time and location of meetings. All times and dates are subject to change. If you have any questions, please feel free to contact the staff liaison listed below or Ashley Staples-Reid at 410-535-1600 ext 2214 or Ashley.Staples-Reid@calvertcountymd.gov

Board Name

Adult Guardianship Review Board

Vacancies Eight vacancies due to resignations and term expirations

Tenure Three year term **Term Limits** Three term max as of 11/29/2016 (Per Ordinance 40-16)

Meets semi-annually.

Description: The purpose of the Board shall be to review and make recommendations to the court regarding the continuation, modification or termination of public guardianship of disabled and/or vulnerable adults.

Membership: **Eleven members appointed by the BOCC.**

There shall be eleven members who are appointed by the Board of County Commissioners (BOCC): two shall be physicians, one of whom should be a psychiatrist from the local health department which employs psychiatrists; one shall be a professional representative of a local nonprofit social service organization; one shall be an attorney; two shall be citizen representatives from the local community (lay individuals); one shall be a professional in the field of disabilities; one shall be a person with a physical disability; one shall be a professional representative of the local social service; one shall be a representative of a local commission or department on aging; and one shall be a public health nurse.

Members must complete Fiancial Disclosure statements annually

Staff Liaison

**Lorraine R. Joyner, Executive
Administrative Assistant**

(410) 535-1600 Ext. x 8803

Lorraine.Joyner@calvertcountymd.gov

Agricultural Preservation Advisory Board

Vacancies None

Tenure Five year term **Term Limits** Two consecutive full terms

Meetings are held on the first Monday of the month. Meetings start at 7:30 p.m. during Daylight Savings Time and at 7:00 p.m. before and after Daylight Savings Time. Meetings are held in the Planning & Zoning Conference Room on the third floor of the County Services Building at 150 Main Street in Prince Frederick.

Description: The purpose of the Board shall be to: offer incentive for preservation of prime agricultural and forestry land; provide reimbursement to the landowner who voluntarily agrees to place agricultural and forestry use covenants on his land; utilize the free market system for financing agricultural and forestry preservation, thus avoiding direct cost to the taxpayers; guide development away from prime agricultural and forestry lands on which viable farming and forestry endeavors are practical; promote and preserve the identity of intact rural agricultural communities where working farms and managed woodlands predominate; and to minimize potential conflicts between agricultural and non-agricultural land use by providing for a functional separation of the two.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by The Board of County Commissioners (BOCC): at least three of whom shall be owner/operators of commercial farms. The membership of the Board shall consist of at least one resident from each Election District. The BOCC may appoint one or more alternate members.

Members must complete Fiancial Disclosure statements annually

Ron Marney, Environmental Planner

(410) 535-1600 Ext. x 2336

Ronald.Marney@calvertcountymd.gov

Agricultural Reconciliation Committee

Vacancies Five vacancies due to resignations and term expirations

Tenure Three year term **Term Limits** Three consecutive full terms

Meetings are held on an as-need basis.

Description: The purpose of the Committee shall be to arbitrate/mediate conflict(s) involving agricultural or forestry operation conducted on agricultural lands and to issue opinions on whether such agricultural or forestry operations are conducted in a manner consistent with accepted agricultural or forestry management practices. This Committee was created as a result of the Calvert County Right to Farm Ordinance, adopted in 1996.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by The Board of County Commissioners (BOCC): two members shall be members of a homeowner's associations; two members shall be recommended by the Agriculture Commission; and one member shall be chosen as an at-large member by the BOCC.

Members must complete Fiancial Disclosure statements annually

Ron Marney, Environmental Planner

(410) 535-1600 Ext. x 2336

Ronald.Marney@calvertcountymd.gov

Animal Matters Hearing Board

Frances E. Rose, Executive
Administrative Aide

(410) 535-1600

Ext. x 8002

Francie.Rose@calvertcountymd.gov

Vacancies One vacancy due to resignation

Tenure Four year term

Term Limits Three consecutive full terms

Meetings are held the second Wednesday monthly 6:30 p.m. at Public Safety, 315 Stafford Road, Prince Frederick, Maryland.

Description: The purpose of the Board shall be to hear appeals from animal owners of an Animal Control Officer's decision on any and all disputes arising from violations of the local Animal Control Ordinance. This includes dangerous animal appeals, and any disputed citations issued for a violation of the ordinance.

Membership: At least five, but not more than seven members appointed by the BOCC.

There shall be at least five, but no more than seven, members who are appointed by The Board of County Commissioners (BOCC): one member shall be in affiliation with an animal welfare rescue group; one member shall be with a professional animal organization such as a hunt club, American Kennel Club, or K-9 search and rescue; one shall be a Deputy Sheriff, selected by the Sheriff; one member shall be a Veterinarian, or Veterinarian Technician (with three or more years of experience) up to three members shall be citizens (without affiliation with an animal welfare rescue group and/or professional animal organization).

Members shall be residents of or have professional residency in Calvert County. Members shall not serve on the Calvert County Animal Shelter Advisory Board simultaneously.

Members must complete Fiancial Disclosure statements annually

Animal Shelter Advisory Board

Frances E. Rose, Executive
Administrative Aide

(410) 535-1600

Ext. x 8002

Francie.Rose@calvertcountymd.gov

Vacancies One vacancy due to resignation

Tenure Three year term

Term Limits Three consecutive full terms

Meetings are held the first Wednesday bi-monthly at Public Safety, 315 Stafford Road, Prince Frederick, Maryland.

Description: The purpose of the Board shall be to advise the Board of County Commissioners (BOCC) on matters such as: Shelter Policies & Operations; Five-Year Strategic Plan for the Linda L. Kelley Animal Shelter; emergency plans pertaining to the shelter and aspects of other county plans affecting animals and the shelter; Spay/Neuter polices within the shelter, Volunteer solicitation, policies, and utilization; and any matter referred to the Board by the Board of County Commissioners.

