



COMMITTEE EVALUATION AND REVIEW BOARD
Meeting Minutes – Meeting One - FINAL
July 11, 2024
Executive Office Building, 101 Monroe Street – 9th Floor
Rockville, Maryland

And by virtually by Microsoft Teams

Members Present:

Anthony Buccitelli	Muriel Hairston-Cooper	Karl Pitt
Justin Carlson	Mary Ann Keeffe	Catherine Sindos
Jake Didinsky	Deeptaanshu Kumar	Jeffrey Slavin
Zanethia Eubanks	Sofya Orlosky	Clint Sobratti

Members Absent

Rodrigo Figueroa

Guests

Nidhi Singh (via Microsoft Teams)

County Staff Present:

Ken Hartman-Espada, Asst. Chief Administrative Officer
Beth Gochrach, Office of the County Executive

1. Call to Order

Ken Hartman-Espada called the meeting to order at 7:03 PM.

2. Introductions

Members and staff introduced themselves and participated in an “icebreaking” activity.

3. Guest Presentation

Guest Nidhi Singh, made a presentation on boards, committee and commissions, focusing on governance, equity and diversity, based on her manual “Empowering Governance.” She also focused on how to frame questions for BCCs to describe their mission and progress and account for their continued existence as required by the CERB law.

4. Overview of CERB Mission and Timeline and Member Discussion

Ken Hartman-Espada suggested looking at pg. 22 of Ms. Singh’s presentation, which provides a rubric for how CERB should look at their mission especially regarding equity. Summary of member comments:

- Look at BCC’s bare bones.
- What is the BCC’s relationship with the department with which it is affiliated? Are there roadblocks?
- Are there County functions not covered by BCCs?
- Do some BCCs have overlapping missions? Can there be synergy with other BCCs?
- What is the budget of the BCC?
- Can experts be brought in for different perspective on BCCs?
- Can youth members get community service hours?
- What are 2-3 accomplishments of a BCC?
- Compensation/Stipends
- BCC membership composition
- Friends on BCCs
- Retrospective and prospective challenges
- How to define success for a BCC?
- Incentives to increase participation

5. Member Orientation

Beth Gochrach distributed and explained County volunteer registration forms, BCC reimbursement forms and the BCC attendance policy.

6. **Next Meeting/Future Meeting Schedule**

The next meetings are to be determined.

The meeting was adjourned at 9:07 PM.

Respectfully submitted,
Beth Gochrach