

**Introduction**

**MEMORANDUM**

April 17, 2009

TO: County Council

FROM: Amanda Mihill, Legislative Analyst *A. Mihill*

SUBJECT: **Introduction:** Bill 21-09, Boards, Committees, and Commissions – Amendments and Resolution to repeal the Dickerson Area Facilities Implementation Group

Bill 21-09, Boards, Committees, and Commissions – Amendments and Resolution to repeal the Dickerson Area Facilities Implementation Group, sponsored by Councilmember Leventhal, are scheduled to be introduced on April 21, 2009. A public hearing is tentatively scheduled for May 12 at 1:30 p.m.

Bill 21-09 would merge the Cable and Communications Advisory Committee and the Cable Compliance Commission; change the duties of the Solid Waste Advisory Committee; require the Silver Spring Citizens Advisory Committee to serve as the Silver Spring Urban District Advisory Committee; and generally amend the County law regarding the membership, structure, and functions of boards, committees, and commissions (B/C/Cs). The Resolution would repeal the Dickerson Area Facilities Implementation Group because the Group's duties would be assumed by the Solid Waste Advisory Committee.

Bill 21-09 and the Resolution would implement suggestions from agencies and the community in the same vein as the 2004 Committee Evaluation and Review Board (CERB) Report, which identified several changes to the County's committee structure to help the County's B/C/Cs run more efficiently and productively and make it easier for B/C/Cs to find applicants willing to serve. The County currently lists 80 Committees on its website (©13). CERB noted in its 2004 Report that Montgomery County had more Boards, Committees, and Commissions than any of the neighboring jurisdictions that it surveyed:

| <b>Jurisdiction</b>      | <b>Number of Boards, Committees, and Commissions</b> |
|--------------------------|--|
| Anne Arundel County      | 44   |
| Baltimore County         | 35   |
| Howard County            | 34   |
| <b>Montgomery County</b> | <b>80<sup>1</sup></b>                                |
| Prince George's County   | 51   |
| Fairfax County           | 73   |
| Arlington County         | 42   |

**Passage of Bills 21-09 and 20-09 (also scheduled to be introduced on April 21) and the accompanying resolutions would reduce the number of committees in Montgomery County by 12 to 68.**

This packet contains:

|   | <u>Circle</u> |
|---|---------------|
| Bill 13-09                                  | 1             |
| Legislative Request Report                  | 11            |
| Resolution                                  | 12            |
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<sup>1</sup> The 2004 CERB report identified 83 committees; Council staff has amended this CERB chart to reflect the current total of 80.

Bill No. 21-09  
Concerning: Boards, Commissions, and  
Commissions – Amendments  
Revised: 4/16/2009 Draft No. 1  
Introduced: April 21, 2009  
Expires: October 21, 2010  
Enacted: \_\_\_\_\_  
Executive: \_\_\_\_\_  
Effective: \_\_\_\_\_  
Sunset Date: None  
Ch. \_\_\_\_\_, Laws of Mont. Co. \_\_\_\_\_

## COUNTY COUNCIL FOR MONTGOMERY COUNTY, MARYLAND

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By: Councilmember Leventhal

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**AN ACT** to:

- (1) merge the Cable and Communications Advisory Committee and the Cable Compliance Commission;
- (2) change the duties of the Solid Waste Advisory Committee;
- (3) require the Silver Spring Citizens Advisory Committee to serve as the Silver Spring Urban District Advisory Committee; and
- (4) generally amend County law regarding the membership, structure, and functions of boards, committees, and commissions.

By amending

Montgomery County Code  
Chapter 8A, Cable Communications  
Sections 8A-3, 8A-30, and 8A-31

Chapter 48, Solid Wastes  
Sections 48-38, 48-39, and 48-41

Chapter 49, Streets and Roads  
Sections 49-77 and 49-80

Chapter 68A, Montgomery County Urban Districts  
Section 68A-5

|                                     |  |
|-------------------------------------|--|
| <b>Boldface</b>                     | <i>Heading or defined term.</i>                            |
| <u>Underlining</u>                  | <i>Added to existing law by original bill.</i>             |
| <b>[Single boldface brackets]</b>   | <i>Deleted from existing law by original bill.</i>         |
| <u>Double underlining</u>           | <i>Added by amendment.</i>                                 |
| <b>[[Double boldface brackets]]</b> | <i>Deleted from existing law or the bill by amendment.</i> |
| * * *                               | <i>Existing law unaffected by bill.</i>                    |

*The County Council for Montgomery County, Maryland approves the following Act:*

**Sec. 1. Sections 8A-3, 8A-30, and 8A-31 are amended as follows:**

**8A-3. Definitions.**

\* \* \*

[*Commission* means the Cable Compliance Commission.] *Committee* means the Committee on Cable and Telecommunications.

\* \* \*

**8A-30. [Cable and Communications Advisory Committee] Reserved.**

[(a) *Established.* The Cable and Communications Advisory Committee may provide advice and recommendations to the County Executive, County Council, and the Department of Technology Services on all telecommunications issues, including the administration of this Chapter and any franchise agreement or application.]

[(b) The Advisory Committee should meet quarterly or more frequently if requested by the County Executive or County Council or if the Chair or Committee finds it necessary.]

[(c) The Advisory Committee must have 15 voting members appointed by the Executive and confirmed by the Council for 3-year terms. The members should broadly represent technology areas.]

[(d) The membership must include one representative selected by the Montgomery County Chapter of the Maryland Municipal League; one representative selected by the City of Rockville; and one representative selected by the City of Takoma Park. The members annually must elect the chairperson and vice chairperson of the Committee. A person must not serve more than 2 consecutive terms as chairperson.]

[(e) Members are subject to Chapter 19A, except that financial disclosure statements are confidential and limited to communications-related activities and interests.]

28 **8A-31. Committee on Cable and Telecommunications [Compliance**  
 29 **Commission].**

30 (a) *Established.* The County Executive must appoint, subject to  
 31 confirmation by the Council, a Committee on Cable [Compliance  
 32 Commission] and Telecommunications [is established to adjudicate  
 33 subscriber complaints involving customer cable service and other  
 34 consumer protection claims that arise under this Chapter, any regulation  
 35 adopted or franchise agreement approved under this Chapter, or Section  
 36 11-4A].

