

# Appendices



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**R.McGrath Salary Information**

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>YTD Gross Wages</b>	241,702.94	262,549.68	281,166.06	342,392.35
<b>YTD Regular Wages</b>	199,299.02	219,549.68	228,811.20	106,048.96
<b>Severance</b>	0.00	0.00	0.00	233,647.23
<b>Executive Incentive</b>	30,000.00	43,000.00	44,932.00	0.00
<b>Leave Buyback</b>	12,403.92	0.00	4,830.62	0.00
<b>Sick Leave Incentive</b>	0.00	0.00	2,592.24	2,696.16
<b>YTD 401K Employee Contribution</b>	14,271.46	15,753.04	16,800.12	6,528.32
<b>YTD 401K Employer Contribution</b>	14,386.84	15,753.04	16,800.12	6,528.32
<b>YTD Net Wages</b>	144,647.91	161,643.42	173,934.09	185,528.72

JKMcD: 2020CR00686

IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF MARYLAND

FILED  
U.S. DISTRICT COURT  
DISTRICT OF MARYLAND

2021 OCT -5 AM 10:30

CLERK'S OFFICE  
AT BALTIMORE

BY TD DEPUTY

UNITED STATES OF AMERICA

v.

ROY C. McGRATH,

Defendant.

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CRIMINAL NO.

DLB-2-399

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**INDICTMENT**

The Grand Jury for the District of Maryland charges:

**Background**

At all times material to the Indictment:

1. In 1970, the Maryland General Assembly created Maryland Environmental Services ("MES") as a corporation wholly owned by the State of Maryland to provide environmental services such as water and wastewater management, solid waste management, composting, recycling, dredged material management and other services to state and local government agencies, federal government entities, and private clients.
2. MES was headquartered in Anne Arundel County, Millersville, MD; its operating funds were generated by grants from government agencies and fees charged to governmental and private clients for its services.
3. MES was governed by an Executive Director, who was a member of a nine-member Board of Directors. The Governor of Maryland with the advice and consent of the Maryland Senate appointed the Executive Director of MES who served at the pleasure of the Board with the concurrence of the Governor. The Governor also appointed five other directors with the advice

and consent of the Senate who served staggered four-year terms. The Executive Director appointed the Deputy Director, Secretary, and Treasurer with the approval of the Governor; they served on the Board of Directors at the pleasure of the Executive Director. The Board of Directors had a three-member Human Resources Committee to consider personnel matters.

4. MES functioned as an independent state corporation or state agency; MES did not pay its employees according to the state government pay scale, but MES employees were subject to state travel regulations including per diem limits, the requirement to submit expense report forms within five business days of completion of travel and supported by itemized receipts, and state policies regarding taking annual leave, compensatory leave, and time and attendance reporting. After July 2019, MES employees maintained their official time and attendance records through a software system called "Workday."

5. MES maintained its bank accounts at Bank of America; the accounting department of MES issued instructions via interstate wire from Millersville, MD to the Bank of America server in Virginia to direct the payment of travel expense reimbursements and salary payments to its employees through direct deposit into their bank accounts.

6. MES received benefits through federal grant support and other funding from agencies of the United States, including the Environmental Protection Agency, the Department of the Interior and the Department of Transportation. For example, MES received grant funding from the Environmental Protection Agency pursuant to the Diesel Emissions Reduction Act for the upgrading or replacement of trucks, engines, forklifts, and yard tractors in and around the Port of Baltimore in the amounts shown below per calendar year:

<b>Calendar Year</b>	<b>Total Federal Funds</b>
2018	\$262,491.24
2019	\$1,857,417.04
2020	\$832,903.59

7. The Academy Art Museum, 106 South Street, Easton, Maryland was founded in 1958 to create a place dedicated to the knowledge, practice, and appreciation of the arts. It is accredited by the American Alliance of Museums and houses a permanent collection of paintings, drawings, photographs, and prints. The Academy Art Museum hosted national and regional exhibitions, concerts, lectures, education programs, and visual and performing arts classes for adults and children. The Museum collaborated with other non-profit organizations to host events in the annual Waterfowl Festival, Plein Air Competition and Arts Festival, Chesapeake Film Festival and Chesapeake Chamber Music Festival. The Museum was governed by a Board of Directors who generally pledged and paid monies personally to support the work of the Museum.

**The Defendant**

8. **ROY C. McGRATH** ("**McGRATH**") was appointed by the Governor of Maryland in December 2016 to serve as Executive Director of MES. In March 2017, **McGRATH** was confirmed by the Maryland Senate; he resigned as of May 31, 2020 to become the Governor's Chief of Staff effective as of June 1, 2020.

9. MES paid **McGRATH** an annual salary plus bonuses:

<b>YEAR</b>	<b>SALARY</b>	<b>BONUS</b>
2017	\$199,299.02	\$30,000
2018	\$219,549.68	\$43,000
2019	\$228,811.20	\$44,932
2020	\$233,647.23 left MES partway through 2020	left MES before bonus awarded

10. **McGRATH** maintained a personal bank account ending in \*\*\*5782 at SunTrust Bank, Parole, Maryland. McGrath directed MES to direct deposit his salary, bonuses, and travel reimbursements into the \*\*\*5782 account.

11. **McGRATH** was an agent and fiduciary of MES and owed MES a duty of loyalty to conduct its business for the benefit of MES and to advance the interests of MES.

#### **The Scheme to Defraud**

12. From in and around March 2019 through in and around December 2020, in the District of Maryland, the Defendant

#### **ROY C. McGRATH**

knowingly and willfully devised and intended to devise a scheme and artifice to defraud MES and the State of Maryland of money and property through materially false and fraudulent pretenses, representations and promises, including the concealment and omission of material information. (hereafter “Scheme and Artifice to Defraud”).

#### **The Purpose of the Scheme and Artifice to Defraud**

13. The purpose of the Scheme and Artifice to Defraud was for **McGRATH** to enrich himself personally by using his positions of trust as the Executive Director of MES and the chief of staff for the Governor of Maryland to cause MES to make payments on **McGRATH**'s behalf or to **McGRATH** personally to which he was not entitled, to cause the MES Board of Directors to vote for benefits for **McGRATH** based on false and misleading information, to cause MES to pay personal benefits for **McGRATH** after he left MES through **McGRATH**'s own approval of reimbursements for payments made by Subordinate Employee #1 on **McGRATH**'s behalf, and to conceal the payments and circumstances surrounding the payments from the Governor of Maryland and the MES Board of Directors.

**Manner and Means of the Scheme to Defraud**

14. It was a part of the Scheme and Artifice to Defraud that **McGRATH** submitted through Workday false time and attendance reports while he was on vacation resulting in overpayments to him.

15. It was a part of the Scheme and Artifice to Defraud that **McGRATH** caused MES funds to be paid to the Academy Art Museum where he was a member of the Board of Directors in place of **McGRATH's** using personal funds to pay his pledge to the Academy Art Museum.

16. It was a part of the Scheme and Artifice to Defraud that on May 18, 2020, while **McGRATH** was the Executive Director of MES, he interviewed with the Governor of Maryland regarding changing jobs within State Government and moving from MES to become the Governor's Chief of Staff.

17. It was a part of the Scheme and Artifice to Defraud that **McGRATH** wanted to receive a salary as Chief of Staff which matched his MES yearly salary of \$233,647.23 as well as a "severance payment" from MES in the amount of his yearly salary as MES Executive Director or \$233,647.23.

18. It was a part of the Scheme and Artifice to Defraud that **McGRATH** claimed to the Governor and to a member of the Board of Directors of MES that becoming Chief of Staff would require taking a substantial pay cut from his MES salary.

19. It was a part of the Scheme and Artifice to Defraud that **McGRATH** failed to disclose to the Governor the material fact that he intended to seek from the MES Board of Directors a "severance payment" from MES in the amount of his yearly salary as MES Executive Director or \$233,647.23.

20. It was a part of the Scheme and Artifice to Defraud that following **McGRATH's** meeting with the Governor, **McGRATH** texted State Official #1 that he would accept the job as Chief of Staff. **McGRATH** texted State Official #1 that his yearly salary at MES was \$233,647.23. State Official #1 emailed State Official #2 and copied **McGRATH** stating that **McGRATH** "and the Governor have agreed to a salary of approximately \$233,000," and **McGRATH** did not correct the statement.

21. It was a part of the Scheme and Artifice to Defraud that **McGRATH** requested through members of the MES Board of Directors a "severance payment" in the amount of his yearly salary as MES Executive Director or \$233,647.23.

22. It was a part of the Scheme and Artifice to Defraud that **McGRATH** became aware that the Board of Directors of MES was reluctant to vote such a generous severance for him unless and until the Governor approved a payment to **McGRATH** in the amount of his yearly salary as MES Executive Director or \$233,647.23.

23. It was a part of the Scheme and Artifice to Defraud that to a member of the Board of Directors of MES, **McGRATH**

a. falsely represented that the Governor knew of **McGRATH's** request to the MES Board of Directors for a "severance payment" in the amount of his yearly salary as MES Executive Director or \$233,647.23 and

b. falsely represented that the Governor approved of the "severance payment" in the amount of **McGRATH's** yearly salary or \$233,647.23.

24. It was a part of the Scheme and Artifice to Defraud that **McGRATH** falsely represented to a member of the MES Board of Directors that **McGRATH** was taking a pay cut from his MES salary to become the Chief of Staff of the Governor.

25. It was a further part of the Scheme and Artifice to Defraud that when a member of the MES Board of Directors texted **McGRATH**:

Hi, the HR committee wants to make sure that the governor would be OK with you receiving severance equal to one year's pay. They are worried about the optics and don't want to do anything to make the Governor look bad. I told them that I thought that the governor was aware and was OK with it. Correct?

**McGRATH** falsely responded:

It's anticipated, yes. Not to mention the precedences [sic]

26. It was a part of the Scheme and Artifice to Defraud that **McGRATH** caused members of the Board of Directors to falsely report to the full Board of Directors at their meeting on May 28, 2020, that the Governor had approved, or was aware of and consented to, the payment to **MCGRATH** of \$233,647.23 or an amount equal to his yearly salary as MES Executive Director.

27. It was a part of the Scheme and Artifice to Defraud that at their meeting on May 28, 2020, relying upon the false text messages and statements of **McGRATH** regarding the Governor's knowledge and approval of a "severance payment" from MES in the amount of his yearly salary as MES Executive Director or \$233,647.23, the MES Board of Directors unanimously voted for **McGRATH** to receive a severance payment of an amount equal to one year's salary, which was \$233,647.23, plus tuition reimbursement in the amount of \$5,250, which amounts were rounded up to \$239,000, plus the continued use of **McGRATH**'s MES-issued laptop computer and cell phone in his new position as the Governor's Chief of Staff.

28. It was a part of the Scheme and Artifice to Defraud that on May 28, 2020, at the MES Board of Directors meeting, **McGRATH** did not include in his request to the MES Board of Directors a request for \$14,475 to pay his tuition for the Harvard Kennedy School Executive Education program for May 31, 2020 – June 26, 2020, which program would occur following the end of **McGRATH**'s employment at MES.

29. It was a part of the Scheme and Artifice to Defraud that during the evening of May 28, 2020, **McGRATH** asked Subordinate #1, whom he supervised at MES, to pay his Harvard Kennedy School invoice HKSEE014115 in the total amount of \$14,475.

30. It was a part of the Scheme and Artifice to Defraud that on May 28, 2020, **McGRATH** emailed Subordinate #1 a copy of invoice HKSEE014115 in the total amount of \$14,475.

31. It was a part of the Scheme and Artifice to Defraud that Subordinate #1 paid Invoice HKSEE014115 in the total amount of \$14,475 for **McGRATH's** Harvard Kennedy School program with a personal credit card.

32. It was a part of the Scheme and Artifice to Defraud that the following day, on May 29, 2020, Subordinate #1 submitted an expense report to MES on its computerized expense reimbursement system for reimbursement of the \$14,475 Subordinate #1 had paid on **McGRATH's** behalf.

33. It was a part of the Scheme and Artifice to Defraud that also on May 29, 2020, **McGRATH** approved the expense report of Subordinate #1, including the payment of \$14,475 to Subordinate #1 of MES funds to reimburse Subordinate #1 for his expenditure on **McGRATH's** behalf.

34. It was a part of the Scheme and Artifice to Defraud that MES reimbursed Subordinate #1 \$14,475 for his payment on **McGRATH's** behalf.

35. It was a part of the Scheme and Artifice to Defraud that **McGRATH** attended the Harvard Kennedy School Program following his resignation from MES.

36. On June 17, 2020, Subordinate Employee #1 texted **McGRATH** and asked whether **McGRATH** would like to review the minutes from the Board of Directors meeting in May [where the severance package was approved]; **McGRATH** texted in response, "Yes . . . offline."

37. In and around June 27, 2020, through Subordinate Employee #1, **McGRATH** proposed that the public version of the minutes of Board of Directors' meeting of May 28, 2020, would state only that a "motion [was made] that the Board enter closed session to discuss the compensation of a specific employees [sic] of the Maryland Environmental Service." **McGRATH** attempted to delete, or cause to be deleted, from the proposed public minutes any mention of compensation of either **McGRATH** or compensation of the Executive Director of MES, or the amount \$233,647.23, or the description of the compensation as a "year's salary."

38. It was a further part of the Scheme and Artifice to Defraud that in early August 2020, when the Governor first became aware of the fact and amount of the "severance payment" from MES to **McGRATH**, the Governor asked **McGRATH** about the fact and the amount of the "severance payment." **McGRATH** falsely responded to the Governor that the MES Board of Directors had **offered** him the "severance payment" in accordance with their usual practice. **McGRATH** further concealed from the Governor that **McGRATH** had falsely represented to members of the MES Board of Directors, and caused them to falsely represent to the entire Board, that the Governor was aware of, and consented to, the proposed payment to **McGRATH** of a "severance payment" from MES in the amount of his yearly salary as MES Executive Director or \$233,647.23.

#### **THE CHARGES**

39. On or about the dates set forth below, in the District of Maryland and elsewhere, the defendant

#### **ROY C. McGRATH**

for the purpose of executing the Scheme and Artifice to Defraud and attempting to do so, did transmit and cause to be transmitted by means of wire communication in interstate commerce writings, signs, signals, and sounds, namely:

Count	Interstate Transmission	Description of Interstate Transmission
1	5/28/2020	Interstate Email from <b>McGRATH</b> in Maryland to Subordinate #1's personal email account in Washington, D.C., sending Harvard Kennedy School Invoice HKSEE014115 in the total amount of \$14,475
2	6/5/2020	MES Accounting Department, Millersville, MD electronic instruction to Bank of America ACH Payment System, Virginia to transfer \$14,970 to the bank account of Subordinate #1, which included reimbursement for \$14,475
3	6/10/2020	MES Accounting Department, Millersville, MD electronic instruction to Bank of America ACH Payment System, Virginia to transfer \$125,517.79 to <b>McGRATH</b> 's Suntrust Bank account ending in **** 5782, a portion of the approved severance payment of \$233,647.23.
4	6/27/2020	Subordinate #1's email from Washington, D.C. through MES server, Millersville, MD, to paralegal: "we have some additional edits to the May BOD [Board of Directors] minutes"

18 U.S.C. § 1343

**COUNTS FIVE – SIX**

1. The allegations of Count 1, Paragraphs 1-11 are hereby incorporated by reference.
2. In each twelve-month period set forth below, in the District and Maryland and elsewhere, the Defendant

**ROY C. MCGRATH**

who was an agent of an organization, namely MES, which received federal benefits in excess of \$10,000 in the twelve-month periods set forth below, embezzled, stole, obtained by fraud, and intentionally misapplied property, including funds, of MES valued at \$5,000 or more:

Count	Calendar Year	Misapplied Funds	Method
5	2019	a. Salary in the approximate amount of \$6,526.36 b. \$15,000 c. Salary in the approximate amount of \$1,729.88	a. <b>McGRATH's</b> failure to take annual leave while on a vacation cruise to Spain, France & Italy from 8/3/2019 – 8/13/2019; b. Use of MES funds to pay <b>MCGRATH's</b> personal pledge to Academy Art Museum; c. <b>McGRATH's</b> failure to take annual leave while on a vacation in Naples, FL from December 26 – 30, 2019.
6	2020	a. \$233,647.23 b. \$14,475.00	a. Causing Board of Directors of MES to rely on false and fraudulent information to approve payment of a year's salary of \$233,647.23 to <b>McGRATH</b> as a severance payment; b. Causing MES to reimburse Subordinate #1 for his payment of <b>McGRATH's</b> personal expense, namely \$14,475 in tuition expenses for the Harvard Kennedy School of Government.

18 U.S.C. § 666 (a)(1)(A)

**FORFEITURE ALLEGATION**

The Grand Jury for the District of Maryland further finds that:

1. Pursuant to Rule 32.2, Fed. R. Crim. P., notice is hereby given to the defendant that the United States will seek forfeiture as part of any sentence in accordance with 18 U.S.C. § 981(a)(1)(C), 21 U.S.C. § 853(p), and 28 U.S.C. § 2461(c), in the event of a defendant's conviction of any of the offenses charged in Counts One – Six.

2. Upon conviction of any of the offenses set forth in Counts One – Six of this Indictment, the defendant,

**ROY C. McGRATH**

shall forfeit to the United States any property, real or personal, which constitutes or is derived from proceeds traceable to the offenses.

3. The property to be forfeited includes, but is not limited to, the following:

a. a money judgment in the amount of proceeds the defendant obtained as the result of his offenses of conviction; and

b. up to \$119,000 in proceeds transferred to the Defendant's TD Ameritrade account ending in \*\*\*3059.

**Substitute Assets**

4. If any of the property described above, as a result of any act or omission of the defendant:

a. cannot be located upon the exercise of due diligence;

b. has been transferred or sold to, or deposited with, a third party;

c. has been placed beyond the jurisdiction of the court;

d. has been substantially diminished in value; or

e. has been commingled with other property which cannot be divided without difficulty,

the United States shall be entitled to forfeiture of substitute property pursuant to 21 U.S.C. § 853(p), as incorporated by 28 U.S.C. § 2461(c).

18 U.S.C. § 981(a)(1)(C); 21 U.S.C. § 853(p); 28 U.S.C. § 2461(c)

*Jonathan F. Lenzner/jkmc*

Jonathan F. Lenzner

Acting United States Attorney

A TRUE BILL:

**SIGNATURE REDACTED**

Foreperson

10/5/2021

Date

STATE OF MARYLAND

vs.

ROY C. MCGRATH

4552 Tamarind Way  
Naples, Florida 34119

IN THE CIRCUIT COURT  
FOR ANNE ARUNDEL COUNTY

Case No.: C-02-CR-21-

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**CRIMINAL INFORMATION**

THE STATE PROSECUTOR for the State of Maryland, informs and charges, ROY C. MCGRATH with having committed the following offenses in Anne Arundel County.

**I. INTRODUCTION AND BACKGROUND**

At all times relevant to this Information:

1. The Maryland Environmental Service ("MES"), located at 259 Najoles Road, Millersville, Anne Arundel County, Maryland 21108, was established by the Maryland General Assembly in 1970 to assist with the preservation, improvement, and management of the quality of air, land, water, and natural resources, and to promote the health and welfare of the citizens of the State. As of 2020, MES employed over 800 individuals and operated more than 1,000 environmental projects across Maryland and the Mid-Atlantic region.
2. There are four officers of MES: a Director, a Deputy Director, a Secretary, and a Treasurer. The Director is appointed by the Governor, with the advice and consent of the Senate and serves at the pleasure of the Board of Directors ("Board") with the concurrence of the Governor. The Deputy Director, the Secretary and the Treasurer are appointed by the Director with the approval of the Governor and serve at the pleasure of the Director.

FILED  
CRIMINAL DEPARTMENT

2021.OCT-5 A 8:41

3. The Board consists of nine members, including: the four officers of MES, three members from the public sector, and two members from the private sector. There is a three member sub-committee of the Board, known as the Human Resources (“HR”) Committee, which provides guidance to the entirety of the Board on matters such as employee compensation and benefits.

4. Maryland Code, Natural Resources § 3-103 (c)(1) states that the Director is both the administrative head of MES and the presiding officer of the Board. The Director is responsible to the Board and shall advise the Board on all matters assigned to MES. The Director shall carry out the Board’s policies related to MES.

5. Roy C. McGrath (“MCGRATH”) received a Commission to serve as the Director of MES from the Governor’s Office on December 21, 2016, and served through May 30, 2020. On January 19, 2017, MCGRATH took an Oath of Office, administered by the Clerk of the Court for Charles County, Maryland.

6. Lawrence Joseph Hogan Jr. (“Governor Hogan”) is the 62<sup>nd</sup> Governor of Maryland. Governor Hogan was first elected in 2014 and was reelected in 2018 to a four-year term expiring in 2022. Governor Hogan has an Executive Council, known as the Governor’s Cabinet (“Cabinet”), which meets weekly to coordinate, direct and supervise executive functions of State government. In his capacity as Director of MES, MCGRATH was a de facto member of the Cabinet and routinely attended its meetings.

## **II. RECORDED CONVERSATIONS**

7. The State incorporates paragraphs 1 - 6 of this Information as though fully set forth herein.

8. In March 2020, MCGRATH became a member of the State of Maryland’s Coronavirus Response Team (“Coronavirus Response Team”). In his capacity as a member of the Coronavirus

Response Team, MCGRATH was involved in frequent calls and meetings, including virtual teleconferences which occurred on the Google Meet platform.

9. MCGRATH participated in many of these meetings from his residence, the MES headquarters building, or the Maryland State House, all located in Anne Arundel County, Maryland.

10. On June 1, 2020, MCGRATH joined Governor Hogan's administration as the Governor's Chief of Staff, a position which MCGRATH held until his resignation on August 17, 2020. After becoming Chief of Staff to Governor Hogan, MCGRATH was involved in frequent calls and meetings, to include the virtual teleconferences occurring on the Google Meet platform.

11. In August 2020, as Chief of Staff to Governor Hogan, MCGRATH engaged in conversations with political strategists and senior advisors to Governor Hogan about how to handle challenges presented by public allegations raised against MCGRATH.

#### **COUNT 1 - UNLAWFUL INTERCEPT**

12. On or about March 11, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving the Deputy Director of the Maryland Environmental Service ("MES"), the Director of Strategic Communications for MES, and other individuals, without obtaining consent to record the conversation from the Deputy Director or the Director of Strategic Communications, and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

### **COUNT 2 - MISCONDUCT IN OFFICE**

13. On or about March 11, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service ("MES"), did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving the Deputy Director of MES, the Director of Strategic Communications for MES, and other individuals without informing the Deputy Director or the Director of Strategic Communications that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **COUNT 3 - UNLAWFUL INTERCEPT**

14. On or about March 12, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving Governor Hogan, the Governor's Chief of Staff, the Secretary of Health for the Maryland Department of Health, and other individuals, without obtaining consent to record the conversation from Governor Hogan, the Governor's Chief of Staff, or the Secretary of Health, and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

#### **COUNT 4 - MISCONDUCT IN OFFICE**

15. On or about March 12, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving Governor Hogan, the Governor's Chief of Staff, the Secretary of Health for the Maryland Department of Health, and other individuals, without notifying Governor Hogan, the Governor's Chief of Staff, or the Secretary of Health that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

#### **COUNT 5 - UNLAWFUL INTERCEPT**

16. On or about March 13, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving Governor Hogan, the Chief Legislative Officer for the Office of the Governor, and other individuals, without obtaining consent to record the conversation from Governor Hogan or the Chief Legislative Officer, and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

### **COUNT 6- MISCONDUCT IN OFFICE**

17. On or about March 13, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving Governor Hogan, the Chief Legislative Officer for the Office of the Governor, and other individuals, without notifying Governor Hogan or the Chief Legislative Officer that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **COUNT 7 - UNLAWFUL INTERCEPT**

18. On or about April 5, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted party, to wit: MCGRATH recorded a conversation involving Governor Hogan, the Secretary of the Maryland Department of General Services, the Secretary of the Maryland Department of Transportation and other individuals without obtaining consent to record the conversation from Governor Hogan, the Secretary of the Maryland Department of General Services or the Secretary of the Maryland Department of Transportation and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

### **COUNT 8 - MISCONDUCT IN OFFICE**

19. On or about April 5, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving Governor Hogan, the Secretary of the Maryland Department of General Services, the Secretary of the Maryland Department of Transportation, and other individuals, without notifying Governor Hogan, the Secretary of the Maryland Department of General Services, or the Secretary of the Maryland Department of Transportation, that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **COUNT 9 - UNLAWFUL INTERCEPT**

20. On or about May 15, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving Governor Hogan, the Governor's Chief of Staff, a Senior Advisor to Governor Hogan, the Deputy Secretary for Public Health at the Maryland Department of Health, the Deputy Secretary for Operations at the Maryland Department of Health and other individuals, without obtaining consent to record the conversation from Governor Hogan, the Governor's Chief of Staff, a Senior Advisor to Governor Hogan, or either of the Deputy Secretaries at the Maryland Department of Health and did not notify

them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

#### **COUNT 10 - MISCONDUCT IN OFFICE**

21. On or about May 15, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving Governor Hogan, the Governor's Chief of Staff, a Senior Advisor to Governor Hogan, the Deputy Secretary for Public Health at the Maryland Department of Health, and the Deputy Secretary for Operations at the Maryland Department of Health, and other individuals, without notifying Governor Hogan, the Governor's Chief of Staff, a Senior Advisor to Governor Hogan, or either of the Deputy Secretaries at the Maryland Department of Health that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

#### **COUNT 11 - UNLAWFUL INTERCEPT**

22. On or about May 17, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving the Communications Director of the Governor's Office of Community Initiatives, the Director of

Procurement for the Maryland Department of General Services, the Secretary of the Maryland Department of General Services, and other individuals without obtaining consent to record the conversation from the Communications Director of the Governor's Office of Community Initiatives, the Director of Procurement for the Maryland Department of General Services, or the Secretary of the Maryland Department of General Services and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

#### **COUNT 12 - MISCONDUCT IN OFFICE**

23. On or about May 17, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving the Communications Director of the Governor's Office of Community Initiatives, the Director of Procurement for the Maryland Department of General Services, the Secretary of the Maryland Department of General Services, other individuals, and himself, without notifying the Communications Director of the Governor's Office of Community Initiatives, the Director of Procurement for the Maryland Department of General Services, or the Secretary of the Maryland Department of General Services that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

**COUNT 13 - UNLAWFUL INTERCEPT**

24. On or about May 22, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or consent of the intercepted party, to wit: MCGRATH recorded a conversation involving the Governor's Chief of Staff, without obtaining consent to record the conversation from the Governor's Chief of Staff and did not notify him that he was being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

**COUNT 14 - MISCONDUCT IN OFFICE**

25. On or about May 22, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving the Governor's Chief of Staff, without notifying the Governor's Chief of Staff that he was being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

**COUNT 15 - UNLAWFUL INTERCEPT**

26. On or about May 26, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or

consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving the Governor's Chief of Staff, the Secretary of the Maryland Department of Budget & Management, and other individuals, without obtaining consent to record the conversation from the Governor's Chief of Staff or the Secretary of the Maryland Department of Budget & Management and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

#### **COUNT 16 - MISCONDUCT IN OFFICE**

27. On or about May 26, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving the Governor's Chief of Staff, the Secretary of the Maryland Department of Budget & Management, other individuals, without notifying the Governor's Chief of Staff or the Secretary of the Maryland Department of Budget & Management that they were being recorded, against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

#### **COUNT 17 - UNLAWFUL INTERCEPT**

28. On or about August 17, 2020 at Anne Arundel County, Maryland, ROY C. MCGRATH did willfully intercept an oral communication, using an Apple iPhone, without the knowledge or

consent of the intercepted parties, to wit: MCGRATH recorded a conversation involving the Chief Legislative Officer for the Office of the Governor, the Governor's Chief Counsel, a Senior Advisor to Governor Hogan, and two political consultants without obtaining consent to record the conversation from the Chief Legislative Officer, the Governor's Chief Counsel, a Senior Advisor to Governor Hogan, or either of the two political consultants and did not notify them that they were being recorded, in violation of §10-402(a)(1) of the Courts and Judicial Proceedings Article and against the peace, government and dignity of the State.

*CJIS Code 1-5595*

*Courts and Judicial Proceedings Article §10-402(a)(1)*

*Penalty 5 years and/or \$10,000*

#### **COUNT 18- MISCONDUCT IN OFFICE**

29. On or about August 17, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chief of Staff to Governor Larry Hogan, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, recording a conversation involving the Chief Legislative Officer for the Office of the Governor, the Governor's Chief Counsel, a Senior Advisor to Governor Hogan, and two political consultants without notifying the Chief Legislative Officer, the Governor's Chief Counsel, a Senior Advisor to Governor Hogan, or either of the two political consultants that they were being recorded against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **III. USE OF LEAVE AT MES**

30. The State incorporates paragraphs 1- 6 and paragraphs 7-11 of this Information as though fully set forth herein.

31. Between August 2, 2019 through August 13, 2019, MCGRATH and his partner celebrated personal milestones with a trip to Europe. In text message and email communications, MCGRATH referred to the trip as a “vacation”.

32. On August 3, 2019, MCGRATH and his partner departed on a boat cruise from Barcelona, Spain and traveled to Valencia, Spain; Ibiza, Spain; Provence, France; Nice, France; and Florence, Italy. The cruise arrived in Rome, Italy on August 10, 2019. Upon arrival in Italy, McGrath and his partner spent the next two days sightseeing, before they traveled back to the United States on August 13, 2019.

33. Upon his return to MES, despite doing a minimal amount of MES- related work while on vacation, MCGRATH submitted a falsified timesheet which reflected that he worked fifty-eight (58) hours more than he actually worked while on his European trip.

34. In December 2019, MCGRATH and his partner celebrated the end-of-the-year holidays with a vacation in Florida. On December 26, 2020, MCGRATH put an “out of office” message on his email at work which reflected that he would be out of the office, with a return to work date of December 31, 2020.

35. Upon his return to MES, despite doing a minimal amount of MES- related work while on vacation, MCGRATH submitted a falsified timesheet which reflected that he worked fifteen (15) hours more than he actually worked while on his Florida trip.

### **COUNT 19 - MISCONDUCT IN OFFICE**

36. On or about August 2, 2019 through and including August 14, 2019, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, travelled for personal pleasure and submitted a falsified timesheet, which inaccurately reported his hours of work while on a European vacation, allowing him to retain higher leave balances, in violation of the common law and against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **COUNT 20 - THEFT SCHEME \$1,500-\$25,000**

37. ROY C. MCGRATH, did, between the dates of on or about August 2, 2019 through and including August 14, 2019, pursuant to one scheme and continuing course of conduct, steal 58 hours of work from the Maryland Environmental Service, having the value of \$6,515.14, at least \$1,500 but less than \$25,000, in the violation of CR §7-104 of the Annotated Code of Maryland.

*CJIS Code 1-1136*

*CR §7-104*

*Penalty: \$10,000 and/or 5 years*

### **COUNT 21 - MISCONDUCT IN OFFICE**

38. On or about December 26, 2019 through and including December 30, 2019, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, travelled for personal pleasure and submitted an falsified timesheet, which inaccurately

reported his hours of work while on a Florida vacation, allowing him to retain higher leave balances in violation of the common law and against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

#### **COUNT 22 - THEFT SCHEME \$1,500-\$25,000**

39. ROY C. MCGRATH, did, between the dates of on or about December 26, 2019 through and including December 30, 2019, pursuant to one scheme and continuing course of conduct, steal 15 hours of work from the Maryland Environmental Service, having the value of \$1,684.95, at least \$1,500 but less than \$25,000, in the violation of CR §7-104 of the Annotated Code of Maryland.

