



Administrative Charging Committee

November 13, 2025, Meeting Minutes

Meeting Location

Virtual

<https://us02web.zoom.us/j/83630322133>

Attendance

Members Present (Remote)

- Christopher Jennison
- James Hopkins
- Andrea Johnson
- Paul Walker
- Kwasi Hawks

Proof of Quorum

All members of the Administrative Charging Committee were present.

Staff Present

- Thomas Pinder
- Forrest Gilman-Reilly
- Laura Byers

Guests

- Richard Rosano

Call To Order

The meeting was called to order at 6:30 p.m.

Welcome and Introductions

Chair Jennison welcomed board members and attendees and announced the meeting recording.

Review and Approval of Previous Meeting Minutes

The members reviewed the minutes from October 23. Motion to approve October 23 minutes (5 Yes/0 No).

Review and Approve Meeting Agenda

The members reviewed the agenda, and no amendments were made. Motion to approve November 13 agenda (5 Yes/0 No).

Meeting Minutes Agenda Items

1. Staff Report
 - a. Welcome the new committee member, Kwasi Hawks.
 - b. Rescheduling meeting conflicting with the Thanksgiving and Christmas holidays.
 - i. New meeting dates: November 24 and December 23, 2025.
 - c. Case Viewer Updated includes links to cases within the viewer, allegations, statutes, a filter to sort by due dates, and important dates for tracking and timelines.
 - d. Budget – Staff submitted recommendations to the County Executive's office. Separate tranches of funds to allow requests to the County Council for budget lift or emergency funding. Based on historical spending, the special legal counsel budget for the ACC will be \$110K and \$40K for PAB.
 - i. Staff will provide updates of spending intervals.
 - ii. Overall cost for October is \$11,873.50; the remaining budget is \$112,320 through the end of June 2026.
 - e. Staff was asked to look at additional materials that can be provided from ineligibility cases.
2. Public Comments
 - a. No comments.
3. Case Review
 - a. Motion to close the public session. (5 Yes/0 No)
 - b. Motion to move to move to closed session to (a) review details of Investigative Files pursuant to Maryland Code, General Provisions Article §3-305(b)(13) “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter[;]” and (b) “to consult with counsel or obtain legal advice” pursuant to Maryland Code, General Provisions Article §3-305(b)(7).
- Case Review:
 - 25-0015-CLI
 - 24-0240-CLI

- 25-0028-CLI
- 25-0054-CLI
- 25-0023-CLI
- 24-0243-CLI
- 25-0030 CLI
- 25-0012-IAI

Next Meeting

The next meeting will be on November 24, 2025, at 6:30 p.m.

Adjournment

The meeting was adjourned at 8:30 p.m.