Membership: Seven members appointed by the BOCC.

There shall be seven members who are appointed by the Board of County Commissioners (BOCC): one shall be a veterinarian, or vet technician with three or more years of exerieence; two shall be animal welfare organizations members; three shall be citizens, where practicable, one from each election district; and the Animal Shelter Division Chief (ex-officio).

Members must complete Fiancial Disclosure statements annually

Board of Appeals

Scarlett Oller, Board of Appeals
Administrator

(410) 535-1600

Ext. x 2356

Dorothea.Oller@calvertcountymd.gov

Vacancies None

Tenure Three year term

Term Limits No term limits

Meeting are held the first Thursday monthly 9 a.m. at Commissioners Hearing Room, 175 Main Street, Second Floor, Prince Frederick, Maryland.

Description: The purpose of the Board shall be to hear and decide appeals when it is alleged that there is an error in: any order, requirement, decision, or determination made by an administrative officer or unit in the administration and enforcement of the Calvert County Zoning Ordinance; variances from the Maryland Critical Area requirements; and variances from the terms of the Calvert County Zoning Ordinance, including those addressing non-conforming uses and special exceptions to the terms of the Calvert County Zoning Ordinance.

Membership: Five regular members and two alternates appointed by the BOCC.

There shall be five members and two alternates who are appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Board of Library Trustees

Lorraine R. Joyner, Executive
Administrative Assistant
(410) 535-1600 Ext. x 8803
Lorraine.Joyner@calvertcountymd.gov

Vacancies None

Tenure Five year term **Term Limits** Two consecutive full terms

Meeting are held the third Tuesday monthly 4 p.m. Location varies between Calvert Library branches.

Description: The purpose of the Board shall be to formulate and determine polices and procedures with regard to management, budgetary, personnel, and other matters, and the proper delivery of library and informational service to the benefit of the Calvert County community.

Membership: **Seven members nominated by the Board and appointed by the BOCC.**

There shall be seven members who are nominated by the Board and appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Building Board of Calvert County

Katie Loman, Permit Technician
(410) 535-1600 Ext. x 2515
Katie.Loman@calvertcountymd.gov

Vacancies None

Tenure Three year term **Term Limits** No term limits

Meetings are held the first Wednesday monthly 8:00 a.m. at Inspections and Permits Conference Room, County Services Plaza, 150 Main Street, Suite 201, Prince Frederick, Maryland.

Description: The purpose of the Board shall be to review and recommend changes, additions, or deletions to the Building Code, rules and regulations, setting of fees, and such other requirements they deem necessary for public safety, health, and general welfare. The Board shall also approve building contractors' license applications and reviews contractors' problems.

Membership: **Six members appointed by the BOCC.**

There shall be six members who are appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Calvert County Commission for Women

Lorraine R. Joyner, Executive
Administrative Assistant
(410) 535-1600 Ext. x 8803
Lorraine.Joyner@calvertcountymd.gov

Vacancies Six vacancies due to resignations

Tenure three year term **Term Limits** No term limits

Meetings are held the third Thursday monthly (no meeting in December) 7 p.m. at Harriet E. Brown Community Center, 901 Dares Beach Road, Prince Frederick, Maryland.

Description: The purpose of this Board shall be to: develop opportunities for women; eliminate barriers that prevent women from realizing their full potential; and give recognition to the contributions of women in Calvert County.

Membership: **Fifteen members appointed by the BOCC.**

There shall be fifteen members who are appointed by the Board of County Commissioners. Terms are to be staggered so that the terms of five members shall expire each year.

Members must complete Fiancial Disclosure statements annually

Calvert County Ethics Commission

Ashley N. Staples-Reid, Executive
Administrative Aide

(410) 535-1600

Ext. x 2214

Ashley.Staples-Reid@calvertcountymd.gov

Vacancies Three vacancies due to resignations

Tenure Three year term **Term Limits** Three consecutive full term limits

Meetings are held the third Tuesday monthly 4:30 p.m. at Phillips House, 28 Duke Street, Prince Frederick, Maryland.

Description: The purpose of this Committee shall be to implement Calvert County Ethics Code through advisory opinions, resolution of complaints, and devises, receives, and maintains ethics reporting forms.

Membership: Five regular members and one alternate appointed by the BOCC

The Committee shall consist of not more than five members and one alternate, appointed by the County Commissioners.
* LEGAL COUNCIL : Christopher T. Longmore, Esq., 22738 Maple Road, Suite 101 , Lexington Park, MD 20634-301-862-3764 -chris@dmwlaw.com
Paralegal, Sandra Redden email:sandra@paxlawyers.com
*STATE ADVISORS: Maryland State Ethics Commission contact info:
45 Calvert Street, 3rd Floor, Annapolis, MD 21401
410-260-7770 or Toll Free: 1-877-669-6085
Contacts: Michael W. Lord, Executive Director
Jennifer K. Allgair, General Counsel
Katherine (Kate) P . Thompson, Assistant General Counsel

Members must complete Fiancial Disclosure statements annually

Calvert County Family Network

Julie N. Mashino, Family Network
Coordinator

(410) 535-1600

Ext. x 8804

Julie.Mashino@calvertcountymd.gov

Vacancies None

Tenure Three year term **Term Limits** Three consecutive full term limits

Meetings are held the fourth Monday quarterly (February, May, August, and November) 3:30 p.m. at Duke Room, Community Resources Building, 30 Duke Street, Prince Frederick, Maryland.

Description: The purpose of this Board is to serve as an advisory board to the BOCC. The Board shall plan, coordinate, and monitor the delivery of intergrated services for Calvert County children, youth, and families along the full continuum of care.

