

Office of the Inspector General
Advisory Board Meeting – September 11, 2023 at 5:30 p.m.
Held in the City Council Meeting Room
Meeting Minutes

CALL TO ORDER: The Meeting was called to order by Gayle Guilford. Board members present Gayle Guilford, Jim Godey, Lauren DiMartino, Nicole Brehon, Ralph Brisueno, Raymond White, Ronald Weich, Gary Williams, Michael Dowd and Brittney Banks, along with Isabel Cumming, Matt Neil and Tiana Bond from the Office of the Inspector General.

HR: Gayle Guilford began the meeting by stating that the first part of the meeting would be dedicated to discussing the annual review process of the Inspector General with the Baltimore City Department of Human Resources. Quinton Herbert then presented a Performance Management Process Overview. The upshot being that the review process for the IG will commence with calendar year 2024 using the City's Map Evaluation process and the MAP Employee Performance Review.

MINUTES: The minutes of the July 31, 2023 meeting had previously been circulated among the members of the Board. A motion was made by Ralph Brisueno to approve the minutes of the July 31, 2023 meeting, which motion was seconded by Gary Williams, and unanimously approved by the Board.

ETHICS SOFTWARE: Bryan Bartsch advised that he will provide an update at the next meeting of the Board.

PERFORMANCE REVIEW SUBCOMMITTEE REPORT: Ralph Brisueno, Chairman of the Performance Review Subcommittee, will convene a meeting of the Subcommittee to establish goals and timelines for the review of the performance of the IG.

OTHER: Gayle Guilford advised that some members of the Board have still not completed their ethics forms.

ADJOURNMENT: A motion was made by Gary Williams to adjourn the meeting at 6:25 p.m., which motion was seconded by Ronald Weich and unanimously passed by the Board.