*CJIS Code 1-1136*

*CR §7-104*

*Penalty: \$10,000 and/or 5 years*

#### **IV. BOARD SERVICE AT ACADEMY ART MUSEUM**

40. The State incorporates paragraphs 1-6; 7-11; and paragraphs 30-35 of this Information as though fully set forth herein.

41. On March 27, 2019, MCGRATH met with the Executive Director of Academy Art Museum and two members of the Board of Trustees of the Academy Art Museum at the Talbot County Country Club. During the meeting MCGRATH and the others discussed MCGRATH joining Academy Art Museum's Board of Trustees.

42. That same day, following the meeting, MCGRATH sent text messages to his partner stating "Looks like I'm going to need to join this board...which is fine. I just want to come off the other

one first the timing should be good.... The people involved are at a much higher level and far better networked....so I think it will be more beneficial in that respect too.”

43. On April 2, 2019, MCGRATH directed the Executive Assistant and Board Liaison for the Office of the Director of MES to purchase tickets to an Academy Art Museum event for his use using an MES credit card that was issued to the Executive Assistant and Board Liaison, in an attempt to conceal that this expenditure was for MCGRATH’S benefit.

44. On April 25, 2019, MCGRATH along with other members of the MES Board, received ethics training from the Director of the Maryland State Ethics Commission (“Ethics Commission”).

45. On August 8, 2019, while on a boat cruise to Italy, MCGRATH received an email welcoming him to the Academy Art Museum’s Board of Trustees. The Executive Director of Academy Art Museum asked for MCGRATH’s contact information and MCGRATH responded “Maybe best if we use my personal mailing address going forward, as this will not be an official function of my work role (although I certainly anticipate some overlap).”

46. On September 12, 2019, Academy Art Museum announced changes to its Board of Trustees, including the addition of MCGRATH as a new appointee to the Board of Trustees. That same day, a Board member from Academy Art Museum sent an email to MCGRATH which thanked him for his “personal engagement with the Museum.” Attached to the email was a letter which requested a \$15,000 contribution as sponsorship for the Academy Art Museum Craft Show.

47. On October 25, 2019, at MCGRATH’s direction, MES issued a check to the Academy Art Museum in the amount of \$15,000. MCGRATH did not request Board approval for this expense and did not disclose this expense to the Board.

48. As Director of MES, MCGRATH filed annual financial disclosures with the Ethics Commission. Although he joined the Board of Trustees for the Academy Art Museum in 2019, MCGRATH did not disclose his position on the Board in his 2019 financial disclosure as required by law.

### **COUNT 23 - MISCONDUCT IN OFFICE**

49. On or about October 21, 2019, through and including October 25, 2019 at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, directing \$15,000 dollars in Maryland Environmental Service funds to the Academy Art Museum without disclosing the donation to the Board of Directors of the Maryland Environmental Service, while serving on the Board of Trustees of the Academy Art Museum, in violation of the common law and against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

### **V. DEPARTURE FROM MES**

50. The State incorporates paragraphs 1-6, paragraphs 8-11, paragraphs 30-35 and paragraphs 40-48 of this Information as though fully set forth herein.

51. On May 18, 2020, Governor Hogan met with MCGRATH about MCGRATH's possible appointment as the Governor's new Chief of Staff, to replace the Chief of Staff who had tendered his resignation effective in early June of 2020. After the meeting MCGRATH texted the Governor's Chief of Staff, "Offered, accepted."

52. Later that evening, MCGRATH informed the Governor's Chief of Staff that MCGRATH would continue to earn the same salary MCGRATH was earning at MES, an increase of \$28,000 over the Chief of Staff's current salary. The Chief of Staff advised MCGRATH that this could be a public relations issue, given the climate with COVID-19 and budget concerns. MCGRATH informed the Chief of Staff that it would not be an issue, because MCGRATH was forgoing future bonuses at MES by accepting the Chief of Staff position. MCGRATH never mentioned a severance payment to the Governor's Chief of Staff.

53. On May 20, 2020, MCGRATH received an official offer letter from the Governor's Office setting his salary as the Governor's Chief of Staff at \$233,647.23, which was his exact salary at MES. Although the Governor's Office paid MCGRATH the same salary in his role as Chief of Staff as the salary he was earning at MES, MCGRATH informed multiple MES employees and Board Members that he was taking a pay cut to move from MES to the Governor's Office.

54. On May 26, 2020, at 11:19 a.m., MCGRATH sent an email to members of the MES Board, writing: "As you know, I am in my fourth year at MES. At the end of this month, I will be departing MES to serve as Chief of Staff for the State of Maryland and Governor Hogan. I will be sharing this today with MES during our 11:30 a.m. all-team call, and an announcement is expected from the Governor's office this afternoon. Your confidence until then is appreciated."

55. On May 27, 2020, the HR Committee of the MES Board met to discuss MCGRATH's departure. The Chairman of the HR Committee conveyed to the HR Committee that MCGRATH had requested one year's salary as a severance payment in his exit package. The HR Committee raised concerns about MCGRATH's request and at the end of the meeting agreed that it would not recommend the issuance of the requested severance payment unless it was approved by Governor Hogan.

56. Following the meeting on May, 27, 2020, the Deputy Director of MES sent the following text message to MCGRATH:

DEPUTY DIRECTOR OF MES: *Hi, the HR committee wants to make sure that the governor would be OK with you receiving severance equal to one year's pay. They are worried about the optics and don't want to do anything to make the Governor look bad. I told them that I thought that the governor was aware and was OK with it. Correct?*

MCGRATH: *It's anticipated, yes. Not to mention the precedences [sic]*

57. On May 28, 2020, the HR Committee had a second meeting where his severance package at one year's salary was approved.

58. Meeting minutes are prepared at each MES Board meeting, which are disseminated for review by those present at the meeting and then approved by vote at the next meeting. The next scheduled meeting of the MES Board was June 29, 2020.

59. The final version of the closed meeting minutes, as approved by the MES Board, in June 2020, read:

*[Chairman of the HR Committee], as Chair of the Human Resources Committee initiated a discussion regarding compensation for the Director. [Chairman of the HR Committee] advised that Mr. McGrath had announced his resignation as Director of the agency and would be starting a new position as Governor Hogan's Chief of staff on Monday, June 1. Mr. McGrath had requested that the Board approve a severance payment like the severance that the Board had approved for the two prior Directors. [Chairman of the HR Committee] stated that he had told Mr. McGrath that he would not recommend the severance payment be made unless the Governor was aware of the proposed severance and did not object. [Chairman of the HR Committee] also reported that he and Mr. McGrath had also discussed other personnel and budgetary matters and Mr. McGrath assured him that the concerns of the Board would be considered.*

*[Chairman of the HR Committee] then advised that the Human Resources Committee had met via conference call on May 27, and again on the morning of May 28 prior to the Board meeting. The Human Resources Committee was recommending that the full Board approve a severance payment to Mr. McGrath consisting of an amount equal to one year's salary which is \$233,647.23, plus tuition reimbursement in the amount of \$5,250, for a total amount of \$238,897.23. [Chairman of the HR Committee] further stated that the Committee recommended*

*that the amount be rounded up to \$239,000.00. In making this recommendation [Chairman of the HR Committee] noted that by leaving prior to the end of the fiscal year Mr. McGrath would not be able to receive an Executive Incentive payment for FY 2020. This amount would be approximately \$47,000. Additionally, Mr. McGrath has a significant amount of unused leave, which he intends to transfer to his new position. Mr. McGrath had told [Chairman of the HR Committee] that the cash value of his unused leave was approximately \$211,000.*

60. On August 17, 2020, MCGRATH resigned his position as Chief of Staff to Governor Hogan.

61. On August 25, 2020, Governor Hogan released a statement including the following:

To be clear, I did not approve, recommend, or have any involvement whatsoever in any of these decisions made by the board of directors of MES with respect to the former director Roy McGrath or any other individual.

#### **COUNT 24 - MISCONDUCT IN OFFICE**

62. On or about May 18, 2020 through and including May 31, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, conveying Governor Larry Hogan's endorsement of a \$233,647.23 severance package to the Maryland Environmental Service Board of Directors, which the Board relied on as a material element of its decision to award the severance package to MCGRATH upon his exit from Maryland Environmental Service, when in fact Governor Hogan had not endorsed the proposed \$233,647.23 severance package, in violation of the common law and against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

#### **IV. SENIOR EXECUTIVE FELLOW PROGRAM**

63. The State incorporates paragraphs 1-6, paragraphs 30-35, paragraphs 40-48 and paragraphs 50-61 of this Information as though fully set forth herein.

64. On January 31, 2020, MCGRATH contacted Harvard University about the Senior Executive Fellows Program ("SEFP") at the Kennedy School, which had an application deadline of February 5, 2020.

65. On February 10, 2020, MCGRATH was accepted into the Senior Executive Fellows Program at the Harvard Kennedy School, and was scheduled to attend an in-person program in Cambridge, Massachusetts from April 4 - May 1, 2020, at a cost of \$14,475.00. MCGRATH did not inform the MES Board about this program during this time period.

66. Due to the COVID-19 pandemic, the program was rescheduled as a virtual program set to begin June 1, 2020 and end on June 26, 2020.

67. On May 25, 2020, in preparation for the announcement of MCGRATH's new position as the Chief of Staff, MCGRATH sent an email to the Director of Communications for the Governor's Office, which stated in pertinent part "thought some background info might be helpful for whomever is handling tomorrow's transition announcement draft." In that email, MCGRATH attached information about himself, which included a statement that he was a "Senior Executive Fellow at the Harvard Kennedy School of Government."

68. In the evening of May 28, 2020, the same day that MCGRATH's severance package, including one year's salary and tuition reimbursement, was approved by the Board, MCGRATH contacted the MES Director of Operations and used his personal email account to send a copy of the invoice from Harvard to the MES Director of Operations' personal email account. The MES

Director of Operations then used his personal credit card to pay MCGRATH's \$14,475.00 tuition payment to Harvard.

69. On May 29, 2020, at 9:43 a.m., the MES Director of Operations submitted the Harvard Kennedy invoice for reimbursement through MES's accounts payable system. All requests for reimbursement must be approved by an employee's supervisor. At 2:26 p.m., MCGRATH, as the direct supervisor of the MES Director of Operations, approved the MES Director of Operations' request for reimbursement in the amount of \$14,475.00. May 29, 2020 was MCGRATH's last work day at MES and the last day that MCGRATH was the MES Director of Operations' supervisor.

70. On June 3, 2020, an employee in MES's finance department contacted the MES Director of Operations via email, which read in pertinent part:

It appears that you paid for some type of course/program for Roy at the Harvard Kennedy School. As this is a large reimbursement, we will need further documentation on the payment for this. The invoice does not note how it was paid, only that it was paid. A copy of the credit card transaction or something similar would be good. Also, in the midst of the COVID, I just wanted to confirm that this course/program still occurred and was attended by Roy.

Upon receipt of the email, the MES Director of Operations contacted MCGRATH to find out how the MES Director of Operations should respond.

71. On June 4, 2020, the MES Director of Operations responded to the email and wrote "Hi [Employee in Finance Division of MES]– thank you for the follow up! **Yes, the course still occurred.**" (Emphasis added). The MES Director of Operations also provided additional documentation of the payment made on his credit card and his reimbursement request was processed and paid in full.

72. On June 5, 2020, the end of the first week of the SEFP, MCGRATH was contacted by a member of the program staff in reference to his lack of attendance, who said that they understood

he had a demanding job but that it might make more sense for MCGRATH to withdraw from the program and attend another time. MCGRATH responded to this email stating that he had not heard of program requirements and, regarding their offer for a refund, MCGRATH stated that “it is also a bit complicated too as my former employer sponsored the course and I would likely not be able to participate in person for the next two years.”

#### **COUNT 25 - MISAPPROPRIATION**

73. On or about May 29, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, did, being a fiduciary of Maryland Environmental Service, an agency of the State of Maryland, fraudulently and willfully appropriate to a use not in the due and lawful execution of his trust, \$14,475.00 of funds, for tuition for a course offered by Harvard University Kennedy School that both began and commenced after MCGRATH was no longer a Maryland Environmental Service employee, received by him in his fiduciary capacity, in violation of the common law and against the peace, government and dignity of the State.

*CR §7-113*  
*CJIS Code 1-2799*  
*Penalty: 5 years*

#### **COUNT 26 - THEFT \$1,500-\$25,000**

76. ROY C. MCGRATH, did, between the dates of on or about May 29, 2020 through and including June 4, 2020, steal approximately \$14,475.00, the property of Maryland Environmental Service, to pay for a Senior Executive Fellow program offered by the Harvard University Kennedy School, that both began and commenced after MCGRATH was no longer a Maryland

Environmental Service employee, in violation of CR § 7-104 of the Annotated Code of Maryland and against the peace, government, and dignity of the State.

*CR §7-104*

*CJIS Code 1-1136*

*Penalty: \$10,000 and/or 5 years*

#### **COUNT 27 - MISCONDUCT IN OFFICE**

77. On or about May 29, 2020, at Anne Arundel County, Maryland, ROY C. MCGRATH, in violation and perversion of his duties as the Chair of the Board and Director of Maryland Environmental Service, did corruptly commit misconduct in office by knowingly, willfully, and intentionally, while exercising his duties of office, approve a \$14,475.00 reimbursement request submitted by the MES Director of Operations, for a Senior Executive Fellows Program offered by the Harvard Kennedy School, that MCGRATH would both begin and complete after he knew he would no longer be a Maryland Environmental Service employee, in violation of the common law and against the peace, government and dignity of the State.

*Common Law*

*CJIS Code 2-0645 Misconduct in Office*

*Penalty: Anything not cruel and unusual*

THE STATE PROSECUTOR further avers and alleges that the offenses charged hereinabove were committed contrary to the form and Act of Assembly in such cases made and provided and were against the peace, government and dignity of the State of Maryland.

CHARLTON T. HOWARD  
MARYLAND STATE PROSECUTOR

By:



SARAH R. DAVID  
Deputy State Prosecutor  
Office of the State Prosecutor  
300 E. Joppa Road  
Suite 410, Hampton Plaza  
Towson, Maryland 21286  
(410) 321-4067  
[sarah.david@maryland.gov](mailto:sarah.david@maryland.gov)  
AIS# 1312170202



THE MARYLAND GENERAL  
ASSEMBLY  
ANNAPOLIS, MARYLAND 21401-1991

August 18, 2020

Mr. Michael Padone  
Chief Legal Counsel  
Office of Legal Counsel  
Shaw House, 21 State Circle  
Annapolis, Maryland 21401

Mr. Charles Glass  
Director, CEO, and Chairman  
Maryland Environmental Service  
259 Najoles Road  
Millersville, Maryland 21108

Dear Mr. Pedone and Mr. Glass:

Following recent disturbing media reports regarding former Director/CEO/Chairman and former Governor's Chief of Staff Roy McGrath, the Joint Committee on Fair Practices and State Personnel Oversight has scheduled a hearing on Tuesday, August 25, 2020 at 1 p.m. These news articles, followed by subsequent potential whistleblower complaints, have called into question Maryland Environmental Service (MES) spending practices, financial controls, and treatment of personnel by certain members of the Board of Directors.

In preparation for next week's hearing and investigation by the joint committee, we ask that you provide the following by Monday, August 24, 2020 at noon:

- any and all correspondence between Roy McGrath (while at MES and as Chief of Staff to Governor Hogan) and the board members and Charles Glass from May 1, 2020 through today, including letters, emails, text messages, and any other written or electronic communications;
- any emails between Beth Wojton and board members, Roy McGrath, and Charles Glass from May 1 through today;
- any emails between board members from May 1 through today that discuss a possible audit or special meeting following the most recent board meeting on June 23;

Mr. Michael Padone  
Mr. Charles Glass  
August 18, 2020  
Page 2

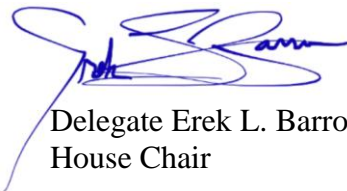
- additional nonpublic board minutes for this year, including board subcommittee minutes;
- any executive committee and subcommittee meeting minutes for this year;
- a breakdown of local government (counties and municipalities) and State government payments to MES, by jurisdiction back to 2010;
- any expense reports filed by the director or non-salary checks paid to the director dating back to 2010;
- any public relations, marketing, remodeling, and auto-related contracts/agreements/leases for non-MES field projects back to 2010;
- the previous director's contract in place at time of severance, and all other employment contracts under which the previous director worked at MES;
- any written board policy or memo relating to severance policy for MES;
- any MES written compensation policy by the board; and
- any non-salary based compensation provided to executives of MES back to 2010.

We hope that you will work cooperatively with the joint committee, as expeditiously as possible, in support of the taxpayers of Maryland. Please submit the above requested information to David Smulski, staff to the joint committee, his email address is (david.smulski@mlis.state.md.us). He may also be reached at (410) 946-5467. Thank you.



Senator Clarence K. Lam  
Senate Chair

Sincerely,



Delegate Erik L. Barron  
House Chair

CKL:ELB/DAS/cr

cc: Bill Ferguson, President of the Senate  
Adrienne A. Jones, Speaker of the House  
Joint Committee on Fair Practices and State Personnel Oversight  
Keiffer Mitchell, Acting Chief of Staff



THE MARYLAND GENERAL  
ASSEMBLY  
ANNAPOLIS, MARYLAND 21401-1991

August 26, 2020

Mr. Michael Padone  
Chief Legal Counsel  
Office of Legal Counsel  
Shaw House, 21 State Circle  
Annapolis, Maryland 21401

Mr. Keiffer Jackson Mitchell, Jr.  
Acting Chief of Staff  
Legislative Office  
State House, State Circle  
Annapolis, Maryland 21401

Dear Mr. Pedone and Mr. Mitchell:

The Joint Committee on Fair Practices and State Personnel Oversight met yesterday, August 25, on Maryland Environmental Service Personnel and Board Practices, specifically around severance and reimbursements to the former director. As a result of the hearing, we are requesting release of the following information:

- any text messages, emails, or written communication between Mr. McGrath and Governor Hogan relating to compensation and expense reimbursement for Mr. McGrath;
- any text messages, emails, or written communication between Governor Hogan and his current and former staff relating to compensation, expenses, or the transition of Mr. McGrath from the Maryland Environmental Service to the Office of the Governor;
- any text messages, emails, or written communication between Mr. McGrath and Governor Hogan's current or former staff relating to compensation, expenses, or the transition of Mr. McGrath from the Maryland Environmental Service to the Office of the Governor;
- any text messages, emails, or written communication between Mr. McGrath and Appointments Secretary Chris Cavey relating to compensation, expenses, or the transition of Mr. McGrath from the Maryland Environmental Service to the Office of the Governor;

Mr. Michael Padone  
Mr. Keiffer Jackson Mitchell, Jr.  
August 18, 2020  
Page 2

- any text messages, emails, or written communication between Mr. McGrath and employees at the Maryland Environmental Service, including Beth Wojton, Michael Harris, and Matthew Sherring;
- any text messages, emails, or written communication between Mr. McGrath and David Nevins, or any employee of Nevins and Associates; and
- any files (electronic or written) in the office of the Governor that relate to the Maryland Environmental Service back to May 1, 2020.

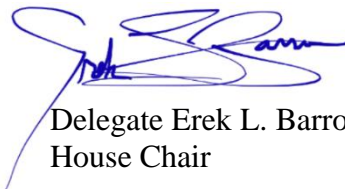
The joint committee plans on meeting again on the same topic next Wednesday, September 2, at noon, so we ask that you provide the preceding information by Monday, August 31, 2020 at noon.

We hope that you will continue to work cooperatively with the joint committee, as expeditiously as possible, in support of the taxpayers of Maryland. Please submit the above requested information to David Smulski, staff to the joint committee, his email address is (david.smulski@mlis.state.md.us). He may also be reached at (410) 946-5467. Thank you.



Senator Clarence K. Lam  
Senate Chair

Sincerely,



Delegate Erik L. Barron  
House Chair

CKL:ELB/DAS/cr

cc: Bill Ferguson, President of the Senate  
Adrienne A. Jones, Speaker of the House  
Joint Committee on Fair Practices and State Personnel Oversight

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Tuesday, August 18, 2020 4:37 PM  
**To:** Charles C. Glass; 'mike.pedone@maryland.gov'  
**Cc:** Jones, Adrienne Delegate; Ferguson, Bill Senator; Lam, Clarence Senator; Barron, Erik Delegate (Laptop); Benson, Joanne Senator; Carter, Jill Senator; Eckardt, Adelaide Senator; Ghrist, Jeff Delegate; Jackson, Michael Delegate; Korman, Marc Delegate; 'Clarence Lam'; 'keiffer.mitchell@maryland.gov'; Weissmann, Yaakov; Hughes, Alexandra; 'Jana Leech'; Breighner, Shane; Necessary, Ryane  
**Subject:** Information Request for the August 25 Joint Committee Meeting.pdf  
**Attachments:** Information Request for the August 25 Joint Committee Meeting.pdf

Mr. Glass and Mr. Pedone:

Attached is an information request from the Chairs of the Joint Committee on Fair Practices and State Personnel Oversight in anticipation of the August 25 meeting of the joint committee. Please feel free to contact the Chairs or me with any questions.

Thank you,

David Smulski,  
Staff to the joint committee.

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Thursday, August 20, 2020 11:54 AM  
**To:** 'Jana Leech'  
**Subject:** RE: Former MES Deputy Director, Beth Wojton

Hi Jana, when Dr. Glass and I spoke earlier this week, he mentioned that additional Board meeting minutes were going to be released today. If so, could you provide me with these minutes, or direct me to where I may see them?

Thanks.

David

---

**From:** Jana Leech [mailto:jleech@menv.com]  
**Sent:** Monday, August 17, 2020 3:45 PM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>  
**Subject:** Former MES Deputy Director, Beth Wojton

Hello Mr. Smulski,

Dr. Glass suggested that I ask if you wish to include Mrs. Beth Wojton, former Deputy Director of MES, to be included in the hearing. He added that Mrs. Wojton is no longer an MES employee, but she was on the Board at the time of the vote.

If you would like to contact Mrs. Wojton, her cell phone number is: [REDACTED]. I apologize, but I do not have a new email address for her.

Thank you,  
Jana



### Jana Leech

Administrative Assistant  
259 Najoles Road, Millersville, MD 21108  
[jleech@menv.com](mailto:jleech@menv.com) | [menv.com](http://menv.com)  
410.729.8208 (office) | 443.835.8458 (mobile)



## Safer at home.

We are all in this together. Learn more at [coronavirus.maryland.gov](https://coronavirus.maryland.gov)

[Click here to complete a three question customer experience survey.](#)

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Friday, August 21, 2020 4:18 PM  
**To:** 'Sean Coleman'  
**Subject:** RE: Maryland Environmental Service Hearing

One more question Sean, and I understand if you don't have the info. Is it possible to provide how the board member got appointed? Where did the appt. originate?

---

**From:** Sean Coleman [mailto:scolem@menv.com]  
**Sent:** Friday, August 21, 2020 2:52 PM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>  
**Subject:** RE: Maryland Environmental Service Hearing

Hello Dave. Please see attached. You will see that the terms of several members has expired. By law a Board member whose term expires may continue to hold that office until a successor is appointed and qualified.

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scolem@menv.com](mailto:scolem@menv.com)  
410.729.8240 (office)

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---

**From:** Smulski, David <david.smulski@mlis.state.md.us>  
**Sent:** Friday, August 21, 2020 2:28 PM  
**To:** Sean Coleman <scolem@menv.com>  
**Subject:** RE: Maryland Environmental Service Hearing

Hi Sean is it possible to provide me with the time served by each board member? When they were appointed, etc?

---

**From:** Sean Coleman [<mailto:scolem@menv.com>]  
**Sent:** Friday, August 21, 2020 11:55 AM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>  
**Subject:** Maryland Environmental Service Hearing

Good morning Dave.

Do you have a few minutes to discuss how Tuesday's hearing will be conducted? I'm trying to get an understanding of the format that will be followed. Will specific instructions be provided to witnesses?

You can reach me today at my office at 410-729-8241 if you have time.

Thanks,

Sean



**Sean Coleman**

*Assistant Attorney General*

Office of the Attorney General

Maryland Environmental Service

259 Najoles Road | Millersville, MD 21108

[scoleman@menv.com](mailto:scoleman@menv.com)

410.729.8240 (office)

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## Smulski, David

---

**From:** Smulski, David  
**Sent:** Tuesday, August 25, 2020 12:08 PM  
**To:** 'Charles C. Glass'; 'Jana Leech'  
**Cc:** 'Sean Coleman'; Weissmann, Yaakov; Hughes, Alexandra  
**Subject:** Additional Information Request

Charles, in addition to the information requested last week by the Chairs of the Joint Committee on Fair Practices and State Personnel Oversight, could you please provide expense reimbursements for Matthew Sherring from the last five years?

Thank you.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, August 26, 2020 12:15 PM  
**To:** Charles C. Glass  
**Cc:** Jana Leech  
**Subject:** Contact Information

Hi Charles, thanks again for participating in yesterday's meeting. Also thanks for providing me with the contact information for Beth Wojton. Do you have a nongovernment email address for Roy McGrath? If not, a relevant phone number would also work. Thanks!

Also, will the Board be meeting before the next monthly meeting to possibly vote on releasing executive session minutes?

Thanks again,

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, August 26, 2020 5:31 PM  
**To:** 'mike.pedone@maryland.gov'; 'keiffer.mitchell@maryland.gov'  
**Cc:** Jones, Adrienne Delegate; Ferguson, Bill Senator; Lam, Clarence Senator; Barron, Erek Delegate (Laptop); Benson, Joanne Senator; Carter, Jill Senator; Eckardt, Adelaide Senator; Ghrist, Jeff Delegate; Korman, Marc Delegate; Jackson, Michael Delegate; Hughes, Alexandra; Weissmann, Yaakov; Breighner, Shane; Necessary, Ryane  
**Subject:** Letter for Information for the September 2 meeting.pdf  
**Attachments:** Letter for Information for the September 2 meeting.pdf

Mr. Pedone and Mr. Mitchell:

Attached is an information request from the Chairs of the Joint Committee on Fair Practices and State Personnel Oversight in anticipation of the September 2 meeting of the joint committee. Please feel free to contact the Chairs or me with any questions.

Thank you,

David Smulski,  
Staff to the joint committee.

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, August 26, 2020 12:20 PM  
**To:** Charles C. Glass  
**Cc:** Jana Leech  
**Subject:** More contact info.

Also, do you have post MES contact information for Matthew Sherring?

Again, thanks!

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Thursday, August 27, 2020 3:38 PM  
**To:** Charles C. Glass  
**Cc:** 'Jana Leech'; Sean Coleman; Lam, Clarence Senator; 'Clarence Lam'; Hughes, Alexandra; Weissmann, Yaakov; Breighner, Shane; Necessary, Ryane  
**Subject:** Additional Data Request

Charles, the Chairs of the Joint Committee on Fair Practices and State Personnel are requesting the following information:

A list of MES personnel hired and terminated, including names, titles, and process for hiring and terminating employees (e.g. any advertisements internally or externally; terminations with or without cause), from 2015-present?

Any contracts or work done with Red, White, & Blue, LLC?

Any correspondence related to the 8/15 press release regarding MES Executive Severance Payment?

Thank you for your continued cooperation with the joint committee and if you have any questions feel free to contact me.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, September 02, 2020 10:59 AM  
**To:** Charles C. Glass  
**Cc:** Jana Leech; 'Sean Coleman'; Weissmann, Yaakov; Hughes, Alexandra  
**Subject:** Board Minutes

Mr. Glass, could you please provide MES Board minutes and subcommittee minutes for meetings during 2016 and 2017? Those minutes are not on the MES webpage.

Thank you.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, September 02, 2020 2:21 PM  
**To:** Charles C. Glass  
**Cc:** Sean Coleman; 'Pamela Fuller'; Hughes, Alexandra; Weissmann, Yaakov  
**Subject:** Costco Expense Reimbursements

Mr. Glass, could you please provide all reimbursements for purchases from Costco, for all MES employees, over the past four years?

Again, thank you for your assistance.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Wednesday, September 09, 2020 10:12 AM  
**To:** 'Sean Coleman'; Charles C. Glass  
**Cc:** Pamela Fuller; Hughes, Alexandra; Weissmann, Yaakov  
**Subject:** RE: Costco Expense Reimbursements

Thanks for your comments Sean. First, is there an MES Costco card that is available for an employee's use? Second, in response to your comments, could you please provide us with reimbursements for Costco expenses for all top management employees going back the past four years, as well as the reimbursements for all Costco expenses requested by support staff for Roy McGrath and Matthew Sherring?

Thanks.

Dave

---

**From:** Sean Coleman [mailto:scoleman@menv.com]  
**Sent:** Tuesday, September 08, 2020 6:03 PM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>; Charles C. Glass <cglass@menv.com>  
**Cc:** Pamela Fuller <pfuller@menv.com>; Hughes, Alexandra <Alexandra.Hughes@mlis.state.md.us>; Weissmann, Yaakov <Yaakov.Weissmann@mlis.state.md.us>  
**Subject:** Re: Costco Expense Reimbursements

Good afternoon Dave.

I'm writing to update you on MES' efforts to obtain the information regarding Costco expenditures.

The primary challenge to locating payments made for purchases from Costco is that the company has not been set up as a vendor in the MES accounting system. In other words, MES has not made payments directly to Costco.

In some instances MES employees utilized agency purchasing cards for Costco purchases. Late last week MES staff obtained a record of payments made to Costco through US Bank, and they then worked back to find the accompanying receipts. Pam Fuller will provide those receipts on Wednesday. I believe there are fewer than 20.

With respect to searching through all employee expense reimbursements for Costco purchases, there is no easy or efficient way to obtain the data. MES employees submit a total of about 1,500 expense reimbursements per year, or about 6,000 over 4 years. Many reimbursement requests have multiple transactions from multiple vendors. MES staff estimates it would take a trained employee approximately 2 weeks to develop and implement a report that would identify the requested information and then extract the individual receipts from the archived records. That staff person would not then be available to assist with the other reviews and audits currently underway.

Please let me know if the Committee would be willing to consider modifying its request to limit the search to specific employees, or a shorter period of time.

Best regards,

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scolem@menv.com](mailto:scolem@menv.com)  
410.729.8240 (office)

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---

**From:** Smulski, David <[david.smulski@mlis.state.md.us](mailto:david.smulski@mlis.state.md.us)>  
**Sent:** Tuesday, September 8, 2020 4:33 PM  
**To:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Cc:** Sean Coleman <[scolem@menv.com](mailto:scolem@menv.com)>; Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>; Hughes, Alexandra <[Alexandra.Hughes@mlis.state.md.us](mailto:Alexandra.Hughes@mlis.state.md.us)>; Weissmann, Yaakov <[Yaakov.Weissmann@mlis.state.md.us](mailto:Yaakov.Weissmann@mlis.state.md.us)>  
**Subject:** RE: Costco Expense Reimbursements

Mr. Glass, I am following up with the latest request about Costco Expense Reimbursements.

Thank you.