Membership: At least thirteen but not more than nineteen members appointed by the BOCC

There shall be between thirteen and nineteen members appointed by the BOCC of both public and private community representatives; family members or family advocates; and youth or youth advocates. In accordance with the Governor's Office for Children's Youth and Families Local Management Board Policies and Procedures Manual, the following government agencies shall be represented on the CCFN Board: Core Service Agency/Behavioral Health Administration; Local Department of Social Services; Local Health Department; Local office of the Department of Juvenile Services; Local School System; Local Law Enforcement.

Members must complete Fiancial Disclosure statements annually

Calvert County Marine Museum Board of Governors

Murray Jeffrey, Director

(410) 326-2042

Ext.

Jeffrey.Murray@calvertcountymd.gov

Vacancies Three vacancies due to resignation and term expirations

Tenure Three year term **Term Limits** Terms to begin Jan 1st. Two consecutive full terms with one year absence

Meetings are held the fourth Monday in January, March, June, September, and November.

Description: The purpose of this Board is to support the operations, affairs, and programs of the Calvert Marine Museum located in Solomons, Calvert County, Maryland.

Membership: At least eleven, but no more than fifteen members appointed by the BOCC.

There shall be at least eleven, but not more than fifteen members elected to conduct the affairs of the Society. In addition, the director of the Calvert Marine Museum shall be an ex officio member of the board and shall be entitled to all the privileges except those of making motions, of voting, and of holding office.

Members must complete Fiancial Disclosure statements annually

Commission on Aging

Lorraine R. Joyner, Executive
Administrative Assistant

(410) 535-1600

Ext. x 8803

Lorraine.Joyner@calvertcountymd.gov

Vacancies Two vacancies due to resignation, seeking rep. for District
One

Tenure Four year term

Term Limits Term to begin May 1st. Three consecutive
full term limits.

Meets the third Thursday monthly 9 a.m. at Calvert Pines Senior Center, Prince Frederick, Maryland.

Description: The purpose of this Commission is to be advocates for senior citizens' well-being and represent them on the local and state level to foster programs, housing, and related activities.

Membership: No more than sixteen regular members and one honorary member appointed

There shall be no more than sixteen regular members and one honorary member, who shall be any former regular member, appointed by the Board of County Commissioners (BOCC). At least one member of each of the following groups: a local elected official; a member of the Clergy; a member of a non-profit organization dedicated to the interests of seniors and/or individuals with disabilities; a member who represents Health Services for seniors and/or individuals with disabilities in the County; a member who represents the disabilities community. Remaining membership shall be a balanced representation from each district of the county.

Members must complete Fiancial Disclosure statements annually

Core Service Agency Advisory Board

Lorraine R. Joyner, Executive
Administrative Assistant

(410) 535-1600

Ext. x 8803

Lorraine.Joyner@calvertcountymd.gov

Vacancies

Tenure One year term

Term Limits Terms begin on July 1st. No term limits

Meets the second Tuesday every other month 12:00 p.m. at Calvert County Health Department Conference Room, 975 Solomons Island Road North, Prince Frederick, Maryland.

Description: The purpose of the Board is to serve in an advisory capacity to the Calvert County Core Service Agency and to annually review and approve the Comprehensive Mental Health Plan for Calvert County.

Membership: Unlimited members appointed by the BOCC.

There is no limit to the number of voting members that may be appointed by the Board of County Commissioners (BOCC). The Health Officer for Calvert County is the permanent chairperson of the Governing Board and the Director of the CSA is the permanent secretary and executive officer of the Governing Board and serves as its chairperson in the absence of the Health Officer. Voting members are residents of Calvert County and are: two consumers, either past or present of CSA funded services; a family member of an adult consumer; a family member of a consumer under the age of 18 years; a citizen with either a legal or business background; a representative of a mental health consumer advocacy group; two mental health professionals from the private sector who is not a psychiatrist; and four citizens with an interest in mental health.

Members must complete Fiancial Disclosure statements annually

Cove Point Light Station Commission

Murray Jeffrey, Director

(410) 326-2042

Ext.

Jeffrey.Murray@calvertcountymd.gov

Vacancies Two vacancies due to resignation and term expiration

Tenure Two year term

Term Limits Terms begin Feb 1. No term limits

Meetings are held quarterly (Feb, Spring, Mid-Summer, and Fall) 3:00 p.m. at Calvert Marine Museum, 14150 Solomons Island Road, Solomons, Maryland.

Description: The purpose of this Commission is to serve as an advisory board to the Board of County Commissioners on matters concerning the Cove Point Light Station and its impact on the Cove Point communities.

Membership: Seven members appointed by the BOCC.

There shall be seven members who are appointed by the Board of County Commissioners (BOCC): three members shall be Calvert County representatives, including one representative of the Calvert Marine Museum; two members shall be appointed from a list submitted by the Cove Point Beach Association; one member shall be appointed from a list submitted by the Cove of Calvert Association; and one member shall be appointed at the suggestion of the other members serving on the Commission.

Members must complete Fiancial Disclosure statements annually

Dunkirk Town Center Architectural Review Committee

Vacancies None

Tenure Four year term

Term Limits Three consecutive full term limits

Tamara Blake-Wallace, Principal Planner
(410) 535-1600 Ext. x 2631

Tamera.Blake-Wallace@calvertcountymd.gov

Meetings are held the second Thursday monthly (as needed) 5:00 p.m. at Dunkirk Volunteer Fire Dept., 3170 West Ward Road, Dunkirk, Maryland in banquet hall (entrance around side).

Description: The purpose of this Committee is to make recommendations to Calvert County Planning Commission on: site designs/external design features of buildings and structures other than buildings and signs for: public, quasi-public, commercial, residential, industrial, multi-family or mixed use development.

Membership: **Five members appointed by the BOCC.**

There shall be five member who are appointed by the Board of County Commissioners (BOCC): one member shall be a registered architect or landscape architect in the State of Maryland or a professional urban planner certified by the American Institute of Certified Planners; one member shall be an owner of a business located within the Town Center; one member shall reside within the boundaries of the Dunkirk Town Center and not be connected with a business within the Town Center; three members shall work, reside, or represent an institution within the Calvert County postal area of the Town Center.

