



Howard County Inspector General Advisory Board

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

BOARD MEMBERS

David Salem, Chair
Vernon Curry
Steven Quisenberry
Dennis Raschka
Katy Sedney
Mitchell Stahm

Minutes - Approved

Inspector General Advisory Board Meeting
Tuesday, November 18, 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, Steve Quisenberry, Dennis Raschka, Katy Sedney, and Mitch Stahm

Staff Present: Amanda Mihill, Assistant County Solicitor; Annie Koshy, Deputy Human Resources Administrator; Nicholas Rinehart, Senior Administrative Analyst, and Isaiah Anderson, Executive Assistant I, were present.

Chair Salem opened the meeting at 6:30pm.

Update on Inspector General Selection Process

Annie Koshy, Deputy Human Resources Administrator, appeared before the Board to give an update on the Inspector General Hiring Process. Ms. Koshy stated that the background check had cleared, and she was finalizing the reference check process. The intent is to send out an official offer letter to the candidate shortly. Ms. Koshy also informed the Board that the candidate has an agreed start date of January 5, 2026.

There was general discussion among Board members about the reference checks and a timeline for completing construction of the Office of Inspector General's office space.

Rules of Procedure – Discussion of Amendments

The Board then began a discussion on a revised draft of their Rules of Procedure following the Board's October 30th Public Hearing.

Nick Rinehart, Senior Administrative Analyst, gave an overview of what changes had been made to the Rules of Procedure since the public hearing. Chair Salem asked if there were any comments from Board members on additional revisions. Several changes were discussed and made onto the draft

to have language more closely mirror the County Code as well as clarifying several points regarding the Board's role.

Following the discussion on the revisions, Chair Salem moved to approve the Rules of Procedure as amended on November 18th, 2025. The motion was seconded by Mr. Raschka.

The vote was 5 – 0 in favor and the Rules of Procedure were adopted.

Discussion of Inspector General Advisory Board Annual Report

Chair Salem began a discussion of the Board's annual report, as required by the County Code. Mr. Rinehart provided a brief explanation as to what the report should contain and offered advice and suggestions on how to draft the initial report.

There was general discussion amongst the Board members on reports created by similar bodies in other counties in the state of Maryland which could serve as a template for the Board.

Chair Salem volunteered to put together a first draft and recommended sending a draft to the Board prior to the holiday season so that a final version is sent out on or prior to December 31st. A copy of the report will be posted to the Advisory Board's webpage.

All Board members present agreed with the proposed next steps.

Inspector General Advisory Board 2026 Meeting Dates.

The Board's next discussion topic was determining dates for meetings in 2026. The Board planned to hold quarterly meetings, with an initial kickoff meeting in January after the Inspector General has been formally appointed and in office.

Board members agreed that the quarterly meetings will take place on the following dates: Thursday, March 5th, Thursday, June 4th, Thursday, September 17th, and Thursday December 3rd.

If additional meetings are needed outside of these, the Board will communicate with administrative staff who will determine room and staff availability.

Other Business

Chair Salem opened the floor for any additional discussion topics from Board members.

There was general discussion about the need for a performance plan for the Inspector General that the Board uses to evaluate their performance, and whether that should be in the Rules of Procedure.

In addition, Board discussed the possibility of future changes to the Rules of Procedure if needed. Amanda Mihill, Senior Assistant County Solicitor, confirmed that any new changes would be subject to notice requirements and a public hearing prior to adoption.

The Board decided to then keep a running list of potential revisions to decide on as a whole later in 2026.

Chair Salem nominated Mitchell Stahm to serve as the Board Vice-Chair for the remainder of the term until Board members choose a new Chair and Vice-Chair in April 2026. The motion was seconded by Mr. Raschka.

A vote was taken and the Board unanimously voted in favor of appointing Mr. Stahm as Vice Chair.

The Meeting was adjourned at 7:15 p.m.