David

---

**From:** Smulski, David  
**Sent:** Wednesday, September 02, 2020 2:21 PM  
**To:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Cc:** Sean Coleman <[scolem@menv.com](mailto:scolem@menv.com)>; 'Pamela Fuller' <[pfuller@menv.com](mailto:pfuller@menv.com)>; Hughes, Alexandra <[Alexandra.Hughes@mlis.state.md.us](mailto:Alexandra.Hughes@mlis.state.md.us)>; Weissmann, Yaakov <[Yaakov.Weissmann@mlis.state.md.us](mailto:Yaakov.Weissmann@mlis.state.md.us)>  
**Subject:** Costco Expense Reimbursements

Mr. Glass, could you please provide all reimbursements for purchases from Costco, for all MES employees, over the past four years?

Again, thank you for your assistance.

David

**Smulski, David**

---

**From:** Smulski, David  
**Sent:** Monday, September 14, 2020 3:22 PM  
**To:** Charles C. Glass  
**Cc:** Sean Coleman; Weissmann, Yaakov; Hughes, Alexandra  
**Subject:** Managing Director, Finance of MES

Mr. Glass:

Is Michael Harris still employed at MES? If not, when was his employment terminated? Regardless of Mr. Harris' status, when did he become Managing Director of Finance?

Thank you again.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Friday, August 21, 2020 2:28 PM  
**To:** 'Sean Coleman'  
**Subject:** RE: Maryland Environmental Service Hearing

Hi Sean is it possible to provide me with the time served by each board member? When they were appointed, etc?

---

**From:** Sean Coleman [mailto:scoleman@menv.com]  
**Sent:** Friday, August 21, 2020 11:55 AM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>  
**Subject:** Maryland Environmental Service Hearing

Good morning Dave.

Do you have a few minutes to discuss how Tuesday's hearing will be conducted? I'm trying to get an understanding of the format that will be followed. Will specific instructions be provided to witnesses?

You can reach me today at my office at 410-729-8241 if you have time.

Thanks,

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scoleman@menv.com](mailto:scoleman@menv.com)  
410.729.8240 (office)

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## Smulski, David

---

**From:** Smulski, David  
**Sent:** Tuesday, September 22, 2020 6:22 PM  
**To:** 'Charles C. Glass'  
**Cc:** Sean Coleman; Weissmann, Yaakov; Hughes, Alexandra  
**Subject:** Key Cards

Mr. Glass, could you please provide us with the names of any persons not employed by MES who were issued a keycard in the last four years?

Thank you.

David

## Smulski, David

---

**From:** Smulski, David  
**Sent:** Thursday, September 24, 2020 12:20 PM  
**To:** 'Sean Coleman'; Charles C. Glass  
**Cc:** Weissmann, Yaakov; Hughes, Alexandra  
**Subject:** RE: Key Cards

One more thing Sean, does MES keep a visitors log for when folks visit headquarters?

---

**From:** Sean Coleman [mailto:scoleman@menv.com]  
**Sent:** Wednesday, September 23, 2020 9:25 AM  
**To:** Smulski, David <david.smulski@mlis.state.md.us>; Charles C. Glass <cglass@menv.com>  
**Cc:** Weissmann, Yaakov <Yaakov.Weissmann@mlis.state.md.us>; Hughes, Alexandra <Alexandra.Hughes@mlis.state.md.us>  
**Subject:** RE: Key Cards

Good morning.

Here is the best list MES could come up with on short notice of individuals and firms that were issued entry cards but who were not deemed MES employees. The building manager does not keep a separate list of employees and non-employees who are issued cards. The numbers relate to the cards that were issued. The building manager did not readily have the card number for Mr. Krause, who was a building engineer who provided maintenance services. The cards for Agee, Nawrocki and Sawo were previously voided.

Bob Agee - 59147  
Ryan Nawrocki - 59045  
Anthony Sawo – 59063  
Mark Krause  
Executive Aquarium - 58833  
AA County Fire Department - 59100  
Service Master- has 6 card:

- 1) 58603
- 2) 58680
- 3) 68720
- 4) 58809
- 5) 59070
- 6) 59080



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scoleman@menv.com](mailto:scoleman@menv.com)  
410.729.8240 (office)

**From:** Smulski, David <[david.smulski@mlis.state.md.us](mailto:david.smulski@mlis.state.md.us)>  
**Sent:** Wednesday, September 23, 2020 8:39 AM  
**To:** Sean Coleman <[scolem@menv.com](mailto:scolem@menv.com)>; Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Cc:** Weissmann, Yaakov <[Yaakov.Weissmann@mlis.state.md.us](mailto:Yaakov.Weissmann@mlis.state.md.us)>; Hughes, Alexandra <[Alexandra.Hughes@mlis.state.md.us](mailto:Alexandra.Hughes@mlis.state.md.us)>  
**Subject:** RE: Key Cards

Hi Sean. Yes, those cards.

Thanks,

Dave

---

**From:** Sean Coleman [<mailto:scolem@menv.com>]  
**Sent:** Tuesday, September 22, 2020 6:54 PM  
**To:** Smulski, David <[david.smulski@mlis.state.md.us](mailto:david.smulski@mlis.state.md.us)>; Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Cc:** Weissmann, Yaakov <[Yaakov.Weissmann@mlis.state.md.us](mailto:Yaakov.Weissmann@mlis.state.md.us)>; Hughes, Alexandra <[Alexandra.Hughes@mlis.state.md.us](mailto:Alexandra.Hughes@mlis.state.md.us)>  
**Subject:** RE: Key Cards

Good evening Dave.

Are you referring to the electronic cards used to gain access to the MES headquarters building?

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scolem@menv.com](mailto:scolem@menv.com)  
410.729.8240 (office)

This electronic mail message contains information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the Addressee(s) named herein. If you are not the intended recipient, an addressee, or the person responsible for delivering this to an addressee, you are hereby notified that reading, using, copying, or distributing any part of this message is strictly prohibited. If you have received this electronic mail message in error, please contact me immediately and take the steps necessary to delete the message completely from your computer system. Thank you.

---

**From:** Smulski, David <[david.smulski@mlis.state.md.us](mailto:david.smulski@mlis.state.md.us)>  
**Sent:** Tuesday, September 22, 2020 6:22 PM  
**To:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Cc:** Sean Coleman <[scolem@menv.com](mailto:scolem@menv.com)>; Weissmann, Yaakov <[Yaakov.Weissmann@mlis.state.md.us](mailto:Yaakov.Weissmann@mlis.state.md.us)>; Hughes, Alexandra <[Alexandra.Hughes@mlis.state.md.us](mailto:Alexandra.Hughes@mlis.state.md.us)>  
**Subject:** Key Cards

Mr. Glass, could you please provide us with the names of any persons not employed by MES who were issued a keycard in the last four years?

Thank you.

David

# MARCUSBONSIB, LLC

ATTORNEYS AT LAW  
CAPITAL OFFICE PARK  
6411 IVY LANE  
SUITE 116

GREENBELT, MARYLAND 20770

BRUCE L. MARCUS  
ROBERT C. BONSI\*  
JOSEPH A. COMPOFELICE, JR.\*  
MEGAN E. COLEMAN  
SYDNEY M. PATTERSON

301-441-3000  
FACSIMILE 301-441-3003  
WWW.MARCUSBONSIB.COM

\*ALSO ADMITTED IN DC

August 31, 2020

## Via Electronic Mail

David Smuski  
Joint Committee on Fair Practices  
and State Personnel Oversight  
David.smuski@mlis.state.md.us

Dear Mr. Smuski:

Please accept this letter of introduction on behalf of myself and my colleague Sydney Patterson. We have been retained to represent Roy McGrath in matters related to questions that have arisen in connection with his former employment as Chief of Staff to the Governor and his earlier employment by the Maryland Environmental Service.

We have been made aware that on the evening of Thursday, August 27, 2020, the Joint Committee of Fair Practices and State Personnel Oversight ("Joint Committee") extended an invitation to Mr. McGrath to participate in the review currently being conducted by the Joint Committee.

We have only recently been engaged as counsel and are not yet in a position to advise Mr. McGrath on his potential role in the inquiry. There are a number of issues that will require resolution before we are able to counsel and advise Mr. McGrath regarding the Joint Committee's overture.

Accordingly, please be advised that as of this time Mr. McGrath will not be appearing on Wednesday, September 2, 2020 at noon. Should you have any questions, please do not hesitate to contact us.

Thank you for your consideration.

Sincerely,



Bruce L. Marcus  
Sydney M. Patterson

**Joint Committee on Fair Practices and State Personnel Oversight (8-25-2020)**

**Joint Committee on Fair Practices and State Personnel Oversight (9-2-2020)**

## **Legislative Policy Committee Virtual Meeting**

## **Legislative Policy Committee Meeting**

**September 23, 2020**

### **Voting Record**

**Motion by Delegate Luedtke, seconded by Senator Griffith, to issue a subpoena to require Roy McGrath and Matthew Sherring to appear to testify before the Joint Committee on Fair Practices and State Personnel Oversight within the next 30 days or on a mutually agreed date, including any documents related to this testimony**

**Motion was approved 24 –0**

<b>Name</b>	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>
Speaker Jones	<b>X</b>		
President Ferguson	<b>X</b>		
Delegate Barron	<b>X</b>		
Delegate Barve			<b>X</b>
Delegate Branch			<b>X</b>
Delegate Clippinger	<b>X</b>		
Delegate Davis	<b>X</b>		
Delegate Dumais	<b>X</b>		
Senator Edwards			<b>X</b>
Senator Feldman	<b>X</b>		
Senator Griffith	<b>X</b>		
Senator Guzzone	<b>X</b>		
Senator Hershey	<b>X</b>		
Senator Jennings	<b>X</b>		
Delegate Kaiser	<b>X</b>		
Senator Kelley	<b>X</b>		

Senator King	<b>X</b>		
Delegate Kipke	<b>X</b>		
Delegate Korman	<b>X</b>		
Senator Lee	<b>X</b>		
Delegate Luedtke	<b>X</b>		
Delegate McIntosh			<b>X</b>
Senator Miller	<b>X</b>		
Delegate Pendergrass	<b>X</b>		
Senator Pinsky	<b>X</b>		
Delegate Sample– Hughes	<b>X</b>		
Senator Smith			<b>X</b>
Delegate Szeliga	<b>X</b>		
Senator Zucker	<b>X</b>		
<b>Total</b>	<b>24</b>	<b>0</b>	<b>5</b>

## SUBPOENA

### BY AUTHORITY OF THE GENERAL ASSEMBLY OF THE STATE OF MARYLAND

To Roy McGrath

You are hereby commanded to be and appear before the Joint Committee on Fair Practices and State Personnel Oversight of the Maryland General Assembly at the place, date, and time specified below.

X to testify touching matters of inquiry committed to the Joint Committee; and you are not to depart without leave of the Joint Committee.

Place of testimony: Remote Hearing – Hearing log-in instructions forthcoming

Date: October 29, 2020

Time: 1:00 pm

X to produce the things identified on the attached schedule touching matters of inquiry committed to the Joint Committee on Fair Practices and State Personnel Oversight.

Place of Production: Joint Committee on Fair Practices & State Personnel Oversight c/o Department of Legislative Services, Legislative Services Building, 90 State Circle, Annapolis, MD 21401

Date: October 23, 2020

Time: 9:00 am



Given under my hand, by authority vested in me by the Committee, on this 15<sup>th</sup> day of October, 2020.

Walter C. Jones

Co-Chair, Legislative Policy Committee

Adrienne A. Jones

Co-Chair, Legislative Policy Committee

## SCHEDULE A

### Definitions and Instructions

For purposes of the Documents Requested below, the following definitions and instructions apply:

A. The term “**document**” means any original and all copies of any written, printed, typed, photocopied, photographic, reproduced material, or electronically stored information, including but not limited to any writing, drawing, graph, chart, photograph, sound recording, image, other data, or data compilation stored in any medium from which information can be obtained; all reports, contracts, diaries, e-mails, text messages, social media posts or messages (e.g., Facebook, blogs), facsimiles, calendars, statements, affidavits, desk pads, correspondence, communications, telegrams, teletypes, memoranda, notes, bills, work papers, journals, studies, films, slides, magnetic and electronic recordings, lists, minutes and entries in books, and other data compilation from which information can be obtained and translated, if necessary, through detection devices into reasonably usable form. The term “document” includes any and all drafts of any such document. The term “document” includes email communications to, from, or copying Mr. McGrath’s government-issued email addresses and any personal/non-governmental email addresses Mr. McGrath utilized during the period covered by these requests.

B. The term “**communication**” means the transmittal of information (in the form of facts, ideas, records, inquiries or otherwise) by any method, including electronically. The term includes any manner or form of information or message transmission however produced or reproduced, whether by correspondence, memorandum or other document, orally or otherwise, that is made, distributed or circulated between or among persons or data storage or processing units, in any way, either directly or indirectly. The term includes any conversation, discussion, meeting, conference, or any other oral statement.

C. The term “**MES**” means the Maryland Environmental Service.

D. The terms “**relate,**” “**related,**” and “**relating to**” mean comprising, concerning, constituting, containing, describing, disclosing, discussing, embodying, explaining, identifying, pertaining to, reflecting, setting forth, showing, stating, or summarizing.

E. The term “**concerning**” means referred to, alluded to, related to, connected with, commencing on, in respect of, about, regarding, discussing, showing, describing, in support of, in substitution of, reflecting or analyzing.

F. “**All**” means “any and all”; “**any**” means “any and all.”

G. “**And**” and “**or**” encompass both “and” and “or.”

H. “**Including**” means “including but not limited to.”

I. The present tense includes the past and future tenses. The singular includes the plural, and the plural includes the singular.

J. If requested documents are maintained in a file, the file folder is included in the request for production of those documents. Electronically stored information should be produced as PDF or single page TIFF files, OCR text files with load files (DAT) with coding / metadata.

K. Unless otherwise indicated, Documents Requested refer to and request production of documents, information, or objects for the time period January 1, 2017 to the present date.

### **Documents Requested**

1. All documents and communications related to an executive severance payment to Roy McGrath upon his departure from MES.

2. All documents containing communications with Governor Hogan and any member of the Governor's staff from March 1, 2020 to present concerning Mr. McGrath's departure from MES and Mr. McGrath's transition to his new position as Chief of Staff to the Governor.

3. All documents containing communications with Governor Hogan or any current or former member of the Governor's staff relating to compensation and expense reimbursements for Mr. McGrath as Director of MES.

4. All documents containing communications with members of the MES Board of Directors relating to compensation and expense reimbursements for Mr. McGrath as Director of MES.

5. All documents containing communications with MES staff relating to compensation and expense reimbursements for Mr. McGrath as Director of MES.

6. All documents and communications related to MES Board of Directors meetings or MES Board of Directors committee meetings held in May, June, and July 2020.

7. All documents and communications submitted to the Board of Directors relating to Mr. McGrath's executive severance payment.

8. All documents and communications related to the MES press release dated August 15, 2020 concerning an executive severance payment issued to Mr. McGrath, including any revisions of drafts of that press release.

9. All documents and communications related to severance payments issued to Jim Harkins and John O'Neill upon their departures from MES.

10. All documents and communications related to MES policies and procedures for severance payments.
11. All documents containing communications between Mr. McGrath and MES employees and/or the MES Board of Directors during the period that Mr. McGrath served as Chief of Staff to Governor Hogan.
12. All documents and communications related to expense reimbursement requests submitted by Mr. McGrath during the period he served as Director of MES, including any documents providing the bases/justifications for any such expense reimbursement requests by Mr. McGrath.
13. All documents and communications explaining or otherwise articulating MES's policies and procedures for approving expense reimbursement requests.
14. All documents and communications explaining or otherwise articulating MES's policies and procedures for issuing executive incentive payments.
15. All documents and communications requesting that Mr. McGrath be authorized to use a state-issued vehicle and/or relating to the purchase of a state-issued vehicle for Mr. McGrath's use.
16. All documents and communications explaining or otherwise articulating the purposes for which MES engaged media relations or public relations firms.
17. All documents and communications related to expenditures for the Environmental Business Leadership Conference, including any communications with or about Beth Wojton.
18. All documents and communications related to Mr. McGrath's enrollment in courses at the Harvard Kennedy School, including documents concerning reimbursement for Mr. McGrath's tuition for such courses.
19. All documents and communications related to international business travel in which Mr. McGrath engaged during the period he served as Director of MES.
20. All documents and communications related to MES's hiring of Matthew Sherring.
21. All documents and communications related to MES's creation of the Director of Operations position, including documents stating the responsibilities, qualifications, and salary for that position.
22. All documents and communications from March 15, 2020 to June 1, 2020 related to contemplated or requested changes to MES's operating budget, staffing, or delaying payments due MES in response to the Covid-19 pandemic.

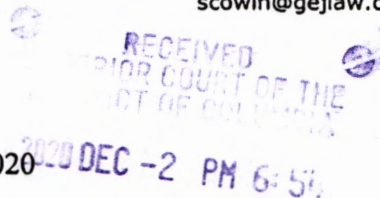
23. All documents containing communications with Beth Wojton from May 25, 2020 to May 28, 2020.

24. All documents and communications reflecting Mr. McGrath's experience with environmental programs and policies prior to his employment with MES.

**GALLAGHER**  
GALLAGHER EVELIUS & JONES  
ATTORNEYS AT LAW

**Samuel D. Cowin**  
Direct Dial: 410.347.1369  
scowin@gejlaw.com

December 2, 2020



**BY HAND DELIVERY**

Clerk – Civil Actions Branch  
D.C. Superior Court  
500 Indiana Avenue, NW  
Washington, DC 20001

**Re: *In the Matter of Subpoena to Matthew Sherring Requested by  
Legislative Policy Committee of the Maryland General Assembly***  
**REQUEST FOR ISSUANCE OF SUBPOENA UNDER RULE 28-I**


Dear Clerk:

We represent the Legislative Policy Committee of the Maryland General Assembly. Enclosed please find a Request for Issuance of Subpoena; a proposed Superior Court of the District of Columbia's Subpoena For a Civil Case to be issued to Matthew Sherring; a copy of the Subpoena issued by the Maryland General Assembly; a list of Names, Addresses, and Telephone Numbers of All Counsel of Record and Parties Involved; and a business check made payable to DC Clerk of Court in the amount of \$10.00 for the filing fee.

Please return the Superior Court's issued Subpoena for a Civil Case to me for service in accordance with D.C. Code § 11-942 and Rule 45.

Please call or email me if you have any questions or concerns.

Sincerely,



Samuel D. Cowin

Enclosures

cc: Matthew Sherring  
David B. Irwin, Esquire

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION

RECEIVED  
SUPERIOR COURT OF THE  
DISTRICT OF COLUMBIA  
2020 DEC -2 PM 6:51

IN THE MATTER OF:  
SUBPOENA TO MATTHEW SHERRING  
REQUESTED BY THE  
LEGISLATIVE POLICY COMMITTEE  
OF THE MARYLAND GENERAL ASSEMBLY\*

\*  
\*  
\*  
\*  
\*

Case No. \_\_\_\_\_

\*\*\*\*\*

**REQUEST FOR ISSUANCE OF SUBPOENA**

Pursuant to Rule 28-I(b)(1) of the Superior Court Rules of Civil Procedure, the Legislative Policy Committee of the Maryland General Assembly, by its undersigned counsel, submits the attached Subpoena issued by the authority of the General Assembly of the State of Maryland (*see* Md. Code Ann., State Gov't § 2-408) on November 25, 2020; and a list of names, addresses, and telephone numbers of all counsel of record and of any party not represented by counsel in the proceeding to which the subpoena relates; and respectfully requests that a subpoena be issued by this Court to the following:

Matthew Sherring  
2125 14th Street, NW  
[REDACTED]  
Washington, DC 20009

Petitioner submits to the jurisdiction of this Court for the sole purposes of adjudicating discovery disputes, motions to quash, enforcement of the subject subpoena, and discovery sanctions.

Respectfully submitted,



Dated: December 2, 2020

---

Samuel D. Cowin (DC Bar No. 1027662)  
Ward B. Coe, III  
Gallagher Evelius & Jones LLP  
218 N. Charles Street, Suite 400  
Baltimore, MD 21201  
Telephone: (410) 727-7702; (847) 772-1626  
Facsimile: (410) 468-2786  
[scowin@gejlaw.com](mailto:scowin@gejlaw.com)  
[wcoe@gejlaw.com](mailto:wcoe@gejlaw.com)


*Attorneys for Petitioner Legislative Policy  
Committee of the Maryland General Assembly*

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that on the 2nd day of December, 2020, a copy of Petitioner's Request for Issuance of Subpoena; list of Names, Addresses and Telephone Numbers of All Counsel of Record and Parties Involved; proposed Superior Court of the District of Columbia Subpoena For a Civil Case; and Subpoena issued by the authority of the General Assembly of the State of Maryland were served by first class mail, postage pre-paid, on:

Matthew Sherring  
2125 14th Street, NW  
[REDACTED]  
Washington, DC 20009  
*Subpoenaed Party/Deponent*

David B. Irwin, Esq.  
Kramon & Graham, P.A.  
One South Street, Suite 2600  
Baltimore, MD 21202  
*Counsel for Subpoenaed Party/Deponent*

  
\_\_\_\_\_  
Samuel D. Cowin, DC Bar No. 1027662

**Superior Court of the District of Columbia**  
CIVIL DIVISION

Check One:

☒ Civil Actions Branch  
500 Indiana Ave., N.W.  
Room 5000  
Washington, D.C. 20001  
Telephone: (202) 879-1133

☒ Landlord & Tenant Branch  
510 4<sup>th</sup> Street, N.W.  
Room 110  
Washington, D.C. 20001  
Telephone: (202) 879-4879

☒ Small Claims & Conciliation Branch  
510 4<sup>th</sup> Street, N.W.  
Room 120  
Washington, D.C. 20001  
Telephone: (202) 879-1120

IN THE MATTER OF SUBPOENA TO MATTHEW SHERRING  
REQUESTED BY THE LEGISLATIVE POLICY COMMITTEE  
OF THE MARYLAND GENERAL ASSEMBLY, Plaintiff

## SUBPOENA FOR A CIVIL CASE

v.

CASE NUMBER: \_\_\_\_\_

To: Matthew Sherring☐ Check box if medical records are being requested☒ YOU ARE COMMANDED to appear in this Court at the place, date, and time specified below to testify in the above case.

COURTROOM AND ADDRESS	DATE	TIME

☒ YOU ARE COMMANDED to appear at the place, date, and time specified below to testify at the taking of a deposition in the above case.

PLACE OF DEPOSITION	DATE	TIME
Senate Finance Committee, 3 East, Miller Senate Office Bldg, Annapolis, MD 21401 (hearing held remotely)	12/10/2020	1:00 p.m.

Any organization not a party to this suit that is subpoenaed for the taking of a deposition must designate one or more officers, directors, or managing agents, or other persons who consent to testify on its behalf, and may set forth, for each person designated, the matters on which each person will testify. Super. Ct. Civ. R. 30(b)(6).

☒ YOU ARE COMMANDED to produce and permit inspection and copying of the following documents or objects at the place, date, and time specified below (list documents or objects):

DOCUMENTS OR OBJECTS	DATE	TIME

☒ YOU ARE COMMANDED to permit inspection of the following premises at the date, and time specified below.

PREMISES	DATE	TIME

ISSUING PERSON'S SIGNATURE AND TITLE (indicate if attorney for plaintiff or defendant)	DATE
ISSUING PERSON'S NAME, ADDRESS AND PHONE NUMBER	

Authorization as required by D.C. Code §14-307 and Brown v. U.S., 567 A.2d 426 (D.C. 1989), is hereby given for issuance of a subpoena for medical records concerning a person who has not consented to disclosure of the records and has not waived the privilege related to such records.

\_\_\_\_\_  
JUDGE

(See Super. Ct. Civ. R. 45 (c) and (d) on the reverse side)  
WHITE - FOR RETURN OF SERVICE    YELLOW - FOR SERVICE

Case Number: \_\_\_\_\_

Court Date: \_\_\_\_\_

**PROOF OF SERVICE**

Served	Date	Time	Place
--------	------	------	-------

Served on (Print Name)	Title
------------------------	-------

MANNER OF SERVICE (attach the return receipt if service was made by registered or certified mail) I served the subpoena by delivering a copy to the named person as follows:

**DECLARATION OF SERVER**

I declare under penalty of perjury under the laws of the District of Columbia that I am at least 18 years of age and not a party to the above entitled case and that the foregoing information contained in the Proof of Service is true and correct.

Executed on \_\_\_\_\_

Date

Signature of Server

Address of Server

**Super. Ct. Civ. R. 45(c) and (d):****(c) PROTECTING A PERSON SUBJECT TO A SUBPOENA; ENFORCEMENT.**

(1) *Avoiding Undue Burden or Expense; Sanctions.* A party or attorney responsible for issuing and serving a subpoena must take reasonable steps to avoid imposing undue burden or expense on a person subject to the subpoena. The court must enforce this duty and impose an appropriate sanction—which may include lost earnings and reasonable attorney's fees—on a party or attorney who fails to comply.

(2) *Command to Produce Materials or Permit Inspection.*

(A) *Appearance Not Required.* A person commanded to produce documents, electronically stored information, or tangible things, or to permit the inspection of premises, need not appear in person at the place of production or inspection unless also commanded to appear for deposition, hearing, or trial.

(B) *Objections.* A person commanded to produce documents, electronically stored information, or tangible things or to permit inspection may serve on the party or attorney designated in the subpoena a written objection to inspecting, copying, testing or sampling any or all of the materials or to inspecting the premises—or to producing electronically stored information in the form or forms requested. The objection must be served before the earlier of the time specified for compliance or 14 days after the subpoena is served. If objection is made, the following rules apply:

(i) At any time, on notice to the commanded person, the serving party may move the court for an order compelling production or inspection.

(ii) These acts may be required only as directed in the order, and the order must protect a person who is neither a party nor a party's officer from significant expense resulting from compliance.

(3) *Quashing or Modifying a Subpoena.*

(A) *When Required.* On timely motion, the court must quash or modify a subpoena that:

(i) fails to allow reasonable time to comply;

(ii) requires a person who is neither a party nor a party's officer to travel more than 25 miles from where that person resides, is employed, or regularly transacts business in person—except that, subject to Rule 45(c)(3)(B)(iii), the person may be commanded to attend a trial by traveling from any such place to the place of trial;

(iii) requires disclosure of privileged or other protected matter, if no exception or waiver applies; or

(iv) subjects a person to undue burden.

(B) *When Permitted.* To protect a person subject to or affected by a subpoena, the court may, on motion, quash or modify the subpoena if it requires:

(i) disclosing a trade secret or other confidential research, development, or commercial information;

(ii) disclosing an unretained expert's opinion or information that does not describe specific occurrences in dispute and results from the expert's study that was not requested by a party; or

(iii) a person who is neither a party nor a party's officer to incur substantial expense to travel more than 25 miles to attend trial.

(C) *Specifying Conditions as an Alternative.* In the circumstances described in Rule 45(c)(3)(B), the court may, instead of quashing or modifying a subpoena, order appearance or production under specified conditions if the serving party:

(i) shows a substantial need for the testimony or material that cannot be otherwise met without undue hardship; and

(ii) ensures that the subpoenaed person will be reasonably compensated.

**(d) DUTIES IN RESPONDING TO A SUBPOENA.**

(1) *Producing Documents or Electronically Stored Information.* These procedures apply to producing documents or electronically stored information:

(A) *Documents.* A person responding to a subpoena to produce documents must produce them as they are kept in the ordinary course of business or must organize and label them to correspond to the categories in the demand.

(B) *Form for Producing Electronically Stored Information Not Specified.* If a subpoena does not specify a form for producing electronically stored information, the person responding must produce it in a form or forms in which it is ordinarily maintained or in a reasonably usable form or forms.

(C) *Electronically Stored Information Produced in Only One Form.* The person responding need not produce the same electronically stored information in more than one form.

(D) *Inaccessible Electronically Stored Information.* The person responding need not provide discovery of electronically stored information from sources that the person identifies as not reasonably accessible because of undue burden or cost. On motion to compel discovery or for a protective order, the person responding must show that the information is not reasonably accessible because of undue burden or cost. If that showing is made, the court may nonetheless order discovery from such sources if the requesting party shows good cause, considering the limitations of Rule 26(b)(2)(C). The court may specify conditions for the discovery.

(2) *Claiming Privilege or Protection.*

(A) *Information Withheld.* A person withholding subpoenaed information under a claim that it is privileged or subject to protection as trial-preparation materials must:

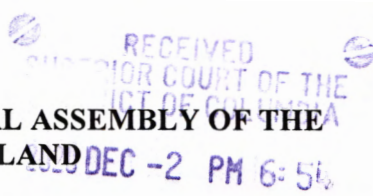
(i) expressly make the claim; and

(ii) describe the nature of the withheld documents, communications, or tangible things in a manner that, without revealing information itself privileged or protected, will enable the parties to assess the claim.

(B) *Information Produced.* If information produced in response to a subpoena is subject to a claim of privilege or of protection as trial-preparation material, the person making the claim may notify any party that received the information of the claim and the basis for it. After being notified, a party must promptly return, sequester, or destroy the specified information and any copies it has; must not use or disclose the information until the claim is resolved; must take reasonable steps to retrieve the information if the party disclosed it before being notified; and may promptly present the information under seal to the court for a determination of the claim. The person who produced the information must preserve the information until the claim is resolved.

SUBPOENA

BY AUTHORITY OF THE GENERAL ASSEMBLY OF THE  
STATE OF MARYLAND



To Matthew Sherring

You are hereby commanded to be and appear before the Joint Committee on Fair Practices and State Personnel Oversight of the Maryland General Assembly at the place, date, and time specified below.

X to testify touching matters of inquiry committed to the Joint Committee; and you are not to depart without leave of the Joint Committee.

Place of testimony: Senate Finance Committee, 3 East, Miller Senate Office Building, Annapolis, Maryland 21401 (Remote Hearing – Hearing log-in instructions forthcoming)

Date: December 10, 2020

Time: 1:00 pm

     to produce the things identified on the attached schedule touching matters of inquiry committed to the Joint Committee on Fair Practices and State Personnel Oversight.

Place of Production: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_



Given under my hand, by authority vested in me by the Committee, on this 25<sup>th</sup> day of November, 2020.

Walter C. Jones

Co-Chair, Legislative Policy Committee

Adrienne A. Jones

Co-Chair, Legislative Policy Committee

**NAMES, ADDRESSES AND TELEPHONE NUMBERS  
OF ALL COUNSEL OF RECORD AND PARTIES INVOLVED**

**I. Attorneys for Petitioner, the Legislative Policy Committee of the Maryland General Assembly:**

Ward B. Coe, III  
Samuel D. Cowin (DC Bar No. 1027662)  
Gallagher Evelius & Jones LLP  
218 N. Charles Street, Suite 400  
Baltimore, MD 21201  
Telephone: (410) 727-7702  
Facsimile: (410) 468-2786  
Emails: [wcoe@gejlaw.com](mailto:wcoe@gejlaw.com); [scowin@gejlaw.com](mailto:scowin@gejlaw.com)

**II. Attorney for subpoenaed party, and subpoenaed party:**

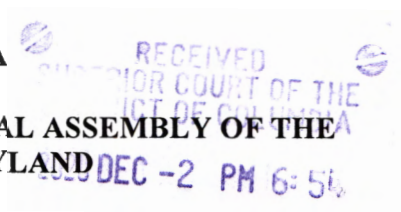
David B. Irwin, Esq.  
Kramon & Graham, P.A.  
One South Street, Suite 2600  
Baltimore, MD 21202  
Telephone: (410) 347-7402  
Facsimile: (667) 677-9601  
Email: [dirwin@kg-law.com](mailto:dirwin@kg-law.com)

Matthew Sherring  
2125 14<sup>th</sup> Street, NW  
[REDACTED]  
Washington, DC 20009  
Telephone: (202) 527-3877

**III. No unrepresented parties.**

SUBPOENA

BY AUTHORITY OF THE GENERAL ASSEMBLY OF THE  
STATE OF MARYLAND



To Matthew Sherring

You are hereby commanded to be and appear before the Joint Committee on Fair Practices and State Personnel Oversight of the Maryland General Assembly at the place, date, and time specified below.