37 (b) *Membership.* The [Commission] Committee is comprised of [5] 17  
 38 voting members [appointed by the County Executive and confirmed by  
 39 the County Council. Each appointee must be appointed to a 3-year  
 40 term]. The Commission should include:

- 41 (1) a cable television service subscriber;
- 42 (2) a broadband Internet service subscriber;
- 43 (3) an individual with general business experience; [and]
- 44 (4) an individual with technical experience in communications[.];
- 45 (5) 1 representative nominated by the County Chapter of the  
 46 Maryland Municipal League;
- 47 (6) 1 representative nominated by the City of Rockville; and
- 48 (7) 1 representative nominated by the City of Takoma Park.

49 (c) *Officers.* The [Commissioners] members annually must elect a chair  
 50 and vice chair of the [Commission] Committee. An individual must not  
 51 serve more than 2 consecutive terms as chair.

52 (d) [Reserved]. *Meetings.* The Committee meets at the call of the chair as  
 53 often as required to perform its duties, but at least quarterly. A majority  
 54 of the voting members are a quorum for the transaction of business, and

55 a majority of the voting members present at any meeting may take any  
 56 official action.

57 (e) *Ethics.* Each member of the [Commission] Committee is subject to  
 58 Chapter 19A, except that the member must file a limited public financial  
 59 disclosure statement regarding any communication-related activities and  
 60 interests and a full confidential financial disclosure statement.

61 (f) *Authority.* The [Commission may] Committee must:

62 (1) advise and make recommendations to the County Executive,  
 63 County Council, and the Department of Technology Services on  
 64 all telecommunications issues, including the administration of  
 65 this Chapter and any franchise agreement or application; and

66 (2) adjudicate subscriber complaints involving customer cable  
 67 service and other consumer protection claims that arise under this  
 68 Chapter, any regulation adopted or franchise agreement approved  
 69 under this Chapter, or Section 11-4A, and in so doing:

70 [(1)] (A) [Require] require a franchisee to provide a refund to a  
 71 complainant.

72 [(2)] (B) [Appoint] appoint a qualified person to mediate a case if  
 73 the complainant and respondent agree to binding or non-  
 74 binding mediation. A consent order resulting from  
 75 mediation and approved by the [Commission] Committee  
 76 is an order of the [Commission] Committee. If the  
 77 mediator or the [Commission] Committee finds that the  
 78 parties are not likely to agree to a mediated consent order  
 79 within a reasonable time, the [Commission] Committee  
 80 must decide the case.

81                    [(3)] (C) [Order] order a franchisee to pay damages of up to  
82                    \$1,000 to a person injured or aggrieved by the franchisee's  
83                    actions. This limit applies separately to each violation.

84            (g) *Hearing Procedures.*

85            (1) The Administrative Procedures Act (Article II of Chapter 2A)  
86            applies to a complaint filed with the [Commission] Committee  
87            and governs the [Commission's] Committee's hearings and  
88            decisions, unless otherwise expressly provided in this Chapter.  
89            The [Commission] Committee may issue procedural rules under  
90            method (2) to implement this subsection.

91            (2) Before filing a complaint with the [Commission] Committee, a  
92            complainant must file the complaint with the county [cable  
93            administrator] Cable Administrator. If the [cable administrator]  
94            Cable Administrator is unable to resolve the complaint to the  
95            complainant's satisfaction within 30 days, the complainant may  
96            file the complaint with the [Commission] Committee.

97            (3) If the [Commission] Committee decides to conduct a public  
98            hearing on the complaint, the [Commission] Committee must  
99            notify the complainant, the franchisee, the county cable  
100            administrator or the County's Chief Information Officer (CIO),  
101            and any other person that [Commission] Committee rules require  
102            to be notified. Except as provided in Section 2A-9, the notice  
103            must be sent at least 15 days before the hearing. The  
104            [Commission] Committee may hold a hearing at the request of  
105            any party to the complaint (which may include the cable  
106            administrator or CIO) or on the [Commission's] Committee's  
107            own initiative, or may decide a complaint without a hearing.

- 108 (h) *Legal representation.* The County Attorney must provide legal advice  
109 and representation to the [Commission] Committee and must enforce  
110 any [Commission] Committee order. The County Attorney may  
111 represent the interests of the County in any proceeding before the  
112 [Commission] Committee, consistent with policies established by the  
113 Council.
- 114 (i) *Conflicting subscriber agreement.* Any provision in a subscriber  
115 agreement, whether written or oral, that conflicts with this Chapter, a  
116 franchise agreement, or any regulation or other legal requirement is  
117 unenforceable. An unenforceable provision does not affect other  
118 provisions of the subscriber agreement that can be given effect without  
119 the unenforceable provision. “Subscriber agreement” includes any  
120 agreement that the franchisee requires a subscriber to agree to as a  
121 condition of receiving cable service or any other products and services.
- 122 (j) *Fee.* The Executive may issue regulations under method (3) setting a  
123 reasonable fee for filing a complaint with the [Commission] Committee.  
124 The filer must pay the fee to the County when filing a complaint. The  
125 [Commission] Committee, [cable administrator] Cable Administrator,  
126 or CIO may waive the filing fee upon request if the fee would [be]  
127 create a financial hardship for the complainant. If the parties agree to a  
128 consent order after mediation, the [Commission] Committee may refund  
129 the filing fee. The [Commission] Committee may order the losing party  
130 to pay another party’s filing fees or other reasonable expenses related to  
131 the hearing, including attorney’s fees, in addition to ordering payment  
132 of damages.

133 (k) *Staff and other support.* The Chief Administrative Officer must provide  
 134 the services and County facilities that are reasonably necessary for the  
 135 [Commission] Committee to perform its duties.

136 **Sec. 2. Sections 48-38, 48-39, and 48-41 are amended as follows:**

137 **48-38. Established; composition; terms.**

138 (a) *Creation:* The County Executive must appoint a Solid Waste Advisory  
 139 Committee, subject to confirmation by the County Council.

140 (b) *Composition:*

141 (1) The Committee has 15 voting members.