Exceptions in the criteria listed above may be made by the Board of County Commissioners in the event there are not enough qualifying applicants (Except for the last criteria listed above).

Members must complete Fiancial Disclosure statements annually

Economic Development Advisory Commission

Vacancies none

Tenure Three year term

Term Limits Three consecutive full term limits

Tammy S. Bowen, Business Retention Assistant

(410) 535-1600 Ext. x 2412

Tammy.Bowen@calvertcountymd.gov

Meetings are held the second Wednesday quarterly (January, April, July, and October) 9 a.m. at Department of Economic Development, Couthouse Square, 205 Main Street, Prince Frederick, Maryland.

Description: The purpose of the Commission is to act in an advisory capacity to promote, encourage and improve the county's general economic well-being by: assisting in implementation of the county's 5-year strategic plan, providing feedback to the BOCC on policies affecting economic development; and serving as an ambassador in recruiting businesses and promoting Calvert County to business prospects.

Membership: **At least nine, but not more than fifteen members appointed by the BOCC.**

There shall be at least nine, but no more than fifteen members who are appointed by the Board of County Commissioners (BOCC). Members shall represent a diversity of industries including agriculture, manufacturing, health care, construction, hospitality and professional services.

Members must complete Fiancial Disclosure statements annually

Economic Development Authority

Vacancies None

Tenure Three year term

Term Limits Three consecutive full term limits.

Tammy S. Bowen, Business Retention Assistant

(410) 535-1600 Ext. x 2412

Tammy.Bowen@calvertcountymd.gov

Meetings are held the second Monday monthly 8:30 a.m. at Department of Economic Development, Courthouse Square, 205 Main Street, Prince Frederick, Maryland.

Description: The purpose of this Authority is to: undertake and support economic development activities Countywide; oversee management and land sale at the Calvert County Industrial Park and the Patuxent Business Park; and to acquire, construct, develop, improve, operate, and manage economic properties in the County.

Membership: **At least seven, but not more than nine members appointed by the BOCC.**

There shall be at least seven, but no more than nine members who are ppointed by the Board of County Commissioners (BOCC):

Members must complete Fiancial Disclosure statements annually

Emergency Medical Services Advisory Council

Vacancies None

Tenure Two year term

Term Limits Two consecutive full terms

Heather P. Howes, EMS Specialist
(410) 535-1600 Ext. x 8610
Heather.Howes@calvertcountymd.gov

Meetings are held the third Wednesday monthly 7:30 p.m. at Calvert Advanced Life Support, 60 Industry Lane, Prince Frederick, Maryland.

Description: The purpose of this Council is to: coordinate professional responsibilities and interests in emergency medical services affecting the citizens of Calvert County; serve as the principle advisory body to governmental and non-governmental agencies within Calvert County on emergency medical services; develop goals and facilitate broad, county-wide comprehensive emergency medical service plans and priorities; stimulate action, coordination, and otherwise ensure effective use of existing and future emergency medical facilities, services and manpower within the framework of the overall comprehensive health planning effort for Calvert County; and represent the interests of Calvert County in Regional, State, Interstate, and Federal emergency medical services planning and programs.

Membership: **Three members appointed by the BOCC, and one from each fire and rescue s**

There shall be at least fifteen members, but no more than nineteen. Three members (one from each voting district) shall be appointed by the Board of County Commissioners (BOCC), and one member shall be appointed from each of the following agencies or organizations: each Emergency Medical Service Company (Companies 1, 3, 4, 5, 6, 7, and Calvert Advanced Life Support); Prince Frederick Volunteer Fire Department; Calvert Rescue Dive Team; Medical Director; Emergency Department Nursing; and Calvert Control Center.

Members must complete Financial Disclosure statements annually

Employee Recognition Committee

Vacancies Six vacancies due to resignations and term expirations

Tenure Three year term

Term Limits No term limits

Lorraine R. Joyner, Executive Administrative Assistant
(410) 535-1600 Ext. x 8803
Lorraine.Joyner@calvertcountymd.gov

Meetings are held the second Thursday monthly 2:00 p.m.

Description: The purpose and mission of the Committee is to: publicly recognize individual Calvert County employees for outstanding performance; conduct an annual service award presentation acknowledging milestones in years of service for County employees; provide social opportunities aimed at boosting employee morale; send cards and/or flowers to employees acknowledging significant life events (those events may include: marriage, birth of a child, illness of an employee or death in immediate family); award annual college scholarships to qualifying dependents of eligible County employees; and prepare and distribute a newsletter to all County employees to apprise them of ERC events, employee happenings or other topics of interest.

Membership: **Fifteen members appointed by the BOCC.**

There shall be fifteen members, fourteen of which shall be full time County Employees. The remaining member should be a County retiree who serves as a liaison with other County Government retirees. All members are appointed by the Board of County Commissioners (BOCC).

Members must complete Financial Disclosure statements annually

Employees' Retirement Plan Board of Trustees

Vacancies Two vacancies due to resignations (citizens)

Tenure Three year term

Term Limits No term limits

Lauren Kreamer, Benefits Specialist
(410) 535-1600 Ext. x 2664
Lauren.Kreamer@calvertcountymd.gov

Meetings are held the first Friday quarterly (February, May, August, and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Description: The County has adopted the Calvert County Employees' Retirement Plan effective July 1, 1996 for the benefit of its eligible employees; and the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust.

Membership: **Five members appointed by the BOCC. Four others.**

There shall be nine members: one employee representative who must be a Plan participant appointed by the Calvert County Employee Representative Committee; one employee representative who must be a Plan participant appointed by the Board of County Commissioners; one County employee appointed by the Board of County Commissioners; the County Administrator or their designee; the Finance & Budget Director or their designee; Human Resources Director or their designee; three outside members appointed by Board of County Commissioners and who are residents of the County and who have expertise in pension administration, investing or finance and who are not County employees or elected or appointed County officials or participants in any County retirement plan.

