



COMMITTEE EVALUATION AND REVIEW BOARD (CERB)

Meeting Minutes – Meeting Eight

FINAL

January 15, 2025

101 Monroe Street – 9th Floor
Rockville, MD
And virtually by Microsoft Teams

Members Present:

Justin Carlson
Jake Didinsky
Muriel Hairston-Cooper

Mary Ann Keeffe
Sofya Orlosky
Karl Pitt

Catherine Sindos
Clint Sobratti

Members Absent

Anthont Buccitelli
Rodrigo Figueroa
Deeptaanshu Kumar
Jeffrey Slavin

County Staff Present:

Ken Hartman-Espada, Asst. Chief
Administrative Officer
Beth Gochrach, Office of the
County Executive
Eritrea Thomas, Office of the
County Executive

Guests

Richard Hoye

1. **Call to Order**

Chair Sofya Orlosky called the meeting to order at approximately 7:05 PM.

- **Approval of Minutes**

Catherine Sindos moved to approve the minutes and Mary Ann Keeffe seconded the motion. The minutes of the December 18, 2025, minutes were unanimously approved.

- **Housekeeping**

There was discussion of moving CERB meetings to 6:30 PM. The discussion was tabled until more CERB members could be present.

Beth Gochrach stated she has a list of members who need to complete the required trainings and the risk management forms. Ken Hartman-Espada will follow up with those members.

Beth also reported on the number of CERB members visits to BCCs – 36, and BCC questionnaires submitted – 47.

2. **Interim Report Draft**

Chair Sofya thanked Justin Carlson, Mary Ann Keeffe and Catherine Sindos for their work on the draft report. CERB members reviewed and discussed the Interim Report draft and how to move forward with the draft.

CERB members discussed plans to complete the interim report and what to include in the final report. There was also a discussion about which non-advisory BCCs should be reviewed. It was decided that Ken Hartman-Espada and Beth Gochrach would contact the County Attorney's Office for an interpretation of the CERB law addressing which BCCs to cover.

3. **Planning Remaining CERB Member Visits to BCCs**

Beth provided information on the remaining BCCs to be visited. The list of BCCs will be posted on SharePoint for CERB members to review those future meetings for which they signed up and review and sign up for future meetings.

It was decided that the CERB would meet on Thursday, January 23, to review the final draft.

4. **New Business**

There was no new business.

5. **Next Scheduled Meeting**

It was agreed that the next regular meeting would be February 19, 2025, as scheduled.

The meeting was adjourned at 8:47 pm.