



**Committee:** Directly to Council  
**Staff:** Judy Rupp, Clerk of the Council  
**Purpose:** To interview  
**Keywords:**

AGENDA ITEM #15  
March 28, 2023  
**Interview**

## **SUBJECT**

To interview the County Executive's appointment of a Special Projects Manager in the Office of the County Executive.

## **EXPECTED ATTENDEES**

Mr. Craig Rice

## **COUNCIL DECISION POINTS & COMMITTEE RECOMMENDATION**

Interview appointment

## **DESCRIPTION/ISSUE**

On March 10, 2023, the County Executive transmitted the appointment request for Mr. Craig Rice for the position of Special Projects Manager in the Office of the County Executive..

The Council will interview this candidate. His appointment will be effective upon confirmation by the Council.

## **SUMMARY OF KEY DISCUSSION POINTS**

Not applicable.

### **This report contains:**

Memorandum request for appointment	© 1-2
Due Diligence notification	© 3
Draft Resolution	© 4
Candidate Resume	© 5-9
Offer Letter	© 10

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OFFICE OF THE COUNTY EXECUTIVE

Marc Elrich  
*County Executive*

MEMORANDUM

March 10, 2023

TO: Evan Glass, President  
Montgomery County Council

FROM: Marc Elrich, Montgomery County Executive 

RE: Appointment of Special Projects Manager

I am transmitting the appointment of Craig Rice for the position of Special Projects Manager in the Office of the County Executive. Mr. Rice is being appointed at a salary of \$175,000. This appointment is contingent upon Council approval of Expedited Bill 4-23 and confirmation by the County Council.

Enclosures

cc: Judy Rupp, Clerk of the Council, Montgomery County Council  
Richard S. Madaleno, Chief Administrative Officer  
Fariba Kassiri, Deputy Chief Administrative Officer  
Ken Hartman, Director of Strategic Partnerships  
Dale Tibbitts, Special Assistant to the County Executive

APPOINTMENT

PURSUANT TO THE AUTHORITY VESTED TO ME UNDER SECTION 215 OF THE CHARTER OF MONTGOMERY COUNTY, MARYLAND, I HEREBY APPOINT

Craig Rice

TO SERVE AS Special Projects Manager, Office of the County Executive.

THIS APPOINTMENT SHALL BE EFFECTIVE UPON CONFIRMATION BY THE COUNCIL FOR MONTGOMERY COUNTY, MARYLAND.

  
\_\_\_\_\_  
MARC ELRICH  
COUNTY EXECUTIVE

3/10/2023  
DATE



OFFICE OF THE COUNTY EXECUTIVE

Marc Elrich  
*County Executive*

Richard S. Madaleno  
*Chief Administrative Officer*

MEMORANDUM

March 10, 2023

TO: Evan Glass, President  
Montgomery County Council

FROM: Richard S. Madaleno, Chief Administrative Officer *RSM*

RE: Due Diligence on Non-Merit Appointment – Craig Rice

The purpose of this memo is to confirm that in making appointments for non-merit positions, our selection process utilizes thorough reference checks, criminal history, checks for warrants and warrants, credit history and other inquiries appropriate to the position being filled.

Please be assured that due diligence was exercised in determining the suitability of Craig Rice for appointment as Special Projects Manager in the Office of the County Executive. In addition, Mr. Rice has filed his Financial Disclosure Statement.

cc: Judy Rupp, Clerk of the Council, Montgomery County Council  
Fariba Kassiri, Deputy Chief Administrative Officer  
Ken Hartman, Director of Strategic Partnerships  
Dale Tibbitts, Special Assistant to the County Executive

Resolution: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND

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By: County Council

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Subject: County Executive's Appointment of Special Projects Manager

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

The County Executive's appointment of Special Projects Manager in the Office of the County Executive

Craig Rice

The appointment of Mr. Rice is confirmed by the County Council.

This is a correct copy of Council action:

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Judy Rupp  
Clerk of the Council

# CRAIG LAMONT RICE

I was first elected to the Montgomery County Council in November 2010, at the time becoming the youngest African American ever to serve on the nine-member Council and the second African American man to serve in that role. In December 2013, my colleagues elected me to serve as President of the Council and in 2014 and again in 2018, I was re-elected to subsequent four-year terms.

With a deep commitment to children, I have chaired the Council's Education and Culture Committee since 2013 and have served on the Health and Human Services Committee since 2010. In addition, I am the Council's representative to the Maryland Association of Counties (MACo) in Annapolis and chair MACo's Education sub-committee. In that role, I was appointed by Governor Hogan to the Maryland Commission on Innovation and Excellence in Education (Kirwan Commission), leading its Early Care and Education workgroup. This commission met for three years to research and develop a Blueprint for Maryland's Future for public education intended to enhance and improve the state and local investment in, and school system operation of, Maryland's public school system.