142 (2) The Committee has one ex officio nonvoting member  
 143 representing the Maryland-National Capital Park and Planning  
 144 Commission.

145 (c) *Appointment:*

146 (1) The County Executive should appoint members so that the  
 147 Committee membership reflects:

148 (A) broad geographic areas of the [county] County;

149 (B) the solid waste industry;

150 (C) business users;

151 (D) a representative of the County Chapter of the Maryland  
 152 Municipal League; and

153 (E) the general public.

154 (2) The Executive must request from the Council, and the Council  
 155 may submit, a list of nominees to be considered for appointment  
 156 by the Executive.

157 (d) *Term:* The term of members of the Committee is 3 years. A member  
 158 serves until a successor has been appointed and qualified.

159 **48-39. Duties.**

160 The [committee shall be advisory to the county council and the county  
 161 executive on all matters relating to solid waste management within the county. In  
 162 particular, the committee shall] Committee must:

163 (a) advise the County Council and County Executive on all matters relating  
 164 to solid waste management in the County;

165 (b) [Review] review and offer recommendations on the ten-year solid waste  
 166 management plans for the [county.] County;

167 [(b)] (c) [Investigate] investigate and make recommendations on systematic  
 168 programs and alternative methods, both public and private, for the  
 169 storage, collection, transportation, processing, disposal and resource  
 170 recovery of solid wastes, including sludge[.];

171 [(c)] (d) [Evaluate] evaluate the impact of the solid waste management  
 172 program on citizens, institutions, business, and industry throughout the  
 173 [county.] County;

174 [(d)] (e) [Recommend] recommend methods to assure public involvement in  
 175 solid waste planning, and develop educational programs to inform the  
 176 public on all aspects of solid waste management[.];

177 [(e)] (f) [Recommend local] recommend County and state legislation  
 178 necessary to accomplish effective solid waste management[.];

179 [(f)] (g) [Review] review and comment on the annual [county] County budget  
 180 for solid waste activities.

181 [(g)] (h) advise the County on the execution of the policies and strategies in the  
 182 Facilities Master Plan for the Solid Waste Operations in the Dickerson  
 183 Area; and

184 (i) [Submit] to the [county executive] Executive and [county council]  
185 Council, and make available to the general public, an annual report of  
186 the activities of the [committee] Committee.

187 \* \* \*

188 **48-41. Administrative and staff support.**

189 The [chief administrative officer shall make available to] Chief Administrative  
190 Officer must provide the [committee] Committee administrative and staff  
191 services and facilities necessary to assist the [committee] Committee in its  
192 work.

193 **Sec. 2. Section 68A-5 is amended as follows:**

194 **68A-5. Advisory committees.**

195 (a) *Composition.* Each urban district must have an advisory committee, or  
196 an urban district corporation board of directors, whose members are  
197 appointed by the County Executive and confirmed by the County  
198 Council.

199 \* \* \*

200 (3) The Silver Spring Citizens Advisory Committee must serve as  
201 the Silver Spring Urban District Advisory Committee [has 11  
202 members. The County Executive must strive to appoint the  
203 members so that:

204 (A) two members are persons nominated by the Greater Silver  
205 Spring Chamber of Commerce;

206 (B) three members represent optional method developers;

207 (C) three members represent a business that employs fewer  
208 than 25 employees;

209 (D) two members represent a residential community in the  
210 urban district; and

211 (E) one member represents a residential community in or  
212 outside of the urban district and is a member of the Silver  
213 Spring Citizens Advisory Board.]

214 **Sec. 3. Transition.** In appointing the initial members of the Committee on  
215 Cable and Telecommunications established in County Code §8A-31, inserted by  
216 Section 1 of this Act, the Executive may continue the term of any member who  
217 currently serves on the Cable and Communications Advisory Committee or the Cable  
218 Compliance Commission, but must not continue more than 17 members. The  
219 Executive may stagger the initial terms of appointed members so that approximately  
220 one-third of the terms expire each year.

221 *Approved:*

222

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Philip M. Andrews, President, County Council

Date

223 *Approved:*

224

---

Isiah Leggett, County Executive

Date

225 *This is a correct copy of Council action.*

226

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Linda M. Lauer, Clerk of the Council

Date

## LEGISLATIVE REQUEST REPORT

Bill 21-09, Boards, Committees, and Commissions – Amendments

|   |   |
|---|---|
| <b>DESCRIPTION:</b>                       | Bill 21-09 would merge the Cable and Communications Advisory Committee and the Cable Compliance Commission; change the duties of the Solid Waste Advisory Committee; require the Silver Spring Citizens Advisory Committee to serve as the Silver Spring Urban District Advisory Committee; and generally amend the County law regarding the membership, structure, and functions of boards, committees, and commissions. |
| <b>PROBLEM:</b>                           | The County has a significant number of committees and sometimes faces difficulties recruiting applicants will to serve on the committees.   |
| <b>GOALS AND OBJECTIVES:</b>              | To help the County's boards, committees and commissions run more efficiently and productively. To make it easier for boards, committees and commission to find applicants willing to serve.   |
| <b>COORDINATION:</b>                      | Council and Executive staff; Chief Administrative Officer.  |
| <b>FISCAL IMPACT:</b>                     | To be requested.  |
| <b>ECONOMIC IMPACT:</b>                   | To be requested.  |
| <b>EVALUATION:</b>                        | To be requested.  |
| <b>EXPERIENCE ELSEWHERE:</b>              | To be researched.   |
| <b>SOURCE OF INFORMATION:</b>             | Amanda Mihill, Legislative Analyst (240) 777-7815   |
| <b>APPLICATION WITHIN MUNICIPALITIES:</b> | Applies only to County boards, committees, and commissions.   |
| <b>PENALTIES:</b>                         | N/A   |



Resolution No: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

COUNTY COUNCIL  
FOR MONTGOMERY COUNTY MARYLAND

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By: Councilmember Leventhal

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Subject: Resolution to repeal the Dickerson Area Facilities Implementation Group

**Background**

1. The Council adopted Resolution No. 13-1498 on December 1, 1998 establishing the Facilities Implementation Group.
2. The Council adopted Resolution No. 15-1165 on October 11, 2005 which changed the name of the Facilities Implementation Group to the Dickerson Area Facilities Implementation Group.
3. Bill 21-09 would require the Solid Waste Advisory Committee to perform the functions of the Dickerson Area Facilities Implementation Group.