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Date: December 10, 2020

Time: 1:00 pm

     to produce the things identified on the attached schedule touching matters of inquiry committed to the Joint Committee on Fair Practices and State Personnel Oversight.

Place of Production: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_



Given under my hand, by authority vested in me by the Committee, on this 25<sup>th</sup> day of November, 2020.

Walter C. Jones

Co-Chair, Legislative Policy Committee

Adrienne A. Jones

Co-Chair, Legislative Policy Committee

October 15, 2020

Matthew Sherring  
2125 14th Street, NW  
[REDACTED]  
Washington, DC 20009

Re: Legislative Policy Committee / Joint Committee on  
Fair Practices and State Personnel Oversight Investigation

Dear Mr. Sherring:

Gallagher Evelius & Jones LLP represents the Legislative Policy Committee and Joint Committee on Fair Practices and State Personnel Oversight related to their investigation of personnel and board practices at the Maryland Environmental Service. Please find enclosed a subpoena for you to appear and produce documents before the committees.

I would like to discuss the timing of your appearance and production at your or your attorney's convenience. Thank you for your cooperation.

Very truly yours,



Ward B. Coe, III

WBC:sdc  
Enclosure

## SUBPOENA

### BY AUTHORITY OF THE GENERAL ASSEMBLY OF THE STATE OF MARYLAND

To Matthew Sherring

You are hereby commanded to be and appear before the Joint Committee on Fair Practices and State Personnel Oversight of the Maryland General Assembly at the place, date, and time specified below.

X to testify touching matters of inquiry committed to the Joint Committee; and you are not to depart without leave of the Joint Committee.

Place of testimony: Remote Hearing – Hearing log-in instructions forthcoming

Date: October 29, 2020

Time: 1:00 pm

X to produce the things identified on the attached schedule touching matters of inquiry committed to the Joint Committee on Fair Practices and State Personnel Oversight.

Place of Production: Joint Committee on Fair Practices & State Personnel Oversight c/o Department of Legislative Services, Legislative Services Building, 90 State Circle, Annapolis, MD 21401

Date: October 23, 2020

Time: 9:00 am



Given under my hand, by authority vested in me by the Committee, on this 15<sup>th</sup> day of October, 2020.

W. C. Jones

Co-Chair, Legislative Policy Committee

Adrienne A. Jones

Co-Chair, Legislative Policy Committee

## SCHEDULE A

### Definitions and Instructions

For purposes of the Documents Requested below, the following definitions and instructions apply:

A. The term “**document**” means any original and all copies of any written, printed, typed, photocopied, photographic, reproduced material, or electronically stored information, including but not limited to any writing, drawing, graph, chart, photograph, sound recording, image, other data, or data compilation stored in any medium from which information can be obtained; all reports, contracts, diaries, e-mails, text messages, social media posts or messages (e.g., Facebook, blogs), facsimiles, calendars, statements, affidavits, desk pads, correspondence, communications, telegrams, teletypes, memoranda, notes, bills, work papers, journals, studies, films, slides, magnetic and electronic recordings, lists, minutes and entries in books, and other data compilation from which information can be obtained and translated, if necessary, through detection devices into reasonably usable form. The term “document” includes any and all drafts of any such document. The term “document” includes email communications to, from, or copying Mr. Sherring’s government-issued email addresses and any personal/non-governmental email addresses Mr. Sherring utilized during the period covered by these requests.

B. The term “**communication**” means the transmittal of information (in the form of facts, ideas, records, inquiries or otherwise) by any method, including electronically. The term includes any manner or form of information or message transmission however produced or reproduced, whether by correspondence, memorandum or other document, orally or otherwise, that is made, distributed or circulated between or among persons or data storage or processing units, in any way, either directly or indirectly. The term includes any conversation, discussion, meeting, conference, or any other oral statement.

C. The term “**MES**” means the Maryland Environmental Service.

D. The terms “**relate,**” “**related,**” and “**relating to**” mean comprising, concerning, constituting, containing, describing, disclosing, discussing, embodying, explaining, identifying, pertaining to, reflecting, setting forth, showing, stating, or summarizing.

E. The term “**concerning**” means referred to, alluded to, related to, connected with, commencing on, in respect of, about, regarding, discussing, showing, describing, in support of, in substitution of, reflecting or analyzing.

F. “**All**” means “any and all”; “**any**” means “any and all.”

G. “**And**” and “**or**” encompass both “and” and “or.”

H. “**Including**” means “including but not limited to.”

I. The present tense includes the past and future tenses. The singular includes the plural, and the plural includes the singular.

J. If requested documents are maintained in a file, the file folder is included in the request for production of those documents. Electronically stored information should be produced as PDF or single page TIFF files, OCR text files with load files (DAT) with coding / metadata.

K. Unless otherwise indicated, Documents Requested refer to and request production of documents, information, or objects for the time period January 1, 2017 to the present date.

### **Documents Requested**

1. All documents and communications related to an executive severance payment to Roy McGrath upon his departure from MES.

2. All documents containing communications with Governor Hogan and any member of the Governor's staff from March 1, 2020 to present concerning Mr. McGrath's departure from MES and Mr. McGrath's transition to his new position as Chief of Staff to the Governor.

3. All documents containing communications with Governor Hogan or any current or former member of the Governor's staff relating to compensation and expense reimbursements for Mr. Sherring as Director of Operations of MES (or in any other position at MES) or Mr. McGrath as Director of MES.

4. All documents containing communications with members of the MES Board of Directors relating to compensation and expense reimbursements for Mr. Sherring as Director of Operations of MES (or in any other position at MES) or Mr. McGrath as Director of MES.

5. All documents containing communications with MES staff relating to compensation and expense reimbursements for Mr. Sherring as Director of Operations of MES (or in any other position at MES) or Mr. McGrath as Director of MES.

6. All documents and communications related to MES Board of Directors meetings or MES Board of Directors committee meetings held in May, June, and July 2020.

7. All documents and communications related to the MES press release dated August 15, 2020 concerning an executive severance payment issued to Mr. McGrath, including any revisions of drafts of that press release.

8. All documents and communications related to severance payments issued to Jim Harkins and John O'Neill upon their departures from MES.

9. All documents and communications related to MES policies and procedures for severance payments.

10. All documents containing communications with Mr. McGrath during the period that Mr. McGrath served as Chief of Staff to Governor Hogan.

11. All documents and communications related to expense reimbursement requests submitted by Mr. Sherring during his employment at MES, including any documents providing the bases/justifications for any such expense reimbursement requests by Mr. Sherring.

12. All documents and communications related to expense reimbursement requests Mr. Sherring submitted on behalf of Mr. McGrath as Director of MES.

13. All documents and communications explaining or otherwise articulating MES's policies and procedures for approving expense reimbursement requests.

14. All documents and communications explaining or otherwise articulating MES's policies and procedures for issuing executive incentive payments.

15. All documents and communications explaining or otherwise articulating the purposes for which MES engaged media relations or public relations firms.

16. All documents and communications in which Mr. Sherring directed MES staff/employees to withhold information regarding expenses from Beth Wojton or any other MES staff/employee.

17. All documents and communications related to expenditures for the Environmental Business Leadership Conference, including any communications with or about Beth Wojton.

18. All documents and communications related to Mr. Sherring's international or out-of-state business travel with Mr. McGrath during Mr. Sherring's employment at MES.

19. All documents and communications related to MES's hiring of Mr. Sherring.

20. All documents and communications related to MES's creation of the Director of Operations position, including documents stating the responsibilities, qualifications, and salary for that position.

21. All documents and communications related to Mr. Sherring's departure from MES, including documents explaining or articulating the reasons for Mr. Sherring's departure from MES.

22. All documents containing communications with Beth Wojton from May 25, 2020 to May 28, 2020.

23. All documents and communications reflecting Mr. Sherring's experience with environmental programs and policies prior to his employment with MES.

**AGREEMENT FOR LEGAL SERVICES  
BETWEEN  
THE  
GENERAL ASSEMBLY OF MARYLAND  
AND  
GALLAGHER, EVELIUS, AND JONES L.L.P**

THIS AGREEMENT, dated September 24, 2020, is by and between the Maryland General Assembly, State House, Annapolis, Maryland, 21401, (hereinafter referred to as "Department"), and Gallagher, Evelius, and Jones L.L.P, 218 North Charles Street, Suite 400, Baltimore, Maryland, 21201 (hereinafter referred to as "Counsel").

For and in consideration of the terms and conditions contained in this agreement, the parties agree to the following:

- (1) Counsel agrees to provide legal services to the Legislative Policy Committee and, as delegated, to the Joint Committee on Fair Practices and State Personnel Oversight or the Department to assist the Committees in discharging its powers and duties related to the investigation into personnel and board practices at the Maryland Environmental Service.
- (2) The term of this agreement is from the date of this agreement, through the completion of the work of the Committees or until the total compensation and reimbursement paid under this agreement reaches the limit provided under paragraph (4) of this agreement.
- (3) Subject to the approval of the Department, Counsel may utilize attorneys or paralegals in its employ.
- (4)
  - (a) The total compensation and reimbursement provided to Counsel in accordance with this paragraph may not exceed \$40,000 without written consent.
  - (b) The hourly rate of compensation for:
    - (i) an attorney utilized by Counsel in accordance with paragraph (3) of this agreement is \$320 per hour; and
    - (ii) a paralegal utilized by Counsel in accordance with paragraph (3) of this agreement is \$160 per hour.
  - (c) Except as provided in subparagraph (d) of this paragraph, Counsel shall be reimbursed for all reasonable, allowable, and allocable direct costs and expenses incurred by Counsel in the performance of the services provided under this agreement, including, but not limited to, the costs of postage, long distance telephone calls, messenger or overnight delivery service, and mileage and parking in connection with automobile travel by Counsel, to be reimbursed at actual cost.

(d) The compensation provided in this agreement to Counsel is in lieu of all other benefits and compensation

- (5) (a) Within 7 days of the end of any month in which services are provided by Counsel, Counsel shall submit an itemized invoice listing the particular services provided and the hours or fractions of hours devoted to each of those services to the Office of Finance and Administration (hereinafter referred to as "Office") of the Department.

(b) An invoice submitted under this paragraph shall name each partner, associate, or paralegal utilized by Counsel and include an adequately detailed listing of the services they provided and the amount of time they spent in providing those services.

(c) The Department and Office shall review the invoice for sufficiency and mathematical accuracy and make reasonable efforts to resolve with Counsel any issues that may arise from the review.

(d) Unless notified to the contrary, the Office shall approve the invoice for payment on the 28<sup>th</sup> day following the day on which the invoice was received.

(e) The State of Maryland may not withhold federal, State, or local taxes or FICA taxes, if any, from payments made to Counsel under this agreement.

(f) Counsel shall arrange for the maintaining of records relating to the costs and expenses incurred by Counsel.

- (6) (a) The product of the services of Counsel shall become and remain property of the Department.

(b) The Department is deemed to be the custodian of any documents received by it and may not disclose those documents, including documents obtained through the issuance of a subpoena, except in accordance with the law.

- (7) For the purpose of the provisions of this agreement:

(a) the points of contact for the Maryland General Assembly are the presiding officers chiefs of staff and other designees,; and

(b) the point of contact for Counsel is Ward Coe, an employee of Counsel:


- (8) (a) Counsel agrees that during the term of this agreement employees of Counsel will not represent or provide any service for any parties whose interests are in conflict with the interests of the Department or Committees.

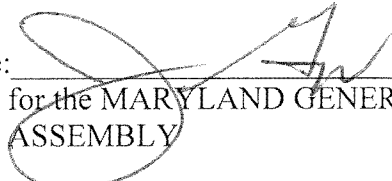
(b) If Counsel is unable to provide any services requested by the Department during the term of the agreement because of a conflict of interest, Counsel may withdraw from representation to the extent such a withdrawal would be allowed or required by applicable canons of the Maryland Rules of Professional Conduct.

- (9) Employees of the Department whose duties include matters relating to or affecting the subject matter of this agreement may not, while being employed by the Department, become or be an employee of Counsel.
- (10) This agreement may not be modified except by written agreement signed by the Department and Counsel.
- (11) (a) The performance of work under this agreement may be terminated by the Department if it determines that termination is in the best interest of the Department and Commission.
- (b) Counsel shall be paid compensation for services performed prior to the date of termination based on the compensation and reimbursement rates set forth in paragraph (4) of this agreement.

GALLAGHER, EVELIUS, AND JONES,  
L.L.P

MARYLAND GENERAL ASSEMBLY

Signature:   
for GALLAGHER, EVELIUS,  
AND JONES L.L.P

Signature:   
for the MARYLAND GENERAL  
ASSEMBLY

Printed Name: Ward B. Coe III

Printed Name: JAMES GOFF

Date: 30 Sept 2020

Date: 9/30/2020

# MARCUSBONSIB, LLC

ATTORNEYS AT LAW  
CAPITAL OFFICE PARK  
6411 IVY LANE  
SUITE 116

GREENBELT, MARYLAND 20770

BRUCE L. MARCUS  
ROBERT C. BONSI<sup>B</sup>\*  
JOSEPH A. COMPOFELICE, JR.\*  
MEGAN E. COLEMAN  
SYDNEY M. PATTERSON

301-441-3000  
FACSIMILE 301-441-3003  
WWW.MARCUSBONSIB.COM

\*ALSO ADMITTED IN DC

December 15, 2020

By e-mail to: [wcoe@gejlaw.com](mailto:wcoe@gejlaw.com)

Ward B. Coe III, Esq.  
Gallagher, Evelius & Jones  
218 N. Charles Street  
Suite 400  
Baltimore, Maryland 21201

Re: Subpoena Duces Tecum - Roy McGrath

Dear Mr. Coe:

Consistent with our earlier advice to you in reference to Roy McGrath's response to the Subpoena Duces Tecum ("SDT") dated October 15, 2020 issued on behalf of the Legislative Policy Committee, Mr. McGrath is not currently in possession of the vast majority of the items requested in the SDT.

A review of the list of documents requested are property of the Maryland Environmental Service (MES) and presumably these records and documents are in the possession of MES or other governmental agencies.

Given the number of multi-agency inquiries identified in recent news accounts and the lack of clarity on Mr. McGrath's status in these inquiries, to the extent that Mr. McGrath is in possession of other documents which may be responsive, at this time he asserts his rights and privileges afforded under the Maryland Declaration of Rights, Title 9 of the Courts and Judicial Proceedings Article, and the rights guaranteed him under the Fifth Amendment of the United States Constitution.

At such time as Mr. McGrath's status is more fully understood, we reserve the right to revisit the assertion and invocation of the rights and privileges guaranteed him under Maryland law and relevant state and federal constitutional provisions.

Sincerely,



Bruce L. Marcus

BLM/jmw

Matthew C. Sherring  
2125 14<sup>th</sup> Street NW, [REDACTED]  
Washington, DC 20009  
202-527-3877  
[Matthew.Sherring@gmail.com](mailto:Matthew.Sherring@gmail.com)

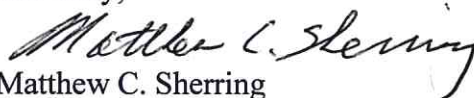
October 23, 2020

Joint Committee on Fair Practices & State Personnel Oversight  
c/o Department of Legislative Services Building  
90 State Circle  
Annapolis, MD 21401

To Whom It May Concern:

Enclosed, please find requested documents that I have in my possession. Most of what you've requested is in the possession of my former employer.

Sincerely,

  
Matthew C. Sherring

**Julie R. Pfanstiel**

---

**From:** Matthew Sherring on behalf of Matthew Sherring <matthew.sherring@gmail.com>  
**Sent:** Saturday, October 24, 2020 2:35 PM  
**To:** Sam Cowin  
**Cc:** Ward B. Coe; Julie R. Pfanstiel  
**Subject:** [EXTERNAL] Re: Maryland General Assembly Subpoena

Dear Mr. Cowin,

Could you provide an update on the scheduling of these matters?

In response to the items requested, I'm not anticipating substantial document production as most of what you've requested is in the possession of my former employer. What I do have is in the mail.

Sincerely,  
Matthew

On Wed, Oct 21, 2020 at 11:25 AM Sam Cowin <[scowin@gejlaw.com](mailto:scowin@gejlaw.com)> wrote:

Mr. Sherring:

As I mentioned in my voicemail this morning, our law firm represents the General Assembly's Legislative Policy Committee and Joint Committee on Fair Practices and State Personnel Oversight in connection with their investigation of personnel and board practices at MES.

I am following up on the subpoena the General Assembly issued to you on October 15. If you have engaged counsel in connection with this matter, please ask your counsel give me a call at 847-772-1626, so we can discuss logistics concerning the subpoena. If you do not intend to engage counsel, I'd be grateful if you gave me a call to discuss these issues.

Best regards,

Sam Cowin

**Sam Cowin**

TEL: 410 347 1369 / CELL: 847 772 1626 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[scowin@gejlaw.com](mailto:scowin@gejlaw.com)



This email transmission may contain CONFIDENTIAL and PRIVILEGED information. If you are not the intended recipient, please notify the sender by email, do not disseminate and delete immediately.

--

Matthew Sherring  
202-527-3877

## **Legislative Policy Committee Meeting**

**January 18, 2021**

### **Voting Record**

**Motion by Delegate Barron, seconded by Senator Griffith, to issue subpoenas to require Mr. Michael Harris and Mr. Danial Faoro to appear to testify before the Joint Committee on Fair Practices and State Personnel Oversight by March 18, 2021, including any documents related to this testimony.**

**Motion was approved 27 – 0**

<b>Name</b>	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>
Speaker Jones	<b>X</b>		
President Ferguson	<b>X</b>		
Delegate Barron	<b>X</b>		
Delegate Barve	<b>X</b>		
Delegate Branch	<b>X</b>		
Delegate Clippinger	<b>X</b>		
Delegate Davis	<b>X</b>		
Delegate Dumais	<b>X</b>		
Senator Edwards	<b>X</b>		
Senator Feldman	<b>X</b>		
Senator Griffith	<b>X</b>		
Senator Guzzone	<b>X</b>		
Senator Hough	<b>X</b>		
Delegate Kaiser	<b>X</b>		
Senator Kelley	<b>X</b>		
Senator King	<b>X</b>		

Delegate Kipke	<b>X</b>		
Delegate Korman	<b>X</b>		
Senator Lee	<b>X</b>		
Delegate Luedtke	<b>X</b>		
Delegate McIntosh	<b>X</b>		
Delegate Pendergrass	<b>X</b>		
Senator Pinsky	<b>X</b>		
Delegate Sample– Hughes	<b>X</b>		
Senator Simonaire	<b>X</b>		
Senator Smith	<b>X</b>		
Delegate Szeliga			<b>X</b>
Senator Zucker	<b>X</b>		
<b>Total</b>	<b>27</b>	<b>0</b>	<b>1</b>

## SUBPOENA

### BY AUTHORITY OF THE GENERAL ASSEMBLY OF THE STATE OF MARYLAND

To Michael Harris

You are hereby commanded to be and appear before the Joint Committee on Fair Practices and State Personnel Oversight of the Maryland General Assembly at the place, date, and time specified below.

X to testify touching matters of inquiry committed to the Joint Committee; and you are not to depart without leave of the Joint Committee.

Place of testimony: Remote Hearing—Hearing log-in instructions forthcoming

Date: March 3, 2021 or date to be mutually agreed upon

Time: 1:00 p.m.

X to produce the things identified on the attached schedule touching matters of inquiry committed to the Joint Committee on Fair Practices and State Personnel Oversight.

Place of Production: Joint Committee on Fair Practices & State Personnel Oversight c/o Department of Legislative Services, Legislative Services Building, 90 State Circle, Annapolis, MD 21401

Date: February 22, 2021

Time: 9:00 a.m.



Given under my hand, by authority vested in me by the Committee, on this 12th day of February, 2021.

Wm C. J. Jones  
Co-Chair, Legislative Policy Committee

Adrienne A. Jones  
Co-Chair, Legislative Policy Committee

## SCHEDULE A

### **Definitions and Instructions**

For purposes of the Documents Requested below, the following definitions and instructions apply:

A. The term “**document**” means any original and all copies of any written, printed, typed, photocopied, photographic, reproduced material, or electronically stored information, including but not limited to any writing, drawing, graph, chart, photograph, sound recording, image, other data, or data compilation stored in any medium from which information can be obtained; all reports, contracts, diaries, e-mails, text messages, social media posts or messages (e.g., Facebook, blogs), facsimiles, calendars, statements, affidavits, desk pads, correspondence, communications, telegrams, teletypes, memoranda, notes, bills, work papers, journals, studies, films, slides, magnetic and electronic recordings, lists, minutes and entries in books, and other data compilation from which information can be obtained and translated, if necessary, through detection devices into reasonably usable form. The term “document” includes any and all drafts of any such document. The term “document” includes email communications to, from, or copying Mr. Harris’s government-issued email addresses and any personal/non-governmental email addresses Mr. Harris utilized during the period covered by these requests.

B. The term “**communication**” means the transmittal of information (in the form of facts, ideas, records, inquiries or otherwise) by any method, including electronically. The term includes any manner or form of information or message transmission however produced or reproduced, whether by correspondence, memorandum or other document, orally or otherwise, that is made, distributed or circulated between or among persons or data storage or processing units, in any way, either directly or indirectly. The term includes any conversation, discussion, meeting, conference, or any other oral statement.

C. The term “**MES**” means the Maryland Environmental Service.

D. If requested documents are maintained in a file, the file folder is included in the request for production of those documents. Electronically stored information should be produced as PDF or single page TIFF files, OCR text files with load files (DAT) with coding / metadata.

E. Unless otherwise indicated, Documents Requested refer to and request production of documents, information, or objects for the time period January 1, 2017 to the present date.

### **Documents Requested**

1. All documents and communications related to Roy McGrath’s severance payment from MES and expense reimbursement requests submitted to MES.

2. All documents and communications related to Matthew Sherring’s expense reimbursement requests submitted to MES.

3. All documents containing communications with members of the MES Board of Directors relating to compensation and expense reimbursements for Mr. McGrath or Mr. Sherring.
4. All documents containing communications with MES staff relating to compensation and expense reimbursements for Mr. McGrath or Mr. Sherring.
5. All documents and communications related to MES Board of Directors meetings or MES Board of Directors committee meetings held in May, June, and July 2020.
6. All documents and communications related to expense reimbursement requests Mr. Sherring submitted to MES on behalf of Mr. McGrath as Director of MES.
7. All documents and communications related to MES's policies and procedures for approving expense reimbursement requests.
8. All documents and communications in which Mr. Sherring directed MES staff/employees to withhold information regarding expenses from Beth Wojton or any other MES staff/employee.
9. All documents and communications related to Mr. McGrath's or Mr. Sherring's international or out-of-state business travel during employment at MES.
10. All documents and communications related to the Office of Legislative Audits' inquiry regarding Mr. McGrath's expenses.
11. All documents and communications related to any political contributions you made while an MES employee.
12. All documents and communications related to your applying for a position at and being hired by MES.
13. All documents related to communications with Mr. McGrath or Mr. Sherring from May 2020 to the present.

# **MES INTERVIEW NOTES**

**Stephanie Acosta – 11/10/2020 am**

*Zoom conference (Acosta, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Educational Background
  - Bachelor degree in Criminal Justice, with a minor in Accounting.
  - MBA from Towson and Univ. of Baltimore.
  - Obtained Master's degree while working at MES.
- MES Background
  - At MES since April 2006.
    - In 2006, she was Fiscal Account Supervisor.
  - Still employed with MES; office at HQ.
  - Current position: Financial Account Manager
    - In position since 2008.
    - Manages accounts payable and payroll department.
    - Works with budgets, payroll taxes.
    - Works closely with HR and IT.
    - Reports to Hament Patel (currently, Managing Director of Finance).
    - Four employees report to her: a payroll specialist, 2 fiscal associates in accounts payable, a part time associate.
  - How many executive directors have there been since you started working at MES?
    - Roy McGrath and Jim Harkins.
- Did you get to know McGrath?
  - They spoke one or two times over the course of three years.
    - One time, they discussed his 401K when he started.
    - Another time, it was nothing related to MES. McGrath has family in Waldorf. Personal stuff.
  - “He was upstairs. I was downstairs in the finance department.”
  - There are two floors at MES.
  - She never attended meetings with McGrath.
  - Sometimes she saw McGrath come into office. Usually, McGrath came in the side door, not the front door.
- Did you get to know Sherring?
  - She did not know Sherring before working at MES.
  - They spoke briefly in the hallway (would say hello). They would also speak about payroll withholdings.
    - They did not have a lot of communications.
  - Sherring was upstairs, on the other side of the building from McGrath.
  - She really didn't know what Sherring did at MES. She knew his title was Director of Operations.

### Payout to McGrath in 2020

- Document – Ex. 1 – June 4, 2020 Email from Linda Brent to Acosta, cc Harris
  - Linda Brent works in the HR Dept.
    - 401K, benefits set up, and termination pay
  - “Our conversation” – She enters one-time payouts for severance. When that came through on payroll, spoke on phone about severance pay.
    - Initially Harris wanted tuition through payroll, but that runs through AP module. Spoke with Brent about that.
      - We will take care of tuition through accounts payable.
  - “Tax implications” – why not payroll?
    - Tuition reimbursement plan, if through payroll, it would be taxed – we do accounts payable.
  - What was tuition for?
    - Per Harris, the Board approved the \$5,250.00, which is the yearly limit IRS has set for tuition reimbursement.
  - Harris made statement that Board approved tuition reimbursement. Recall what Harris said?
    - No, email about it.
    - In conjunction with McGrath severance, Board approved payout.
      - If backup needed, he’d provide the Board minutes.
  - Directed check in that amount to McGrath.
    - Based on email from Harris that Board approved.
  - Ever see documentation of the tuition payment by McGrath?
    - No.
    - We reimburse and we advance tuition per MES tuition policy.
  - This would have been a reimbursement for a payment made?
    - Yes, this was language used. We generally say tuition reimbursement.
    - Not sure if McGrath had taken class. She’s not involved in that.
  - Anyone inform you what classes, what school?
    - No.
- Document – Ex. 2 – June 5, 2020 Email from Harris to Acosta (“Thank you Stephanie.”)
  - McGrath terminated in Workday – no longer has access to the system – payroll.
  - Item 2 – \$55,000 expense reimbursement during FY 20
    - Expenses from July 1 2019 through end of employment of MES
    - Who made determination that was period of expenses?
      - She was told by Harris, and entered on expense reimbursement by McGrath
  - Tuition – Ever see an expense reimbursement with all approvals?
    - No. Instructed by Harris to enter expense reimbursement. Needed to be done. Forwarded Harris’s email about that to Jennifer Brown. She then entered expense reimbursement for McGrath, per Harris. Used email from Harris as backup.
  - Ever instructed to enter expense reimbursement for tuition without application?
    - No, usually handled by HR.
    - Usually, employees enter own expense reimbursement.

- This time, asked by Harris to have employee enter payment. Harris did not explain why it was being done this way.
- Document – Ex. 3 – October 2019 Tuition Expense Reimbursement Report (payment date 10/18/2019)
  - View expense payment
    - Printed from our software, Workday. This is a summary of what expense report was.
    - Says approved – who made approval?
  - Next page – Success! Event approved – 10/15/2019
    - Process history
    - Five steps
    - Standard procedure
      - Biz process for tuition reimbursement in system
        - Tessier created report for McGrath, as instructed by Harris
        - Harris is the Finance Executive
        - Back to HR – Laura Younker (HR specialist) – tuition under HR control – set up in biz process to review items
        - Next to Jewel White (HR) for approval
        - Back to AP – Jennifer Brown – turns into expense and processed through AP
        - Everything is done electronically. Shows the date and time of completion of each step.
    - Approval by manager is not required?
      - Not sure. Configured this way in biz model. This is an HR thing. They built out this process.
    - Tuition form – fill out – submit to HR
      - Appears McGrath filled out
- Document – Ex. 4 – June 5, 2020 Emails between Harris and Acosta
  - Harris just thanking you. Hear anything else from McGrath about these?
    - No.
    - Direct deposits to McGrath’s account.
- Document – Ex. 5-7 – Sherring’s Harvard Tuition Expense Reimbursement Report
  - Two expense items paid to Sherring
  - GWBOT Midwinter event
    - Backup
    - She has no idea why Sherring was attending event
  - This came through to employee in accounts payable – she entered
    - She asked about Harvard tuition for \$14,000
    - Thought it needed more backup
  - Invoice for Harvard
    - Why was Sherring submitting it?
      - No idea.

- Did anyone raise questions why Sherring was submitting it?
      - No.
      - Only question: employee in AP brought to attention of Acosta/ Harris that there was insufficient backup – it doesn't say who paid and how paid.
  - At MES, ever requested to reimburse tuition for \$14,000?
    - No.
  - In access of annual policy amount?
    - No. This was first time.
    - “To me, this invoice looked like more of a training—not exactly college tuition.”
    - More like a training; description says senior executive fellows – wouldn't take this as a college course.
      - More like a training or management course – not college tuition.
    - She acknowledged that no one researched the Harvard course.
    - Import of possibly a training course?
- Document – Ex. 8 – June 3, 2020 Email Acosta to Sherring
  - AP employee emailed Acosta and Harris needed additional documentation regarding Harvard
  - Harris said one of them should reach out to Sherring for more documentation.
  - Katherine Tessier emailed Acosta first. Wanted to be sure the course still occurred.
  - Sherring says “Yes, the course still occurred.”
  - Any more information regarding when the course occurred?
    - No.
  - Did you know course occurred during June 2020?
    - No.
  - Also asked if McGrath attended. Sherring doesn't answer. Ever determine this?
    - Acosta took Sherring's response to mean that McGrath attended.
  - Sequence of events:
    - Sherring sends additional information.
      - PDF printout of the payment to Harvard.
    - She forwarded it to Harris to see if it would suffice
    - Harris says yes, because it shows the credit card number.
    - Acosta – I will process the expense
    - Harris does not explain why approved
- Document – Ex. 9 – June 4, 2020 Email Acosta to Sherring – informing his expense reimbursement approved/processed
  - Any discussion with Sherring about request?
    - Other than emails, no.
  - Ever requested to approve education/tuition that employee was going to engage in after employment at MES?
    - No.

- Inconsistent with MES policy.
  - Any further discussion with Harris about this reimbursement?
    - No.
- Document – Ex. 10 – Credit Card Receipt/proof of payment for Harvard Course
  - Harris says sufficient.
  - May 29, 2020 – Date the payment was actually made
  - To date, has anyone checked if the course actually occurred and whether McGrath attended?
    - Not sure.
- General questions
  - McGrath submitted expense reports during tenure?
    - Yes.
    - Processed as submitted.
    - Acosta processed the check. Did not approve them.
  - Approved by?
    - Harris
    - Before Harris, the former CFO Janet Irvin approved them.
  - Before June 2020, any reason to believe McGrath not submitting all expense reports?
    - Acosta was not involved.
  - Compare McGrath to Harkins. More or fewer expense reports?
    - McGrath didn't submit often, but he "incurred more expenses."
  - How often did McGrath submit expense reports?
    - FY2019 – Several at one time, one check.
    - Before that – a couple
    - FY 2020 – A couple
  - How are expense reports/receipts filed?
    - Scanned and filed, and saved in system.
  - In FY2018 and 2019, was McGrath complying with policy of submitting on timely basis?
    - "Per policy, correct."
  - Sherring expenses – on a regular basis?
    - Acosta not as familiar.
- Document – Ex. 11 – \$55K Expense Reimbursement Reports submitted June 4, 2020
  - First page – View Expense Payment – June 5, 2020
    - In 14 years, ever processed expense report this large?
      - No.
      - Largest before this was another one from McGrath from FY 2019 in amount of \$15,000.
  - Four different reports were submitted. Why?
    - Not sure why.
    - McGrath submitted these. He entered all the information and uploaded the receipts.