In 2019, I was appointed to serve on the National Association of Counties (NACo) Board of Directors. In July 2021, I became Chair of their Human Services and Education Steering Committee where we focus on children's issues, foster care, public assistance and income support, services to senior citizens and individuals with disabilities, immigration policy, social services, and elementary, secondary, and post-secondary education. And I led the NACo broadband task force to make nationwide recommendations on how to eliminate the digital divide and promote digital skills for all Americans.

As a former member of the Metropolitan Washington Council of Governments (COG) Chesapeake Bay and Water Resources Policy Committee and co-chair and founder of their Food and Agriculture Regional Member (FARM) Advisory Committee, I focused on supporting the development of long-term regional direction and collaboration toward a more resilient, connected food and farm economy (food system) across urban, suburban, and rural communities in the metropolitan Washington region.

I believe many of the problems facing our society like food security and hunger, homelessness, access to education opportunities, broadband connectivity, digital skills, and health disparities are solvable. My quest is to serve in a position that will enable me to help create equitable outcomes for all our constituents. Leveraging those relationships between the various branches of government, we can protect those that are the most vulnerable and ensure everyone have access to the American dream. And by utilizing strategies that encompass economic empowerment opportunities for their parents, including 2 generational poverty programs, and leaning on my experience having worked with Fortune 500 companies including Marriott International and Aramark Corporation, I believe I can help to make the transformational change needed to solve our most pressing problems.

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## CAREER HIGHLIGHTS

*Experienced manager/leader/elected official with over 27 years of a proven and committed track record.*

**Compassionate and committed elected leader** that has passed over 50 pieces of landmark legislation.

**Proven analytical and decision maker**, able to handle critical situations, manage and motivate large and small teams and exceed expectations.

**Quota-surpassing sales manager** with a history of exceeding employer expectations across diverse industries.

**Adept and persuasive communicator** who can effectively establish long-term, productive relationships with a wide cross-section of partners.

**Effective negotiator, marketer and closer** with the ability to convey the benefits of products, services, and programs coupled with the ability to generate public interest.

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## SKILLS

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◊ **Compassionate, constructive leader**

◊ **Consensus builder**

◊ **Strong leadership and supervisory skills**

◊ **Powerful and effective presentations both in person and via print**

◊ **Business-to-Business & Business-to-Consumer sales experience**

◊ **Highly motivated self-starter**

◊ **Excellent interpersonal communication with a focus on service**

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## CAREER PROGRESSION

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**Montgomery County Council**

12/10 – present

*Councilmember, District 2*

As a Councilmember representing District 2, I answer to over 225,000 residents and lead a staff of five that are responsible for everything from constituent service to legislative proposals. As chair of the Education and Culture Committee, I lead analysis and approval of the committee's \$2.8 billion budget for Montgomery County Public Schools and \$312 million budget for Montgomery College. I am a member of the Health and Human Services committee where my colleagues and I oversee their \$500 million dollar budget and programs dealing with protecting our most vulnerable including children, and those experiencing food insecurity.

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**Maryland General Assembly**

01/07 – 12/10

*State Delegate, District 15*

Member of the Ways and Means Committee, and member of its Education, Transportation and Fiscal Revenue subcommittees. Authored the landmark HB199 antibullying legislation touted as the most comprehensive bullying legislation in the nation.

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**Red Door Spa Holdings**

12/07 – 12/08

*Assistant General Manager*

Overseeing the day-to-day activities of the spa and salon to ensure operations run smoothly and efficiently. Perform functions associated with managing the performance of over 50 specialists and department leads, recruitment, scheduling, and administrative functions including sales audits, monitoring sales data, cash reconciliation, banking, payroll and benefits. Coordinate promotional events and technical and product training sessions and ensuring the staff provides the highest level of guest service in strict accordance with service standards.

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**Puerto Rico Convention Bureau**

9/06 – 10/07

*Business Development/Sales Consultant*

Solicited Eastern Region Corporation and Association market business via cold calls and site visits. Worked with various corporations and associations including the International Association of Exhibition Management and Professional Convention Management Association to develop relationships to secure business opportunities for the island.

*Sales Results:*

Generated 12 leads totaling 34,105 room nights and closed on more than 3,700 room nights and 3 business relocations to the island.

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**Marriott International**

11/00 – 9/06

*Sales Manager/Senior Sales Manager - Bethesda Marriott and Marriott at Metro Center*

Targeted Corporate and Association market business by creating a pipeline of new business sales from competitors with a minimum of 25 telephone sales cold calls and 2 outside proactive sales call per week in addition to pursuing corporate sourced leads. Developed relationships with the various local Chambers, Corporations and Associations to generate new sales leads.

*Sales Results:*

Exceeded annual sales goals year-over-year, achieved Marriott International President's Circle for 2003, 2004 and 2005, in addition to other hotel property sales awards.