**Action**

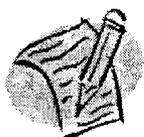
The County Council for Montgomery County Maryland approves the following resolution:

Resolution No. 13-1498 establishing the Facilities Implementation Group is repealed.

This is a correct copy of Council action.

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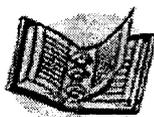
Linda M. Lauer, Clerk of the Council



Policy and Procedures



List of Boards, Committees and Commissions



Meeting Calendar



Vacancy Notices



Council Policy Regarding Appointments

Appointments are made by the County Executive and confirmed by the County Council unless otherwise indicated.

- ☐ indicates Council appointments.
- ☒ indicates dual Executive and Council appointments.
- Ⓢ indicates Confidential financial disclosure required.
- Ⓟ indicates Public financial disclosure required.
- (#) indicates number of members.

**Adult Public Guardianship Review Board (11)**

*Created:* Md. Annotated Code, Family Law Section 14-402(a)

*Description:* Responsible for reviewing each adult public Guardianship twice a year.

Members serve three- year terms without compensation

*Type of Positions:* various

**Aging, Commission on (no less than 18)**

*Created:* Mo. Co. Code Section 27-35

*Description:* Responsible for reviewing issues related to the health and welfare of senior citizens, including local, state, and federal programs that impact elderly residents. Members must be County residents. Members serve three-year terms without compensation.

*Type of Positions:* Seniors (the majority) and non-seniors

**Agricultural Advisory Committee (15)**

*Created:* Mo. Co. Resolution No. 8-705

*Description:* Advises County officials on issues affecting local agriculture All members serve without compensation. Farmers serve three-year terms; non-farmers serve one-year terms.

*Type of Positions:* farmers and non-farmers (includes a farm economist and a conservationist)

**Agricultural Preservation Advisory Board (5)**

*Created:* Md. Annotated Code 1977, Section 2-504.1; Mo. Co. Code, Section 2B-2 (b) as amended

*Description:* Advises the County Executive and County Council on proposed land preservation purchases and the establishment and review of agricultural districts. Members serve five-year terms without compensation. All members must be county residents.

*Type of Positions:* at least 3 owner-operators of commercial farms earning 50% or more of their income from farming, the others are non-farmers

**Airpark Liaison Committee (16) Ⓢ**

*Created:* County Council Resolution No. 11-1826

*Description:* Advises the County Council on issues related to the Montgomery County Airpark in Gaithersburg

*Type of Positions:* various

**Alcohol and Other Drug Abuse Advisory Council (25)**

*Created:* Mo. Co. Code, Section 24-41

*Description:* Identifies local alcohol and other drug abuse prevention program needs, and assists the Department of Health and Human Services in the development of public education programs and an alcohol and drug abuse plan. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Alcoholic Beverages Advisory Board (5)**

*Created:* Maryland Annotated Code, Article 2B, Section 159C, Chapter 832.

*Description:* Responsible for reporting quarterly to the County Executive and County Council on recommendations for improvement of alcoholic beverage control and enforcement issues in the County. Members serve four-year terms without compensation and must be residents and registered voters of Montgomery County (MC).

*Type of Positions:* 3 general public; 1 holder of either a Class B or 3 beer, wine and liquor license in Montgomery County and 1 holder of any other class license in Montgomery County

### **Animal Matters Hearing Board (10) ☉**

*Created:* Mo. Co. Code 5-104

*Description:* Hears and determines complaints and appeals on animal issues; reviews operations and issues associated with animal control, including the County's animal shelter budget and standards and procedures for dealing with stray animals. Members serve three-year terms without compensation.

*Type of Positions:* 5 members and 1 alternate for each member: veterinarian or veterinarian technician, Humane Society representative, 3 public members, including a representative of licensed animal fanciers

### **Appeals, Board of (5) ☉ ☐**

*Created:* Mo. Co. Code, Sections 2-108.

*Description:* Holds hearings and determines action on certain land issues, including special exceptions, zoning variances and ordinances. Members are appointed by the County Council and serve four-year terms with compensation. All members must be county residents.

*Type of Positions:* general public (no more than three members may be of the same political party)

### **Bethesda Urban Partnership, Inc. Board of Directors (11)**

*Created:* Mo. Co. Code Section 68A-10 as amended

*Description:* Assists in directing urban district services for the Bethesda area, including maintenance and improvement of the streetscape and streetscape amenities, and activities promoting downtown Bethesda. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Cable and Communications Advisory Committee (13-19) ☉**

*Created:* Mo. Co. Code, Section 8A-31, as amended

*Description:* Assists the County in overseeing the cable television franchise agreement and advises on use of the cable system, allocation of grants for public service, and technology issues. Members serve three-year terms without compensation.

*Type of Positions:* general public members, representatives of the Md. Municipal League, and the cities of Rockville and Takoma Park

### **Cable Compliance Commission (5) ☉**

*Created:* Bill No. 28-02

*Description:* Decides subscriber complaints which have not been resolved by the cable administrator concerning customer cable service or any other product or service that uses the equipment of the franchise agreements such as one-way or interactive video, audio, data and information services.

*Type of Positions:* Should include a cable TV service subscriber, broadband internet service

subscriber, an individual with general business experience, an individual with technical experience in communications.

**Charter Review Commission (11) **

*Created:* Charter of Montgomery County Maryland, Section 509.

*Description:* Reviews the County Charter and makes recommendations on proposed Charter amendments. Members serve four-year terms without compensation.

*Type of Positions:* general public (no more than 6 from the same political party)

**Child Care, Commission on (23-25)**

*Created:* Mo. Co. Code Section 27-62

*Description:* Advises the County Executive and County Council on issues associated with child care policies, programs and services for affordable, high-quality, and accessible care. Members serve three-year terms without compensation.

