

Introduced 07.01.2024
Public Hearing 07.15.2024
Council Action 07.29.2024
Executive Action 07.31.2024
Effective Date 09.30.2024

County Council of Howard County, Maryland

2024 Legislative Session

Legislative Day No. 8

Bill No. 40 -2024

Introduced by: The Chairperson at the request of the County Executive

Short Title: Correcting Appointing Authorities – positions appointed by the Chief Administrative Officer

Title: AN ACT adding certain positions that are appointed by the Chief Administrative Officer and removing a position that is no longer appointed by the Director of the Department of Community Resources and Services; and generally relating to the appointing authorities for Executive Exempt positions in the Howard County Code.

Introduced and read first time July 1, 2024. Ordered posted and hearing scheduled.
By order Michelle Harrod
Michelle Harrod, County Council Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to the Charter, the Bill was read for a second time at a public hearing on July 15, 2024.

By order Michelle Harrod
Michelle Harrod, County Council Administrator

This Bill was read the third time on July 29, 2024 and Passed ✓, Passed with amendments ✓, Failed _____.

By order Michelle Harrod
Michelle Harrod, County Council Administrator

Sealed with the County Seal and presented to the County Executive for approval this 29 day of July, 2024 at 4⁰⁰ a.m./p.m.

By order Michelle Harrod
Michelle Harrod, County Council Administrator

Approved/Vetoed by the County Executive July 31, 2024

Calvin Ball
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment

Section 1. Be It Enacted by the County Council of Howard County, Maryland that the Howard County Code is amended as follows:

By amending:

Title 3, Subtitle 3

Subsection (b)(3) and (b)(6) of Section 1.306

Title 1. Human Resources.

Subtitle 3. Pay Plan.

Section 1.306. Executive exempt.

(b) *Appointing Authorities.* Appointing authorities for Executive exempt employees are as provided in this subsection:

(3) *Chief Administrative Officer.* The Chief Administrative Officer, with the approval of the County Executive, is the appointing authority for the following positions:

Administrative Assistant, serving the Office of the Chief Administrative Officer;

Administrative Analyst II, serving the Office of the Chief Administrative Officer;

ADMINISTRATIVE MANAGER, SERVING AS THE ADMINISTRATOR OF THE OFFICE OF AGRICULTURE;

Administrator of the Office of Community Sustainability;

HUMAN SERVICES MANAGER II, SERVING AS THE CONSUMER PROTECTION ADMINISTRATOR;

Administrator of the Office of Transportation;

Executive Assistant I, serving the Office of the Chief Administrative Officer;

Executive Assistant II, serving the Office of the Chief Administrative Officer;

Budget Administrator;

Deputy Chief Administrative Officer;

Human Services Manager II, serving as the Workforce Development Administrator;

Human Resources Administrator;

Human Services Manager II, serving as the Administrator of the Office of Human Rights and Equity;

Labor relations coordinator; and

Public Information Administrator.

1
2 (6) *Community Resources and Services*. The Director of Community Resources and
3 Services, with the approval of the County Executive, is the appointing authority for
4 the:
5 Human Services Manager II, serving as the Deputy Director of Community Resources
6 and Services;
7 Human Services Manager II, serving as the Administrator on Aging and
8 Independence;
9 Human Services Manager I, serving as the Administrator of the Office of Children and
10 Families; **AND**
11 Human Services Manager I, serving as the Administrator of the Office of Community
12 Partnerships[[]; and[]].
13 [[Human Services Manager I, serving as the Consumer Protection Administrator.]]
14

15 **Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland that**
16 **the provisions of this Act shall apply to the pay period that begins on July 1, 2024.**
17

18 **Section 2, 3. And Be It Further Enacted by the County Council of Howard County, Maryland**
19 **that this Act shall become effective 61 days after its enactment.**

Amendment 1 to Council Bill No. 40-2024

BY: The Chairperson at the request
of the County Executive

Legislative Day No. 9
Date: July 29, 2024

Amendment No. 1

(This amendment adds a provision setting forth the applicability of the Act. This will ensure consistency with similar changes made to the Pay Plan that apply to the pay period that begins on July 1, 2024)

- 1 On page 2, in line 14, insert:
- 2 "Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland
- 3 that the provisions of this Act shall apply to the pay period that begins on July 1, 2024."
- 4
- 5 On page 2, in line 15, strike "2." and substitute "3.".

I certify that this a true copy of

Am1 CB40-2024
passed on July 29, 2024

Michelle Howard
Council Administrator

Introduced 07.01.2024
Public Hearing _____
Council Action _____
Executive Action _____
Effective Date _____

County Council of Howard County, Maryland

2024 Legislative Session

Bill No. 40-2024

Legislative Day No. 8

Introduced by: The Chairperson at the request of the County Executive

Short Title: Correcting Appointing Authorities – positions appointed by the Chief Administrative Officer

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Introduced and read first time July 1, 2024. Ordered posted and hearing scheduled.

