

**County Executive**  
**of**  
**Howard County, Maryland**

**Executive Order:** 2019-11  
**Dated:** October 22, 2019  
**Subject:** Creating the Howard  
County Complete Count  
Committee

**WHEREAS**, Article 1, Section 2 of the United States Constitution mandates an enumeration every ten years of population to apportion congressional representation to the states; and

**WHEREAS**, the next federal decennial Census of the population will occur during the time period of May through July, 2020, and will correspond to the location that an individual resides as of April 1, 2020; and

**WHEREAS**, a complete and accurate count of Howard County's population is essential to the County, because the Census count determines congressional representation, county redistricting, and federal formula grant allocations for an entire decade until the next decennial Census is taken; and

**WHEREAS**, it is of the utmost importance to the County to ensure that every resident is counted for the 2020 decennial Census count; and

**WHEREAS**, the U.S. Census Bureau staff cannot successfully conduct the 2020 Census alone; and

**WHEREAS**, it is well established that certain communities and segments of the population have historically been at higher risk of being under-counted and under-represented by the decennial census, and these populations have a significant presence in the county; and

**WHEREAS**, to achieve a complete and accurate census count, it is essential to involve representatives of difficult-to-count populations and other important stakeholders in a coordinated outreach effort.

**NOW, THEREFORE, BE IT ORDERED**, that the Howard County Complete Count Committee is hereby established.

**AND BE IT FURTHER ORDERED**, that the duty of the Committee shall be to:

1. Increase awareness and motivate residents to respond to the initial mailing of the 2020 Census; and
2. Develop, recommend, and assist the Howard County Department of Community Resources and Services in the administration of a Census outreach strategy to encourage the County's diverse population to fully participate in the 2020 federal decennial Census. This outreach shall include, but is not limited to, County agency initiatives and outreach programs that are multi-lingual and include partnerships with business, advocacy, non-profit, community-based, and media organizations.

**AND BE IT FURTHER ORDERED**, that the Committee may form subcommittees to focus on encouraging hard-to-count populations to complete their Census forms.

**AND BE IT FURTHER ORDERED**, that all County departments and offices:

1. Shall fully participate in Census activities; and
2. Shall designate a Census coordinator for the purposes of assisting the Department of Community Resources and Services in Census strategies and activities and all Howard County Complete Count efforts.

**AND BE IT FURTHER ORDERED**, that the Committee shall consist of no fewer than 15 members that may consist of a representative from each of the following organizations:

1. Access, Inc.
2. Affordable Housing Alliance, Inc
3. Affordable Housing Solutions, Inc
4. African American Community Roundtable of Howard County, Inc
5. Asian American Healthcare Center, Inc
6. Association of Community Services of Howard County
7. Bethel Korean Presbyterian Church
8. Bridge to Housing Stability, Inc
9. Chinese American Parent Association of Howard County
10. Community Action Council of Howard County
11. Conexiones (Serving Latino Students in Howard County)
12. Heritage Housing Partners Corporation
13. Howard Community College
14. Howard County Chinese School (there are two schools)
15. Howard County Cultural Center
16. Howard County Department of Health
17. Howard County Department of Social Services
18. Howard County Department of Planning and Zoning
19. Howard County Department of Community Resources and Services
20. Howard County Fire Department
21. Howard County Health Department
22. Howard County Library System
23. Howard County Police Department, Community Outreach Division
24. Howard County Public School System (HCPSS)
25. Howard County Recreation and Parks
26. Howard County's Chinese American Parent Association

27. Howard County General Hospital
28. Indian Cultural Association of Howard County
29. Indian Origin Network (ION)
30. Korean-American Community Association of Howard County
31. NAACP
32. People Acting Together in Howard (PATH)
33. PTA Council of Howard County (PTACHC)
34. St John the Evangelist Catholic Church

**AND BE IT FURTHER ORDERED**, that the Committee shall issue periodic reports to the County Executive, that may include the Committee's activities, strategies and recommendations to achieve a full count for the Census.

**AND BE IT FURTHER ORDERED**, that the Committee shall cease to exist on February 1, 2021 and the terms of the Committee members shall expire on February 1, 2021.

**IN WITNESS WHEREOF**, I, Calvin Ball, as County Executive of Howard County, Maryland have hereunto set my hand and caused the seal of Howard County to be affixed this 22<sup>nd</sup> day of October 2019.

  
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Calvin Ball  
County Executive