*Type of Positions:* parents of children receiving child care services, providers of child care services, the business community and general public, a representative of the Md. Municipal League, Montgomery County Chapter, and other non-voting public agency members

**Children and Youth, Commission on (27)**

*Created:* Mo. Co. Code Section 27-48.

*Description:* Advises the County Executive, County Council, Department of Health and Human Services, and the Board of Education on the development of coordinated community and government policies, programs and services, which support children, youth, and families.

*Type of Positions:* agency representatives, parents, youth, a private school representative, and required public agencies

**Citizen's Review Panel for Children and Advisory Group (7, 5)**

*Created:* Emergency Bill No. 32-00

*Description:* Implements State law regarding local citizens review boards and evaluates state and local agency responses to child protection needs; the advisory group provides technical and professional advice to the panel about child protective services.

*Type of Positions:* public members and persons with expertise in prevention and treatment of child abuse and neglect

**Committee Evaluation and Review Board (9)**

*Created:* Mo. Co. Code, Section 2-146

*Description:* Reviews and evaluates the current system of boards, committees, and commissions. Issues addressed by the committee may include length of terms, number of consecutive terms that can be served by a member, conflict of interest standards, and methods used for advertising vacancies. Members serve without compensation. (The CERB was appointed in 2002 and currently completing a study of all BCCs.)

*Type of Positions:* general public

**Common Ownership Communities, Commission on (21)**

*Created:* Mo. Co. Code, Section 10B-3

*Description:* Advises the County Executive and County Council on ways to handle issues associated with common ownership of property in communities; promotes public awareness of the rights and obligations of living in common ownership communities; and works to eliminate disputes and maintain property value. Members serve three-year terms without compensation.

*Type of Positions:* residents of self-managed and professionally managed common ownership communities (COC); professionals associated with common ownership communities; real estate sales/developer representatives and ex-officio nonvoting agency representatives

**Community Action Board (27-39)**

*Created:* Mo. Co. Code, Section 27-41

*Description:* Develops and coordinates community action programs for people in need.

Members serve four-year terms without compensation.

*Type of Positions:* 1/3 represent low-income persons, 1/3 public officials; others include representatives from business, industry, labor, religious, private welfare, private education, minority, civic, and other major private organizations

#### **Consumer Protection, Advisory Committee on (9)**

*Created:* Mo. Co. Code Section 11-3

*Description:* Advises the Office of Consumer Protection on consumer issues related to the agency's duties and functions. Members serve three-year terms without compensation.

*Type of Positions:* public members, business members and Community Action Board representatives

#### **Criminal Justice Coordinating Commission (30)**

*Created:* Mo. Co. Code Section 2-60 as amended

*Description:* Evaluates the organization and adequacy of law enforcement and the administration of justice in the County pertaining to local issues and agencies. Members serve four-year terms without compensation.

*Type of Positions:* 30 members total (twenty are ex-officio). The County Executive appoints, subject to Council confirmation, a member of the MC Council selected by the Council President, a member of the County Legislative Delegation selected jointly by the Chairs of the House and Senate Delegations; 7 members of the public, one of whom must be a member of the Maryland bar who practices law in the County; an employee of the Division of Parole and Probation in the State Department of Public Safety and Correctional Services, after giving the Director of the Division an opportunity to make a recommendation; an employee of the State Department of Juvenile Justice, after giving the Secretary of the Department an opportunity to make a recommendation; and a member of the Advisory Board on Victims and their Families, after giving the Board an opportunity to make a recommendation.

#### **Crossroads Development, Commission on (21)**

*Created:* Memorandum of Understanding Between MC, PG County, and State of Md.

*Description:* Addresses long-standing procedural issues of inter-jurisdictional communications in the Crossroads (Takoma Park/Langley Park) region. Priority issues are day labor, transit, public safety, education, and training and assistance to immigrant communities.

*Type of Positions:*

#### **Dickerson Area Facilities Implementation Group (18)**

*Created:*

*Description:* Addresses community and environmental issues and concerns pertaining to the operations of the County's solid waste facilities located in the Dickerson area.

*Type of Positions:* various

#### **Domestic Violence Coordinating Council (15)**

*Created:* Mo. Co. Code, Sec. 2-59

*Description:* Advises the County Executive, County Council, and Criminal Justice Coordinating Commission on policies, programs, and legislation necessary to prevent domestic violence; facilitates community-wide response to domestic violence; coordinates with other domestic violence prevention agencies; develops recommendations to coordinate services; reviews quality of programs; evaluates data; advocates for policy or legislation in conjunction with the Office of Intergovernmental Relations. Members serve three year terms without compensation.

*Type of Positions:* 10 agency representatives, 5 public members including one attorney and one individual who is a former victim of domestic violence.

#### **East County Citizens Advisory Board (18)**

*Created:* Resolution 12-1032 (created 1993)

*Description:* Advises the County Executive and the County Council on issues and needs for the East County area and advocates for regional priorities. Members work closely with the East County Regional Services Center staff. Members serve three-year terms without compensation.

*Type of Positions:* a cross-section of citizens living and working in the Eastern County

### **Electrical Examiners, Board of (5)**

*Created:* Mo. Co. Code Section 17-12.

*Description:* Advises the Director of the Department of Permitting Services on the issuance of licenses for journeyman electricians, master electricians and master electricians limited and shall ascertain by appropriate examination the qualifications and capabilities of all persons who desire such licenses. Reviews the Montgomery County Electrical Code and recommends changes as appropriate.

*Type of Positions:* 4 licensed electricians (1 who is a professional engineer) and 1 general public member

### **Energy and Air Quality Advisory Committee (15)**

*Created:* Mo. Co. Code Section 18-A-5, as amended

*Description:* Advises the County Executive and County Council on matters concerning energy and air quality; develops recommendations to promote energy consciousness. Members serve three-year terms without compensation.

*Type of Positions:* citizens technically knowledgeable and interested in energy and air quality

### **Ethics Commission (5)**

*Created:* Mo. Co. Code Section 19A-5.

*Description:* Administers the County Ethics Law which provides complainants with a forum to report alleged unethical behavior by officials or County employees. Acts on requests for waivers for outside employment by employees and waivers from ethics law prohibitions.