Based on my extensive computer knowledge and background, was selected and certified as the Sales Force Automation subject matter expert for the Marriott at Metro Center property.

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## **Aramark Corporation**

10/95 – 11/00

*Sales Assistant/Sales Coordinator/Sales Manager - Gallaudet University Kellogg Conference Center*

Solicited Corporate, Government and Social market business from competitors by completing a minimum of 40 telephone sales cold calls and 5 outside proactive sales call per week in addition to incoming leads. Developed relationships with the various local Chambers, Corporations and Associations to generate new sales leads. Served as property network administrator, certified in Novell Netware and Microsoft certified.

*Sales Results:*

- Consistently met and exceeded sales goals.
- Was promoted three times in 5 years.

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## **EDUCATION**

University of Illinois, Urbana-Champaign – Majored in Aerospace Engineering 9/90- 5/92

University of Maryland-College Park, MD – Major, **Computer Science**, 5/02

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## **ACTIVITIES/ORGANIZATIONS**

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- |   |              |
|---|--------------|
| • Caring Matters Board of Directors                 | 2018-present |
| • ALS Board of Directors                            | 2018-present |
| • Universities at Shady Grove Board of Advisors     | 2016-present |
| • FutureLink Board of Directors                     | 2010-2016    |
| • Youth Achieve Board of Directors                  | 2007-2010    |
| • Germantown Alliance – Member                      | 2004-2010    |
| • Montgomery County Victims Services Advisory Board | 2004-2006    |
| • Villages at Town Center Board of Directors        | 2003-2005    |
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## POSITIONS

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- Chair of Montgomery County Council's Education and Culture Committee (December 2013 – present)
- Member of Montgomery County Council's Health and Human Services Committee (December 2010 – present)
- Montgomery County Council President (December 2013 – December 2014)
- Maryland Association of Counties (MACo) representative for Montgomery County (2014 – present)
  - Chair of the Education Sub-Committee for MACo (2014 – present)
  - President of the Diversity Caucus for MACo (2017 - present)
- Member of the Maryland Commission on Innovation and Excellence in Education (2016 – 2019)
  - Chair of the Early Care and Education Sub Committee for the Commission
- Appointed as Maryland's representative to serve on the National Association of Counties' Board of Directors, the body that guides the overall direction and efforts of our nationwide association (2019 - present)
  - Chair of the Human Services and Education Steering Committee for the National Association of Counties (NACo) (2021-present)
  - Vice Chair of the Human Services and Education Steering Committee for NACo (2020-2021)
  - Co-Chair of the National Broadband Task Force to Bridge the Digital Divide (2020-2021)
- Representative to the Metropolitan Washington Council of Governments (COG) (2014 – present)
  - Chair of Chesapeake Bay and Water Resources Policy Committee (2015-2017)
  - Co-Chair of Food and Agriculture Regional Member (FARM) Ad-Hoc Advisory Committee (2019-present)

## AWARDS

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- 2021 Living Legends Award for Service to Humanity, "More than A Meal"
- 2020 CaringMatters Leadership Award
- 2019 The Montgomery County Board of Education's Award for Distinguished Service to Public Education
- 2018 Metropolitan Kappa Youth Foundation Cornerstone Award for Education and Leadership
- 2017 The League of United Latin American Citizens Community Advocate Award
- 2017 For Courage and Persistence - The Bernie Scholarship Awards Program Community Service Award
- 2016 Hospice Caring Inc. Gratitude Award
- 2016 Community Services for Autistic Adults and Children, Inc (CSAAC) Award for Supporting CSAAC individuals, their families, and their direct care staff
- 2015 Boys & Girls Clubs of Greater Washington Montgomery County Region Award for Support and Commitment to Our Kids
- 2014 The Montgomery Blair High School Magnet Foundation Distinguished Alumni Award
- 2014 Congressional Recognition Award on receiving the 2014 Distinguished Service Award from the Montgomery County Coalition for the Homeless
- 2014 Home Sweet Home Celebrating Partnerships Distinguished Service Award
- 2013 Young Elected Officials Network Award for Education Policy



OFFICE OF THE COUNTY EXECUTIVE

Marc Elrich  
*County Executive*

Richard S. Madaleno  
*Chief Administrative Officer*

December 1, 2022

Craig Rice

Dear Mr. Rice,

I am pleased to offer you the position Special Projects Manager in the Office of the County Executive for Montgomery County Government. The salary offered for this position is \$175,000, plus benefits. The benefits are summarized in the enclosed document.

I look forward to your acceptance of this employment offer. Note, your appointment is subject to confirmation by the County Council and is a non-merit, at will position. If you have any questions about this offer, please do not hesitate to contact me.

Sincerely,

Richard S. Madaleno  
Chief Administrative Officer

Accept

Not Accept

eSigned via SeamlessDocs.com  
  
Key: 2d525e140300a91e79c8d6ae175d9fbc

Signature

12/08/2022

Date