



List of Current Vacancies for Boards, Commissions and Committees appointed by the Board of County Commissioners

The Board of County Commissioners is soliciting applicants for the committees listed below. Residents who are registered voters in Calvert County should apply. Applications may be obtained from the Commissioners' Office, 175 Main Street, Prince Frederick, Maryland, any Calvert County Public Library branch, or online at the Volunteer Boards and Commissioners homepage. If you have questions, please contact the staff liaison listed below or Ashley Staples-Reid by phone at 410-535-1600/301-855-1243 ext. 2201 or by email at Ashley.Staples-Reid@calvertcountymd.gov

Applications must be submitted by: **March 1, 2024**

If applications are not received, advertisement will be extended.

Adult Guardianship Review Board

Two vacancies due to resignations

The purpose of the Board shall be to review and make recommendations to the court regarding the continuation, modification or termination of public guardianship of disabled and/or vulnerable adults.

Meetings are to be determined.

Lorraine R. Joyner, Executive Administrative Assistant (410) 535-1600 x8803

Lorraine.Joyner@calvertcountymd.gov

Agricultural Preservation Advisory Board

One vacancy due to term expiration (Alternate)

The purpose of the Board shall be to (1) offer incentive for preservation of prime agricultural and forestry land, (2) provide reimbursement to the landowner who voluntarily agrees to place agricultural and forestry use covenants on his land, (3) utilize the free market system for financing agricultural and forestry preservation, thus avoiding direct cost to the taxpayers, (4) guide development away from prime agricultural and forestry lands on which viable farming and forestry endeavors are practical (5) promote and preserve the identity of intact rural agricultural communities where working farms and managed woodlands predominate, and (6) to minimize potential conflicts between agricultural and non-agricultural land use by providing for a functional separation of the two.

Meetings are held on the first Monday of the month. Meetings start at 7:30 p.m. during Daylight Savings Time and at 7:00 p.m. before and after Daylight Savings Time. Meetings are held in the Planning & Zoning Conference Room on the third floor of the County Services Building at 150 Main Street in Prince Frederick.

Jennifer David, Planner II

(410) 535-1600 x2238

Jennifer.David@calvertcountymd.gov

Animal Shelter Advisory Board

Three vacancies due to resignation and term expiration

The purpose of the Board shall be to advise the Board of County Commissioners (BOCC) on matters such as: Shelter Policies & Operations, Five-Year Strategic Plan for the Linda L. Kelley Animal Shelter, emergency plans pertaining to the shelter and aspects of other county plans affecting animals and the shelter, Spay/Neuter policies within the shelter, volunteer solicitation, policies, and utilization, and any matter referred to the Board by the Board of County Commissioners.

Meetings are held the first Wednesday bi-monthly at the Linda L. Kelley Animal Shelter, 5055 Hallowing Point Road, Prince Frederick MD 20678

Frances E. Rose, Executive Administrative Aide

(410) 535-1600 x8002

Francie.Rose@calvertcountymd.gov

Architectural Review Committee, Dunkirk Town Center

Two vacancies due to term expiration

The purpose of this Committee is to make recommendations to Calvert County Planning Commission on site designs/external design features of buildings and structures other than buildings and signs for: public, quasi-public, commercial, residential, industrial, multi-family or mixed use development.

Meetings are virtually held the second Thursday monthly 5:00 p.m.

Jessica Gaetano, Planner II

(410) 535-1600 x2338

Jessica.Gaetano@calvertcountymd.gov

Architectural Review Committee, Huntingtown Town Center

One vacancy due to resignation

The purpose of the Committee is to make recommendations to the Calvert County Planning Commission regarding approval of exterior design features of buildings, structures, and signs within the Mixed Use and Neighborhood Districts on the basis of appearance standards and criteria; promote awareness of good designs within the community; advise the county on matters relating to the design of public amenities within the Town Center (TC) and other matters relating to appearance within the TC; and review updates to the master plan and makes recommendations.

Meetings are virutally held the second Thursday monthly 7:30 p.m.