*Type of Positions:* public members (no more than 3 members may be of the same political party)

### **Ethnic Affairs, Committee for (26)**

*Created:* Mo. Co. Code Section 27-53

*Description:* Advises the County Executive and County Council on public policy that relates to ethnic affairs; promotes maximum involvement of all ethnic groups in the County in government, business and community affairs. The committee also assists the County in organizing an annual ethnic heritage festival. Members serve three-year terms without compensation.

*Type of Positions:* 13 selected from ethnic groups and 13 from business and education communities in the County

### **Fire and Rescue Commission (7)**

*Created:* Mo. Co. Code, 21-4B, as amended

*Description:* Responsible for the coordination and direction of the County's fire and rescue services, which includes the independent volunteer fire and rescue corporations and the County's Department of Fire and Rescue Services. Members serve three-year terms with compensation.

*Type of Positions:* 2 representatives of local volunteer fire/rescue department personnel; 2 county career fire/rescue personnel, and 3 public members

### **Firearm Safety Committee (7)**

*Created:* Mo. Co. Code Section 57-2 amended 1991.

*Description:* Approves certificates for target, trap and skeet ranges, and shooting areas which specify the type of gun or ammunition which may be used. The committee also makes recommendations to the County Executive and County Council on the extension of area

boundaries for firearms use. Members serve three-year terms without compensation.

*Type of Positions:* general public

### **Friendship Heights Transportation Management District Advisory Committee (23)**

*Created:*

*Description:* Advises the County government on all aspects of implementing a transportation management system in the Friendship Heights TMD. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Glen Echo Part Partnership Board of Directors (9-25, 3-4 appointed by County Executive)**

*Created:*

*Description:* Articles of Incorporation and Bylaws of the Glen Echo Park Operating Entity, Inc. Provides policy guidance to direct the affairs of the organization and its management; leads fundraising efforts; provides oversight for the program, site and facilities, finances and public relations activities.

*Type of Positions:* Park users, residents, cooperators and general public

### **Hate/Violence Committee (21)**

*Created:* Mo. Co. Code Section 27-63

*Description:* Advises the County Council, the County Executive and County agencies about hate/violence in the County and recommends such policies, programs, legislation or regulations as it finds necessary to reduce the incidence of acts of hate/violence. There is a Partnership Fund Subcommittee to compensate victims of hate/violence for personal injury and property damage. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Health, Commission on (19)**

*Created:* Mo. Co. Code Section 24-23

*Description:* Advises the County Executive and the County Council on public health issues, programs, services and facilities. Members serve three-year terms without compensation.

*Type of Positions:* Consumers (the majority) and providers of health care

### **Historic Preservation Commission (9)**

*Created:* Mo. Co. Code. Section 24A-4.

*Description:* Responsible for reviewing and recommending historic sites and districts to the Planning Board. Also acts on applications for alteration, construction or demolition of designated historic sites and serves as a clearinghouse by reviewing proposals affecting historic preservation in the County. Members serve three-year terms without compensation.

*Type of Positions:* General public members and at least 1 member with special interest, knowledge or training in history, architecture, preservation and urban design

### **Housing Opportunities Commission (7)**

*Created:* Maryland Code, Article 44A, Section 2-102 (b).

*Description:* Works to build, manage and finance housing for people with low or moderate incomes. The commission can also issue tax-exempt bonds to finance multi-family rental housing and single-family mortgages. Members serve five-year terms without compensation.

*Type of Positions:* general public

### **Human Rights Commission and Case Review Board (15)**

*Created:* Mo. Co. Code, Section 27-2.

*Description:* Receives and investigates complaints of discrimination, and conducts educational programs to promote equal rights for all. Adopts regulations to ensure equal treatment for all citizens under County and State laws. Members serve three-year terms without compensation.

*Type of Positions:* general public

**Interagency Coordinating Board for Community Use of Public Facilities (12)**

*Created:* Mo. Co. Code Section 44-3 as amended

*Description:* Establishes policies to increase access to schools and other public facilities, including fee schedules, use regulations and conditions; develops and implements innovative use of facilities to meet community's needs. Members serve four-year terms without compensation.

*Type of Positions:* Nine voting members: the Chief Administrative Officer, Supt. of Schools, President, Montgomery College, 1 Planning Board member, 1 County Council member, 1 citizen appointed by the Supt. of schools and confirmed by the Board of Education; 3 citizens appointed by the County Executive and confirmed by the County Council; 3 ex-officio members: Board of Education member, representatives of the Association of Secondary School Principals (confirmed by Council) and the Elementary School Administrators Association (confirmed by Council)

**Investment Trustees, Board of (9)**

*Created:* Mo. Co. Code, Section 33-59 (1987)

*Description:* Sets policy and monitors the investment program for the assets of the County's employee retirement system. Members serve three-year terms without compensation.

*Type of Positions:* various

**Juvenile Justice, Commission on (33)**

*Created:* Mo. Co. Code, Section 12-36.

*Description:* Advises the County Executive, County Council and the Juvenile Court on matters concerning juvenile justice. Work includes gathering and disseminating information from public and private agencies serving youth, monitoring the Juvenile Justice System, visiting facilities, and closely following State and County legislative proposals affecting juveniles. Members serve three-year terms without compensation.

*Type of Positions:* general public and agency representatives

**Landlord-Tenant Affairs, Commission on (15)**

*Created:* Mo. Co. Code, Section 29-9, Emergency Bill 8-95, effective June 1995.

*Description:* Hears apartment license revocation appeals and landlord-tenant disputes. Members serve three-year terms without compensation.

*Type of Positions:* landlord, tenant and general public (4 each and one alternate in each category)

**Library Board (12)**

*Created:* Mo. Co. Code Section 2-46, as amended.

*Description:* Advises the County Executive and County Council on matters affecting the public library system including the acquisition and location of new library facilities and the adequacy of book collections and personnel needs. Members serve three-year terms without compensation.

*Type of Positions:* general public

**License Commissioners, Board of (5)**

*Created:* Maryland Annotated Code, Article 2B, Section 150, as amended

*Description:* Issues alcoholic beverage licenses and conducts hearings when violations regarding the sale of alcoholic beverages occur. Members serve four-year terms with compensation.

