



Howard County Inspector General Advisory Board

George Howard Building
3430 Court House Drive
Ellicott City, Maryland 21043-4392

BOARD MEMBERS

Vernon Curry

Kathleen Downs

Steven Quisenberry

Dennis Raschka

David Salem

Katy Sedney

Mitchell Stahm

Minutes - Approved

Kickoff Meeting

Thursday April 10, 2025

Hybrid Meeting (Virtual and In-Person Meeting)

Video Streamed on <https://cc.howardcountymd.gov/watch-us>
6:30 p.m.

Advisory Board Members Present: Kathleen Downs, Steven Quisenberry, Dennis Raschka, David Salem, Katy Sedney, Mitchell Stahm

Advisory Board Members Not Present: Vernon Curry

Staff Present: Michelle Harrod, Council Administrator; Brandee Ganz; Chief Administrative Officer; TJ Mayotte, Chief Information Officer; Gary Kuc, County Solicitor; Amanda Mihill, Assistant County Solicitor; Nick Rinehart, Legislative Analyst; Isaiah Anderson, Executive Assistant I; Virginia Gambrell, Administrative Aide

Nick Rinehart called the meeting to order at: 6:30 p.m.

Agenda

1. Welcome

2. Introduction of Advisory Board Members

The members of the Inspector General Advisory Board made opening introductory remarks, discussing their reasons for joining the Board.

3. Opening Remarks

Council Chair Liz Walsh was invited to give opening remarks to the Advisory Board. Brandee Ganz was invited to provide opening remarks on behalf of the County Executive and County Administration.

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4. Overview of Mandate for Inspector General Advisory Board

Mr. Rinehart explained the mandate and duties of the Advisory Board, including selection of the Inspector General with the assistance of the Human Resources department, reviewing policies and procedures for the Office of the Inspector General (OIG), making recommendations regarding the OIG budget, advising the County Council and County Executive on the board's review and investigations, and submission of an annual report of the Board's activities.

5. Introduction of Various Department Support

Ms. Ganz responded to Board Members' questions regarding the hiring and selection process for the Inspector General.

Michelle Harrod responded to questions regarding the Advisory Board's budget, the Open Meetings Act, and the completion of meeting minutes.

TJ Mayotte was invited to speak on technology support for the Advisory Board.

6. Brief Overview from Office of Law

Amanda Mihill was invited to give a presentation on the Maryland Open Meetings Act and the Maryland Public Information Act as well as answer Board member questions regarding these Acts.

7. Logistics/Agenda for Next Meeting; Future Meetings

The Advisory Board agreed to conduct future meetings in a hybrid manner. Future meetings will be conducted in the evenings to accommodate board members' schedules. Board members were reminded to complete their financial disclosures prior to the end of April.

Prior to meeting adjournment, the Board discussed and took votes on the Chair of the Board, who will serve for a one-year term.

Mitchell Stahm nominated Mr. Salem to be Chair of the Board which was seconded by Ms. Sedney. The vote called by Mr. Rinehart on the motion was: Yea: Board Members Downs, Quisenberry, Raschka, Salem, Sedney, Stahm. Mr. Salem was elected Chair.

Mr. Quisenberry nominated Kathleen Downs to be Vice Chair which was seconded by Mr. Salem. The vote called by Mr. Rinehart on the motion was: Yea: Board Members Downs, Quisenberry, Raschka, Salem, Sedney, Stahm. Ms. Downs was elected Vice Chair.

Meeting adjourned at 7:20 p.m.