

Office of the County Attorney
Agency Assignments
November 29, 2022

I. Agency/Matter Assignments

| | <u>Agency</u> | <u>Principal Counsel</u> | <u>Backup Counsel</u> |
|-----|--|---------------------------------|------------------------------|
| 1. | Animal Services | Kinch | Tesfu/Nunley |
| 2. | Animal Matters Hearing Board | Wilson/TBD | |
| 3. | Bethesda Urban District Corporation | Anker | Royalty |
| 4. | Board of Appeals | Lloyd | Lattner |
| 5. | Board of Investment Trustees | Legum | Kinch |
| 6. | Chief Administrative Officer - Contract Disputes | Markovs Lattner | Lattner |
| 7. | Charter Review Commission | Lattner | Markovs |
| 8. | Commission for Women | Lloyd | Lattner |
| 9. | Community Engagement Cluster | Lattner | E. Ashbarry |
| 10. | Community Use of Public Facilities | Royalty | Anker |
| 11. | Consumer Protection - Public Service Commission | E. Ashbarry Brennan | Brennan Ogorzalek |
| 12. | Contract Review Committee - CAO decision in solicitation Appeals & contract disputes | Greene Lattner | T. Ashbarry |
| 13. | County Council | Lattner | Markovs |
| 14. | Corrections and Rehabilitation | Tomazic | Kinch |

Agency Assignments

November 29, 2022

Page 2

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| 15. | Criminal Justice Coordinating Commission | Roberts | Tomazic |
| 16. | Economic Development - Economic Development Fund - TDRs - Agricultural Easements - Workforce Investment Bd. | T. Ashbarry Gaul Gaul Legum | Legum Royalty Royalty Ogorzalek |
| 17. | Electronically Stored Information (ESI) | Kilcoyne | Markovs |
| 18. | Employee Retirement System | Legum | Kinch |
| 19. | Environmental Protection - Solid Waste - Water Quality Protection Charge | Wilson Brooks Ogorzalek | Royalty DeWire T. Ashbarry |
| 20. | Ethics Commission | Lattner | Markovs |
| 21. | Emergency Management-Homeland Security | E. Ashbarry | Wilson/Lattner |
| 22. | Finance - Debt Collections including personal property and miscellaneous taxes - Recordation/Transfer Tax - Risk Management including MOSH investigations and citations | Legum Stoner Legum Kane | T. Ashbarry Legum, Ogorzalek T. Ashbarry Litigation Division |
| 23. | Fire and Emergency Services Commission | Greene | Brooks |
| 24. | Fire and Rescue Service | Haynos | Kinch |

Agency Assignments

November 29, 2022

Page 3

| | | | |
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| 25. | General Services | T. Ashbarry | DeWire |
| | - Real Estate Services (leases, contract acquisitions, disputes, disposition) | Royalty | Gaul/Anker |
| | - Construction | DeWire | T. Ashbarry/Ogorzalek |
| | - Fleet Services | DeWire | Ogorzalek |
| | - Facilities and Services | Ogorzalek | DeWire |
| | - Americans w/ Disabilities Act (ADA) | Nunley | Kinch |
| | - Development Deals | Gaul | Royalty |
| 26. | Health and Human Services | Talcott | |
| | - Children, Youth and Family Services | Brecher | DiBiasio |
| | - Behavioral Health & Crisis Services | DiBiasio | Talcott |
| | - Aging and Disabilities Services | Kim | Talcott |
| | - Public Health | Dienemann | DiBiasio |
| | - Services to End and Prevent Homelessness (SEPH) | Collins | Talcott |
| | - Administrative Appeals | Wete | Talcott |
| 27. | Historic Preservation Commission | Wilson | Royalty |
| 28. | Housing and Community Affairs | Gaul | Royalty |
| | - CDBG contracts & streetscape easements | Anker | Gaul |
| | - Commission on Common Ownership Communities | Wilson | Royalty |
| | - Commission on Landlord/ Tenant Affairs complaints | Wilson | Royalty |
| | license appeals | Wilson | Royalty |
| | - Office of Landlord/Tenant Affairs | Wilson | |
| | - MPDU Program | Gaul | Anker |

Agency Assignments

November 29, 2022

Page 4

| | | | |
|-----|---------------------------------------|------------|-------------------------|
| 29. | Human Rights Commission | Lloyd | Lattner |
| 30. | Human Resources | Nunley | Kinch |
| | - EEO | Kinch | Nunley |
| | - Occupational Medical | Nunley | Kinch |
| | - Recruitment & Staffing | Nunley | Kinch |
| | - Training & Development | Nunley | Kinch |
| | - Records | Nunley | Kinch |
| | - Classification & Compensation | Nunley | Kinch |
| | - Benefits and Retirement | Legum | Kinch |
| 31. | Inspector General | Markovs | E. Ashbarry, Lattner |
| 32. | Intergovernmental Relations | Lattner | Markovs |
| 33. | Labor Relations | Haenftling | Kinch |
| 34. | Libraries | Royalty | Lattner |
| 35. | License Commissioners | Lloyd | Legum |
| 36. | Liquor Control | Greene | T. Ashbarry |
| 37. | Management and Budget | Lattner | Markovs |
| 38. | Merit System Protection Board | Lattner | E. Ashbarry |
| 39. | Planning and Implementation | Royalty | Gaul |
| 40. | Permitting Services | Robison | Royalty |
| | - Stormwater Management Agreements | Royalty | Wilson |
| | - Well and Septic | Royalty | Wilson |
| 41. | Police | Roberts | Kinch/Tesfu |
| | - Internal Affairs | Tesfu | Kinch/Roberts |