*Type of Positions:* general public (no more than three members may be of the same political party)

**Local Management Board for Children, Youth and Families (21)**

*Created:*

*Description:**Type of Positions:***Long Branch Advisory Committee (37)***Created:**Description:**Type of Positions:***Mental Health Advisory Committee (22)***Created:* Mo. Co. Code Chapter 24-34, as amended

*Description:* Monitors, reviews, and evaluates the allocation and adequacy of publicly-funded mental health services within the County. Members serve three-year terms without compensation.

*Type of Positions:* various**Merit System Protection Board (3)***Created:* Montgomery County Charter, Section 403

*Description:* Serves as an appeal body on personnel actions. The board also conducts periodic studies and audits of the County's merit and retirement systems. Members serve three-year terms with compensation.

*Type of Positions:* general public (no more than 2 members may be from the same political party)

**Mid-County Citizens Advisory Board (15)***Created:* Council Resolution No. 9-40

*Description:* Advises the County Executive and the County Council on issues and needs for the Mid-County area and advocates for regional priorities. Members work closely with the Mid-County Regional Services Center staff. Members serve three-year terms without compensation.

*Type of Positions:* a cross-section of citizens living and working in the mid-county region

**Montgomery Cares Program, Advisory Board for (15)***Created:* Mo. Co. Code, Ch. 24-47

*Description:* Advises the County Executive, County Council, and Department of Health and Human Services on the development of the Montgomery Cares Program, which provides quality primary health care, referrals to discounted outpatient specialty care, and limited prescription medications for low-income, uninsured County residents. The Board's goal is to ensure a steady and measurable growth in the number of uninsured County residents accessing high quality and efficient health care services. Members serve two year terms without compensation

*Type of Positions:* 12 agency and other representatives; 3 members of the public, who may be current or former recipients of services under the Montgomery Cares Program.

**Montgomery County Planning Board (5)***Created:**Description:**Type of Positions:***Noise Control Advisory Board (11)***Created:* Mo. Co. Code Section 31-B-4

*Description:* Reviews and makes recommendations to the Director, Department of Environmental Protection on the effectiveness of the County's noise control rules and regulations. Members serve three-year terms without compensation.

*Type of Positions:* general public

**Partnership Board for Victims of Hate/Violence (7)**

*Created:* Mo. Co. Code Sec. 27-26F.

*Description:* Responsible for publicizing the Partnership Fund for victims of hate/violence incidents and solicits private contributions for the fund; may compensate a victim of hate/violence within set guidelines. Members serve three-year terms with compensation.

*Type of Positions:* general public

#### **Pedestrian Safety Advisory Committee (17)**

*Created:* Council Resolution No. 14-1281

*Description:* Advises the County Executive and County Council on the status of the implementation of the recommendations of the Pedestrian safety Task Force's Final Report involving education, enforcement, engineering and legislative actions.

*Type of Positions:* 9 public-at-large and other County and State Departments/agency representatives.

#### **People with Disabilities, Commission on (31)**

*Created:* Mo. Co. Code, Section 27-51 as amended

*Description:* Advises the County Executive and the County Council on matters relating to facilities and services for disabled County residents and legislation affecting people with disabilities. Members serve three-year terms without compensation.

*Type of Positions:* people with disabilities, parents of disabled, organizations/agencies that serve or represent people with disabilities; county government representatives

#### **Permitting (Department of) Services Advisory Committee (17)**

*Created:* Mo. Co. Code, Ch. 2-42B

*Description:* Advises the Dept. of Permitting Services on the performance of its functions and recommends to the Director, the Executive, and the Council any steps necessary to improve the Department's performance. Type of Positions: Regional Advisory Board representatives, civic association and environmental group representatives, and various County Departments/agency representatives.

*Type of Positions:* Regional Advisory Board representatives, civic association and environmental group representatives, and various County Departments/agency representatives.

#### **Property Tax Assessment Appeals Board (4)**

*Created:* Annotated Code of Maryland, Section 3-103, Tax Property Article

*Description:* Hears and determines appeals on property tax issues. Members serve five-year terms with compensation. Members are appointed by the Governor from a list provided by the County Executive and the County Council.

*Type of Positions:* general public

#### **Recreation Advisory Boards (county wide:31, upcounty:11, mid-county: 11, silver spring: 11, east county:11, western area: 11)**

*Created:* Mo. Co. Code Section 41-21-30.

*Description:* These advisory boards work with the various communities to determine recreational and park opportunities and needs in the County and designated areas. Members serve three-year terms without compensation.

*Type of Positions:* general public

#### **Registration for Building Contractors, Board of (5)**

*Created:* Mo. Co. Code Section 31C-4

*Description:* Provides for the licensing of residential building contractors. Members serve three-year terms without compensation.

*Type of Positions:* no more than two members may be active in the residential construction field

#### **Revenue Authority (5)**

*Created:* Mo. Co. Code Section 42-3.

*Description:* Works to develop, maintain and administer various self-supporting projects for public use, including golf courses, airparks, and HUD-financed retirement homes. Members serve five-year terms without compensation.

*Type of Positions:* general public

### **Rustic Roads Advisory Committee (7)**

*Created:* Mo. Co. Code, Sec. 49-80

*Description:* Promotes public awareness of the County's rustic roads program, and reviews the classification of those Roadways designated as "rustic." Members serve three-year terms without compensation.

*Type of Positions:* various

### **Sign Review Board (3)**

*Created:* Mo. Co. Code, Sec. 59-F2.1

*Description:* Reviews applications for sign permits and grants variances from sign ordinance regulations, as provided by law. Members serve three-year terms with compensation.

*Type of Positions:* an architect with a State license; a business member; and a general public member

### **Silver Spring Citizens Advisory Board (18)**

*Created:* Resolution No. 8-449. Advises the County Executive and the County

*Description:* Council on issues and needs for the Silver Spring area and advocates for regional priorities. Members work closely with the Silver Spring Regional Services Center staff. Members serve three-year terms without compensation.

