

## Board of County Commissioners

C. Richard Weaver, *President*  
Dennis E. Frazier, *Vice President*  
Stephen A. Wantz, *Secretary*  
J. Douglas Howard  
Richard S. Rothschild



## Carroll County Government

225 North Center Street  
Westminster, Maryland 21157  
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MD Relay ~ 7-1-1/800-735-2258

### **Notice of Commissioner Meetings & Agenda for the Week of February 6, 2017** **Revision 3 dated February 9, 2017**

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

#### **Monday ~ February 6, 2017**

*9:00 a.m. Carroll County State's Attorney's High School Healthy Relationships Program  
Westminster High School ~ Westminster, Maryland  
Commissioner Weaver*

#### **Tuesday ~ February 7, 2017**

**10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

##### **Item 1**

Legislative Briefing  
Department of Planning ~ Mr. Phil Hager

##### **Public Comment**

#### **Wednesday ~ February 8, 2017**

*10:00 a.m. Maryland Association of Counties Land Use Subcommittee Meeting  
Annapolis, Maryland  
Commissioner Rothschild*

*10:30 a.m. Maryland Association of Counties Legislative Committee Meeting  
Annapolis, Maryland  
Commissioners Wantz & Rothschild*

**Wednesday ~ February 8, 2017 (Continued)**

*1:00 p.m. Board of Education Work Session  
Westminster, Maryland  
Commissioner Howard*

*4:00 p.m. Board of Education Meeting  
Westminster, Maryland  
Commissioner Howard*

*7:30 p.m. Taneytown Mayor/City Council Workshop  
Taneytown, Maryland  
Commissioner Wantz*

**Thursday ~ February 9, 2017**

8:30 a.m. Board of County Commissioners Closed Administrative Session

**10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Reagan Room

*Positively Carroll*

**Item 1**

Joint BCC/CCVESA Meeting  
Dennis Brothers, President ~ CCVESA

**Item 2**

Board of County Commissioners Discussion  
Bonding & Capital Projects

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

**Thursday ~ February 9, 2017 (Continued)**

**1:30 p.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

**Item 3**

Public Comment on this item

Briefing ~ Update

[Comcast New Construction in the County](#)

Department of Technology Services ~ Mr. Mark Ripper

**Item 4**

Public Comment on this item

Briefing/Additional Discussion/Possible Decision

[Holiday Leave Definition](#)

Chapter 36 ~ Personnel Code

Department of Human Resources ~ Ms. Kim Frock

**Item 5**

Public Comment on this item

Discussion/Decision ~ Career & Tech Facility

Board of County Commissioners

**Item 6**

Board Procedure regarding Correspondence

Board of County Commissioners

**Public Comment**

Closed ~ Economic Development Proposal

**Friday ~ February 10, 2017**

*6:30 p.m. Church of the Open Door Sweetheart Banquet  
Martin's ~ Westminster, Maryland  
Commissioners Weaver & Rothschild*

**Saturday ~ February 11, 2017**

*9:00 a.m. National Trip 4-H Interviews  
Westminster, Maryland  
Commissioners Weaver & Rothschild*

*6:30 p.m. Carroll County Youth Service Bureau Chocolate Ball  
The Portico at St. John's ~ Westminster, Maryland  
Commissioners Weaver & Wantz*

**Sunday ~ February 12, 2017**

8:05 a.m.      “The Commissioners’ Report” – WTTR  
Commissioner Rothschild

4:00 p.m.      *Cub Scout Pack 224 Blue & Gold Banquet*  
*Sykesville American Legion ~ Sykesville, Maryland*  
*Commissioner Howard*

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

**CARROLL COUNTY**

*a great place to live, a great place to work, a great place to play*

**Department of Information & Technology Services**  
**Update on Comcast New Construction in the County**

**OBJECTIVE OF THIS BRIEFING**

The purpose of this briefing is to provide the Commissioners with what progress has been made with new construction by Comcast since the signing of the agreement in July, 2016.

In July of 2016 a new 10 year franchise agreement was reached. As part of the contract Comcast is supposed to complete build of 13 different roads passing a total of 344 homes by July, 2020.

To date Comcast has already completed builds passing 242 homes with 102 to go.

In addition, Comcast has completed construction on additional roads below is a summary and attached are spreadsheet showing the streets.

- Additional residences passed in the past year: 445
- In progress builds – residences to be passed: 465
- Franchise required builds to be built this year passing residences: 102

# ***DEPARTMENT OF HUMAN RESOURCES***

## ***Briefing Paper***

**February 9, 2017**

### **ISSUE:**

Additional briefing on amendments to the Carroll County Code of Public Local Laws and Ordinances Chapter 36 "Personnel Policies".

### **BACKGROUND:**

On January 19, 2017, the Board of County Commissioners convened a Public Hearing accepting testimony on proposed amendments to the Carroll County Code of Public Laws and Ordinances Chapter 36 "Personnel Policies". The Personnel Code and the amendments are intended to assure the fair and equal treatment of County employees with regard to certain aspects of their employment.

The Board of Commissioners received a briefing on the nature of the proposed amendments and outline of the reasons for the suggested changes on October 6 and 20, and December 15, 2016. The four substantive changes presented to the Board were:

1. an increase in the amount of compensatory time employees are eligible to maintain,
2. the elimination of encumbered leave and advanced sick leave which have been largely superseded and replaced by the Short Term Disability Benefit Policy 17-91-HR and the Catastrophic/Extended Family Sick Leave Policy 2014-HR-07,
3. limiting leave without pay absences to no more than 30 days in a rolling 12 month period, and
4. clarifying holiday leave process for employees required to work on a Commissioner determined holiday.

During the public hearing five (5) employees offered comment on the holiday leave calculation that is specified in Chapter 36 "Personnel Policies". On January 26, 2017 the Board of Commissioners requested staff to provide a briefing on the various methods of awarding holiday leave and the implications of each method to county operations.

The purpose of this presentation is to provide the Board of Commissioners with options available in awarding holiday leave.

**Attendees:** Kimberly Frock, Director, HR