Agency Assignments

November 29, 2022

Page 5

| | | | |
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| 42. | Procurement - Solicitation/Contract Formation | Greene Greene | T. Ashbarry T. Ashbarry, DeWire, Ogorzalek, Brooks, Legum, Burdette Greene |
| | - Contract Admin.advice/ Contract Disputes | T. Ashbarry | Greene |
| | - Construction Contract Disputes | DeWire | T. Ashbarry, Ogorzalek |
| 43. | Public Information Office | Lattner | Markovs |
| 44. | Racial Equity and Social Justice | Lattner | Lloyd |
| 45. | Recreation | Wilson | Royalty |
| 46. | Regional Service Centers | Royalty | Lattner |
| 47. | Revenue Authority | Anker | Royalty |
| 48. | Special Assistant to County Executive for Boards, Committees, and Commissions | Lattner | Markovs |
| 49. | Supervisors of Elections | Lattner | Markovs |
| 50. | Technology Services - Cable TV/Telecom/FCC | E. Ashbarry Royalty | Greene Gaul |
| 51. | Transportation - Right of Way Franchises and telecommunications leases/licenses | Royalty | Birenbaum |
| | - Taxi cabs | Royalty Birenbaum | Gaul Royalty, Lloyd (hearings) |
| | - M-NCPPC Park Acquisition | Royalty | Gaul |
| | - Purple Line | Royalty | Birenbaum |
| | - White Flint | Gaul | Anker, Royalty |
| 52. | Wheaton Redevelopment | Gaul | Royalty |

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| 53. | Zoning & Land Use | Royalty | Gaul |
| | - Staff Screening Committee | Royalty | Gaul |
| | - Master Plan Review | Royalty | Gaul |
| | - Local and Sectional Map Review and Appeals | Royalty | Gaul |

Agency Counsel - General Description of Duties

- A. Provide timely legal services to the agency.
- B. Act as liaison between agency and Office of County Attorney.
- C. Refer agency work involving a practice area to appropriate Lead Attorney.
- D. Consult with or refer (as appropriate) agency work to appropriate Resource Attorney.
- E. Consult with back-up counsel to ensure that back-up counsel can function as counsel to the agency in event agency counsel is temporarily unavailable.

Backup Counsel

Provides assistance to agency counsel on temporary basis (*e.g.* when agency counsel is on leave or temporarily unavailable because of extraordinary work load).

II. Practice Areas

| | <u>Area</u> | <u>Lead Attorney</u> | <u>Practice Group Members</u> |
|----|-------------------------------------|-----------------------------|--------------------------------------|
| 1. | Admin. Appeals to Bd. of Appeals | Royalty | Wilson |
| 2. | Code Enforcement | Ferner | Pankiewicz, Ogorzalek, Legum |
| 3. | Condemnation Cases | Birenbaum | Anker |
| 4. | Debt Collection | Stoner | Ogorzalek |

Agency Assignments

November 29, 2022

Page 7

| | | | |
|-----|--|-----------------------------|--|
| 5. | Disruptive Behavior Orders | Lattner (admin. & overflow) | E. Ashbarry, Lloyd, Collins, Taylor |
| 6. | Extreme Risk Protective Orders | Kinch | Haenftling, Haynos, Nunley, Roberts, Tomazic |
| 7. | Forfeitures | Roberts | Kinch |
| 8. | Personnel Administrative Hearings and related Circuit Court appeals (personnel-related grievances, arbitrations, administrative hearings, and associated appeals to Circuit Court, disability arbitration, responses related to equal employment complaints) | Kinch | Haynos, Tesfu Haenftling, Nunley, Roberts, Tomazic |
| 9. | Procurement Contracts | T. Ashbarry | Greene, DeWire, Brooks, Legum, Ogorzalek, Burdette |
| 10. | Workers' Compensation | Karpel | Garland, Lamson, Posey |

Lead Attorney - General Duties

- A. Assign work to attorneys in the Practice Group on a basis approved by the Division Chief.
- B. Provide periodic management reports to the Division Chief on status of work in the Practice Area.
- C. Provide guidance as necessary to attorneys in the Practice Group.

III. Area of Concentration

Specialty

Resource Attorney

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| 1. | ADA | Nunley |
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Agency Assignments

November 29, 2022

Page 8

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|-----|----------------------------------|---------------------------------------|
| 2. | Appeals | Lattner |
| 3. | Employee Benefits and Retirement | Legum |
| 4. | Environmental Law | Wilson, Brooks |
| 5. | Fair Labor Standards Act | Nunley |
| 6. | FMLA | Nunley |
| 7. | Federal Taxation | Legum |
| 8. | HIPAA | Taylor |
| 9. | Intellectual Property | E. Ashbarry |
| 10. | Legislative Drafting | Lattner |
| 11. | Litigation *Non-SIF *SIF | Markovs, T. Ashbarry Markovs, Kane |
| 12. | Open Meetings Act | Lattner |
| 13. | Opinions & Advice | Lattner |
| 14. | Public Information Act | Lattner |

Resource Attorney - General Duties

- A. Responsible for consulting with and reviewing the work product of other attorneys involving the subject matter of the Resource Attorney's area of concentration.
- B. Responsible for keeping current of developments in the Resource Attorney's area of concentration.