*Type of Positions:* a cross-section of citizens living and working in the Silver Spring region

### **Silver Spring Civic Building Steering Committee ()**

*Created:*

*Description:*

*Type of Positions:*

### **Silver Spring Transportation System Management Advisory Committee (16)**

*Created:* Mo. Co. Section 42A-10

*Description:* Advises the County government on all aspects of implementing a transportation management system in the Silver Spring Central Business District and vicinity. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Silver Spring Urban District Advisory Committee (8)**

*Created:* Mo. Co. Code Sec. 68A-5 (a).

*Description:* Works closely with the Silver Spring Urban District on activities and issues associated with the downtown business area. Members serve three-year terms without compensation.

*Type of Positions:* various

### **Social Services, Board of (13)**

*Created:* Maryland Code Article 88-A, Section 14 and Montgomery County Code Sec. 37-8

*Description:* Advises the County and State health and human services officials on matters relating to local social services programs. Members serve three-year terms without compensation. Type of Positions: general public and one member of the County Council

*Type of Positions:* general public and one member of the County Council

### **Solid Waste Advisory Committee (16)**

*Created:* Mo. Co. Code Section 48-38

*Description:* Reviews and makes recommendations on the collection, transportation, and

storage of solid wastes and evaluates the County's solid waste management plan. Members serve three-year terms without compensation.

*Type of Positions:* representatives of the general public, solid waste and business industries and the Maryland Municipal League

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**Strathmore Hall Foundation Board of Directors (21)**

*Created:* Resolution No. 9-1460

*Description:* Fosters support for the continuing development of the Strathmore Hall Arts Center and effective use of the center's facilities. Members serve three-year terms without compensation.

*Type of Positions:* general public

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**Taxicab Service Advisory Committee (9)**

*Created:* Mo. Co. Code, Section 53-37. (1988)

*Description:* Examines public interest issues as they pertain to taxicab service in the County. Members serve three-year terms without compensation.

*Type of Positions:* industry/management representatives, taxicab owners and non-owner operators, and public representatives, including a person with a disability

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**Technology Investment Fund Loan/Grant Committee (7)**

*Created:* County Council Resolution Nos. 12-1712 and 12-1713

*Description:* Advises the County Executive and Council on matters relating to the projects submitted for funding under the Technology Innovation Fund projects

*Type of Positions:* Montgomery County Government, MCPS, HOC, M-NCPPC, Montgomery College, WSSC, and a public representative

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**Upcounty Citizens Advisory Board (20)**

*Created:* Resolution No. 10-1279, Resolution No. 12-1724

*Description:* Advises the County Executive and the County Council on issues and needs for the greater upcounty area and advocates for regional priorities. Members work closely with the Upcounty Regional Services Center staff. Members serve three-year terms without compensation.

*Type of Positions:* a cross-section of citizens living or working in the upcounty region

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**Victim Services Advisory Board (22)**

*Created:* Mo. Co. Code - Article VII - Sec. 24-56

*Description:* Works with the County's Department of Health and Human Services to periodically review services and facilities for victims and their families. Members serve three-year terms without compensation.

*Type of Positions:* professional representatives from the mental health, dental, legal, medical and nursing professions, general public, a member of the clergy, and ex-officio members

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**Washington Suburban Sanitary Commission (WSSC) (6)**

*Created:* Annotated Code of Maryland, Article 29, Sec. 1-102, as amended

*Description:* Annotated Code of Maryland, Article 29, Sec. 1-102, as amended This bi-county commission works to regulate the agency responsible for public water supply and water treatment and the sewer system. Members serve four-year terms with compensation.

*Type of Positions:* 3 general public appointed by the County Executive and confirmed by the Council; no more than two Executive appointees may be from the same political party

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**Washington Suburban Transit Commission (WSTC) (6)**

*Created:* Senate Bill No. 3 Chapter 3 of the 1992 extended session.

*Description:* This multi-jurisdictional commission plans and coordinates transportation in the Washington metropolitan area. Members serve three-year terms with compensation.

*Type of Positions:* 2 general public appointed by the County Executive and confirmed by the Council; 1 general public is appointed by the Governor and confirmed by the Maryland State

Senate

**Water Quality Advisory Group (18)**

*Created:* Emergency Bill 25-94, Water Quality Discharges

*Description:* Advises the County Executive and County Council on issues associated with water quality in the County and State, including streams, rivers and other natural bodies of water. Members serve three-year terms without compensation.

*Type of Positions:* representatives include the academic and scientific community, agricultural community, business community, environmental community, public members, and public agency representatives

**Western Montgomery County Citizens Advisory Board (15)**

*Created:* Mo. Co. Resolution No. 9-714, 1980. (previously Bethesda-Chevy Chase Citizens Adv. Board)

*Description:* Advises the County Executive and the County Council on issues and needs for the western area of the county and advocates for regional priorities. Members work closely with the Bethesda-Chevy Chase Regional Services Center staff. Members serve three-year terms without compensation.

*Type of Positions:* 10 residents and 5 business representatives

**Wheaton Urban District Advisory Committee (11-13)**

*Created:* Mo. Co. Code, Sec. 68A-5 (a)

*Description:* Works with County government officials on matters relating to programs, activities and issues for the Wheaton Urban District. Members serve three-year terms without compensation.

*Type of Positions:* various

**Women, Commission for (15)**

*Created:* Mo. Co. Code Section 27-28.

*Description:* Works to promote women's issues and to eliminate inequality, discrimination and prejudice on the basis of sex in such areas as housing, recreation, employment, education, community services, and the judicial system. Members serve three-year terms without compensation.

*Type of Positions:* 9 members who are endorsed by organizations whose interests relate to the status of women and 6 independent members

**Workforce Investment Board (32)**

*Created:* Montgomery County Executive Order No. 159-02

*Description:* The Federal Workforce Investment Act of 1998 set forth guidelines for local areas to administer workforce programs and services in the local workforce investment area; this Board administers the Act and establishes policies to guide and lead the workforce agenda in Montgomery County.

*Type of Positions:* 16 business members, 3 community-based organizations, 2 labor organization representatives, and various County and State Department/agency representatives.



Policy and Procedures



List of Boards, Committees and Commissions



Meeting Calendar



Vacancy Notices



Council Policy Regarding Appointments