Members must complete Financial Disclosure statements annually

Employees' Retirement Savings Plan Board of Trustees

Vacancies Two vacancies due to resignation and term expiration

Tenure Three year term

Term Limits No term limits

Lauren Kreamer, Benefits Specialist

(410) 535-1600

Ext. x 2664

Lauren.Kreamer@calvertcountymd.gov

Meetings are held the first Friday quarterly (February, May, August, and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Description: The County has adopted new Calvert County Employees' Retirement Savings Plan effective January 1, 1999, for the benefit of its eligible employees; the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust. The Board of Trustees oversees the proper administration of the Plan.

Membership: Five members appointed by the BOCC. Four others.

There shall be nine members: one employee representative who must be a Plan participant appointed by the Calvert County Employee Representative Committee; one employee representative who must be a Plan participant appointed by the Board of County Commissioners; the County Administrator or their designee; the Finance & Budget Director or their designee; Human Resources Director or their designee; one County employee appointed by the Board of County Commissioners; three outside members appointed by Board of County Commissioners and who are residents of the County and who have expertise in pension administration, investing or finance and who are not County employees or elected or appointed County officials or participants in any County retirement plan.

Members must complete Fiancial Disclosure statements annually

Environmental Commission

Vacancies Five vacancies due to resignations and term expirations

Tenure Three year term

Term Limits Three consecutive full term limits

De Carlo Brown, Planner II

(410) 535-1600

Ext. x 2501

DeCarlo.Brown@calvertcountymd.gov

Meetings are held the last Monday monthly 6:00 p.m. at County Services Plaza, Planning & Zoning Room 309, Prince Frederick, Maryland.

Description: The purpose of this Commission is to make recommendations to the Department of Planning & Zoning, Planning Commission, and Board of County Commissioners (BOCC) on matters that affect the environment (air, land, and water) in Calvert County. As approved by the BOCC the goals of the Commission are to: reduce nutrient pollution from septic systems, encourage environmentally sensitive watershed management practices, develop regulations for forest replacement outside the Critical Area and for the protection of large tracts of contiguous forests, make recommendations for directing growth to Town Centers, encourage energy and water conservation, and encourage Green Buildings and improved storm water management practices.

Membership: Eleven members appointed by the BOCC.

There shall be eleven members who are appointed by the Board of County Commissioners.

Members must complete Fiancial Disclosure statements annually

Fire and Rescue Commission

Vacancies One vacancy due to term expiration

Tenure Four year terms

Term Limits Three consecutive full term limits

James W. Richardson, Coordinator, Fire-Rescue-EMS Division

(410) 535-1600

Ext. x 2406

James.Richardson@calvertcountymd.gov

Meetings are held the last Tuesday bi-monthly 6:30 p.m. at Public Safety Annex, 315 Stafford Road, Prince Frederick, Maryland.

Description: The purpose of this Commission is to: review fire department/rescue squad's financing; distribute County funds appropriated for these services; and draft plans consistent with the County's Comprehensive Plan.

Membership: Three members appointed by the BOCC.

There shall be six members: three citizens (one member from each election district) shall be appointed by the Board of County Commissioner (BOCC); two members from the Association, one of which is appointed as the Fire Representative and one is appointed as the EMS Representative; and one member appointed from the BOCC, or their designee, who will a term to be determine by BOCC.

Members must complete Fiancial Disclosure statements annually

Gambling Permit Review Committee

Ashley N. Staples-Reid, Executive
Administrative Aide

(410) 535-1600 Ext. x 2214

Ashley.Staples-Reid@calvertcountymd.gov

Vacancies Three vacancies due to resignations and alternate

Tenure Four year term **Term Limits** Three consecutive full term limits

Meetings are held the second Friday quarterly (March, June, September, and December) 8:30a.m. at Dream Weaver Café & Catering, 114 Solomons Island Rd N, Prince Frederick, Maryland. For more information, call 410-535-1600 ext. 2214.

Description: The purpose of this Committee is to make recommendations to the Board of County Commissioners regarding approval of permits allowing certain forms of gaming and promulgate regulations, pertaining to gambling activities.

Membership: Five members appointed by the BOCC.

There shall be five members appointed by the Board of County Commissioners: atleast one member shall be a member of law enforcement; atleast one member shall be a member of the clergy. If the latter position above is not filled for any reason by a member of the clergy, it may be filled by a member of the general public

Members must complete Fiancial Disclosure statements annually

Heritage Committee

Kathleen Seay, Planner II

(410) 535-1600 Ext. x 2742

Kathleen.Seay@calvertcountymd.gov

Vacancies None

Tenure three year term **Term Limits** Three consecutive full term limits (effective 11/29/2016)

Meetings are held the third Thursday bimonthly 7 p.m. at Linden, Calvert County Historical Society Headquarters, 70 Church Street, Prince Frederick, Maryland.

Description: The purpose of this committee is to advise the Board of County Commissioners by identifying ways to increase public awareness of Calvert County's rich historical and cultural heritage and promotes the diversity of the historical and cultural resources of Calvert County.

Membership: Not more than eleven members appointed by the BOCC.

There shall be no more than eleven members who are appointed by the BOCC: at least one member shall be a representative of the BOCC and at least one advisory member (holds no voting privileges).

Members must complete Fiancial Disclosure statements annually

Historic District Commission

Felicia R. Harrod, Administrative Aide

(410) 535-1600 Ext. x 2337

Vacancies None

Tenure Three year term **Term Limits** Three consecutive full term limits

Meetings are held the second Wednesday monthly 3:30 p.m. at Courthouse Square, 205 Main Street, Prince Frederick, Maryland.

