



COMMITTEE EVALUATION AND REVIEW BOARD (CERB)

Meeting Minutes – Meeting Six FINAL AS AMENDED November 20, 2024

Virtually by Microsoft Teams Only

Members Present:

Anthont Buccitelli
Justin Carlson
Jake Didinsky
Zanethia Eubanks

Muriel Hairston-Cooper
Mary Ann Keffe
Deeptanshu Kumar
Sofya Orlosky

Karl Pitt
Catherine Sindos
Jeffrey Slavin
Clint Sobratti

Members Absent

Rodrigo Figueroa

County Staff Present:

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

Guests

Richard Hoye

1. Call to Order

Ken Hartman-Espada called the meeting to order at approximately 7:05 PM.

2. Approval of Minutes

The minutes of the October 15, 2024, minutes were unanimously approved as amended.

3. Housekeeping

Ken Hartman-Espada announced that County Executive Elrich selected Sofya Orlosky as the CERB chair. The County Executive has not selected a co-chair at this time.

Members were reminded to complete the three required training and the risk management forms.

It was noted that the email address regarding accommodations on the agenda was incorrect and should be corrected going forward. It was also suggested that “New Business” be added to every agenda going forward.

4. Updates – BCC CERB Member Visits and Evaluation Process and BCCs Self Evaluation Review Questions and Answers

CERB members provided updates and feedback about their visits to BCCs to date.

5. Planning Discussion

CERB members discussed plans to complete visits to BCCs, draft the interim report, and decide what to include in the final report.

CEX staff provided an update on the BCCs self-evaluations and the CERB member visits: of the 50 BCCs, 41 submitted responses to the self-evaluation questions, 7 had requested extensions and two had not responded at all. Also, 24 BCCs had been visited by CERB members and 24 had not yet been visited.

Action: A motion was made that a subcommittee should be formed to draft an outline for the interim report. The subcommittee would be composed of volunteers, would make no decisions, would provide read ahead materials, and would provide data within five days of meeting. The motion was seconded. CERB members voted, and the motion passed by a unanimous vote.

Jake, Karl, Mary Ann, Muriel and possibly Justin, volunteered to serve on the subcommittee. Jeffrey Slavin suggested the subcommittee be small – no more than three people. Sofya suggested it be limited to only subcommittee members, no guests, or other members.

6. Other Business

It was agreed that the next meeting would be December 18, virtual only on Teams. The meeting after that would be January 15.

There was discussion of the co-chair selection.

The meeting was adjourned at 8:39 pm.

Respectfully Submitted.
Beth Gochrach