Kathleen Lockwood, Planner I

(410) 535-1600 x2335

Kathleen.Lockwood@calvertcountymd.gov

Architectural Review Committee, Owings Town Center

Three vacancies due to resignations

The purpose of this Committee is to make recommendations to the Calvert County Planning Commission regarding: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new accessory/ancillary buildings/structures; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed private or public roads; signs; and fences visible from existing or proposed private or public roads.

Meeting are virutally held the third Wednesday monthly 3:30 p.m.

Kathleen Lockwood, Planner I

(410) 535-1600 x2335

Kathleen.Lockwood@calvertcountymd.gov

Architectural Review Committee, Solomons Town Center

One vacancy due to resignation

The purpose of this committee is to make recommendations to the Calvert County Planning Commission on: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed public roads; signs; and fences visible from existing or proposed public roads.

Meetings are virutally held the first Monday monthly 10:00 a.m.

Jessicca Gaetano, Planner II

(410) 535-1600 x2338

Jessicca.Gaetano@calvertcountymd.gov

Architectural Review Committee, St. Leonard Town Center

Four vacancies due to resignations

The purpose of this committee is to make recommendations to the Calvert County Planning Commission on: all new commercial, office, industrial and institutional buildings; additions to existing commercial, office, industrial and institutional buildings; new residential buildings; additions to and remodeling of existing residential buildings visible from existing or proposed public roads; signs; and fences visible from existing or proposed public roads.

Meetings are virutally held the first Wednesday monthly 9:30 a.m.

Kathleen Lockwood, Planner I

(410) 535-1600 x2335

Kathleen.Lockwood@calvertcountymd.gov

Board of Appeals

Two vacancies due to resignation (alternates)

The purpose of the Board shall be to hear and decide appeals when it is alleged that there is an error in: any order, requirement, decision, or determination made by an administrative officer or unit in the administration and enforcement of the Calvert County Zoning Ordinance; variances from the Maryland Critical Area requirements; and variances from the terms of the Calvert County Zoning Ordinance, including those addressing non-conforming uses and special exceptions to the terms of the Calvert County Zoning Ordinance.

Meeting are held the first Thursday monthly 9 a.m. at Commissioners Hearing Room, 175 Main Street, Second Floor, Prince Frederick, Maryland.

Maureen Dull, Board of Appeals Coordinator

(410) 535-1600 x8552

Maureen.Frederick@calvertcountymd.gov

Calvert County Commission for Women

Seven vacancies due to resignations and term expirations

The purpose of this Board shall be to develop opportunities for women, to eliminate barriers that prevent women from realizing their full potential, and to give recognition to the contributions of women in Calvert County.

Meetings are held the third Thursday monthly (no meeting in December) 7 p.m. at Harriet E. Brown Community Center, 901 Dares Beach Road, Prince Frederick, Maryland.

Lorraine R. Joyner, Executive Administrative Assistant (410) 535-1600 x8803

Lorraine.Joyner@calvertcountymd.gov

Calvert County Ethics Commission

One vacancy due to resignation (Alternate position)

The purpose of this Committee shall be to implement Calvert County Ethics Code through advisory opinions, resolution of complaints, and devise, receive, and maintain ethics reporting forms.

Meetings are virtually held the third Tuesday monthly 4:30 p.m.

Ashley N. Staples-Reid, Special Projects Program Manager (410) 535-1600 x2201

Ashley.Staples-Reid@calvertcountymd.gov

Calvert County Family Network

Two vacancies due to resignation and term expiration

The purpose of this Board is to serve as an advisory board to the BOCC. The Board shall plan, coordinate, and monitor the delivery of integrated services for Calvert County children, youth, and families along the full continuum of care.

Meetings are held the fourth Monday quarterly (February, May, August, and November) 3:30 p.m. at Duke Room, Community Resources Building, 30 Duke Street, Prince Frederick, Maryland.

Julie N. Mashino, Family Network Coordinator (410) 535-1600 x8804

Julie.Mashino@calvertcountymd.gov

Calvert County Marine Museum Board of Governors

Six vacancies due to resignation and term expiration

The purpose of this Board is to support the operations, affairs, and programs of the Calvert Marine Museum located in Solomons, Calvert County, Maryland.