Description: The purpose of this Commission is to: serve as a citizen review board on historic districting decisions; promote public education about local history and heritage resources; make recommendations concerning the historic districting of properties, amendments to ordinances and other decisions concerning historic preservation in the County; and approve work permits.

Membership: Seven members appointed by the BOCC.

There shall be seven members who are appointed by the Board of County Commissioners.

Members must complete Fiancial Disclosure statements annually

Housing Authority of Calvert County

Lorraine R. Joyner, Executive
Administrative Assistant

(410) 535-1600 Ext. x 8803

Lorraine.Joyner@calvertcountymd.gov

Vacancies None

Tenure Five year term **Term Limits** No term limits

Meetings are held the fourth Wednesday monthly 9:00 a.m. at Housing Authority of Calvert County, 480 Main Street, Prince Frederick, Maryland.

Description: The purpose of the Board shall be to set policies governing the Housing Authority of Calvert County (HACC) operation and charts the direction of current/future programs to help alleviate shortages of safe/affordable dwelling accommodations.

Membership: Five members appointed by the BOCC.

There shall be five members who are appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Huntingtown Architectural Review Committee

Vacancies None

Tenure four year term

Term Limits Three consecutive full term limits (effective 11/29/2016)

Tamara Blake-Wallace, Principal Planner
(410) 535-1600 Ext. x 2631

Tamera.Blake-Wallace@calvertcountymd.gov

Meetings are held the second Thursday monthly 7:30 p.m. at Huntingtown Volunteer Fire Department, Huntingtown, Maryland.

Description: The purpose of the Committee is to: make recommendations to the Calvert County Planning Commission regarding approval of exterior design features of buildings, structures, and signs within the Mixed Use and Neighborhood Districts on the basis of appearance standards and criteria; promote awareness of good designs within the community; advise the county on matters relating to the design of public amenities within the Town Center (TC) and other matters relating to appearance within the TC; and review updates to the master plan and makes recommendations.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by the Calvert County Board of County Commissioners (BOCC): one member shall have experience in architecture, landscape architecture, historic preservation, urban design, planning, engineering, or related fields; one member shall be an owner of a business located within the Town Center (TC); one member shall be a resident (within 5 miles) who is not connected with a business within the TC; two members from no more than 5 miles away from the TC.

Members must complete Fiancial Disclosure statements annually

Land Preservation Advisory Task Force

Vacancies Nine vacancies (newly established board)

Tenure Three year term

Term Limits Three Consecutive full terms

Ron Marney, Environmental Planner
(410) 535-1600 Ext. x 2336

Ronald.Marney@calvertcountymd.gov

Meetings are held the first Thursday monthly 2:00 p.m. at Planning & Zoning Conference Room, 150 Main Street, Prince Frederick, Maryland.

Description: The purpose of the Task Force is to: serve in an advisory capacity to the Board of County Commission on business and programs, policies and initiatives affecting the preservation of land, rural character, and quality of life; pursue input from the agricultural community to promote retention and expansion of existing agricultural businesses and agricultural tourism; assist the County in an overall balance of agricultural preservation and sustainable, controlled growth within the County; and to actively work to achieve the goals of sound and sustainable agricultural development while recognizing the need to respect the natural resources, beauty and environment of Calvert County.

Membership: **Nine members appointed by the BOCC.**

There shall be nine members appointed by the Board of County Commissioners (BOCC): one member shall be from the Calvert County Farm Bureau; one member shall be from the Agricultural Preservation Advisory Board; one member shall be from the land trust holding property or easements withint Calvert County; one member shall be actively engaged in argiculture; four members shall be alternates. The members shall provide a fair representation from all three voting districts of Calvert County.

Members must complete Fiancial Disclosure statements annually

Local Drug and Alcohol Abuse Council

Lorraine R. Joyner, Executive
Administrative Assistant

(410) 535-1600

Ext. x 8803

Lorraine.Joyner@calvertcountymd.gov

Vacancies

Tenure four year term

Term Limits (June 30) no terms - see Ordinance 40-16

varies

Description: The purpose of this Council is to develop the plans, strategies, and priorities of the county for meeting the identified needs of the general public and the criminal justice system for alcohol and drug abuse evaluation, prevention, intervention, and treatment.

Membership:

- (1) The health officer of the local health department, or the health officer's designee;
- (2) The director of the local department of social services, or the director's designee;
- (3) The Regional Director of the Department of Juvenile Services, or the Director's designee;
- (4) The Regional Director of the Division of Parole and Probation, or the Director's designee;
- (5) The State's Attorney for the county, or the State's Attorney's designee;
- (6) The district public defender for the district in which the county is located, or the district public defender's designee;
- (7) The chief of the county police department, if the county has a police force, or the sheriff, if the county does not have a police force, or that individual's designee;
- (8) The president of the local board of education, or the president's designee;
- (9) A representative of the county executive, the Mayor of Baltimore City, or the county commissioners or county council in counties with no county executive, as appropriate;
- (10) For charter counties and in Baltimore City, a representative of the county council or the city council in Baltimore City, appointed by the chairperson or president of the county council or city council;
- (11) The county administrative judge of the circuit court for the county, or the judge's designee;
- (12) The administrative judge of the district court for that district, or the judge's designee; and
- (13) The following individuals appointed by the county executive, the Mayor of Baltimore City, or the county commissioners or county council in counties with no county executive, as appropriate:
 - (i) At least one recipient of addictions treatment services;
 - (ii) Two substance abuse providers, at least one of whom has experience with services to individuals with co-occurring substance abuse and mental health disorders;
 - (iii) At least one substance abuse prevention provider;
 - (iv) At least one individual who is knowledgeable and active on substance abuse issues that affect the county;
 - (v) The superintendent, warden, or director of the local correctional facility located in the county or in Baltimore City the warden of the Baltimore City Detention Center; and
 - (vi) At least one other individual who is knowledgeable about treatment of substance abuse in the county, including members of civic organizations, the chamber of commerce, health care professional organizations, or the clergy.

