

AGENDA
CHARTER REVIEW COMMISSION (“CRC”)

Wednesday, September 13, 2023, 8:00 a.m.
Council Office Building, 6th Floor
100 Maryland Ave., Rockville, MD

(Times are approximate)

8:00 a.m. -- I. PROCEDURAL MATTERS

- Acknowledgment of a Quorum
- Approval of the Agenda

8:05 a.m. -- II. OPENING REMARKS

- Welcoming remarks (Jim Michaels, Chair)
- Introduction of CRC members and staff:
 - Khandikile Sokoni, Legislative Attorney, Office of the County Council
 - Erin Ashbarry, Assistant County Attorney
 - Stephen Mathany, Legislative Services Coordinator, Office of the County Council

8:15 a.m. -- III. THE COMMISSION

1. Overview of “Welcome Packet” Previously Distributed by Staff

- The mission and history of the CRC
- Staff’s role
- What qualifies as a matter for the Charter?
- Reminder - Parliamentary Procedures online training
- Reminder - Open Meetings Act online training
- Reminder – Ethics training

2. How issues are selected for CRC review

- Input from Commission Members: Consensus or Vote of Commission Members
- Input from the County Executive and Council members
- Input from the public in solicited comments and public forums

3. Timeline for Submission of first report

- CRC’s draft Report submitted to Staff in March 2024
- Final Report approved by the CRC in April 2024
- Final report due to the Council: May 1, 2024
- Presentation at Council in June 2024

4. Questions by Commissioners

8:45 a.m. -- IV. IDENTIFY AGENDA TOPICS FOR OCTOBER MEETING

1. Council President's request to address the Commission (Oct. or Nov.)

2. Extending an invitation to the County Executive

3. Initial brainstorming session: identifying potential issues for Commission's consideration

- State issue and identify section of Charter
- Explain in 2-3 minutes
- Leave debate for next meeting
- By next meeting staff will have compile them into a single list; identified topics that overlap, topics outside the Commission's jurisdiction, and topics previously studied or considered.

4. Discuss community outreach efforts

9:15 a.m -- V. ADMINISTRATIVE ITEMS

1. Next Meeting. Selecting next meeting date (Oct. 11th ?) and regular time for future meetings that will be "hybrid" to allow members to attend either in-person or online).

2. Opportunity for Commissioners' questions and staff guidance on:

- ID Badges, Parking arrangements, Reimbursement for travel & dependent care
- Attendance

9:30 a.m. -- VI. ADJOURN