- Who approved the expense reports?
  - Harris.
  - McGrath entered initial expense reports and attached all the documents – why so hard to see – it looks like they were submitted via his phone. Uploaded by him.
  - Acosta thinks McGrath entered into expense payment module in Workday – started to fill out all the information and attach all the backup documents.
    - McGrath didn't have receipts for a few expenses, and was missing information in the header.
  - June 4 – Call from Harris
    - 7:30 or 7:45 at night.
    - For her to assist with the “errors” they were encountering
    - Harris: McGrath had called Harris because he was getting errors with the expense reports, and he needed help with the errors.
    - Each line item needs receipt. All required fields must be filled out.
    - McGrath and Harris were not totally familiar with the software so Harris called her for assistance.
    - Acosta called Jennifer Brown –
      - Acosta didn't have security access to get into these expense reports.
      - Needed Brown to assist filling in missing information.
    - Harris emailed Brown – two or three emails – missing receipts
      - Wifi, dinner, etc.
      - Harris issued written email approvals to substitute for receipts.
    - McGrath missing header fields – Brown corrected those so the expense reports could be submitted.
    - Brown never spoke to McGrath
      - Three way call between Acosta, Brown, Harris
    - Brown reported back to Acosta what she had done – a lot of this was over phone.
    - Did Harris give any instructions regarding how should be processed?
      - He wanted it all processed that evening.
      - Payroll processed next day.
      - McGrath was going to be terminated from Workday the next day.
      - Harris instructed them to submit the settlement and make payment to McGrath that night.
- McGrath's last day of work was May 31.
  - Once McGrath was terminated in system in Workday – no longer could access to enter his expense reports.
  - McGrath's access terminated the next day.
  - Staff stayed up until 10 pm working on McGrath's expenses to beat the deadline.

- Did Harris say anything regarding whether anyone other than him was approving?
  - In biz process requested by Harris, Harris was the only one who needed to approve McGrath expenses.
- Expense Report A – \$21K
  - Date of expenses December 2018 to March 2020
  - Process history
    - Jennifer Brown – 8:36p – created – all entries made
      - Majority of entries made by McGrath – Brown had to attach two emails from Harris and fill out information in header omitted by McGrath
  - Purpose of approval by finance executive?
    - Step in biz process –
    - Should mean Harris reviewed all items to ensure per MES policies.
    - Acosta can't speak to if Harris actually reviewed.
      - It was approved 3 minutes later.
      - Unc
    - Last entry – Jennifer Brown – Verify receipts match amounts submitted – took about 20 minutes
- Expense Report B – \$13K
  - Ranges from 2019 to 2020
    - Parking for NYC meeting
    - Then all dates for June 4 – not what happened.
      - Isn't the date supposed to be the date of the expense?
        - Yes.
        - She doesn't think McGrath knew that.
  - Process
    - Brown – 8:02p
    - Harris approves – 8:17p
    - Final action by Brown – 8:59p
- Expense Report C – \$6K
  - All dates are June 4, 2020
  - Process history
    - Brown completes at 8:19p
    - Harris approves at 8:21p
    - Brown final work at 8:50p
- Expense Report D – \$14K
  - Dates run from March 2019 to April 2020
  - History
    - Brown completes at 8:17p
    - Harris approves at 8:19p
    - Brown final work at 9:02p

- When were checks cut/direct deposit to McGrath?
    - Acosta processed that evening after Brown reviewed.
    - Settlement run done at 9:11pm – so McGrath was paid then
      - Brown created Settlement run at 9:09p
      - Acosta processed at 9:11p
- Culture at MES regarding Expense Reimbursement
  - Did McGrath comply with Travel Advance and Expense Reimbursement Procedures during tenure at MES?
    - “I would have to say no.”
  - Generally, do employees comply with policies?
    - Generally, yes.
  - Are requests for reimbursement ever turned down because of non-compliance?
    - No.
  - Are requests made for more information when the policy is not complied with?
    - Yes. They attempt to work it out.
- Document – July 24, 2019 Email from Harris to McConchie
  - Tessier – says to McConchie – Sandbox – testing tenet – parallel to production tenant.
    - We use Workday. Sandbox tests processes.
  - Aware that McGrath’s expenses circling back to him for approval?
    - Subsequently found out.
    - Doesn’t recall when, spoke with Tessier at some point.
    - How did that happen?
      - McGrath was top of hierarchy in Workday. Nowhere else for approvals to go. Everyone has manager above them, but because McGrath is on top, nothing above him.
  - Period of time when Deputy Director approved expenses?
    - Doesn’t recall?
  - How long was McGrath approving own expenses?
    - She doesn’t recall if he was. She would have to look back in Workday.
  - McConchie is in the IT department.
- Document – Email from Michael Harris regarding approval of supplier
  - June 4 – 9:56 am
    - “Expense and Supplier Invoices to be paid this week.” Did these relate to McGrath?
      - Every week, Acosta ran Expense and Supplier report to be paid that week – sends to Harris for review – Harris approves before printing of checks or direct deposit.
      - This specific week, she hadn’t received documents from Sherring – removed that reimbursement from this run.

- Harris approves “both”
    - Referring to expense and supplier invoice reports with the original email – all payments to be made that week.
  - Then – “Roy’s tuition is being added to Expense settlement.”
    - This is the Board-approved one – \$5,250
- Document – June 4, 2020 Email from M. Harris regarding missing dinner receipt
  - Talking about this earlier
  - One of the errors McGrath received when submitting report.
  - No receipt – which is required.
    - Spoke with Harris on phone.
  - Harris’s email is backup document for approval of expense in lieu of receipt
- Document – June 4, 2020, at 8:28 pm, Email from M. Harris
  - No receipt for wifi
- Document – June 3, 2020 Email
  - Original email regarding Sherring’s Harvard request for \$14,000
  - Tessier doesn’t think documents sufficient
  - Harris says feel free to reach out to Matthew
  - And would send regular reports in the morning
- Document – June 4, 2020 Email between Harris and Acosta regarding McGrath’s Tuition Reimbursement
  - Before this, Harris told Acosta that the Board had approved tuition
    - Informed her on a telephone call
  - Harris responds: “shouldn’t be anything included in reference to the Board”
    - Acosta not sure why.
    - Harris didn’t explain why.
  - Acosta proceeds to direct Brown to enter the expense reimbursement, per Harris’s instructions.
    - Charges to Spend Category 6311 or Tuition 2020
      - Fringe benefit account or tuition account
      - If it went through “normal” tuition approval, it automatically goes to Tuition. But J. Brown was doing it manually – Acosta said to use tuition account
- Reviewing the \$55K Expense Reports A-D
  - You said McGrath was using iPhone to upload receipts?
    - Yes. If you go into the software, you can see where receipts are uploaded from. Stamp shows McGrath uploaded all receipts.
    - Doesn’t show which device he used to upload them.
    - Receipts were very faint. Acosta not 100% sure why. They were legible if accessed through the software. Only become distorted after you print.
- Since McGrath left, she’s had no communication with him.

- Not aware whether Board was ever made aware of McGrath's expenses. The Board never asked Acosta about specific expenses payments or processes.

## **William “Bill” Addison – 11/13/2020**

*Zoom conference (Addison, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Education and career
  - University of South Carolina – a farmer
  - Farmer for 35 years
  - Worked for General Assembly in the winter time
    - Recently retired after 43 years. Was Secretary of Maryland Senate for 23 years. Before that, assistant journal clerk.
    - President of Senate appointed Secretary of Senate. Elected every year by the senators.
- MES Background
  - MES Board
    - On board for about 25 years.
    - Proposed by Mike Miller, President of Senate.
    - Forgot who was Governor – Glendening or Shaffer appointed.
    - Served from 1995 to 2019.
      - In 2019, when he retired, he also resigned from the MES Board. His position was the rep of the State. As he retired from the State of Maryland, he also had to resign from MES.
    - He resigned the day after the Joint Committee meeting that he attended and where he testified.
    - He was on the HR Committee for the last couple of years.
      - He was not previously on the Committee going back.
- Document – February 29, 2016 Board of Directors Meeting Minutes
  - First learned Harkins was retiring?
    - Thinks he already knew Harkins was retiring before the meeting.
    - In closed session, Harkins left, then conversation about severance. Recall conversation?
      - Yes. We did.
      - Does not recall any particulars.
  - Recall recommendation was to pay one year’s salary as severance?
    - Yes.
  - View of Harkins as MES Director?
    - My understanding was that Harkins was on his way out. Not sure it was completely his own idea. Don’t think it was.
    - Harkins was an excellent director of MES. He got MES through some difficult times. During his tenure, MES made great advances.
    - He was a long time public servant.
  - Was he retiring?
    - Yes, he was.
    - Not sure about circumstances of retirement.

- Didn't think it was Harkins' idea – what is that based on?
    - Probably based on a conversation with Snee – retirement not entirely voluntary, but not sure about particulars.
- Document – February 29, 2016 Email from Janet Irvin
  - Amount paid as severance was 160K.
    - Addison doesn't recall amount, but that's probably correct.
- Document – August 16, 2017 Board of Directors Meeting Minutes
  - Addison presumes he was there.
  - O'Neill to receive his executive staff bonus – 15% of pool and cash out all of his 416 hours of unused annual leave (about \$40K).
  - O'Neill had been Deputy Director and Acting Director for about a year.
  - View of his performance?
    - Excellent.
  - In favor of providing this payout?
    - He was given money that was due him as a result of the BEST program and unused leave. It was not severance, not a year's salary. It was money earned from working there.
    - If he had stayed there, he would have gotten the BEST Money.
    - And he had earned the unused leave.
- Document – May 26, 2020, McGrath to Board – Leaving to be Chief of Staff
  - Addison remembers the email.
  - Before this email, did you know McGrath was leaving to be the Governor's Chief of Staff?
    - Addison does not remember. It's possible, but he can't say for sure.
    - At a later time, after this email, Roy called Addison to thank for him for his service.
  - Joe Snee got a phone call from McGrath on May 23 about his leaving to be Chief of Staff, and saying he wanted year's salary as severance. Did you know about that before receiving this email?
    - Can't say that for sure. Not sure.
  - When did you learn McGrath wanted one year's salary as severance?
    - Learned it from Snee. Addison doesn't recall exactly when.
    - Not by phone. He thinks it was in person. Might not have been until there was an HR Committee meeting.
- Did you know McGrath before he was MES Director?
  - No.
- Document – May 27 and May 28, HR Committee Meeting Minutes
  - May 27 – Closed session at 10:30 am
    - Two paragraphs starting, "Mr. Snee then initiated a discussion regarding a request by Mr. McGrath..." McGrath relies on two prior Directors.
      - Addison understood that meant a year's salary.

- Snee says that he had told Mr. McGrath that he would not recommend that a severance payment be made unless the Governor was aware of the proposed severance and did not object. Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object. Understand McGrath already gave that assurance to Snee?
  - Yes.
- What were the other personnel and budgetary matters referenced in the Minutes?
  - Not sure what those were at that time.
  - Addison suspects that it had something to do with Wojton's subsequent email.
  - Snee stated that other personnel and budget matters were that Board wanted Wojton to be considered as Executive Director.
    - Addison: That is right – that could have been what it was.
  - McGrath would not receive Executive Incentive payment
    - Addison's recollection is that severance would include the \$47K, that was money he was due.
  - Significant unused leave to transfer – McGrath said value was \$211K. If McGrath was taking leave with him, what sig did it have with regard to the severance?
    - Addison says we should've given this more consideration.
    - Addison didn't realize at the time that McGrath was taking all the leave with him. Didn't recognize the significance at the time.
    - Wouldn't consider it as severance, but we should have.
      - That unused leave – I didn't know you could transfer all that stuff between one place and another.
    - Double benefit if McGrath got to keep it and got compensated for it.
      - Addison didn't think that would be a good idea.
- Addison was one of members who expressed reservations because McGrath was not retiring like the other two Directors. McGrath was leaving to another State agency.
  - Addison says McGrath represented to him – considerably less pay than he was getting at MES. McGrath wanted a severance to make up the difference.
  - Addison doesn't recall the timing of that conversation. It was not a telephone conversation.
- Did you see McGrath in person during this time?
  - No. This communication was not a text/email. The conversation was "an aside."
- Committee did not resolve issue on May 27.
  - He understood that Snee was going to go back and confirm the Governor's knowledge.

- May 28, 2020, at 9:00 am
  - HR Committee continued its discussion from the previous day.
  - Snee stated that he had been assured by Mr. McGrath that the Governor was aware of the proposed severance payment and did not object. Understand McGrath assured Snee again?
    - Yes. Understood it as a second assurance after May 27.
  - Addison approved. What was Addison's reason for approving?
    - We had a discussion. McGrath was taking a position that was going to have direct relationship with MES. It was stated that we didn't want to make an enemy in the Governor's office. McGrath would have direct impact on the future of MES. We thought at that time, that our action was going to be what was in the best interest of MES at that time.
    - At Committee meeting – “in a terrible position” and “Between a rock and a hard place”
  - In last paragraph, first time tuition reimbursement mentioned. Anyone say what it was for?
    - No. I didn't question it. I don't know what kind of programs there are and what MES does for tuition reimbursement.
    - At any time since – he has not learned what it was for.
- Document – May 28, 2020, at 9:30 am – Full Board of Directors Meeting Minutes
  - Do you recall McGrath saying anything at this meeting regarding his severance?
    - No. This is not where he said future salary later.
  - Snee this time assures full Board that McGrath had given assurance the Governor was aware of severance and did not object. One year's salary, tuition, laptop, and cell phone.
    - Nothing at this meeting regarding what tuition was for.
- Document May 28, 2020 – Closed session Board of Directors Meeting Minutes
  - More details in just the closed session minutes – why?
    - I think in closed session, freer to discuss personnel matters than in open session.
  - In response to a question, Mr. Harris stated that the agency has sufficient cash to make the proposed payment to Mr. McGrath. Who asked that question?
    - Not sure if the question was asked or if Harris was just stating it.
  - Following additional discussion...
    - First time laptop and cell phone came up?
      - Yes.
      - Board approved.
- Document – June 25, 2020 Board of Directors Meeting Minutes
  - Snee initiates discussion of the Deputy Director's compensation. Prior to this meeting, did you know Wojton was leaving MES?
    - Doesn't remember. If he did, it was slightly before.

- What was your view of Beth's service?
  - Excellent.
- What was your view of Beth to receive \$1,000 per year of service and other stuff?
  - I was fine with it. I didn't think it was excessive.
- In fact, year almost over, FY 2020 executive bonus had been fully earned. Any controversy about paying this?
  - No.
- Document – July 22 Beth's email to the Board
  - When they received this email, it was the first time Addison and anyone on the outside Board knew about any of this.
  - Two issues:
    - Anonymous complaint about Director spending.
      - Not one word about this previously.
    - During the short period that she was Director, the previous Director was reimbursed for \$50K in expenses, which she did not authorize.
      - Board did not know about that either.
  - Wojton assumed duties of Director after McGrath left. What she's saying is MES reimbursed him for expenses after he left?
    - Correct.
  - Attended a Board meeting when these issues were discussed?
    - No. This email was sent to all of us. I was stunned by it, as was everyone else.
    - Snee made a request to Glass to have an emergency meeting to discuss. Glass turned down the meeting.
    - This was all news to us.
  - Any discussions with McGrath about these statements?
    - No.
- Document – July 24 McGrath Text
  - McGrath was disappointed about Beth's letter.
  - Addison tried to call McGrath – call when you can. Did McGrath call back?
    - I don't think so. We didn't talk about this.
- Earlier today, mentioned a conversation with McGrath he said something to effect that new salary less than new one. Only conversation?
  - Yes, no other communications after McGrath left. No phone or text.
- What was your reason for resigning after the Joint Committee hearing?
  - When I resigned from the legislature, one thing I wanted to do was reduce the stress in my life. I had no idea that continuing on the Board of MES would keep the stress in my life. So I decided that I'm retired, I want to spend my time on my farm cutting grass. I want to put this chapter behind me.
- What was your view of McGrath's performance as Executive Director?
  - It was good. MES did a lot of great things.

- Since that time, I learned things about McGrath that I didn't know the entire time I was on the Board. Things that changed my opinions.
- All this business with the expenses.
- Testimony of Beth Wojton:
  - Everything she said was news to me.
  - I'm very surprised that people that work for MES – some on Board – did not tell us these things as we were going along.
- Another thing Addison wants to ask: The Legislative Auditor requested that an investigation be done into McGrath's finances – one year ago. We didn't know about any of that. Why didn't the Legislative Auditor inform the Board? Why didn't the Auditor send the Board a letter about what he was looking into?
  - Have you ever talked to anyone about the Legislative Auditor's office about that subject?
    - No.
    - No conversations with Beth Wojton about this.
- Sherring:
  - Did you know Sherring before MES?
    - No.
  - What did Sherring do?
    - Doesn't know his title and doesn't know what he did.
    - He was the computer guy. Helped with computer stuff. Attended Board meetings. Not sure what his role was.
    - No personal.
  - Trips?
    - Sherring never reported back regarding trips.
    - He said he was going to Israel.
    - When Addison learned about the Israel trip, he thought it was a vacation – Addison said have a nice trip to Sherring—he had no idea it was on MES's dime!
    - Never on any trips – never came back and said what he learned or why took the trip.
    - Addison thinks Harkins would have reported back to the Board when he went to a conference or event. He doesn't remember Harkins ever taking an international trip.

**Noha Ahmed – 2/23/2021 pm**

*Zoom conference (Ahmed, Sean Coleman, Pam Fuller, Ward Coe, Collin Wojciechowski)*

- Background
  - Graduated UMBC in 2016
  - Lived first year in Annapolis, and second year in Odenton/Baltimore
  - Currently at Johnson, Mirmiran & Thompson – engineering firm in Towson
    - Pursuit Coordinator (Marketing)
    - One year in November
  - Prior to MES, at Maryland Chamber of Commerce
- MES Background
  - Two years at MES
    - Strategic Partnerships Manager
- Met McGrath at IOM
  - Was there working for Chamber
  - McGrath attended
  - They were in the same “class”
  - Believe it was 2018
  - Meeting was at Villanova
  - Roy had vision for growth of MES – Noha was thinking about her next move
  - Sherring was not there
- Kept in touch with McGrath about career
  - Roy contacted her via Facebook messenger to talk about work
  - Met for lunch
  - Roy was asking for Special Assistant role
  - Noha wanted something more business development related
  - Roy later reached out that there was a business development position
  - She thinks the position was created for her
  - Whole department was not previously there
  - Thinks position was advertised, but she does not know whether the job was actually open to anyone
  - Interviewed with Roy and Matthew
    - Did not know until this point that she would not be reporting to Roy
    - They were both in the room together
    - Roy said Matthew would be Director – she understood that to mean boss
- Sherring
  - Was caught off guard when she first met – she did not know Roy would not be her boss
  - Seemed timid, did not say much during the interview.
- Office at MES
  - Cubical on second floor

- Not near Sherring
- Began reporting to Steve Pennington towards the end of role (after Sherring became Pennington's boss)
- Did not think McGrath came to the office very often
  - Had direct communications with Roy the first year, but then it fizzled out and he stopped coming to MES.
- Day-to-Day
  - Roy and Matthew wanted Noha to bring awareness to MES through attending conferences
  - Also random tasks that Roy had Matthew and Noha doing
    - Like EBLC (Environmental Business Leadership Conference)
      - Worked on sponsorships and guests
      - Roy wanted premier conference to show that MES was a major player
      - She attended both conferences
        - She did not spend the night in Annapolis or at Four Seasons
        - Was aware that McGrath and Sherring both spent the night
- GreenBiz
  - She attended with Roy and Matthew
  - Roy invited her through Matthew
  - Was there to raise awareness of MES
  - No one from MES made any presentation
  - Leaders from around the world would talk about their Green companies
  - Social component
    - Lunches
    - She doesn't recall any evening events – night was free time
  - She stayed at a different hotel near the conference
    - McGrath and Sherring stayed at the conference hotel
    - Believes her hotel was more affordable
  - Recalls dinner at the steakhouse
    - Only night she had dinner with Roy and Matthew
    - Thinks Roy had dinner with someone from the conference (know because Matthew reached out, but Noha stayed in)
- 2018 IOM Villanova with McGrath and Sherring
  - Three years to graduate
  - Sherring was going to classes – was a year below
  - Dinner at Storehouse Restaurant
    - Whole class had dinner there
    - On own other nights

- Expenses at events
  - She did not have a MES credit card
  - She would pay her own way and then submit an expense report.
- Roy and Matthew did not discuss out of state travel with Noha.
- She left MES in November 2019
  - Was not happy with leadership at MES
    - “Toxic work environment”
    - Matthew and Roy were doing things on their own; Noha was not in the know, and she did not understand the purpose behind things she was doing.
  - She asked to transition under Pennington to escape Matthew, but Steve had to report to Matthew so it ended up being the same thing.
  - Morale at MES was generally quite bad.
- McGrath’s leadership style
  - He did everything through Matthew
  - Did not see employees
  - Matthew had a lot of authority, but very little competence – so he was not a great person to report to
  - And Roy was always absent.
- Post-Contact
  - None with McGrath or Sherring
- IOM
  - Chamber world would be the students
    - Not many government employees – more so about leadership in business
    - Not many CEOs either – more low level employees
  - Was never told of the relationship between IOM and MES work by Roy
  - Plan is to train future leaders of business organizations
  - Noha did go three years and graduate – could not quite recall
  - Can put the letters behind name after graduating
  - IOM did not teach Roy’s leadership style of hands-off

## **Shannon Bettleyon – 2/18/2021 am**

*Zoom conference (Bettleyon, Sean Coleman, Pam Fuller, Ward Coe and Collin Wojciechowski)*

- Background
  - Former name was Marino.
  - Wesley College – Bachelors in Arts
  - Was going to go into teaching, but decided to go to CDM instead (few months)
  - Then saw opening at Dept. of Planning for Executive Assistant to Deputy Secretary Matt Power
    - There for five years.
  - Then Power was promoted to Director of State Stat – asked Shannon to come with him
    - Was Executive Assistant/State Stat Administrator
  - Not political – so interviewed with Governor Hogan’s team
  - Stayed in State Stat office but not much was happening, so talked to Steve McAdams, who wanted her to work for him.
  - Steve worked for Roy. Roy said he needed an admin, so he took Shannon.
    - June 2015 – McGrath was Deputy Chief of Staff
    - First met McGrath at this meeting about employment
    - Was Assistant for the whole time he was Deputy Chief of Staff
  - Then she was on maternity leave
    - Special Assistant in State House told Shannon that Roy was leaving.
- Job at MES
  - At MES since 2017
    - Had been working with Deputy Chief of Staff Sean Powell
    - Roy called on phone, and said he was having difficulty with current assistant. Shannon turned down offer, and Roy was shocked.
    - Roy called a week later and offered role with events, different title, own office, would have assistant reporting to you, more money, telework – Shannon accepted.
  - Current post at MES – Strategic Partnerships Associate is title but actually working on communications team and legislative projects (needs new title)
  - Board Minutes
    - March 2017 – McGrath in directors report – external programs and team member strength
      - Accurate description of job PLUS being Executive Assistant because Roy did not want to talk to Susan Weil (Executive Assistant to the prior Director)
      - Susan was not up to McGrath’s standards.
  - At MES
    - Reported to Beth Wojton.
    - Planned internal events (picnics, admin day, earth day) – all little things
    - Job was created for Shannon
      - Roy knew Shannon liked planning events.
      - She does not believe job was advertised for.

- Her office was just outside of Roy's office. He had to pass Shannon to get into his office.
    - When she became Executive Assistant, she was moved to Susan's desk, also outside of Roy's office.
      - January 2018 switch – occurred “overnight”, was not told she would become Executive Admin.
        - Susan was on vacation and Rachel was filling in.
        - Roy decided he wanted Rachel to stay. Susan was moved to IT, Rachel was prompted to Executive Assistant and reported to Shannon.
        - Rachel could not handle the pressure and went to a role in other section. Roy decided Shannon would then be Executive Assistant (she was not told—just walked in one day and her desk was being moved. Beth told Shannon, not Roy).
      - Remained in that position until October 2019 when she went out on maternity leave (came back first week of February).
        - Beth called to say she would be working for Pennington.
    - When moved to Pennington, job had office in other part of building.
- McGrath
  - Not friends.
  - Professional relationship.
  - No extra conversation – very direct.
  - He was very secretive.
  - He just told her what he wanted her to do.
  - Impersonal.
  - Relationship with Governor
    - Governor really liked Roy.
    - Roy was very loyal to Hogan and always got done whatever the Governor asked.
    - They didn't discuss anything other than work.
    - Once at MACO, they had an offsite conversation to discuss his position as Chief of Staff for the first time (was going to be Matt Clark or Roy as Chief of Staff)
    - Called the Governor “a good friend of mine.”
  - “I could never work for him again.”
    - Needed to build connection with someone and grow.
  - 2017 – McGrath was in the office regularly.
  - 2018 – Once or twice a week he was there (10-3:30p)
  - 2019 – Only saw McGrath in the office once or twice
    - “Was at all the trainings or courses”
    - Communicated by calendar (Roy took full control of calendar)

- Calendar codes
    - OOO (out of office) – Shannon felt that meant not to contact him.
    - Remote – available but elsewhere
      - Contact was to be made by text – Roy doesn’t like emails
        - Had MES and personal phone
          - Personal was personal (even happy birthday) [REDACTED]
          - Work was scheduling meetings [REDACTED]
          - Shannon
            - Personal: [REDACTED]
            - Work: [REDACTED]
        - Would pick up if he called
      - Hold – do not schedule anything
  - Last communication was May 2020 – Shannon congratulated on Chief of Staff; McGrath said hope to see you again; June: Mona says hi (she was in the Governor’s office)
    - “He has no feelings for anyone but himself”
    - Has had personal conversations but not frequently.
  - When he would be away would say things to Shannon like, “I’m going to be at IOM all week, text me if someone needs me”
  - Employees knew he was not there
  - Roy went in the side door which was odd because he had to walk past the front door to get to side door based on where he parked.
- Matthew Sherring
  - First met in the Governor’s office.
    - Roy and Shannon had meeting at DHCD and went to lunch with Sherring
    - Called Sherring an “old colleague”
  - Came to MES one month after Shannon
    - Maybe Roy mentioned Sherring coming, but cannot recall
  - Gained understanding that Sherring was Roy’s “special assistant”
    - “Not a role for Matthew or MES” – Roy did not understand how MES got business, was difficult for Matthew to get business.
    - Sherring was handed many special tasks.
    - Reported to Beth (Roy did not want anyone reporting to him)
    - Sherring was a frequent visitor to McGrath’s office – eventually Harris was too.
      - Roy did not want to meet with Sherring all the time
      - Meetings would last hour or two – were discussing work (EBLC – the conference Roy wanted MES to host)
      - Sherring would set up appointments and also pop in
      - The two appeared to be friends (mentor-mentee)
        - Roy’s sounding board and Matthew agreed with whatever Roy said
  - She did not work with Sherring much

- No social relationship
- McGrath's travel
  - McGrath would sometimes say he would be out, but most work would take place via calendar
  - ICSC
    - Shannon attended first two
    - McGrath invited her to go
    - Was a big deal in the Governor's office and a few people from the counties would be there. It was a networking opportunity.
      - Secretary Gill and lots of people from Commerce were there.
      - Governor's office was there.
    - Second time, Roy was recruiting people to attend EBLC.
    - Third time was Zack Peters and Pennington.
    - Was always a last minute decision to go
    - Roy said he went with his old job because it was part of his job duties – had a role in organizing maybe?
    - Cocktail parties – no shows
    - McGrath and Sherring were talking to each other
      - Odd how they socialized with people; they would not approach people.
    - Cannot think of any benefit to MES from the conferences (other than EBLC advertising)
    - Joe Snee also attended as lawyer for developers (not with MES).
  - YJP
    - Went because McGrath wanted to be a speaker
    - Did not say why he was going
  - Greenbiz
    - McGrath did not talk about.
  - IOM
    - Would print out all of materials for Roy and Matthew
    - McGrath wanted to take the course
    - Wanted Matthew to do it year after
    - Had to print out nameplates when he was the teacher
  - Disney
    - She was not aware of
  - Expenses
    - Stopped submitting when Mike Harris came on
    - Would put on form, then Roy would mark up, then Shannon would take final document to finance dept.
  - Israel
    - Knew McGrath was there because Jason (Managing Director) was concerned about travel arrangements and Roy was not communicating with him

- Hotel stays in Maryland
  - Would know about Hunt Valley, but not Baltimore (would assume though).
  - Roy is not going to go home if there were things in Baltimore at night and in the morning, but it seemed like he scheduled things in the morning on purpose.
    - Roy had never worked for State government. He carried over habits from old job “bougie/high maintenance”
  - Roy lived alone in Waldorf at his parents old house.
    - His girlfriend would stay at his house from time to time.
  - Took off work to close on new house, but he did not take off on timesheet.
- CEO Title
  - Roy came up with it.
  - Seemed like he wanted the title for what he would do after MES.
  - Sent text message about how each title was supposed to be used
- Timesheets
  - Shannon was doing them at first, then Roy said it was too complicated because he was operating by the minute, then it became “just put in 80 and I’ll fix it,” then Mike Harris took time sheets.
  - Had paper at start and then moved to Workday.
  - If McGrath took a day off, it was when he was handling his time sheets
  - Something like YJP was “definitely a day on”
  - MES probably has time sheets
  - Went on vacations (cruise 2019) and somewhere before MACO the year prior
    - Would put OOO – does not know what time sheet looks like
    - MES still has his calendar
- Harvard course
  - Did not ask anyone what it was
  - Roy was paying for things with MES card, then used personal cards to get reward points from Marriott, Shannon always had to put reward number down
    - Noha had a conversation with Matthew Sherring about reward points
      - Shannon is friends with Noha
  - Roy had a lot of people pay for things (Shannon with her MES card)
- Chief of Staff
  - Beth told Shannon after the Board found out
    - Shannon said “are you serious” because she thought Governor Hogan was more aware of what people thought of Roy, and Roy was not cut out for the pace/decisiveness needed for that role.
- Severance
  - Learned in the newspaper.

