



Howard County Inspector General Advisory Board

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

BOARD MEMBERS

David Salem, Chair

Kathleen Downs, Vice-Chair

Vernon Curry

Steven Quisenberry

Dennis Raschka

Katy Sedney

Mitchell Stahm

Minutes - Approved

Inspector General Advisory Board Meeting
Thursday, May 22, 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: Chair David Salem, Vice Chair Kathleen Downs, Dennis Rashcka, Steven Quisenberry, Vernon Curry, and Mitchell Stahm

Advisory Board Members Not Present: Katy Sedney

Staff Present: Michelle Harrod, Council Administrator; Anju Bennett, Human Resources Administrator; Kristi Johnson-Ford, Deputy Human Resources Administrator; Amanda Mihill, Assistant County Solicitor; Nick Rinehart, Legislative Analyst; and Isaiah Anderson, Executive Assistant I, were also present.

Chair Salem opened the meeting at 6:30pm.

Agenda

1. Welcome

2. Acceptance of Meeting Minutes from April 29, 2025

Chair Salem moved to approve the minutes from the April 29, 2025 meeting. The motion was seconded by Vice Chair Downs.

The motion to approve the April 29 meeting minutes passed unanimously.

3. Discussion of Draft Inspector General Job Announcement

The discussion began with a draft job announcement that was prepared by Mr. Quisenberry with feedback provided from the board members. Ms. Bennett explained the drafting of the job description began from the County Code. Ms. Mihill provided legal insight into the Board's oversight over the Office of the Inspector General. Additional topics were discussed such as the use of a search firm to find potential candidates and the overall structure of the job description. The Board discussed with the Human Resources team various edits or changes that were requested. A final draft was prepared to be submitted to the Board members.

4. Other Business/Follow Up Items

Vice Chair Downs requested Board members to review outstanding issues to address in terms of the hiring process, initial screening of candidates, number of interview rounds, etc. The Board discussed the feasibility of using a scoring system to grade candidates based on their experience and ability to perform the job.

5. Future Meetings.

The Board discussed various dates for its next meeting to see when a quorum of members is available as well as conference room availability. After comparing dates, it was determined that the Board will meet next on Thursday, June 12th at 6:30pm.

Meeting adjourned at 7:39 p.m.