By order Michelle Harrod
Michelle Harrod, County Council Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to the Charter, the Bill was read for a second time at a public hearing on _____, 2024.

By order _____
Michelle Harrod, County Council Administrator

This Bill was read the third time on _____, 2024 and Passed ____, Passed with amendments ____, Failed ____.

By order _____
Michelle Harrod, County Council Administrator

Sealed with the County Seal and presented to the County Executive for approval this ____ day of _____, 2021 at ____ a.m./p.m.

By order _____
Michelle Harrod, County Council Administrator

Approved/Vetoed by the County Executive _____, 2024

Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment

1 **Section 1. *Be It Enacted*** by the County Council of Howard County, Maryland that the Howard
2 County Code is amended as follows:

3
4 By amending:

5 Title 3, Subtitle 3

6 Subsection (b)(3) and (b)(6) of Section 1.306

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8 **Title 1. Human Resources.**

9 **Subtitle 3. Pay Plan.**

10
11 **Section 1.306. Executive exempt.**

12 (b) *Appointing Authorities.* Appointing authorities for Executive exempt employees are as
13 provided in this subsection:

14 (3) *Chief Administrative Officer.* The Chief Administrative Officer, with the approval of
15 the County Executive, is the appointing authority for the following positions:

16 Administrative Assistant, serving the Office of the Chief Administrative Officer;

17 Administrative Analyst II, serving the Office of the Chief Administrative Officer;

18 **ADMINISTRATIVE MANAGER, SERVING AS THE ADMINISTRATOR OF THE OFFICE OF**
19 **AGRICULTURE;**

20 Administrator of the Office of Community Sustainability;

21 **HUMAN SERVICES MANAGER II, SERVING AS THE CONSUMER PROTECTION**
22 **ADMINISTRATOR;**

23 Administrator of the Office of Transportation;

24 Executive Assistant I, serving the Office of the Chief Administrative Officer;

25 Executive Assistant II, serving the Office of the Chief Administrative Officer;

26 Budget Administrator;

27 Deputy Chief Administrative Officer;

28 Human Services Manager II, serving as the Workforce Development Administrator;

29 Human Resources Administrator;

30 Human Services Manager II, serving as the Administrator of the Office of Human
31 Rights and Equity;

32 Labor relations coordinator; and

33 Public Information Administrator.

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2 (6) *Community Resources and Services*. The Director of Community Resources and
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11 Human Services Manager I, serving as the Administrator of the Office of Community
12 Partnerships[[]; and[]].
13 [[Human Services Manager I, serving as the Consumer Protection Administrator.]]
14

15 ***Section 2. And Be It Further Enacted*** by the County Council of Howard County, Maryland that
16 *this Act shall become effective 61 days after its enactment.*



Howard County

Internal Memorandum

SUBJECT: Council Testimony and Fiscal Impact Statement
Re: Changes to County Code Section 1.306

TO: Brandee Ganz
Chief Administrative Officer

FROM: Jamar Herry
Deputy Chief Administrative Officer

Jennifer Sager
Legislative Coordinator

DATE: June 19, 2024

The Administration supports and urges the passage of Council Bill ____-2024 which proposes to amend County Code Section 1.306. This legislation reflects changes made in the Executive Reorganization recently enacted by the passage of Council Bill No. 7-2024 (CB7).

CB7 established an Office of Agriculture to be run by an Administrator under the general supervision of the Chief Administrative Officer. Likewise, the position of the Consumer Protection Administrator was moved to the Department of County Administration to be supervised by the Chief Administrative Officer.

Section 1.306 of the County Code lists the appointing authorities for various executive exempt positions. The two Administrators listed above need to be added to the list of appointments made by the Chief Administrative Officer. The Consumer Protection Administrator needs to be removed from the list of appointments made by the Director of Community Resources and Services, consistent with CB7.

Fiscal Impact:

There is no direct fiscal impact to this Bill as it is implementing the Executive Reorganization already enacted by CB7 and associated costs were included in the approved FY25 budget.

Office of the County Auditor
Auditor's Analysis

Council Bill No. 40-2024

Introduced: July 1, 2024

Auditor: Brenda Cachuela

Fiscal Impact:

Based on information provided by the Administration and reviewed by our Office, we do not anticipate any fiscal impact as a result of this legislation.

Purpose:

The purpose of this legislation is to amend County Code Section 1.306 to reflect changes made in the Executive Reorganization enacted by the passage of Council Bill 7-2024. This bill adds two positions that are appointed by the Chief Administrative Officer and removes one position that is no longer appointed by the Director of the Department of Community Resources and Services.

Other Comments:

Council Bill 7-2024 provides for the reorganization of the Executive Branch to include establishing an Office of Agriculture within the Department of County Administration and moving the Office of Consumer Protection from the Department of Community Resources and Services to the Department of County Administration.

BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on

July 31, 2024.

Michelle R. Harrod
Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on _____, 2024.

Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on _____, 2024.

Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on _____, 2024.

Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on _____, 2024.

Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on _____, 2024.

Michelle R. Harrod, Administrator to the County Council