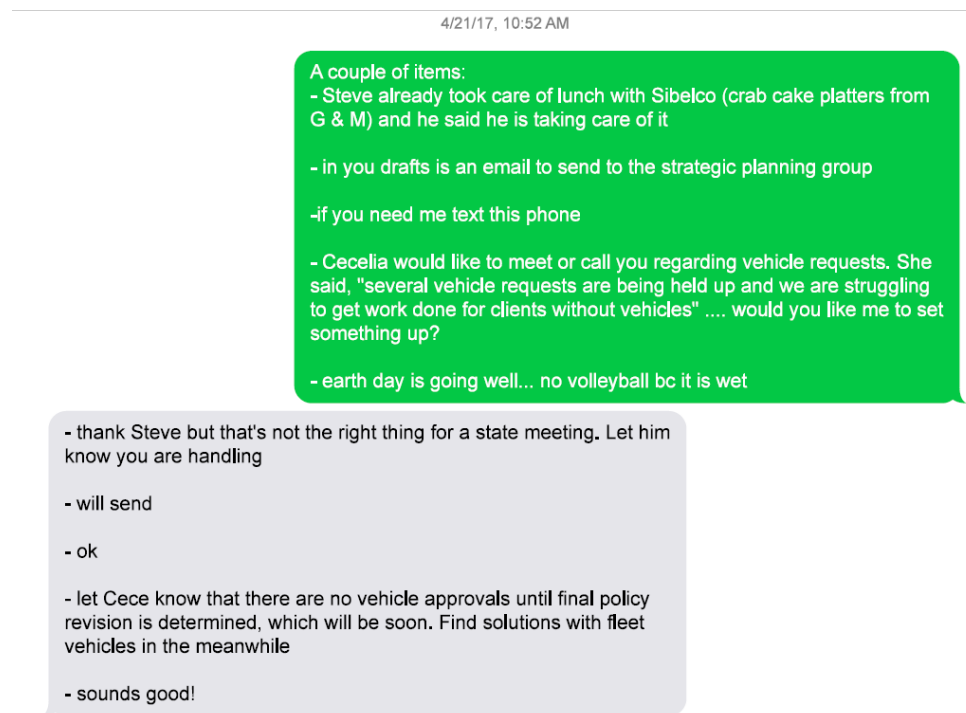
- \$55K reimbursements
  - Found out when it was public knowledge.
  - Any employee could log into LaserFish and see what he was doing
  - Did not talk to Harris or Sherring about this.
- No contact with Sherring since he left.
  - Moved to strategic partnerships because they would not have gotten along.
- Contact with Harris just before he left MES
  - Phone call – Harris was always stuck between Roy and Beth. He did what Roy wanted, but he was stuck when he had to explain to Beth.
- DHCD
  - She thinks Roy helped Sherring get job at Housing.
  - Sherring went to game in the Governor’s box with Roy for WFT.
- Conclusions on McGrath
  - “Roy spiraled hard” – did not have decision making power in the Governor’s office – then had full control at MES.
  - Did not ever go around MES to say hi to people.
  - Roy is very “fake” – always wants a “new toy” with employees.
  - Would stop speaking to people all the time.
  - Shannon did not receive COLA at Roy’s direction.
  - Was jealous of Shannon’s relationship with others at MES.
  - Would only attend MES social events if he had to.
  - Went from things in the Conference Room to Christmas parties that were extravagant – he was “buying peoples love”
  - Hates anything negative.
  - “Horrible” impact on employee morale – either you did not know him or he made you feel like you were walking on eggshells (worried about material things like mud on the stairs or mess in the kitchen)
  - “I always felt like I was going to get fired”
  - He would not like that I went to lunch with people he brought to MES that became friends
    - Shannon took new employee to lunch (April). Roy texted April asking where she was, and April said out to lunch. Roy asked if she was with Shannon, and Roy then made April feel insecure about being out with Shannon.
  - Noha was at a conference talking to Adam Ortiz (client) but felt Roy judging her.

## **Shannon Bettleyon – 3/12/2021 pm (second interview)**

*Zoom conference (Bettleyon, Sean Coleman, Pam Fuller, Ward Coe and Collin Wojciechowski)*

- Timesheets
  - In the Governor's office, Roy would write on paper and then Shannon would enter
  - Early at MES, Shannon did a few but McGrath kept keeping time on paper (by the minute)
  - When it switched to 8 hours per day on the time sheet it was because McGrath would say "just submit 8 and I'll go back and fix"
    - Does not think he went back and fixed
  - Then, Harris was taking care of timesheets

### *Review of McGrath Texts to Shannon*



- Sibelco – Roy's standards are high, so Steve probably suggested crabcakes (maybe joking); the meeting included MDE; they ended up ordering Panera
- Vehicle – Had to do with some large truck on a site
  - Roy wanted to look more into it this but never had the time – but he kept holding on to it
  - Not about permission to use MES vehicles – probably something client needed for a project

7/8/18, 11:21 AM

Good morning!

Could you please let Mary know I need to reschedule lunch tomorrow. Too much going on leading up to EBLC. Let's shoot for after IOM and before MACo

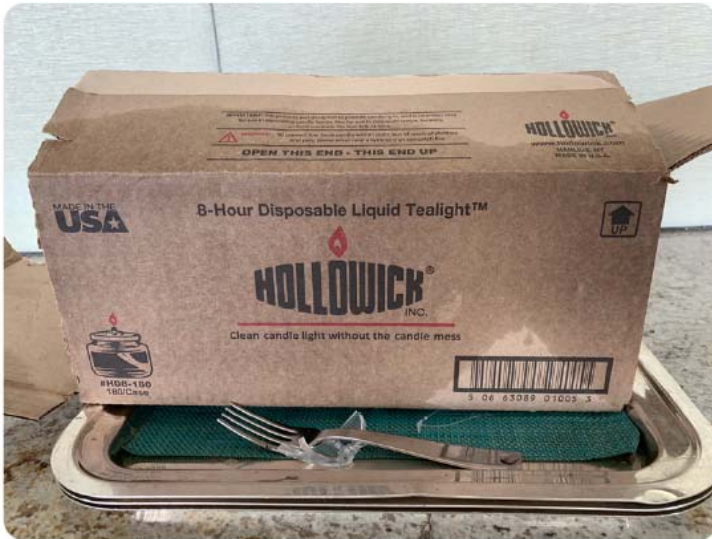
Please extend my apologies to her for Bob.

Let's set the rescheduled lunch for Galway (not HBs) thanks

- Mary Pollack and Bob Schultz in Gov's office

Roy McGrath

We might want to get these instead of wax tea candles



7/3/19, 5:55 PM

- Text was sent right before EBLC; would be for that dinner
- Matthew said to buy but then Roy decided oil would be better
- As Director, Roy was regularly involved in these things
  - Big micromanager
  - Wanted options and selection for every detail

3/18/17, 12:11 PM

Roy McGrath

Hello. Beginning Monday, could we please make sure the Exec Conf Rm is tidied up between meetings? E.g. - chairs pushed in, polycoms and trash off tables, etc. Beth may need to communicate this to users but we need to keep eye on. It did not present well when we had meetings in there Thursday. Also, what's the progress on the wall/map? It's been a long time since we discussed. Let's get something done. Thank you!

- Staff had a meeting in the room and ate lunch, leaving crumbs on the floor
- Roy decided no food in conference room going forward
- Always particular – wanted water bottles turned so all the labels faced forward
  - Wanted glass bottles (Perrier) and limes

2/23/17, 4:46 PM

Ok to schedule

For ICSC, let's see if a half/shared cabana is available. (Probably three or four of our staff attending)..

Could you please ask Janet/DHCD what the brand/model of water refill machines they have are? Thx

- MES was Bronze sponsor for ICSC at \$4k
  - Just gave you pass to Maryland party and day time networking area
  - Persistent about cabana – wanted half so there could be meetings
  - Cabana is next to the pool (Commerce had a cabana, businesses get cabanas, Mayor Rawlings-Blake had a cabana)
  - Then meetings are held in each cabana
- Water refill machines
  - DHCD had fancy refill machines (new building) and Roy wanted MES to have it

Have you seen my updated mileage from Rachel?  
It's been a while and today is the last day of the fiscal year - I'd like to get it turned in

- At the start, wanted reimbursement for all mileage
  - Would have date, time, meeting, and miles on form
- Shannon would look at calendar and tell Susan or Rachel to put in spreadsheet

Caroline SummerFestival ... Steve asked for a donation of \$250?

Ok?

Steve can discuss with me. We have a reputation for throwing \$ around that needs to change

- Steve Tomcezki
- Roy stopped donations to this festival but thinks sponsorships definitely went up under McGrath
- Roy would say "Harkins and O'Neill spent too much money"
  - He didn't think he was throwing around money, he thought he was building himself up
  - EBLC was all for MES in his mind

How many 7/21 tickets left?

Can Rachel follow up with the Gov office folks for their tshirt sizes?

Scholzs  
Shanks  
Chasses  
Prices

And if the ones that haven't RSVP'd yet are coming?

Riccios  
Mayers  
Bowman  
McColgan

Here's sizes I need so far:

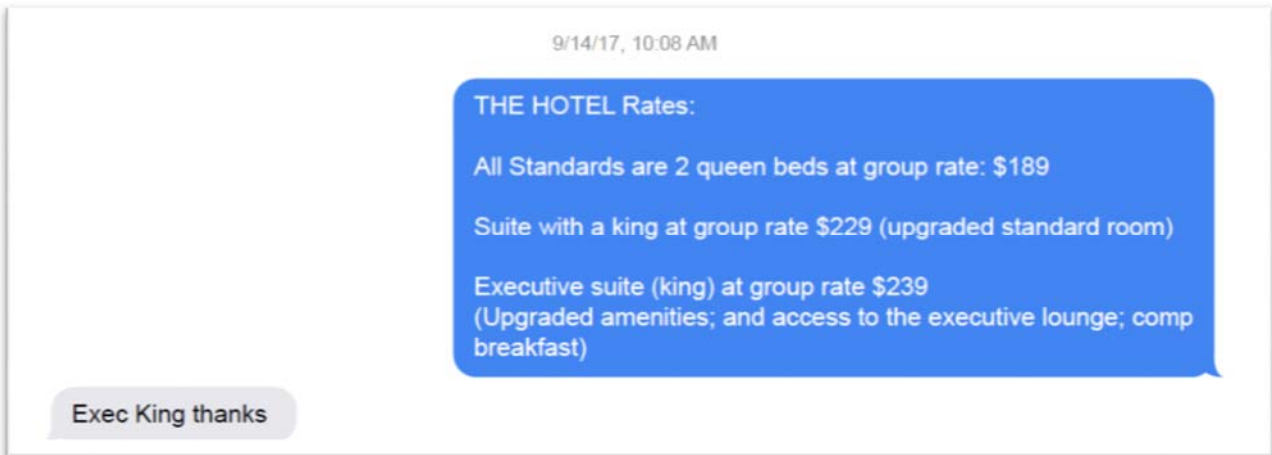
RM - 1 large 2 med 1 small  
Williams 1 XL 1 large 1 med 1 small 1 youth med  
Walker/Croghan 1 med 1 large

Ok cool

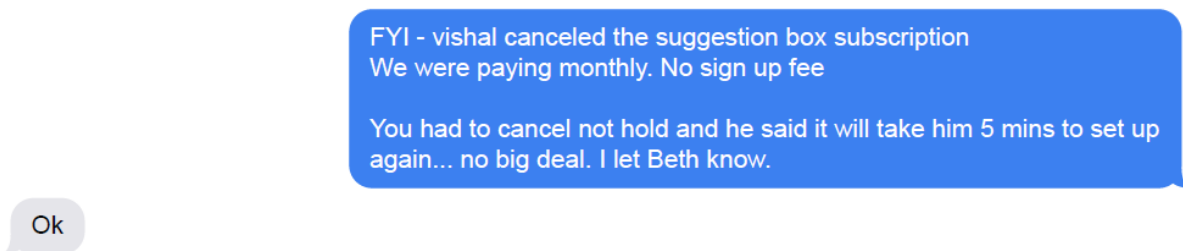
There was 20 tickets left... not including the gov office...  
I'll work on this today. Talking to Scott now about the shirts

- Employee night at Camden Yards
- MES would have to purchase a certain number of tickets from the Orioles

- Would have extra tickets that still had to be paid for – Roy said to invite Governor's office
  - Doug Mayer went once
- Ticket also got you a t-shirt
- Other names:
  - Craig William
  - Brady Walker
- Roy brought Laura Bruner (girlfriend)



- Would always go for Exec. King or have Matthew book suite, and then make Matthew switch rooms (did not want it to be known that Roy had the best room)
- Roy would have Laura secretly attend some of these events
  - Guessing that Roy used reward points to have Laura fly there
  - Roy was very secretive about all of this (especially Laura)
  - Laura was not at ICSC; was at MACO and MML several times
  - Laura came to one of the Strategic Team Building Meetings in 2017 (was at the Wyne Conference Center)



- Roy wanted a suggestion box for employees; unsure of the exact details
  - But Roy does not like feedback
  - Seemed like Roy did not want any record of suggestions

10/9/17, 4:20 PM

Thinking about possible field trip for October Bd meeting

Can you call the Inn at Perry Cabin (410) 745-2200

Ask for group sales

See if they can fit us (15 sleeping rooms) either 10/25 or 10/26 for one night

We'll need a meeting room for Bd Meeting the morning of departure

Sounds good! I'll call now

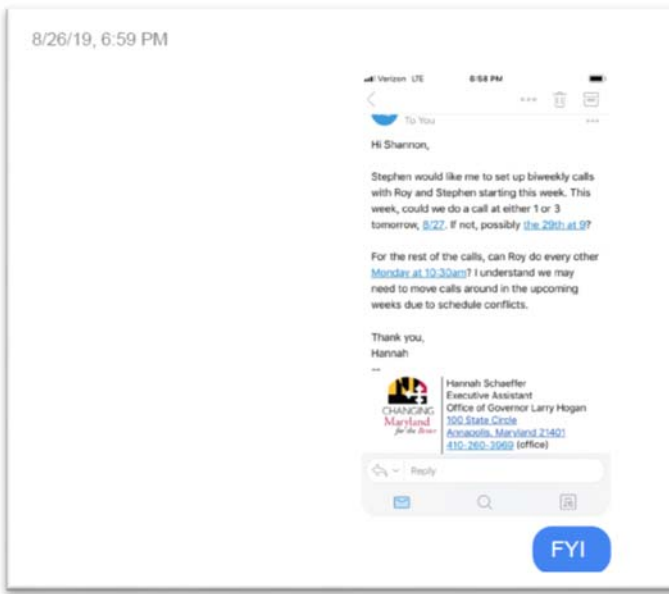
- Was way too much to take Board members – so they went to Rocky Gap instead
- Roy probably decided Perry Cabin was too expensive – was something like \$600 per night
- Perry Cabin Trip
  - Had tour already scheduled for St. Michaels
  - Roy saw hotel, thought it was great, wanted to find a way to get back there

11/8/17, 5:39 PM

When you can, please schedule a couple of hours for us to go to Annapolis one day to get some holiday related shopping done. No rush.

Sounds good!

- Wanted to get executive staff and board members a holiday gift
- Shannon did not go shopping with him; she gave suggestions and order was placed online



- Schatz (Governor's Deputy Chief of Staff)
- Purpose of calls was checkin (Schatz probably set up with all of the agencies he was responsible for) for an hour on MES buisness

Sounds good!

Also, Is there a reason, I don't have access to your email?

I'm feeling lost and I can't stand it lol

I know there is stuff in your email... that should be on the calendar

Yes, want to understand Outlook and delegation better before granting permissions. There's a number of things that are different from Gmail. Going to discuss with IT when I'm back. I'll forward anything needed until then.

- Shannon's access to email was cut off
- Shannon thought it was "shady" – seemed like Roy did not want anyone to know what he was up to
- Late 2017 – changed from Gmail to Outlook
  - Roy took the opportunity to suspend Shannon's access
- Vishal probably cut off access
- Shannon never got access back
- Shannon did not ask why because she would be punished
  - Roy does not like feeling uncomfortable

Let's try to fit in Costco Monday morning? We'll take the suburban

Sounds good!

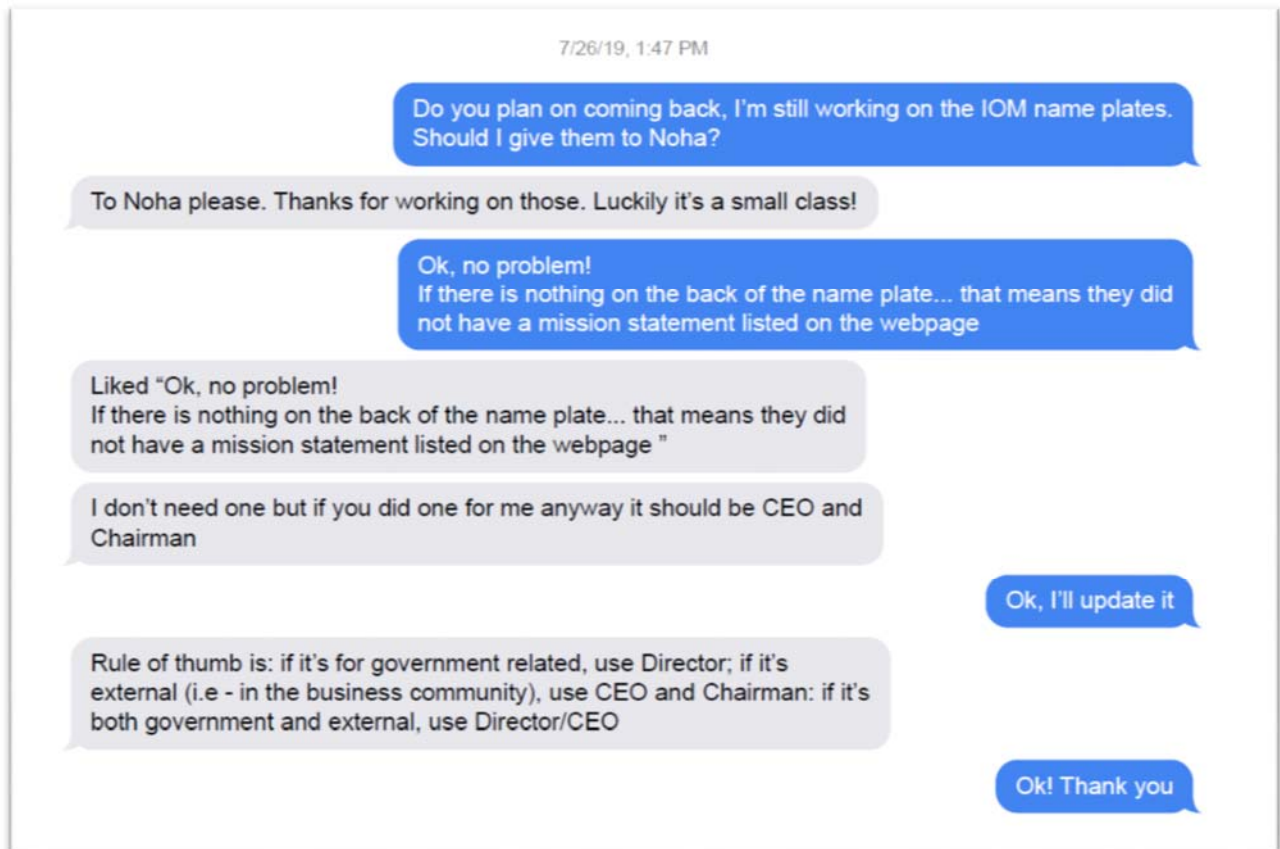
- Roy wanted a new chair for his office
- Roy had ordered four different chairs and did not like any so decided to go himself
- Shannon was supposed to go get new chair too
- They never went

6/28/19, 8:50 AM

Hi Roy, why am I not included in EBLC this year?

GM! Appreciate the interest but we have no external board members participating this year and the executive office needs proper coverage, which are your primary roles. If anything changes, partnerships will let you know

- Feels she was not involved in second because she was “fat and pregnant”
- Roy is very concerned about appearance
- Shannon had been working front desk
- Roy pulled an employee from DLLR just to work the front desk (and Noha)

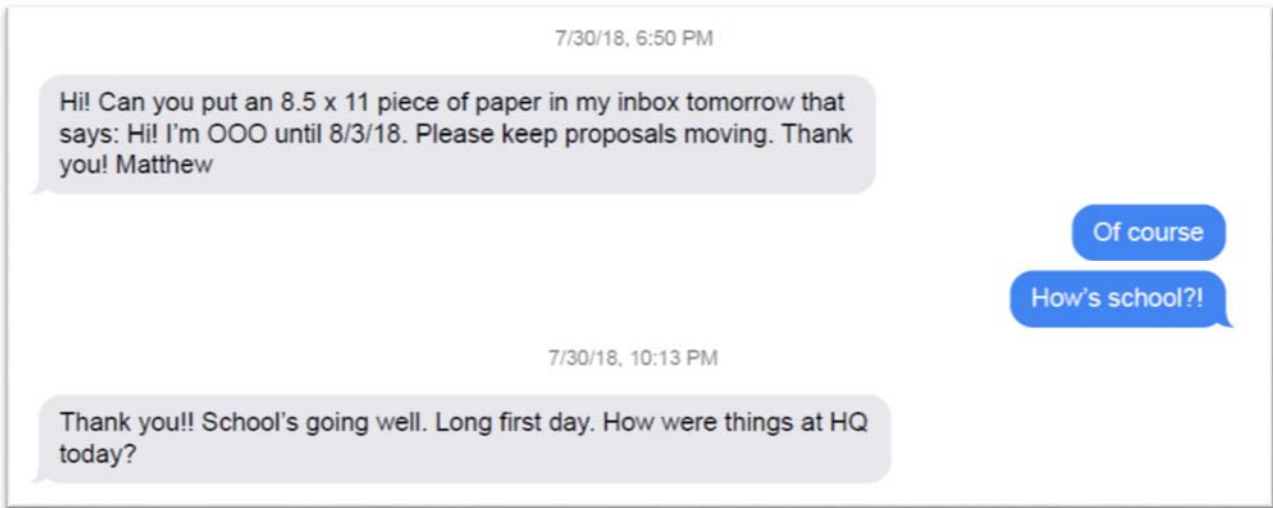


- Roy was a “homeroom” teacher at IOM
- Wanted Shannon to create nameplates for the classroom
- Noha said IOM never had nameplates, Roy just wanted them
- “Rule of thumb”
  - Understood this to be Roy’s instruction
  - Thought it was ridiculous she had to memorize three different titles
- Thinks Governor’s office told McGrath NOT to call himself CEO but he persisted

#### *Review of Sherring Texts to Shannon*

Out to lunch with Roy, will likely be back after 1:30...is there flexibility on the cupcakes?

- Birthdays used to be celebrated for employees
- Shannon liked Roy to be there to say happy birthday
  - Roy often did not show up, embarrassing Shannon
- At one point, Roy did not want everyone to have the cupcakes – making the situation very awkward



- Sherring also used OOO
- Sherring was part of proposal process, so he would put note saying he should just be skipped over
- Sherring was at IOM for resume a builder

**Shannon Bettleyon – 8/5/2021 (third interview)**

*Zoom conference (Bettleyon, Sean Coleman, Pam Fuller, Collin Wojciechowski, Julie Pfanstiel)*

- Why are there things McGrath asked you to charge for him on your MES credit card, as opposed to other expenses where McGrath used his own credit card and seek reimbursement?
  - “The main stuff was charged on my card. So yes, we have regular stuff and hotels. A lot of the stuff was how he wanted certain events to happen and how he wants things to look. He would tell me.”
  - “There was a couple of things—he knew my card information and he would charge himself. So I’d have to ask him at the end of the month what [those charges] were for.”
    - That would happen every other month.
- Regarding McGrath using your credit card, did that happen with anyone else’s credit card or just yours?
  - Also happened with Rachel Manning while Shannon was on maternity leave and in the beginning when Rachel reported to Shannon, even though she was technically McGrath’s assistant. Also happened with “Susan” while she was his assistant.
  - McGrath would just ask people mainly in communications and executive office. No one else.
- Why are some things on the MES credit card and some on McGrath’s own credit card?
  - “[McGrath] wanted reward points so he did that on his Marriott or whatever it is” credit card.
  - “If I booked a hotel, it was because a) it would be more complicated, or b) it involved other people, or he was not available to book it in time. But everything else he would book himself.”

*\*\*Collin starts sharing screen with each cc statement. For each charge, asked that Shannon advise if she remembers 1) if it specifically related to McGrath, and 2) why he asked her to charge that for him.*

*Chart below identifies each credit card statement received from MES for Shannon Bettleyon’s account ending in \*\*6680.*

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
01072019	12/6/2018	Canva for Work Monthly	\$12.95	Monthly subscription	This is Shannon's charge. Canva is a design site she used to design invites or graphics for event planning. This charge is the monthly subscription cost.
	12/7/2018	Target	\$312.67	Materials for MES Board Meeting	Gift wrap, cards, stuff for MES Board.
	12/7/2018	The Giving Tree Gallery	\$149.85	Materials for MES Board Meeting	McGrath got clocks for executive staff and Board for Christmas and Governor.
	12/7/2018	GreenBiz Group Inc.	\$1,725.00	Registration for Matthew Sherring for GreenBiz Conference	Most likely, Sherring came to her and said her to use her card to book McGrath and himself for the conference.
	12/7/2018	GreenBiz Group Inc.	\$1,725.00	Registration for Roy McGrath for GreenBiz Conference	
	12/12/2018	In *Corporate Sports, Inc.	\$873.00	Materials for MES Board Meeting (Jackets)	Gifts for Board.
	12/12/2018	Canva for Work Monthly	\$10.00	Graphic for Invitation (MES Holiday Celebration)	Additional cost to the Canva monthly subscription. You can buy certain graphic designs for a fee.
	12/12/2018	Canva for Work Monthly	\$10.00	Graphic for Invitation (MES Holiday Celebration)	
	12/12/2018	Canva for Work Monthly	\$10.00	Graphic for Invitation (MES Holiday Celebration)	
	12/12/2018	Canva for Work Monthly	\$10.00	Graphic for Invitation (MES Holiday Celebration)	
	12/17/2018	The Gallery Collection	\$1,985.65	MES Holiday Cards	McGrath sending to clients and stakeholders. She believes the former Executive Director did this too. S. Coleman: I believe they did.
	1/6/2018	Canva for Work Monthly	\$12.95	Monthly subscription	This is Shannon's charge. Canva is a design site she used to design invites or graphics for event planning. This charge is the monthly subscription cost.
01082018	12/1/2017	Maryland Association of C	\$260.00	MACo Registration for Ryan Nawrocki	She recalls but she did not remember the conversation. Q: Did MES pay for a lot of people to attend? –Kind of, but Ryan Nawrocki was staff. Outside that, they'd pay for a Board member. One time McGrath registered Laura the day of the conference. She did remember that Ryan was going to go. There was a story regarding Laura but that was in summer.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	12/6/2017	US Chamber of Commerce	\$500.00	Registration for Roy McGrath - Winter Institute	McGrath probably booked it himself. He would cancel and book it himself.
	12/8/2017	US Chamber of Commerce	\$450.00	REFUND - Registration for Roy McGrath - Winter Institute	
	12/10/2017	Sams Club	\$69.50	Materials for Holiday Celebration & Salvation Army	Gift wrap and boxes - Donations to Salvation Army
	12/10/2017	Wal-Mart	\$6.34	Wrapping Paper for Salvation Army	MES Christmas All Staff at headquarters
	12/10/2017	Bed Bath & Beyond	\$55.09	Materials for MES Holiday Celebration	Drink canister
	12/10/2017	Party City	\$289.31	Materials for MES Holiday Celebration	MES Christmas All Staff at headquarters
	12/11/2017	Joann Stores	\$12.66	Materials for MES Holiday Celebration	
	12/11/2017	Homegoods	\$112.26	Materials for MES Holiday Celebration	
	12/11/2017	Blackwall Hitch	\$1,115.60	BOD December Meeting	For the Board holiday celebration. I was the one dealing with set up so my card was on file.
	12/11/2017	Bed Bath & Beyond	\$105.89	Materials for MES Holiday Celebration	
	12/13/2017	Wal-Mart	\$24.98	Materials for Executive Office	McGrath had a standard for how he wanted his office to look and confirm set up (Coke/drinks, coffee, candy). He told her once how he wanted it be, and she kept up with it.
	12/13/2017	Wal-Mart	\$428.80	Salvation Army Purchase with donations RETURN	Gift wrap and boxes - Donations to Salvation Army
	12/14/2017	PayPal *AEROCLUBWSH	\$250.00	Roy McGrath to attend 2017 Wright Memorial Dinner	I don't recall. I found out we're not supposed to use PayPal. That was something at the auction. He was shady about that charge. He was shady about the PayPal thing because Finance came to me and said you're not supposed to use PayPal.
	12/15/2017	In *Corporate Sports, Inc.	\$1,069.00	.Materials for the BOD	Polos for Board with logos
	12/15/2017	In *Corporate Sports, Inc.	\$786.00	.Materials for the BOD	

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	12/22/2017	Chart House Annapolis	\$300.00	Employee Recognition	I would have to look that one up. I don't recall.
01272020	12/29/2019	Apple.com Bill	\$29.99		I have no idea about that. It happened when she was on maternity leave and Sherring would give her the receipt.
	1/15/2020	PR *Newswire	\$195.00		Subscription service used to send out press regarding MES or McGrath
02062018	1/8/2018	72785 - On Street	\$2.00	NO RECEIPT - Meter Parking in Annapolis	This is Shannon's expense.
	1/17/2018	Rudolphs Office Supply	\$123.28	Supplies for Executive Suite	Notebooks, pens, bottled water.
	2/1/2018	SQ *Maryland Clean Energy	\$125.00	Registration for Adrienne Noel	People would come to Shannon, ask her to handle it, and she would put it on her MES card. Those codes go to different accounts. The accounting code (1111-1272.6229) 1272 is Government Affairs.
	2/1/2018	SQ *Maryland Clean Energy	\$150.00	Registration for Rebecca Sprouse	
	2/1/2018	SQ *Maryland Clean Energy	\$150.00	Registration for Noha Ahmed	
02062019	1/7/2019	BIZJTIXCEO OF THE YEAR	\$4,500.00	Sponsorship for BBJ Event	McGrath directed this. He applied for it– CEO of the Year. The money he paid to BBJ to get it. Shannon can only spend \$5,000 on her card.
	1/10/2019	In *Corporate Sports, Inc.	\$96.00	Embroidered MES Jacket	Not sure. She knew that was for McGrath. He didn't like the one jacket. She would have to go back and look at emails.
	1/16/2019	PR *Newswire	\$1,862.01	PRNewswire Contract Agreement	I'd have to look. Package includes 5 articles. Q: Is this service to write articles regarding MES? –Yes, pretty sure. We would draft it and they'd send it out. Like when they did the one article about Matthew Sherring up and coming. That was Craig Renner directing me to do that.
	1/20/2019	Amazon	\$25.40	Supplies for Executive Suite	These have note "ASKING ROY FOR RECEIPT" with arrows to the expenses. Q: Was this because McGrath would order with your card and you'd track and receive? –Yes. This was likely coffee.
	1/22/2019	Amazon	\$15.73	Supplies for Executive Suite	
	1/24/2019	The Giving Tree Gallery	\$44.95	Item for DGS Meeting	Post-Christmas, McGrath asked me to get a clock for Ellen Churchill.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	1/28/2019	The Giving Tree Gallery	\$44.95	Item for MPA Event	Clock for Larry Unger.
03062018	2/12/2018	BIZJITXCEO OF THE YEAR	\$2,000.00	Sponsorship for BBJ Event	Q: Was this a regular thing? –He went two times. "One time he didn't even go, but had a table of 10 or whatever."
	2/26/2018	Panera Bread	\$99.24	Breakfast for Board Meeting	There might have been people coming in from the airport for lunch and we had Panera in conference room.
03062019	2/8/2019	TLF *Greensleves Flowers	\$83.55	Arrangement for Vishal Bhatia	This was when Vishal's mom died.
	2/19/2019	A EBLC 2019	\$495.00	TEST Registration for EBLC Conference	She tried to see if the link would work, and then they were refunded. <i>See 2/21/2019 refund.</i>
	2/23/2019	Climate Leadership Conference	\$899.00	Registration for Roy McGrath to attend Climate Leadership Conference	I don't even know what conference that was. He did it or told me to do it. I don't know anything about the conference – I just saw where it was.
	2/25/2019	Leadership Maryland	\$175.00	Roy McGrath Leadership Maryland Renewal	This is the annual renewal that he did that Leadership Maryland class. Shannon doesn't recognize the accounting code 6229. Pam: Yes, it's registration. 1111-1111 is executive office - cost center, and last four numbers is the account. 6229 is the account for registration.
04062017	3/6/2017	Federal Business Council	\$1,000.00	Ad placement - refunded 3/22	She doesn't remember what that is.
	3/8/2017	Hotels.com	\$232.90	MML Chapter meeting hotel accommadation - Matthew Sherring/Roy McGrath (canceled due to non acceptance of tax exempt)	Q: Did you keep an eye on if an organization was giving tax exempt status? –Maybe? I don't recall. Q: Reason for charging and then canceling: –Probably me realizing I can't get tax exempt through a third party, and probably going for cheaper one.
	3/9/2017	Hotels.com	\$116.45	MML Chapter meeting hotel accommadation - Roy McGrath (canceled due to non acceptance of tax exempt)	
	3/9/2017	Hotels.com	\$116.45	MML Chapter meeting hotel accommadation - Matthew Sherring (canceled due to non acceptance of tax exempt)	