Members must complete Financial Disclosure statements annually

Lusby Town Center Architectural Review Committee

Tamara Blake-Wallace, Principal Planner

(410) 535-1600

Ext. x 2631

Vacancies Two vacancies due resignations

Tenure Four year term

Term Limits Three consecutive full term limits (effective 11/29/2016)

Tamera.Blake-Wallace@calvertcountymd.gov

Meetings are held the third Friday monthly 3:00 p.m. at Southern Community Center, 20 Appeal Lane, Lusby, Maryland.

Description: The purpose of this Committee is to make recommendations to the Calvert County Planning Commission regarding: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new accessory/ancillary buildings/structures; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed private or public roads; signs; and fences visible from existing or proposed private or public roads.

Membership: Five members appointed by the BOCC.

There shall be five members appointed by the Board of County Commissioners (BOCC): at least one member shall be a registered architect or landscape architect in the State of Maryland or a professional urban planner certified by the American Institute of Certified Planners; at least one member shall be an owner of a business located within the Town Center; at least one member shall reside within the boundaries of the Lusby Town Center; at least three members shall work, reside, or represent an institution within the Calvert County postal area of the Town Center. Exceptions in the criteria listed above may be made by the Board of County Commissioners in the event there are not enough qualifying applicants (Except for the last criteria listed above).

Members must complete Financial Disclosure statements annually

Other Post-Employment Benefits Trust Fund Board of Trustees

Vacancies Three vacancies due to resignations, two (2) citizens

Tenure Three year term **Term Limits** No term limit

Meetings are held the first Friday quarterly (February, May, August and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Description: The purpose of this Board is to keep accurate and detailed accounts of all investments, receipts and payments and other Trust transactions, showing the complete record of the Trust's operation.

Membership: **Nine members appointed by the BOCC.**

There shall be nine members who are appointed by the Board of County Commissioners (BOCC): three members shall be from the Board of Education; three members shall be County employees; three members shall be of the general public with expertise in either funding retiree health benefits, the economics of affordable retiree health care programs, or investing pension fund assets, that are residents of the county and have expertise in health benefits administration, investing or finance and who are not a County employee or elected or appointed County official or a participant in any County retirement plan.

Members must complete Fiancial Disclosure statements annually

Owings Town Center Architectural Review Committee

Vacancies None

Tenure four year term **Term Limits** Three consecutive full term limits (effective 11/29/2016)

Meeting are held the third Wednesday monthly 3:30 p.m. at Home Towne Team Select Office, 111 E. Chesapeake Beach Road, Owings, Maryland.

Description: The purpose of this Committee is to make recommendations to the Calvert County Planning Commission regarding: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new accessory/ancillary buildings/structures; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed private or public roads; signs; and fences visible from existing or proposed private or public roads.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by the Board of County Commissioners (BOCC): at least one member shall be a registered architect or landscape architect in the State of Maryland or a professional urban planner certified by the American Institute of Certified Planners; at least one member shall be an owner of a business located within the Town Center; at least one member shall reside within the boundaries of the Owings Town Center; at least three members shall work, reside, or represent an institution within the Calvert County postal area of the Town Center. Exceptions in the criteria listed above may be made by the Board of County Commissioners in the event there are not enough qualifying applicants. (Except for the last criteria listed above)

Members must complete Fiancial Disclosure statements annually

Parks and Recreation Advisory Board

Vacancies Two vacances due to resignation (district 2) and term expiration

Tenure Three year term **Term Limits** Three consecutive full term limits (effective 11/29/2016)

Meetings are held the second Wednesday monthly 5:30 p.m. at Edward T. Hall Aquatic Center, Prince Frederick, Maryland. For more information, call 410-535-1600 ext. 2234.

Description: The purpose of this Board is to aid and advise the Division of Parks and Recreation and the Board of County Commissioners in the provsion of recreational facilities and programs and the establishment of policy for the operation of the same.

Membership: **Nine members appointed by the BOCC.**

There shall be nine members who are appointed by the Board of County Commissioners (BOCC): three members shall be from each of the three Election Districts.

Members must complete Fiancial Disclosure statements annually

Lauren Kreamer, Benefits Specialist
(410) 535-1600 Ext. x 2664
Lauren.Kreamer@calvertcountymd.gov

Tamara Blake-Wallace, Prinicipal Planner
(410) 535-1600 Ext. x 2631
Tamera.Blake-Wallace@calvertcountymd.gov

Nola Formy-Duval, Executive Administrative Assistant
(410) 535-1600 Ext. x 2234
Nola.Formy-Duval@calvertcountymd.gov

Planning Commission

Becky Parkinson, Planning Commission
Clerk

(410) 535-1600

Ext. x 2377

Becky.Parkinson@calvertcountymd.gov

Vacancies None

Tenure Five year term

Term Limits Three term max as of 11/29/2016 (Per Ordinance 40-16)

Meetings are held the third Wednesday monthly 7:00 p.m. at Couthouse Square, 205 Main Street, Prince Frederick, Maryland.

Description: The purpose of this Commission is to serve as a citizen review board on County planning decisions; make recommendations concerning: (1) the zoning of land, (2) the amendments to the ordinances, and (3) the development of public structures and services, land acquisitions, and other development and growth-related issues; create, approve, and amend the Comprehensive Plan; prepare master plans and other reports necessary to guide development or to educate the citizens of County planning decisions; and review and approve the subdivision of land for residential and commercial use and plans for the future development of individual sites.

Membership: Seven members appointed by the BOCC.

There shall be seven members appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Prince Frederick Architectural Review Committee

Tamara Blake-Wallace, Prinicpal Planner

(410) 535-1600

Ext. x 2631

Tamera.Blake-Wallace@calvertcountymd.gov

Vacancies None

Tenure Four year term

Term Limits Three consecutive full term limits

Meetings are held the second Monday monthly at Planning & Zoning Conference Room, 150 Main Street, Prince Frederick, Maryland.