Meetings are held the first Wednesday in February, May, August and November

Jeffrey Murray, Director (410) 326-2042

Jeffrey.Murray@calvertcountymd.gov

Cove Point Light Station Commission

Two vacancies due to resignation and term expiration

The purpose of this Commission is to serve as an advisory board to the Board of County Commissioners on matters concerning the Cove Point Light Station and its impact on the Cove Point communities.

Meetings are held quarterly (Feb, Spring, Mid-Summer, and Fall) 3:00 p.m. at Calvert Marine Museum, 14150 Solomons Island Road, Solomons, Maryland.

Jeffrey Murray, Director (410) 326-2042

Jeffrey.Murray@calvertcountymd.gov

Economic Development Advisory Commission

three vacancies due to term expiration

The purpose of the Commission is to act in an advisory capacity to promote, encourage and improve the county's general economic well-being by (1) assisting in implementation of the county's 5-year strategic plan, (2) providing feedback to the BOCC on policies affecting economic development, and by (3) serving as an ambassador in recruiting businesses and promoting Calvert County to business prospects.

Meetings are held the second Wednesday quarterly (Feb, April, June, and Septemeber) 9 a.m.

Grace Fadely, Business Programs Assistant (410) 535-1600

Grace.Fadely@calvertcountymd.gov

Economic Development Authority

Two vacancies due to term expiration

The purpose of this Authority is to: undertake and support economic development activities Countywide; oversee management and land sale at the Calvert County Industrial Park and the Patuxent Business Park; and to acquire, construct, develop, improve, operate, and manage economic properties in the County.

Meetings are held the second Monday monthly 8:30 a.m.

Grace Fadely, Business Programs Assistant

(410) 535-1600

Grace.Fadely@calvertcountymd.gov

Emergency Medical Services Advisory Council

One vacancy due to resignation

The purpose of this Council is to: coordinate professional responsibilities and interests in emergency medical services affecting the citizens of Calvert County; serve as the principle advisory body to governmental and non-governmental agencies within Calvert County on emergency medical services; develop goals and facilitate broad, county-wide comprehensive emergency medical service plans and priorities; stimulate action, coordination, and otherwise ensure effective use of existing and future emergency medical facilities, services and manpower within the framework of the overall comprehensive health planning effort for Calvert County; and represent the interests of Calvert County in Regional, State, Interstate, and Federal emergency medical services planning and programs.

Meetings are held the third Wednesday monthly 7:30 p.m. at Calvert Advanced Life Support, 60 Industry Lane, Prince Frederick, Maryland.

Heather P. Howes, EMS Specialist

(410) 535-1600 x8610

Heather.Howes@calvertcountymd.gov

Employees' Retirement Plan Board of Trustees

Four vacancies due to resignations

The County has adopted the Calvert County Employees' Retirement Plan effective July 1, 1996 for the benefit of its eligible employees; and the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust.

Meetings are held the first Friday quarterly (February, May, August, and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Nicole Harrod, Human Resources Assistant

(410) 535-1600 x2281

Nicole.Harrod@calvertcountymd.gov

Employees' Retirement Savings Plan Board of Trustees

Three vacancies due to resignation and term expiration

The County has adopted new Calvert County Employees' Retirement Savings Plan effective January 1, 1999, for the benefit of its eligible employees; the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust. The Board of Trustees oversees the proper administration of the Plan.

Meetings are held the first Friday quarterly (February, May, August, and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Nicole Harrod, Human Resources Assistant

(410) 535-1600 x2281

Nicole.Harrod@calvertcountymd.gov

Environmental Commission

Once vacancy due to term expiration

The EC consists of 11 members who serve three-year terms. Following the initial three-year term, voting members may be appointed to two additional full terms. Voting members must be Calvert County residents and have interest in one or many facets of the county's natural and man-made environments. The commission also considers and advises on topics including, but not limited to: climate change, sea-level rise, aquifers supplying drinking water, traffic congestion, stormwater and wastewater management, sustainable practices, energy and water conservation.

Members can expect to spend approximately five to eight hours per month on commission-related duties for meetings, events and communications.