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	3/9/2017	Rocky Gap Lodge	\$125.86	MML Chapter meeting hotel accommadation - Roy McGrath	
	3/9/2017	Rocky Gap Lodge	\$125.86	MML Chapter meeting hotel accommadation - Matthew Sherring	
	3/10/2017	Domino's 6078	\$46.20	MES Site Meeting	We visit the sites. Probably because when McGrath was meeting them for the first time, he bring pizza/something.
	3/10/2017	Domino's 6078	\$11.99	MES Site Meeting	
	3/29/2017	Dicks Sporting Goods	\$105.90	Supplies	She believes this was a gift McGrath was giving to Beth because he said it was for her anniversary, and he told Shannon to get it for her. -I think I have an email saying that should I charge it. The gift was a Hammock and arm strap thing to go with it.
04062018	3/13/2018	Branders.com	\$12.55	Sample Mug for Executive Suite	EBLC and he probably wanted to see what a sample looked like.
	3/26/2018	MEDAMD.COM	\$175.00	RENEWAL - MEDA Membership: Roy McGrath	McGrath
	3/31/2018	Under Armour	\$68.56	Client Merchandise	Q: Something McGrath would want to give to MES client? -I don't recall. I don't remember why we did this. It was crazy. He wanted one in every size. We ordered from a different company. He just wanted them - to see them or try them on?!
04082019	3/27/2019	Southwest	\$691.97	Steve Pennington flight to ICSC	He didn't have a credit card. He tried to get one.
	3/27/2019	SWA	\$25.00	Steve Pennington flight to ICSC	
	4/2/2019	Academy Art Museum	\$500.00	Sponsorship for Academy Art Museum's Spring Gala	Q: Same art organization on Board? -Yes. Q: With C. Fuller? -Yes. Q: He got MES to pay? -Yes. He plus one guest attended on a Saturday night. Just two tickets.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
05062019	4/8/2019	In *MD. Washington Minority	\$500.00	Registration / Exhibit at MD. Washington Minority Assoc. (Tim Barnes)	Sean: He works in procurement. Minority Business Programs.
	4/16/2019	Wynn Las Vegas	\$361.68	Room Deposit for ICSC Conference - Zach Peters	I did those rooms because it was complicated. You had to do it through the Maryland party.
	4/16/2019	Wynn Las Vegas	\$361.68	Room Deposit for ICSC Conference - Steve Pennington	
	4/16/2019	Wynn Las Vegas	\$361.68	Room Deposit for ICSC Conference - Roy McGrath	
	4/23/2019	Vivid Seats	\$31.20	Parking for MES Night at the Yard	Whenever you go to Camden yards for an event or Governor's event, McGrath would have Shannon buy parking ahead of time.
	4/23/2019	Vivid Seats	\$31.20	Parking for MES Night at the Yard	
	4/30/2019	The Giving Tree Gallery	\$49.95	For Retirement at MVA	Award that MES gave someone retired from MVA and they attended event.
	5/2/2019	Stubhub, Inc.	\$18.12	Parking for MES Night at the Yard	
05072018	4/6/2018	Expedia	\$2.18	Flight for Michael Harris - Gov Finance Officers Conference	Membership he was a part of. Events one time per year, maybe in DC.
	4/10/2018	DNCSS Baltimore	\$686.45	MES Board - Orioles Game (catering)	Hosted in suite. Governor's office has a suite and offered it to MES to use it - one to two times a year. This charge is food for that event. Governor's office gives the suite, and MES has to pay to cater it.
	4/12/2018	Mercatormedia.com	\$3,588.00	Registration for Greenport Congress	Event in Baltimore? Believes it was a package of four. Sean: It's an international conference that was hosted for the first time in U.S. in Baltimore.
	4/17/2018	Chick-Fil-A	\$23.67	Business Lunch in OC	Shannon doesn't remember. This was for either Shannon or Roy.
	4/19/2018	Courtyard by Marriott	\$89.00	Room for overnight meeting in OC	Probably for me. We were going down - had a meeting prior to MACo event. It was me, Beth, and Roy.
	4/23/2018	US Chamber of Commerce	\$1,295.00	Roy McGrath IOM Training	McGrath
05082017	4/19/2017	Hyatt Hotels Chesapeake	\$219.45	Government Procurement Conference hotel room deposit - R. McGrath	I guess it was a conference he attended. Two different? That was weird, I don't know why.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	4/21/2017	Hyatt Hotels Chesapeake	\$269.45	Government Procurement Conference hotel room deposit - R. McGrath	
	4/25/2017	Rocky Gap Lodge	\$1,000.00	Deposit for Rooms - BoD at Rocky Gap	For Board at Rocky Gap
	4/26/2017	MEDAMD.COM	\$(395.00)	MEDA Conference registration refund - Roy McGrath	McGrath
	4/26/2017	Cracker Barrel	\$85.90	Lunch during traveling for Catch the Wave - C. Fawley, R. McGrath, D. Oliff, H. Epkins, J. Kane, S. Bettleyon, B. Wojton	Catch the Wave is like the previous Spring Fling event. They go around and do site visits.
	5/3/2017	Merchology	\$593.37	Uniforms	There were polos. Either for McGrath or we got more for staff.
06062017	5/14/2017	WM Supercenter	\$12.85	Supplies for MES Work Truck	Q: Gum in suburban? –Probably, or bottled water. Or a charger. Could have been a couple of things. If you'd ask him, he'd deny it. Roy would tell me he'd recommend that we get something, and that means do it. He wanted a little refrigerator and printer in the car. But I didn't do it. He would send me random things at night when he would look at/think up these things.
	5/23/2017	Wynn Las Vegas	\$79.36	ISCS stay for Roy McGrath	Probably something weird the conference and hotel does.
	5/23/2017	Wynn Las Vegas	\$79.36	ISCS stay for Shannon Bettleyon	
	5/23/2017	Wynn Las Vegas	\$79.36	ISCS stay for Matthew Sherring	
	5/23/2017	Wynn Las Vegas	\$284.86	Conference Dinner Meeting ISCS	Me, McGrath, and Sherring
	6/1/2017	Tickets Orioles	\$25.00	Deposit for MES Night at the Yard	McGrath
06062018	5/8/2018	Stubhub, Inc.	\$38.60	Guest Parking for MES Night at the Yard	Probably one of the people that was going to MES Night at the Yard. Probably wrote the name on receipt.
	5/8/2018	Stubhub, Inc.	\$31.78	Guest Parking for MES Night at the Yard	
	5/13/2018	Southwest	\$505.38	Flight to ICSC	This is Shannon's expense.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	5/16/2018	ULINE Ship Supplies	\$385.50	Bags for Executive Office	Q: Blue gift bags that he wanted MES logo on it. Just bags? –Yeah, he'd have me do these bags with tissue paper and stuff from the promo closet – like pens.
	5/17/2018	Art & Negative Graphic	\$186.00	Business Cards for Roy McGrath	He went through 15 +/- different cards and he ended up ordering his own. If this is the same company as Ryan's friend, he probably gave me the invoice for it.
	5/23/2018	In *Corporate Sports, Inc.	\$380.00	Promo MES Hats	Hats. No one has had one and no one will get one. They were for clients. McGrath thought it would be cool to give them out. They're still there.
	5/25/2018	US Chamber of Commerce	\$995.00	IOM Registration for Roy McGrath	He might have done them himself. I'm not too sure.
	5/31/2018	US Chamber of Commerce	\$595.00	IOM Registration for Roy McGrath	
06272019	5/14/2019	Target	\$21.19	Supplies for Executive Office - Frame for Governor's Citation	Any time someone received a Governor's citation, McGrath preferred that we put it in a frame. Usually for retirements.
	5/19/2019	Wynn Las Vegas	\$(361.68)	REFUND - ICSC Hotel (Roy McGrath)	One night was referenced. I think he changed dates. Not sure why it was refunded.
	5/23/2019	In *My Classisfied	\$5,000.00	EBLC Advertisement	The company was advertisement for EBLC. Probably C. Renner instructing me to do that.
07062017	6/9/2017	Ocean City Convention Center	\$91.00	Carpet for MML at Convention Center	Carpet is for the inside of the booth. Usually people get carpet for their booths. The Convention Center places it down in the booth; the carpet is not bought.
	7/2/2017	FYF FROMYOUFLOWERS	\$87.97	Fruit basket for John Landbeck's familyq	For an injured employee.
07062018	6/11/2018	In *Corporate Sports, Inc.	\$200.00	Uniforms for MML Staff Members	This could be t-shirts for Catch the Wave or polos for the Executive Team.
	7/3/2018	In *Corporate Sports, Inc.	\$420.00	Supplies for MES Executive Office (Hats)	McGrath probably wanted another color.
	7/5/2018	PP *ORP	\$1,500.00	Sponsorship for an Event on 9/20	
07292019	7/2/2019	Sam's Club	\$175.00	WorkDay Appreciation Lunch	Fruit or something for everyone working on WorkDay. Beth instructed me for that one.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	7/2/2019	Amazon	\$116.97	EBLC Supplies	MES things
	7/2/2019	Amazon	\$3.38	EBLC Supplies	
	7/10/2019	ZBEST Worldwide	\$93.64	EBLC Transportation of Speaker	This was the Speaker of the conference. It was in his contract that he must use transportation company to get to hotel. It was an SUV, I believe.
	7/17/2019	BIZJTIXCORPORATE PHIL	\$85.00	Registration for Roy McGrath - BBJ Event	McGrath
	7/25/2019	Sam's Membership	\$85.00	Member Renewal	We got a Sam's Club membership since I was doing events. Need supplies and better to buy in bulk. I only had Sam's, and it was shared between four people. But MES doesn't have it anymore.
08062018	7/8/2018	ASAE Web	\$325.00	Training for Roy McGrath	I don't know. Maybe online. That was probably him.
	7/8/2018	CANSTOCKPHOTO	\$12.00	Stock Photo for EBLC	For at the front desk.
	7/11/2018	The Executive Advertise	\$96.91	EBLC Mugs	For speakers.
	7/18/2018	Emeritus.org Singapore	\$2,200.00	Training for Roy McGrath	That's a weird code (1131-1133.6311). I don't know what code that is.
	7/23/2018	800-CEO-READ	\$1,097.25	EBLC Speaker Books	Speaker coming had just come out with a book so he bought a bunch of autographed books to give out to the other speakers.
08072017	7/12/2017	Hyatt Hotels Chesapeake	\$254.36	Lodging for Shannon during CTW (3 Easternshore Sites)	Back to back meetings on the Eastern Shore. That was common before McGrath.
	7/12/2017	Hyatt Hotels Chesapeake	\$254.36	Lodging for Shannon during CTW (3 Easternshore Sites)	
	7/12/2017	Hyatt Hotels Chesapeake	\$254.36	Lodging for Donna during CTW (3 Easternshore Sites)	
	7/19/2017	Uniguest Inc.	\$13.52	Hotel fee for using printer (Roy)	Printing at hotel for Roy.
	8/3/2017	CVS/Pharmacy	\$27.54	Roy birthday social supplies	McGrath wanted an ice cream social for his birthday? Card? Christmas card for Board members - I don't know.
08272019	7/31/2019	Wisp Resort Hotel	\$105.28		

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	7/31/2019	Wisp Resort Hotel	\$105.28		They were doing a deal with Garrett County or this was when they had a client meeting out there. Beth and McGrath.
	7/31/2019	Wisp Resort Hotel	\$105.28		
	7/31/2019	Wisp Resort Hotel	\$105.28		
	7/31/2019	Wisp Resort Hotel	\$105.28		
	8/2/2019	EB Maryland Governors	\$107.72		Governor business.
	8/7/2019	SP *Candy Kitchen	\$109.92	Handwritten note: missing invoice	A bunch of different ones going into the Board gift baskets. McGrath was very particular on his baskets in the hotel rooms. Always had to have a basket in room. 100%
09062017	8/13/2017	WM Supercenter	\$329.45	164.72 - Supplies for August birthday celebration. 164.73 - Supplies for MACo reception	McGrath wanted to do birthday celebrations for staff - cupcakes and mingle in the beginning of the morning. It was awkward. The entire executive team would have to attend, but McGrath wouldn't attend. Then McGrath found out that people were eating the cupcakes that didn't have a birthday. So then, if it wasn't your birthday, you weren't allowed to touch the cupcakes.
	8/29/2017	ASAE Web	\$1,245.00	Registration to conference for Roy	McGrath
09062018	8/8/2018	ASAE Annual Meeting	\$1,099.00	NEED RECEIPT	Did he give you a receipt? He did. He'd get upset so I'd get [receipt] later.
	8/16/2018	Captains Table	\$48.85	NEED RECEIPT - MACo Breakfast	Board meeting coffee before meeting.
	<p style="text-align: right;">Q: Receipt issue: What was procedure?</p> <p>Beth signed then sent to Finance. I'd turn it in, Katie T. would ask for receipt. There were very few that I didn't receive.</p>				
	8/27/2018	YWCA of Annapolis and Arnold	\$1,000.00	TWIN Event	Sean: Women in something. Beth was active in the group.
	8/28/2018	US Chamber of Commerce	\$100.00	NEED RECEIPT	
	<p><i>Re: Note at bottom of statement ("M.H. reviewed 10/3/18"):</i> I didn't see that note. Technically, I reported to Beth for signature. Then it goes down to Finance.</p>				
09272019	8/31/2019	BWI Business Partnership	\$150.00		Probably a registration.

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	9/25/2019	Ridgewell Catering	\$42.84		Lt. Governor did speak at one of our events but I don't remember.
10062017	9/12/2017	Sams Club	\$14.98	Cupcakes for Birthday Celebration.	This was the monthly celebration.
	9/21/2017	Amazon	\$105.99	Microphones for MES events	Probably some technology thing he wanted but she has no idea where that would be. Probably wireless, probably for the All Staff Meeting.
10082018	9/6/2018	Amazon	\$79.99	Extra Walkie Talkies	All Staff Meeting
	9/19/2018	Michaels Stores	\$36.54	Frames for Blue Heron Awards	This is an award McGrath came up with. It was being introduced at the All Staff Meeting. Award to MES employees.
	10/4/2018	WPY *CEO Update	\$288.00	Account Update for Roy McGrath	Monthly subscription to CEO thing to see what jobs are coming in. Private thing. Events he'd book. <i>Note on statement says "No receipt Need to ask Roy"</i>
10282019	10/6/2019	American Air	\$2,886.25	1272.6817 SP	Steve Pennington's travel
	10/10/2019	Kenes Exhibitions	\$350.00	1111.6229 RM WATEC	Registrations.
	10/10/2019	Kenes Exhibitions	\$350.00	1111.6229 MS WATEC	
	10/11/2019	CEO Update	\$460.00	1111.6475 Renewal RM	Directed by McGrath.
	10/15/2019	Solid Waste Assoc.	\$193.60	1111.6229 RM REG	SWANA probably.
11062017	10/11/2017	CEO Update	\$419.00	CEO Update Subscription for Roy McGrath	
11062018	10/11/2018	CEO Update	\$419.00	CEO Update Renewal	I think they did it automatically. I had to ask Roy for receipt.
	10/29/2018	Fred Pryor Career Track	\$447.00	Front Desk Safety & Security Training (Nancy, Katie, Reggie)	Registering them for course training.
12062017	11/15/2017	Maryland DNR Online	\$70.00	Registration for Roy McGrath MPMC 2017 Conference	McGrath
11272019	11/12/2019	Chesapeake Beach Resort	\$169.29		Michael Harris for Leadership Maryland retreat.
12062018	11/15/2018	PayPal *NAIOP-MD	\$230.00	Registration for NAIOPMD Luncheon (Matthew & Roy)	McGrath and Sherring
	11/19/2018	Expedia	\$552.44	Hotel for GWSCPA Conference	This was Mike probably.

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
	11/20/2018	US Chamber of Commerce	\$500.00	Membership Dues	McGrath. Whole organization I guess.
	11/26/2018	The Giving Tree Gallery	\$976.52	Supplies for MES Board Members (clocks)	Clocks for Board members. Plus we had extra clocks for retirements - had extra on hand (per Beth).
	11/27/2018	Michaels Stores	\$19.06	MCC ADMIN - Receipts to Sharon Merkel	I received \$200 for MHCC event, but that was reimbursed through another account. Sean: MHCC is Maryland Charity Campaign to United Way
	11/27/2018	Michaels Stores	\$15.90	MCC ADMIN - Receipts to Sharon Merkel	
	11/27/2018	Michaels Stores	\$10.86	MCC ADMIN - Receipts to Sharon Merkel	
	11/27/2018	Michaels Stores	\$10.84	MCC ADMIN - Receipts to Sharon Merkel	
	11/28/2018	Sams Club	\$90.04	MCC ADMIN - Receipts to Sharon Merkel	
	12/4/2018	MEDAMD.COM	\$85.00	Registration for Roy - MEDA Conference	McGrath
	12/5/2018	Godiva	\$285.72	Supplies for Board dinner	For gifts to guests of the Board members at holiday event.
12272019	1/10/2020				That was probably McGrath telling him that he'll get the receipts. I don't think Matthew ever did.

Shannon on vacation all next week.

"I told my friend that this is the first time I'm going on vacation, and not coming back and think I'm going to be fired."

**Shannon Bettleyon – 10/12/2021 (fourth interview)**

*Zoom conference (Bettleyon, Sean Coleman, Pam Fuller, Collin Wojciechowski, Julie Pfanstiel)*

- Have you read the indictments? Or the press coverage on the indictments?
  - Press coverage, yes. Actual indictments, no. I wanted to print and read them.
- *Referring to the allegations in the indictments:* Roy had MES cut a \$15,000 check to an art museum in Easton. What is the process for him to get that check cut?
  - I don't recall that one. Did it go through the whole Workday thing?
    - The indictment talked generally, not in specifics. It's pretty broad. We know he got the check, gave it to the art museum and he said it was from him.
      - She could not recall.
- Do you know how if he wanted the check cut, who he would have to go to? Would he have to go to Harris, or is there someone else he'd have to go through?
  - I don't remember who it was for—University of Maryland or something—but before I left for maternity leave, something came to me, it was through Workday, and I refused to send it off. It was big and I didn't have time to look into it. It was a minute before I left for maternity leave, so I gave it to Matthew to look at.
  - I think it was University of Maryland. It was a lot of money—I remember that.
- In one of our interviews, we talked about how McGrath would have MES donate money to different organizations. Can you recall any other instance of this happening, like a charitable contribution that he was making that went out in his name and not in MES's name?
  - I do not remember. There was one time at the Art Academy, I paid for something. If it was under \$5,000, I could put it on my card. I remember there was one time when I put \$500.00 on my card for a sponsorship. Other than that, I do not recall doing anything else like that.
- Do you remember if McGrath said anything about while he was in Europe he was taking any business related meetings?
  - No, he was not taking any business stuff. Ryan Nawrocki told me that he bumped into someone from BBJ on the cruise and they went out to dinner. Other than that, he was not available.
    - Question to clarify what Nawrocki said:
      - That [McGrath] took someone out while he was there.
- Clarification question: He ran into someone on cruise that he knew from BBJ, and they went and had dinner together?
  - Yes.
- Why did Ryan tell you this?
  - We were just talking about finances and Roy living the dream.
  - She and Ryan Nawrocki are friendly.

- When did Ryan tell you?
  - He told me that when he [McGrath] got back. A week or two after.
- Was Ryan on the cruise?
  - Ryan not on the cruise. The person on the BBJ told him. I guess it was a friend of his.
- Was there a lot of business with the BBJ?
  - Roy wanted sponsorships
  - We bought a package from them that involved, different levels, and he was into that. I'd have to look into it. But it was a lot of partnerships with them.
- Do you know the names of anyone specific that McGrath would have regularly talked to at the BBJ?
  - She did not know anyone specifically.
  - Just account executives.
- Did Roy ever contact you while he was on the cruise?
  - No.

**Vishal Bhatia – 6/23/2021**

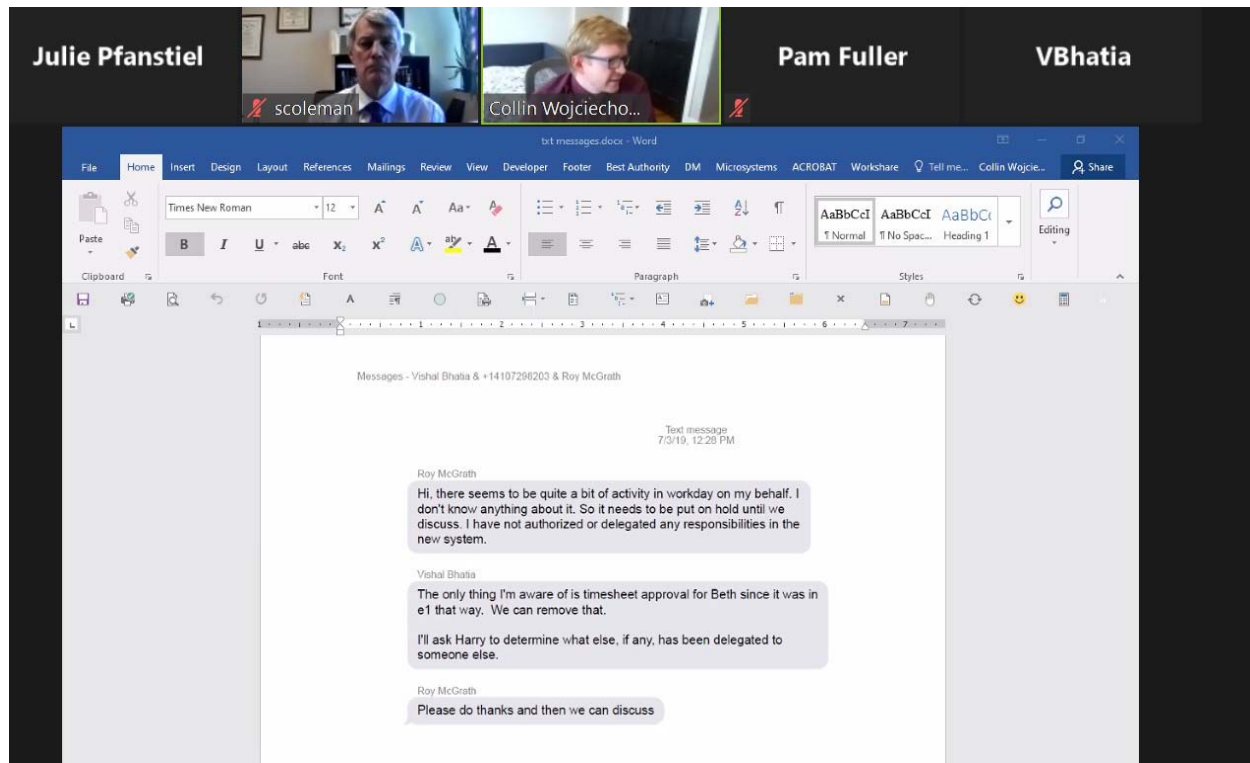
*Zoom conference (Bhatia, Sean Coleman, Pamela Fuller, Collin Wojciechowski, Julie Pfanstiel).  
Bhatia could not turn on his computer camera.*

- Investigation
  - Are you aware of the investigation?
    - I'm aware of it, yeah. I don't know the details, but aware.
  - Have you watched any of the hearings?
    - Watched a little here and there, not much though.
  - Watch Roy's hearing?
    - Bits and pieces, but not the whole thing.
  - Watch Matthew Sherring's hearing?
    - No.
  - Watch Michael Harris's hearing?
    - No.
- How did you come to know McGrath?
  - Background in IT – 22 years.
  - Met McGrath while working at NACDS.
    - VP of Information Services last position. Was there for several years.
    - No overlap in job responsibilities with McGrath.
  - McGrath also worked there so he knew McGrath as a co-worker. Not social friends; sometimes lunches.
- Sherring?
  - Same. Occasional lunch here and there.
- MES Background
  - How did you come to work for MES?
    - Managing director of IT
      - Don't know if position ever existed before him.
  - Why did you leave NACDS?
    - Roy asked if I was at all interested in leaving NACDS. I thought NACDS needed work on IT area—variety of things. Roy asked if I was interested in discussing [move].
    - Position: oversight of IT. Bring MES up-to-date in a variety of areas.
    - Then Vishal had a few phone calls here and there. Eventually discussed with Beth Wojton. He recalls receiving an offer letter and email.
  - Was your position advertised?
    - He did not know.
  - Did anyone else apply?
    - Not aware.
  - Who did you receive instruction from/report to?
    - Initially John O'Neill. Then he retired, and it was Beth Wojton.

- Vishal received requests and instructions from all senior staff. Things like troubleshooting laptop issues. Projects like implementing welcoming screen in lobby of MES building, anything IT related.
- Where was your office at MES?
  - Yes, office was on the first floor but he was not sure what office number.
  - It was not near McGrath's office—he was floor up from me.
- Do you know often was McGrath in?
  - No, I wouldn't have a sense of that. He didn't pass by my office.
- McGrath Conferences/Travel
  - Knowledge of conferences that McGrath attended/traveled to:
    - Really only know based on what I've heard and read from investigations.
  - Travel to any conferences with McGrath?
    - No, didn't attend any of those conferences.
  - Vishal attended the EBLC Conference both years.
    - He set up anything tech related: welcome screens, registration screens, and the systems that ran all of that.
    - Ran exhibits?
      - Don't know there were any exhibits.
      - He's attending just for IT.
    - Ryan Nawrocki?
      - Vishal would coordinate on some things with Ryan; in main hall, coordinate on audio visual issues
    - EBLC Conference
      - Vishal's role was only to support tech
      - Doesn't recall if he spent the night for the first EBLC Conference (Annapolis)
      - Second one, I did stay overnight. It was at a hotel where it was hosted (Four Seasons).
      - Did you request room or was it reserved for you?
        - Reserved for me—don't know how it was paid.
      - Did you request?
        - I was told I had a room. I don't recall who told me—Matthew or Beth.
- McGrath and WorkDay
  - Recall discussions?
    - Don't recall conversations specifically, no.
  - *Collin screen shared texts – see below.*
    - He did not recall those follow up conversations.
  - Recall anything generally of RMs concern of workday generally?
    - Vishal first gave background: Discussions among senior staff team about previous system (JB Edwards), that there were people outside of payroll that could access people's live data, and there was concern that people

using Workday could do the same. So McGrath was probably talking about that.

- Process was delegated
- Entire staff team, separation of duties, people not needing access to personal data not having access to data.



- Interactions with Sherring while at MES?
  - Occasional lunches here and there. No day-to-day basis. We were friendly.
  - Sherring was not involved in IT, so he had no input on that. Some IT requests that came through were from Sherring.
- Interactions with McGrath while at MES?
  - They continued going to lunch periodically here and there, as they did when working at NACDS.
- Did McGrath ever share concerns about agency, going well?
  - McGrath didn't really share too much about details on things. Private.
  - "Me leading IT doesn't have bearing on operating issues in various groups."
- McGrath's Departure
  - Recall McGrath's departure to the Governor's office?
    - Vaguely recalls, not really any specifics.
  - Recall McGrath requesting access to his email account after he was no longer Director?
    - Yes.

- Recall having reservations to giving McGrath access to email account again?
    - Yes. Typically after an employee leaves, we would end access.
  - Did you give McGrath access?
    - Yes.
  - How long access?
    - I don't recall.
  - McGrath reached out to you?
    - Yes.
  - Do you recall anything about those conversations about why he wanted access?
    - I recall he wanted to wrap up emails and expense reports.
  - Specifically expense reports?
    - No.
  - I understand there was a system that was used for expense reports. Did he also request access to that?
    - They are different systems, but need access to both.
    - I don't recall specifically how long he needed access.
  - Were you told by anyone?
    - Just doing whatever we needed to do to make sure there was a clean break. This was conveyed in conversation with Beth Wojton. She was supposed to be coordinating that and with HR.
- Bhatia's Departure
    - Departure from MES?
      - I'd rather not discuss that, it's a personal matter.
    - Did your departure have anything to do with McGrath?
      - Not that I was told.
    - Did you see a difference in leadership that led to departure?
      - Eventually yeah. It was a very intense place for me to work personally.
      - I along with other senior management was asked to leave.
  - Political Contribution
    - You're a Virginia resident?
      - Yes. Entire time [while at MES].
    - Registered to vote in Virginia?
      - Registered to vote Virginia
    - Did you vote in Virginia?
      - Occasionally, yes.
    - January 14, 2019, you gave \$1,000 to Hogan Inaugural Committee, correct?
      - Yes.
    - Why?
      - A request by Roy while he was working on his campaign to see if I could support the Governor—it was important to him.
      - I along with other senior staff members attended and contributed.
    - Did McGrath ask you to?
      - Yeah.
      - If I recall that was the ticket price.

- Vishal attended the inaugural party.
    - He did not speak with Governor Hogan.
  - On any other occasion, did McGrath ask you to contribute?
    - Not that I recall.
  - Did you feel he asked as part of your job?
    - No.
  - Feel any adverse consequences to you?
    - No.
- Post-MES Contact
- Spoken to McGrath since he left MES?
  - Once or twice.
  - Once Sean Coleman had drafted a letter to send to McGrath about collecting equipment they felt were due back to MES. So Vishal arranged a meeting with McGrath to collect equipment.
  - McGrath reached out a couple of times to Vishal on a personal basis. McGrath found out Vishal left MES, and reached out to see how he was doing.
- Frequency?
  - Once every two months.
  - Last time was three to four weeks ago
- Spoken to Sherring?
  - He also called me after I left MES to check in.
  - That was the last time I spoke with him.

