

**Howard County Citizens' Election Fund Commission
3430 Courthouse Drive
Ellicott City, Maryland 21043**

OPEN MEETING MINUTES

A duly advertised public meeting of the Howard County Citizens' Election Fund Commission was held in the C. Vernon Gray Conference Room, George Howard Building, 3430 Courthouse Drive, Ellicott City, Maryland, 21043 on June 4, 2019, at 6:00 p.m.

Commission Members Present:

David Loeffler
Wendy Slaughter
Suzanne Geckle
Douglas Miller
Lillian Norris-Holmes
Ginna Rodriguez-Panqueva

Commission Members Absent/Late:

Mary Marker (late)

Staff Members Present:

- Charmaine Wilson, Chief - Bureau of Revenue Tax and Specialty Services, Howard County Department of Finance, assigned to assist the Commission pursuant to Code Section 10.310 (h).
- Janet R. Irvin, Director of Finance
- Kimberly Boyd-Washington, Deputy Director of Finance
- Brenna Punte-Pinos, Chief - Bureau of Revenue Water & Sewer
- Brook Mamo, Office of Budget
- James Kwak, Office of Budget
- Kristen Bowen Perry, Senior Assistant County Solicitor, Attorney for Finance

Citizens Joining Open Meeting:

As the first meeting of the Commission, Ms. Wilson called the open meeting to order at approximately 6:05 p.m. The following items of business were discussed in open session:

1. Introductions: Ms. Wilson explained that the Commission was required per the Code to elect a Chair and Vice Chair of the Commission. Ms. Norris-Holmes made a motion to elect Ms. Suzanne Geckle as the Chair. Mr. Miller seconded the motion. There was a unanimous vote to approve Ms. Geckle as the Chair. Mr. Loeffler made a motion to elect

Ms. Wendy Slaughter as Vice Chair of the Commission. Ms. Slaughter declines and makes a motion to elect Mr. Douglas Miller as Vice Chair. Ms. Marker seconds the motion. There was a unanimous vote to approve Mr. Miller as Vice Chair.

Ms. Wilson hands off the agenda to the new Chair, Ms. Suzanne Geckle.

2. Overview of Roles: Attorney Perry provides an overview of the roles of the County agencies and employees:

- Finance – assists with commission, outreach to public and State Board of Elections
- Office of Law – supports Finance from legal stand point
- Budget – overview of budget process including dates
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Ms. Wilson welcomes the Commission again and offers assistance, open to email and phone calls. Commission Members provide background information regarding themselves:

- David Loeffler – real estate broker & attorney, 30-year resident of Howard County
- Wendy Slaughter – owner of real estate company, #5 team in MD, company is 10 years old, real estate brokerage, MD native, under grad from St. Mary’s, graduate from Hopkins, 19 year old twins, 26 years married
- Suzanne Geckle – retires next week, 15 years at HCC, Howard County resident since 1981, son got married last weekend
- Douglas Miller – Howard County resident since 1987, involved with Lillian & Suzanne for referendum of CEF
- Lillian Norris-Holmes – 42-year professional educator, Howard County resident since 1990, worked on the Sarbanes campaign
- Ginna Rodriguez-Panqueva – born in Colombia, South America, lives in Columbia, MD now, management consultant
- Mary Marker – stuck in traffic and came right at the end of the meeting.

3. Overview of Open Meetings Act Requirements:

- Attorney Perry gave an overview of the Open Meeting Act requirements including meeting requirements, notice requirements and required training to close a meeting (suggested that at least two members take the training).
- Further, it was explained that the Commission must come up with their own written rules & procedures. Ex. Majority vote, i.e. 4 of 7 or $\frac{3}{4}$ of members present at the time of the vote.
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4. Questions / Issues Raised:

- Mr. Mamo reviews pertinent budget dates for the Commission. Explains that 180 days prior to end of fiscal year, Commission is to provide estimate for County contributions for a total 4-year election cycle and a total for each individual budget year. 7/1/19 starts FY20 – estimate is due by 1/2/2020 for FY21, but noted that since the budget process starts in early December, it would be helpful to have the estimates at that time.
- Earliest distribution is 6/2021, which is 1 month for FY21, bulk will likely by FY22
- Guidance through legislation; Attorney Perry reviewed Section 10.306 (1) (i) & (ii) of the Howard County Code.

- Finance gave overview regarding status of voluntary contributions which started 1/2019.
- Commission set next meeting date:
8/20/19 – set for next meeting; Ms. Wilson to check with State Board of Elections to see if they can attend next meeting. Budget suggests that the Commission members get an opportunity to review the legislation and send any questions prior to the next meeting.
- Commission requested outline of pertinent dates outlined in the Code.
- Upon motion by Ms. Geckle and seconded by Mr. Miller, the Commission voted unanimously to adjourn the open meeting at approximately 6:43 p.m.