Meetings are held the last Monday monthly 6:00 p.m. at Calvert Library Prince Frederick Branch 850 Costley Road, Prince Frederick, MD 20678

Amalia Pleake-Tamm, Planner III

(410) 535-1600 x2501

Amalia.Pleake-Tamm@calvertcountymd.gov

Gambling Permit Review Committee

Two vacancies (alternate members)

The purpose of this Committee is to make recommendations to the Board of County Commissioners regarding approval of permits allowing certain forms of gaming and promulgate regulations, pertaining to gambling activities.

Meetings are held the second Friday quarterly (March, June, September, and December) 8:30a.m. at Dream Weaver Café & Catering, 114 Solomons Island Rd N, Prince Frederick, Maryland. For more information, call 410-535-1600 ext. 2214.

Ashley N. Staples-Reid, Special Projects Program Manager (410) 535-1600 x2201 Ashley.Staples-Reid@calvertcountymd.gov

Heritage Committee

Seven vacancies due to resignations and term expirations

The purpose of this committee is to advise the Board of County Commissioners by identifying ways to increase public awareness of Calvert County's rich historical and cultural heritage and promotes the diversity of the historical and cultural resources of Calvert County.

Meetings are held the third Thursday bimonthly 5p.m. virtually via Zoom

Summer Roen, Planner I (410) 535-1600 x2742 Summer.Roen@calvertcountymd.gov

Historic District Commission

Two vacancies due to term expiration

The purpose of this Commission is to: serve as a citizen review board on historic districting decisions; promote public education about local history and heritage resources; make recommendations concerning the historic districting of properties, amendments to ordinances and other decisions concerning historic preservation in the County; and approve work permits.

Meetings are held the second Wednesday monthly 3:30 p.m. at Courthouse Square, 205 Main Street, Prince Frederick, Maryland.

Felicia R. Harrod, Administrative Aide (410) 535-1600 x2337 Faclicia.Harrod@calvertcountymd.gov

Other Post-Employment Benefits Trust Fund Board of Trustees

Three vacancies due to resignations (citizens)

The purpose of this Board is to keep accurate and detailed accounts of all investments, receipts and payments and other Trust transactions, showing the complete record of the Trust's operation.

Meetings are held the first Friday quarterly (February, May, August and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Nicole Harrod, Human Resources Assistant (410) 535-1600 x2281 Nicole.Harrod@calvertcountymd.gov

Parks and Recreation Advisory Board

six vacancies due to resignation and term expiration

The purpose of this Board is to aid and advise the Division of Parks and Recreation and the Board of County Commissioners in the provision of recreational facilities and programs and the establishment of policy for the operation of the same.

Meetings are held the second Wednesday monthly 5:30 p.m. at Edward T. Hall Aquatic Center, Prince Frederick, Maryland. For more information, call 410-535-1600 ext. 2234.

Nola Formy-Duval, Executive Administrative Assistant (410) 535-1600 x2234 Nola.Formy-Duval@calvertcountymd.gov

Sheriff's Office Pension Plan Board of Trustees

Four vacancies due to resignations and term expiration

The County adopted the Calvert County Sheriff's Department Pension Plan effective July 1, 1989, for the benefit of its eligible employees; and the assets of the Plan shall be held in trust for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries, and defraying reasonable expenses of administering the Plan and the Trust. Name changed to Sheriff's Office Pension Plan Board of Trustees on Dec. 12, 2017.

Meetings are held the first Friday quarterly (February, May, August and November) 9:00 a.m. (additional meetings are scheduled as necessary). Meetings are at various locations in Prince Frederick, Maryland.

Nicole Harrod, Human Resources Assistant (410) 535-1600 x2281 Nicole.Harrod@calvertcountymd.gov

Social Services Advisory Board

One vacancy due to resignation

The purpose of this Board is to: work closely with the Department of Social Services Director on local application of state policies/procedures and issues relative to the program; advise local Director on local issues or programs related to the provision of social services; and provide recommendations for serving county residents more effectively.

Meetings are held the third Thursday monthly at 815 a.m. at Department of Social Services, 200 Duke Street, Prince Frederick, Maryland.

Lorraine R. Joyner, Executive Administrative Assistant (410) 535-1600 x8803

Lorraine.Joyner@calvertcountymd.gov
