

**County Executive**  
  
**of**  
  
**Howard County, Maryland**

**Executive Order: 2021-13**  
**Dated: July 26, 2021**  
**Subject: Second COVID-19**  
**Discretionary Bonus Payment**

**WHEREAS**, a world-wide COVID-19 outbreak event has caused and will continue to cause hazardous conditions throughout Howard County including, but not limited to, the spread of infectious disease to all populations, and harmful outcomes for vulnerable populations; and

**WHEREAS**, these conditions pose a risk of imminent harm, or even death, to individuals and threaten the lives, health, and safety of individuals; and

**WHEREAS**, on March 5, 2020, Governor Lawrence J. Hogan, Jr., Governor of the State of Maryland, declared a state of emergency and catastrophic health emergency to control and prevent the spread of COVID-19, a communicable respiratory disease and that emergency still exists; and

**WHEREAS**, on March 15, 2020, by Executive Order No. 2020-02, I declared a state of emergency in Howard County, which has been extended by Council Resolution No. 41-2020, and that emergency still exists; and

**WHEREAS**, every person who lives and works in Howard County must feel safe and confident in the Howard County Government's ability to adequately respond and take appropriate action to protect the public health, safety, and welfare during a public health crisis; and

**WHEREAS**, Howard County has a committed workforce of emergency responders, consisting of police officers, firefighters, paramedics and emergency medical technicians, correctional officers, 911 operators, public works personnel, emergency management personnel, employees with training, skill, or expertise necessary to operate specialized equipment or to provide aid in a declared emergency, including for a catastrophic health emergency, and other employees who provide support functions in their agencies and whose work is not able to be performed through telework and therefore must be present at the job site, either full time or intermittently; and

**WHEREAS**, these emergency responders have faced, and continue to face, significant risks to their own physical health and safety because, through the duration of the emergency, they have been unable to provide their services from a remote location (telework) and must be present at the job site, either on a full-time or intermittent basis, and have been required to have close physical contact with other employees or members of the public, to ensure continuity of critical County

operations aimed at protecting the public health, safety, and welfare; and

**WHEREAS**, I have recognized and continue to recognize that emergency responders have demonstrated an invaluable and extraordinary commitment to performing their essential job duties necessary to maintain the effective operation of the Howard County Government and to provide services to County residents during the COVID-19 catastrophic health emergency; and

**WHEREAS**, in recognition of the performance of their job duties, I issued Executive Order No. 2020-05 that authorized one-time COVID-19 response pay and I wish to provide a second discretionary bonus payment in order to recognize the continued invaluable and extraordinary commitment shown by Howard County's emergency responders;

**WHEREAS**, under sections 6.102, 6.103, and 6.104 of the Howard County Code, the County Executive has the authority to take action during a declared emergency, including authorizing the use of any County resources, including employees, for any purpose and issue executive orders to protect the health, safety, and welfare of persons within Howard County, including County employees.

**NOW, THEREFORE, BE IT ORDERED**, by the County Executive of Howard County, Maryland, that, in a manner that is fiscally prudent and sustainable, and in recognition of the work performed by emergency responders during the state of emergency:

1. A one-time discretionary bonus payment shall be paid to eligible Emergency Responders as set out herein;
2. For purposes of this Order, Emergency Responders are employees of Howard County Government:
  - a. Who are firefighters, paramedics and emergency medical technicians, law enforcement officers, correctional officers, 911 operators, public works personnel, emergency management personnel, employees with training, skill, or expertise necessary to operate specialized equipment or to provide aid in a declared emergency, including for a catastrophic health emergency, and other employees who provide support functions in their agencies and whose work is not able to be performed through telework and therefore must be present at the job site, either full time or intermittently;
  - b. Who are not appointing authorities, deputies, or senior management in their respective departments;
  - c. Who are not executive exempt;
  - d. Who have been designated as essential employees by their appointing authority, with approval by the Chief Administrative Officer or designee; and
  - e. Who, since the beginning of the emergency and for its duration, have been assigned work that could not be performed remotely and whose job duties require them to be present at their designated job site either full-time or part-time; and
3. A one-time discretionary bonus payment in the amount of \$2,000.00 shall be paid to eligible employees as defined by this Order whose job duties require them to be present at the job site full time, for their normal work week and

4. A one-time discretionary bonus payment in the amount of \$1,000.00 shall be paid to eligible employees as defined in this Order whose job duties require them to be present at the job site intermittently for their normal work week; and
5. A one-time prorated discretionary bonus payment shall be provided to eligible part time employees based on the criteria in 3 and 4, above; and

**BE IT FURTHER ORDERED**, that the Department of Finance shall implement and provide the bonus payments as set out herein to accomplish this Order; and

**BE IT FURTHER ORDERED**, that the Chief Administrative Officer shall direct the appointing authorities of all Departments in Howard County Government to identify essential employees whose assigned job duties require them to be at the designated job site for their normal work period and whose assigned job duties require them to be present at the job site intermittently to provide lists of those employees and their job classifications to the Chief Administrative Officer or designee for approval of their eligibility for bonus payments; and

**BE IT FURTHER ORDERED**, that:

1. This Executive Order shall be promptly publicized; and
2. A copy filed with the Administrator to the County Council of Howard County.

IN WITNESS WHEREOF, I, Calvin Ball, as County Executive of Howard County, Maryland have hereunto set my hand and caused the seal of Howard County to be affixed this 26th day of July 2021.

  
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Calvin Ball, County Executive