Description: The purpose of the Committee is to: make recommendations to the Calvert County Planning Commission regarding approval of exterior design features of buildings, structures, and signs within the Mixed Use and Neighborhood Districts on the basis of appearance standards and criteria; promote awareness of good designs within the community; advise the county on matters relating to the design of public amenities within the Town Center (TC) and other matters relating to appearance within the TC; and review updates to the master plan and make recommendations.

Membership: Five members appointed by the BOCC.

There shall be five members who are appointed by the Board of County Commissioners (BOCC): at least one member with experience in architecture, landscape architecture, historic preservation, urban design, planning, engineering, or related fields; at least one owner of a business located within the TC; at least one resident (within 5 miles) who is not connected with a business within the TC.
(No more than 2 members may be from areas more than 5 miles away from the TC)

Members must complete Fiancial Disclosure statements annually

Sheriff's Office Pension Plan Board of Trustees

Lauren Kreamer, Benefits Specialist

(410) 535-1600

Ext. x 2664

Lauren.Kreamer@calvertcountymd.gov

Vacancies Two vacancies due to resignation and term expiration

Tenure three year term

Term Limits No term limits - see Ordinance 40-16

Meetings are held the first Friday quarterly (February, May, August and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Description: The County adopted the Calvert County Sheriff's Department Pension Plan effective July 1, 1989, for the benefit of its eligible employees; and the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust. Name changed to Sheriff's Office Pension Plan Board of Trustees on Dec. 12, 2017.

Membership: Five members appointed by the BOCC.

There shall be nine members:
(2) Employee representatives (1 from CCDC and 1 from CCSO)
(1) Reitred Employee
County Adminstrator or their designee
Finance & Budget Director or their designee
Human Resources Director or their designee
(3) Citizens with financial expertise

Members must complete Fiancial Disclosure statements annually

Social Services Advisory Board

Lorraine R. Joyner, Executive
Administrative Assistant
(410) 535-1600 Ext. x 8803
Lorraine.Joyner@calvertcountymd.gov

Vacancies Two vacancies due to resignations

Tenure Three year term **Term Limits** Terms begin July 1st. Three consecutive full terms.

Meetings are held the third Wednesday monthly 4 p.m. at Department of Social Services, 200 Duke Street, Prince Frederick, Maryland.

Description: The purpose of this Board is to: work closely with the Department of Social Services Director on local application of state policies/procedures and issues relative to the program; advise local Director on local issues or programs related to the provision of social services; and provide recommendations for serving county residents more effectively.

Membership: **At least nine, but no more than thirteen members appointed by the BOCC.**

There shall be at least nine, but no more than thirteen members who are appointed by the Board of County Commissioners (BOCC).

Members must complete Fiancial Disclosure statements annually

Solomons Architectural Review Committee

Tamara Blake-Wallace, Prinicpal Planner
(410) 535-1600 Ext. x 2631
Tamera.Blake-Wallace@calvertcountymd.gov

Vacancies One vacancy due to passing and term expiration

Tenure Four year term **Term Limits** Three consecutive full term limits.

Meetings are held the first Monday monthly 10:00 a.m.

Description: The purpose of this committee is to make recommendations to the Calvert County Planning Commission on: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed public roads; signs; and fences visible from existing or proposed public roads.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by the Board of County Commissioners (BOCC): at least one member shall have experience in architecture, landscape architecture, historic preservation, urban design, planning, engineering, or related fields; at least one member shall be an owner of a business located within the Town Center (TC); and at least one member shall be a resident who is not connected with a business within the TC. Exceptions in the criteria listed above may be made by the Board of County Commissioners in the event there are not enough qualifying applicants

Members must complete Fiancial Disclosure statements annually

St. Leonard Architectural Review Committee

Tamara Blake-Wallace, Prinicpal Planner
(410) 535-1600 Ext. x 2631
Tamera.Blake-Wallace@calvertcountymd.gov

Vacancies Three vacancies due to resignations and term expiration

Tenure Four year term **Term Limits** Three consecutive full term limits.

Meetings are held the first Wednesday monthly 9:30 a.am. at Dowell Community Center, 4889 Calvert Drive, St. Leonard, Maryland. For more information, call 410-535-1600 ext. 2727.

Description: The purpose of this committee is to make recommendations to the Calvert County Planning Commission on: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed public roads; signs; and fences visible from existing or proposed public roads.

Membership: **Five members appointed by the BOCC.**

There shall be five members who are appointed by the Board of County Commissioners (BOCC): at least one member shall have experience in architecture, landscape architecture, historic preservation, urban design, planning, engineering, or related fields; at least one member shall be an owner of a business located within the Town Center (TC); and at least one member shall be a resident who is not connected with a business within the TC. Exceptions in the criteria listed above may be made by the Board of County Commissioners in the event there are not enough qualifying applicant.

Members must complete Fiancial Disclosure statements annually

Waterman's Wharf Oversight Committee

Melinda Donnelly, Executive
Administrative Assistant

(410) 535-1600

Ext. x 2327

Melinda.Donnelly@calvertcountymd.gov

Vacancies None

Tenure Five year term

Term Limits No term limits.

Meetings are held as needed.

Description: The Committee will consist of six members; five watermen, who are appointed by the BOCC, and the sixth member shall be the Chesapeake Biological Laboratory Administrator, or his designee as an one ex-officio, non-voting member.

Membership: **Five members appointed by the BOCC.**

There shall be six members, five who are appointed by the Board of County Commissioners (BOCC): five members shall be watermen; and the sixth member shall be the Chesapeake Biological Laboratory Administrator, or their designee as an one ex-officio, non-voting member.

Members must complete Fiancial Disclosure statements annually