**Jennifer Brown – 6/29/2021**

*Brown, Sean Coleman, Pam Fuller, Collin Wojciechowski*

- MES Background
  - 9.5 years with MES
  - Senior Fiscal Associate – Same role entire time at MES
    - Entails processing invoices from vendors and expense reports
    - “I pay the bills”
    - Senior Fiscal Associates have a portion of the alphabet for employee expense reports
    - Expense Reports come into inbox, information is checked to ensure policy and guidelines are followed, and then entered into system to produce check
      - Would check each receipt to make sure it complies with policy
      - If receipt is inadequate, will send back to person requesting payment
      - Bigger issues are sent to Stephanie Acosta (who has always been Jenn’s direct supervisor)
    - Trained on MES fiscal policy but there are also policies that can be referenced on the system.
- Roy McGrath
  - No real interactions beyond seeing him in the halls – he was not outgoing or friendly.
  - Felt that McGrath thought he was better than everyone
    - Went in a separate entrance than all other employees
    - “If I saw him, he wasn’t friendly; if I waved, he seemed to look the other way”
    - Past Directors would walk the halls; McGrath didn’t seem to take the time to get to know anyone
    - Had a negative impact on employee morale
      - He brought his own crew; we slowly started seeing people leave; things went downhill after he got there
        - Sherring was part of the “crew”
- Matthew Sherring
  - Would come into finance office on a few occasions to check on payments
  - “Lumped him right in with Roy”
- Michael Harris
  - Considered him to be her boss
  - The day Harris came in, she did not trust him, but came to feel that he was a good guy. She’s not sure how she feels today.
  - Was frustrated seeing him in [Committee] interview
    - “But he did not do wrong by me”

- Loved Janet Irwin and was sad to see her go; she treated everyone equally
  - Did not discuss Irwin's departure with her
- McGrath Expense Reports
  - Processed the very last ones (June 2020)
  - While he fell in her alphabet range, she would only process his reports after they were approved and the packet was put together – would not do normal checks with respect to McGrath
    - That was a specific request between Roy and Michael
    - No substantive review; just an administrative step
- Document – Ex. 12 from Harris's Joint Committee Hearing – October 2019 Check
  - Example of being last in line to just check the box
  - Was not looking at substance
  - Tuition had a different path to take because HR monitors the tuition policy
- Document – Ex. 13 from Harris's Joint Committee Hearing – December 2019 Check
  - Same as above
  - Would glance through because "his charges were ridiculous"
- June 4, 2020
  - Was at home; 8PM
  - Got a call from Stephanie, who was on the line with Harris, who said that expense reports were sitting in the system, had errors, could Jenn look at errors because they needed to be pushed through before Roy left
  - Emailed Harris that there were receipts missing; reports were then pushed through
    - Could not go through while red error message is out there
  - Is not aware what draft expense reports are ever in the system
  - McGrath was not good with submitting reports on time
  - Looked through receipts and pointed out that things were missing for wifi, a specific dinner, etc.
    - Harris sent an email to approve and that email was used as the receipt to process through the system
  - Was not looking to see if receipts complied with policy; Harris said he would take care of it
  - Acosta does not have all the same roles in the system that Jenn does (Acosta could not see what was wrong with reimbursements)
  - Had never been asked to process reports in the evening before
  - Was on the phone with Harris the whole time identifying the issues with each report → same process for each report
- Document – Ex. 16 from Harris's Joint Committee Hearing – June 2020 (A)
  - Last date stamp is hitting the final approve button

- MES Internal Auditor
  - Was Diana Olson
    - Knew her vaguely
  - Occasionally, she asked for various fiscal things from Jenn, but cannot recall what they were.
  - 2020, new auditor, no interaction.
- Statement at end
  - Michael Harris would sign off on anything
  - Not that we didn't question things but Harris was signing off on anything for McGrath
  - We were not allowed to speak to Roy; any issues had to come through Harris
    - Direction came from Harris "per Roy"
  - Anyone else, they are allowed to speak directly to that employee.

**Matthew Clark – 12/8/2020**

*Clark, Sam Cowin, Collin Wojciechowski*

- Background
  - You were Chief of Staff from July 2017 – May 2020?
    - Correct.
  - Was your last day May 31, 2020?
    - Last functional day was May 31. He remained a State employee for one week and used personal time (vacation days).
    - Roy was in charge during that week.
    - Communications Director from inauguration in 2015 until the Summer 2016
  - Work formally on campaign?
    - Not in 2014.
    - Volunteered some time in 2018.
  - Were McGrath or Sherring on the campaign?
    - Unsure. Roy was politically active but unsure.
- Did you know McGrath earlier?
  - He was a Deputy Chief of Staff while I was Communications Director, so I got to know him there.
  - Met for the first time during transition in 2015.
- Know Sherring?
  - Have met him on a few occasions. Maybe at football game or on second floor.
    - Second floor was probably when he was at MES.
    - “Chief of Staff does a lot of meetings ... you don’t know who is in the room all the time ... probably did not pay that much attention to a guy like him.”
- Spring 2020, McGrath chosen to be Chief of Staff. What was that process?
  - Understand Governor has waived Executive Privilege – Pedone please stop me if I will waive.
  - Told Governor about departure as early as November 2019, to begin to lay the groundwork for transition.
  - At the start of 2020, clarified intent to leave in more certain terms. Around that time, transition was starting to be considered. Delayed by COVID.
  - Process – Governor consults with current Chief of Staff about who looks good on paper as viable replacements. List of candidates produced. List narrowed based on interest and other factors.
    - Process similar to that done for cabinet secretaries.
  - Did McGrath interview?
    - Had talked to McGrath about his interest level several times and then he did speak with the Governor prior to offer. Governor knew him (from second floor and prior) so he was “less of a mystery.”

- When did Governor offer McGrath the job?
  - Roughly a month before he took over.
  - Early May sounds right.
- Did McGrath regularly talk to Governor before being named Chief of Staff?
  - Unsure and reluctant to speculate.
  - But on the second floor, someone running an agency like MES, most interactions with Governor worked through staff.
- Document – Clark Calendar – Late May 2020
  - 5/18/2020: Call Roy & Matt
    - Had arranged a series of calls with Roy to begin process of handing off practical aspects of job (staff, access to Governor, feelings on members of Cabinet)
  - 5/27-5/29: Several calls Roy & Matt (Catch up)
    - All fit into above described category.
  - 5/26: Call? – Any other conversations?
    - Only other conversation was week of departure, there were two meetings where Roy was introduced to rest of the staff and cabinet.
      - Socially distanced farewell – Roy may have been there.
  - Was severance ever raised?
    - At no point did Roy mention his severance from MES. We briefly talked about annual bonus.
  - Details on bonus?
    - One brief conversation about salary. I told him my salary on the assumption that he would have the same salary. Roy said he intend to do a “lateral” to keep his salary at his current level, felt appropriate because he was going to forgo a bonus.
    - Was broadly aware that MES package included performance bonuses.
    - Early on, would have said, need to go finance office and workout paperwork – we can generate offer letter that reflects salary.
      - Recall that Roy said he felt like he needed to do lateral – would have said “you are Chief of Staff, you run finance office, these are choices you make”
      - Would have expressed mild concern about salary
      - Possible that would have send an email to Mona in finance office something like “Roy taking over, he’ll contact you about salary”
      - Given nature of job and level of authority – as soon as new guy is named, old guy become deferential – so tried to be as deferential as possible.
  - How did request for higher salary turn out?
    - Don’t know. Printed in reports. Higher than mine.
- Document – McGrath Cell Log May
  - 5/28, 1:00p – McGrath called your cell
    - Confirmed. About handing off. McGrath wanted to time public elements of handing off around board meeting.

- No discussion of severance or board meeting.
  - 5/28 – Six minute returned call
- Did McGrath talk to anyone on the second floor about severance?
  - Don't believe that he did.
  - Concept of severance would have needed to be “explored further” and would have been “unusual”
- Spoken to McGrath since leaving State service?
  - Yes. He was on the board of current employer.
  - Occasional texts sent on personal level – wished him the best as name being dragged through paper.
    - Suspect that it was sent to State phone
    - Responded once saying thanks.
  - Discussed UMMS issues (onboarding, votes)
  - Difficulty with members of staff – asked for advice on how to handle.
  - When the papers broke the story, Roy sent me a message asking for advice on a Friday (set the record straight if reporting is not accurate [office was not responding at that point] if it is accurate, explain why ordinary)
  - Sent note after he resigned – wanted to check on his well-being – don't believe McGrath responded.
    - Believe sent to State device
    - Out of state number: [REDACTED]
    - Believes this was last of the conversations
- *Sam read that McGrath said Governor was aware of severance and did not object.*
  - That is inconsistent with what he's aware of – no knowledge of payment ever being discussed with Governor or anyone on staff.
- Document – Text from Governor to Matt on 8/20
  - Anything that prompted this?
    - Only text about this with the Governor after he left the State about this.
    - He had some phone calls with the Governor about new Chief of Staff post-Roy/interim.
    - Governor was upset about the position he was in, but that was not the basis of those conversations.
    - Did not talk about how the Governor's office interacted with MES.
- Document – Governor's public statement from 8/25
  - Any involvement in statement?
    - Don't think so – no involvement in drafting.
  - The Governor has a good sense of what is politically problematic. He is close to a “political genius” – makes me think he would have recognized severance for the problem it would be.

- McGrath has referred to severance as “performance bonus.” Any conversations about that?
  - Did mention bonus was part of package but was expecting to forgo that.
- Document – Texts between Governor and Roy – “Can you please say something about us discussing severance? That it was okay ... Only what we agreed.” Do you know what he was referring to?
  - No.

**Cece Donovan – 3/8/2021**

*Phone conversation by Hillary Arnaoutakis*

I spoke with Cece Donovan on 3/8/2021 at 3 pm. She left MES in February 2018. She moved for Florida and started another job in June 2020. She had been with MES since 1985 and served under numerous other Directors. She said McGrath's leadership style was different than all of the others Directors she had worked for, and caused her to leave. She never filed any formal complaints about him but had informal complaints. McGrath's management style was "different" in that he didn't interact with people like they were used to. He was not there a lot and it was difficult to understand the direction of the agency under his leadership. She knew McGrath had a lot of contact with the Governor's office and was always doing things, they just didn't know what it was or how it affected them.

Under McGrath's leadership, Ms. Donovan went from managing two departments to managing four, and the staff under her management increased from 260 to 410. It was hard work, time consuming, and a lot of responsibility, but not much of an increase in pay.

Ms. Donovan did some work with Matt Sherring when he was in marketing. She said McGrath sent them on road trips to do "dog and pony shows" at all of the Maryland agencies. She thought it was a waste of time because many of the agencies would never be the source of work for them. A team of MES employees would all load up in a vehicle and go visit agencies to do their presentations. She gets carsick and so she especially disliked the assignments. McGrath would only go when the agency was high profile. For instance, he went to the presentation at the stadium authority but not the education commission.

She recalls McGrath was finishing a Leadership Maryland course when he started at MES. He was hardly around. They would go more than a week sometimes without seeing him in the office. He never came into the office on Fridays. She attended executive staff meetings. Sometimes McGrath would be there, sometimes not. Occasionally they would cancel the meeting if he did not attend, but if they had business then they would go ahead and hold the meeting without him.

Regarding the MES vehicles, she explained that McGrath came to the agency thinking they had too many vehicles and too many cell phones. He was making a push to reduce the number of vehicles. The problem was, many of the employees needed them to get to sites. They tried a plan where the vehicles would stay at the office, but then some employees were driving to the office to get the car and then back to a jobsite that was near their home. It made no sense. The number of vehicles they had was not sufficient for their work. McGrath had two vehicles that he used—a sedan and a big black SUV that he ordered with tinted windows "like the Governor's." He would sometimes take home a vehicle but she wasn't sure how often.

She technically reported to Beth Wojton, but she would interact directly with McGrath. He would have her come into his office to discuss issues with projects and clients, to review budgets, develop the roadshow presentations, etc. They met a lot about the Conowingo project. She said it was a very stressful project. McGrath would tell them that they would all be fired if the project was not successful. She said he was serious. He was often angry.

**Dan Faoro – 11/12/2020 am**

*Zoom conference (Faoro, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background and Tenure at MES
  - When did you join MES?
    - Jan 22, 2020
  - Before that?
    - NECA
  - National Association of Chain Drug Stores
    - 2003-2009
    - Worked with McGrath
    - McGrath was a director of events or meetings and events.
    - That organization did huge events to bring chain drug stores and produce manufacturers together
    - At the time, Faoro was VP of Marketing.
    - Trade association
  - How did you come to join MES?
    - I've known McGrath since worked together years ago – stayed in contact over period of time.
    - When McGrath was first involved with Hogan campaign first go-around, Faoro unable to join.
    - Lost position at NECA after reorganization. McGrath and Faoro in contact still, McGrath said he needs a communications guy so he joined.
  - What position hired for?
    - Executive Director of Communications
  - Was there a preceding Director of Communications?
    - Yes, he had recently resigned.
    - First name Craig. Doesn't remember last name.
  - What were your duties?
    - All internal and external communications: press releases, social media, speech writing, managing events, talking points – anything reaching out to public and media.
    - Also all internal communications – service news, newsletters
    - The face of the organization
  - Who did you report to?
    - Matthew Sherring, through him, to McGrath.
    - McGrath had Sherring oversee several functions, including Dan's.
  - What was Sherring's position?
    - Director of Operations.
  - Know Sherring previously?
    - Had met but didn't work with him.
    - Met him for the first time while working for Maryland Aviation Association. Sherring was working for MES – both exhibiting – McGrath saw Dan and wanted to introduce him to Sherring.
  - You are now Managing Director of Communications
    - Reports to Dr. Glass

- McGrath left on May 29 – started with Governor on June 1.
  - In communication on a regular basis after McGrath left?
    - Yes. Continued to have active interest in releases that went out and social media stuff. McGrath helped guide some of our communication efforts.
    - How did he do that?
      - Generally through Mr. Sherring.
      - Sherring would call/text – say Roy wanted a release on something.
      - After McGrath left – continue to report to Sherring
    - Would McGrath and Sherring communicate via text or email or phone?
      - Primarily through phone.
      - Usually text.
      - Rarely email.
      - McGrath communicated via text and phone – almost never by email.
    - What phone of yours received texts and calls?
      - Phone for personal and business: [REDACTED]
      - AT&T is service provider.
      - Do you receive bills at residence?
        - Yes
      - Do they reveal source of calls/texts?
        - Yes, phone number where they came from.
  - McGrath and Sherring would communicate together and then forward those to you?
    - Yes, by text.
  - Did you speak to McGrath after left?
    - Never in person. Always on phone.
    - What did you speak about?
      - Just about how things were going in his new role.
      - Spoke when the Baltimore Sun article came out.
- Document – 8/12/2020 – 4:18p – to Sherring – Vmail from Sun reporter
  - What was VM about?
    - Prep article about McGrath – sought comment on severance
    - Not aware of severance payment at this time – was generally aware of it, but no specific discussion.
    - Who did you hear about it from?
      - Rumor mill internally.
      - Didn't seem like a major issue. Just that McGrath left with a severance.
  - Why send to Sherring?
    - Indicate Major severance payment – Sherring should be aware.
    - The procedures were that I would never respond directly to media without clearing through Sherring through McGrath.
    - Still reporting to Sherring even though McGrath gone.

- How was procedure reporting communication
    - It became apparent after started to work.
    - In past, Dan had leeway.
    - McGrath made it clear that the protocol was that everything goes through McGrath.
      - McGrath and Sherring communicated this protocol to Dan.
      - This protocol still in place in August 2020. Dan was never told otherwise.
- Document – Email dated August 12, at 10:58p, from Dan to Sherring
  - Pam Wood from Baltimore Sun starts with email. Dan forwards email to Sherring.
  - Between forwarding to Sherring and email of 10:58p, he had a phone conversation with Sherring.
    - Called Sherring to notify Sherring about Vmail
    - Thought we needed to develop a response – we needed to notify Coleman/counsel that this was percolating.
  - Sherring response a few minutes later – do nothing yet
    - DO NOT NOTIFY COUNSEL – DO NOT RESPOND
    - Dan says we should develop talking points even if we’re not going to use them.
      - Sherring to inclined to do that – but Dan did move in that direction.
      - This was all a phone conversation.
    - Why not notify counsel?
      - He had spoken to McGrath.
      - McGrath said don’t notify anyone and leave it alone.
    - Did you feel comfortable?
      - No, that’s why I sent this email.
      - Two minutes after he sent email, Sherring called Dan and chastised him about sending an email. Dan felt very uncomfortable about not notifying counsel.
    - Sherring left Dan a vmail – still on phone?
      - Not sure.
    - Did you ask why Sherring was taking McGrath’s lead in this even though didn’t still work there?
      - Not an environment where you question things.
      - Sherring just a conduit to McGrath – he wouldn’t have the answers. Sherring’s answer is that this is what McGrath said. Even after McGrath left MES.
    - Did you know about Sherring and McGrath’s relationship before MES?
      - They worked together at National Association of Chain Drug Stores. Subsequent to that, not sure what their relationship was.
    - In any event, Dan followed Sherring’s instruction not to do anything, but he started the talking points. Dan drafted the talking points based on information he had, to try to be prepared. The way this was going, once

- the Baltimore Sun article came out, they would need to respond—and he didn't want to be left flat-footed.
- Did you seek information about the severance package from McGrath?
    - Not from McGrath.
    - Yes, spoke to Beth Wojton.
      - She had left by August. Still aware of all this.
      - He called Beth.
    - He also called M. Harris.
  - Did you get details about the severance from Beth and Harris?
    - Yes.
  - Did you draft talking points?
    - Believes they were in the requested documents, but not sure.
- Document – Sherring/Dan Text Messages
    - August 13, at 4:14 pm: Dan's message appear on the right side of the page and Sherring's messages appear on the left side.
      - Sun story hit.
      - He responds he say it.
      - Dan getting internal questions from the managing directors. Dan's concern was customers would start to ask questions. Started getting questions from customers.
      - Again asks that Sean Coleman be looped in.
      - Direct questions to Mike Ricci – Governor's communications office – why direct questions to him?
        - That came from Mr. Sherring. All questions should be run through Governor's communications office before responding.
        - Why through the Governor?
          - I'm sure it came through McGrath.
    - "Please do" – continue going through Mike R?
      - Only through Mike R
      - Not looping in Sean Coleman – Sherring didn't respond regarding Sean.
    - Refer to Shareese(?) – in communications office for Governor
      - Shareese Churchill
    - When forwarding inquiries to Mike and Shareese
      - Through email
    - Refer to Bill F. calling for investigation?
      - Learned through the media
      - Sherring kept saying it was not a big issue – he clearly was wrong. I knew he was wrong.
        - Wanted to loop in Sean Coleman.
        - To be prepared.
        - McGrath and Sherring continued to downplay.
      - This was in phone conversation?
        - Yes. Sherring said, this is a fishing expedition. Nothing was wrong. The severance payment was protocol. This had no legs.

- “For draft PR” – Would like to send tonight... Include Nevins group
  - Nevins is the PR firm on contract with MES at the time.
- Working with Nevins since came on board?
  - Yes, on retainer. Working on social media stuff before.
- Please see below for some sentences/points?
  - MCGRATH IS THE AUTHOR.
  - Can’t say for certain. That’s Dan’s assumption. That’s how McGrath and Sherring worked.
- Next day – checks on status of PR
  - Still with Nevins, no reply from Glass yet.
- Looks like it went out – what’s status of posting to MENV Website?
  - Means we pushed the press release out through normal channels – normal distribution list.
  - Once press release out – goes into news section of MES web site
- Document – Nevins to Faoro – August 14, at 10:33p
  - Faoro gets email from Barker at Baltimore Sun at 2:58 pm
    - Dan forwarded to Nevins because he had been coordinating with Nevins on responses.
    - We were assuming the press release would answer these questions they were receiving.
    - Worked late into night on Friday.
- Document – August 14, at 11:01p
  - Draft talking points from Roy McGrath.
  - Referring to text from Sherring.
  - We pieced together his talking points and Dan’s, and included in the press release.
- Document – Nevins to Faoro – August 14, at 10:33p
  - Just got off phone with Sherring who had spoken with Roy. Wants to go on offensive.
  - What occurred on call?
    - Sherring called Dan. McGrath wanted to issue a press release about the severance and to defend it. Needed to go out that night.
    - That same day, when asked Sherring if they would be putting something out, he said no.
  - Call with McGrath:
    - Shortly after that, Dan got a call from McGrath asking to issue a release
    - A lot of back and forth, mostly with Sherring and Nevins.
  - Tell me about conversation with McGrath
    - Called on cell phone.
    - Needed to get something out. It wasn’t looking good. Needs response defending it.
    - Rattled off a number of points that were woven into the talking points.

- Did you take notes?
    - No. Dan was driving at the time. Pulled over and let wife drive with three kids.
    - This is late at night.
- Document – Faoro to Glass at 11:19
  - Kirstie Durr sent proposed statement to Dan. Dan forwarded to Glass. They were working on statements concurrently.
  - Dan was sending this to K. Durr, to meld them together. Glass was just on the email.
    - Wanted K. Durr to include Roy's points.
  - Also had a lot of conversations with Dr. Glass about this.
    - Glass cell to Dan cell
  - Asking K. Durr to combine two statements
- Document – Sherring to Dan at 8:33p
  - Statement sent to Sherring to share with McGrath. This version probably would have been the melded version.
  - Expected Sherring to forward to McGrath – because that's where the edits were coming from.
- Document – Sherring to Dan – Please see updated text
  - Do you believe this is transmission of McGrath's edits?
    - Yes.
- Document – Word document with McGrath's edits
  - Is this the actual one that went out?
    - No, a few edits were received on Saturday morning.
  - Paragraph 3: Reference to Jim Harkins, paid \$256K in 2016. Where did that figure come from?
    - M. Harris was giving numbers to Roy.
    - Did you ever see a breakdown of that number?
      - No.
  - Last sentence of second to last paragraph: precedent within other individual State agencies. Where did that come from?
    - Either Sherring or McGrath wrote it.
    - Feels comfortable saying McGrath wrote it.
    - Anyone fact check that one?
      - No.
- Document – Email August 14, at 9:29
  - Dan thanks Nevins for slowing down process
  - McGrath insisted on getting it out that night.
  - Dan spoke with Glass – we're not sending this tonight.
    - But Dan going to get calls from Sherring/McGrath
    - Glass says don't pick up the phone.

- Dan says – if I don’t send something, Roy will fire. And if I do send, Glass will fire me. Tough position.
    - So Dan suggests reaching out to Nevins to suggest to Roy to slow down. McGrath would take counsel from Nevins. Dan thought it would be a good way to deliver the message.
  - Nevins called Dan later that night. While McGrath was not pleased, he understood if statement went out the next day.
- Document – Dr. Glass Email to Dan and David regarding Statement – “Please edit for grammar and clarity”
  - Dan – this came back from Glass – he had some input
  - Not sure if it came from McGrath or the Governor’s communications office
  - We made a few grammar corrections and this is what we sent.
- Document – MES account to Sherring – Aug 15, at 8:29
  - This is version that went out.
  - Did McGrath approve?
    - Sherring may have passed it by McGrath at this point, but not waiting for McGrath.
- Document – K. Durr to Dr. Glass and others – Aug 15, at 8:47 am
  - Was there an issue about Wojton’s severance being included?
    - Yes. Glass didn’t want to include it. No reason to. Nevins and Sherring kept insisting we include it, but we didn’t want to include it.
    - Why didn’t Glass want to include it?
      - It wasn’t fair to Beth. The number we were getting from Harris did not seem accurate.
      - The number they were trying to include was a number that included severance, payout for vacation and sick leave, and some other things that she was entitled to – made it seem like an inflated number.
      - Her actual severance was \$33,000, which was \$1,000 per year of service. The other payments were for earned benefits.
    - Do you know if they did the same for Harkins’ severance?
      - Not sure.
- Document – Nevins to everyone – August 15, at 9:18
  - Nevins makes point organizations don’t speak. In response, we just attributed the quote to Glass.
  - No change to decision whether to include Wojton’s severance.
- Document – August 15, at 1:11p – Confidential Press Statement
  - What happened to email at top – cut off?
    - Must have just been clarifying McGrath’s quote in the release.
    - Not sure what was cut off. Probably just focusing on last sentence, and pasted in there.

- Document – August 15, 2020, at 3:20p – “I believe they are paid by the meeting, approximately \$1,000 per” – referring to Board members
  - At 11:14 – Dan says we need to distribute to managing directors because they will be fielding questions.
  - At 11:17 – K. Durr has question about corporate board pay
    - Dan responds with number. They were putting together talking points for the managing directors
    - Number would have come from Mr. Harris. It was 900-something and Dan rounded up.
  - Did you actually put together talking points?
    - We worked on them, but they were never distributed.
- Document – Dan and McGrath’s Text Messages – from June to August 2020
  - “Wow, that was fast!”
    - When McGrath left, there was speculation regarding when the new director would be appointed. Dan commenting that it happened so fast. They thought it would be months, and then Glass was appointed within weeks.
  - June 22 – Dan seeks McGrath’s input on Glass press release – announcing Dr. Glass.
- After press release in August – any further communications with Sherring about it?
  - No.
  - Any further communications with McGrath about it?
    - No.
- Since release went out – any communications with McGrath?
  - Brief text communications. After the last one we have in the document.
    - Dan texted Roy – How are you holding up? He responded that he’s doing ok. At some point, we should debrief on things he learned. Experience things.
    - Text was after Roy had left Governor’s office.
- Did you become aware Sherring was leaving MES?
  - Yes, after it happened.
  - Any communications with Sherring after he left?
- Prior to Sherring leaving MES, any communications with Sherring about McGrath leaving the Governor’s office?
- Communications with Governor after McGrath left
  - Most recently dam project
  - When issuing releases on Covid
  - Nothing regarding McGrath
- Red White and Blue – contract ended before Dan got there.

**Chuck Fawley – 3/12/2021**

*Fawley by cell phone ([REDACTED]); Zoom conference: Sean Coleman, Pamela Fuller, Collin Wojciechowski, Julie Pfanstiel*

- Background:
  - Started with Mayor Schaefer in 1981, was his driver at the time
  - In the program for 17 years
  - Then went down to Annapolis
  - For 2 years, ran things in Government House
- MES Background
  - Started at MES July 1, 2003
  - How long in first MES position?
    - 4 years
  - Jim Harkins came in
    - Switched over to sales role
    - Few years doing that
  - Later on, he would take things out to set up exhibits at conferences (MACO, etc.)
  - That's where he was until the new director came in – Roy McGrath
- Job Responsibilities
  - What did you do when McGrath came in?
    - Beth told McGrath that Fawley drove Governor Schaefer
  - When McGrath found out, McGrath told Fawley he would be responsible for driving McGrath
  - Did your job responsibilities become solely driving McGrath?
    - No, he was still doing other things for events and stuff like that
    - Then McGrath stopped wanting him to drive
      - “He’s the kind of person that when he tells you what to do, you do it.”
      - McGrath got frustrated that Chuck’s regular job duties interfered with the driving, and McGrath didn’t want anything to do with Chuck after that.
- Did he use someone else from MES to drive him then?
  - McGrath “used one of his guys – one of his chiefs”
  - Matthew Sherring?
    - Exactly.
    - Sherring would drive McGrath to the hotel and also spend the night. I didn’t do that. After driving, I went right home.
- What were some of the different things you would drive McGrath to?
  - Mostly to hotels and he would spend the night, and I’d pick him up in the morning.

- **3/16/2021 Follow Up:**
  - Would you drive SUV back to MES and then home and then back to hotel?
    - Take the Suburban back to MES Headquarters, then take personal car home.
    - Then go back to MES Headquarters in the morning, get SUV, and pick McGrath back up – usually just to bring him back to MES.
  - Where were the hotels?
    - One hotel was near airport
    - Downtown Fells Point
    - All within the Baltimore metro region
  - Where do you live?
    - Westminster
  - Frequency of this occurring?
    - Ten times
- MES Vehicle
  - Did McGrath want anything in the car?
    - Chicklets, mouthwash, and water
  - Would it be your responsibility to buy them?
    - No, he got them from his secretary.
  - Did McGrath have a preference or requirement for the car to be washed?
    - McGrath wanted the car washed every day.
  - How often would you go about washing the car that frequently?
    - A long time. I can't say how many days, but almost every day I drove it.
  - What car?
    - Suburban
- Is there anything else you would like to say that we haven't talked about?
  - He was just a strange person, that's all. When you get upset over small little things, that's a strange person.
  - When they had their board meeting, McGrath had Chuck put pads down on the table, and McGrath required them to be precise. Chuck set them down one time, and someone came in and said they have to be placed this way or McGrath will be upset.
- Could you talk a little about McGrath's interactions with you while driving?
  - He didn't move or speak – like a crash dummy.
  - Always on his phone – texting.
  - Even with someone else in the car, McGrath would ignore the group, and just be texting.
  - No conversation in the car.

**Chuck Fawley – 4/20/2021 (second interview)**

*Conference Call Fawley, Sean Coleman, Pamela Fuller, Collin Wojciechowski, Julie Pfanstiel*

Follow up from last call regarding local events that Chuck drove McGrath to/from. Confirmed driving procedure with Chuck:

1. Chuck drives McGrath in MES vehicle to event
2. Picks McGrath up from event and drives him to a hotel
3. Chuck deposits MES vehicle back at Headquarters, then goes home to Westminster
4. Next day, Chuck picks up MES vehicle
5. Drives back to hotel and picks up McGrath
6. Drives McGrath back to MES Headquarters

Fawley gave the following general information about the driving:

- He never drove McGrath to Ocean City or any location over the Bay Bridge.
- He usually never drove McGrath to Annapolis. Believes McGrath drove his own car and would usually stay in Annapolis.
- He never drove McGrath to Hunt Valley.
- Matthew Sherring would drive McGrath to the Washington-area events because that's where Matthew lived. Fawley knows that "because we had to go pick up his car from Matthew's residence a couple of times. Matthew would call us and say come pick up the car." Double checked/confirmed procedure for DC/NOVA events:
  - When McGrath and Sherring were going to an event McGrath drove his car to Sherring's house
  - Sherring then called Fawley and told him to come to his house and pick up McGrath's car
  - Fawley plus another person would drive the MES vehicle to Sherring's house
  - One person would drive McGrath's car back to MES HQ, and other would drive the MES vehicle back to MES HQ.
- "In the last year, [Chuck and McGrath] didn't get along. [McGrath] didn't use me as much and probably not 2019 at all."

**Fawley Confirmed Driving for the Following Events**

Date In	Date Out	Hotel	Hotel Location	Conference/Reason for Travel	Fawley Response
5/11/2017	5/12/2017	Sagamore Pendry	Baltimore	Bay Cabinet Meeting	Confirmed
5/10/2018	5/11/2018	Sheraton Inner Harbor	Baltimore	Board event Baltimore / HoCo Cabinet meeting	Remembers driving McGrath, but thought he stayed three nights.
5/16/2018	5/17/2018	Sheraton Inner Harbor	Baltimore	No event explanation	

Date In	Date Out	Hotel	Hotel Location	Conference/Reason for Travel	Fawley Response
5/23/2018	5/24/2018	Sheraton Inner Harbor	Baltimore	MD Tech Council event (Columbia)	
6/13/2018	6/14/2018	Sheraton Inner Harbor	Baltimore	Baltimore City Cabinet Meeting	Confirmed.
7/9/2019	7/10/2019	Four Seasons Hotel Baltimore	Baltimore	EBLC: Room for R. McGrath	Confirmed.

**Events that Fawley had Partial Driving Responsibilities**

Date In	Date Out	Hotel	Hotel Location	Conference/Reason for Travel	Fawley Response
10/18/2017	10/20/2017	The Hotel at UMD	College Park	Leadership MD	Someone drove McGrath there, and Fawley picked him up from the hotel in MES vehicle.
1/23/2018	1/24/2018	Sagamore Pendry	Baltimore	Breakfast Business Meeting in Baltimore County	Fawley picked McGrath up from hotel and drove him to Towson.
3/11/2018	3/12/2018	Westin Hotel	Annapolis	Int'l Solid Waste Conference in Annapolis (speaking)	Fawley thinks McGrath drove his car there. Fawley did not pick McGrath up from hotel, but "they" had to pick up/run supplies for event.
	1/31/2019	Washington Marriott Georgetown	DC	BOT Meeting	Sherring would drive McGrath. Fawley and someone else drove to DC and picked up McGrath's car from Sherring's house.
2/5/2019	2/6/2019	The Ritz-Carlton	Arlington, VA	CEO Update Meeting, DC	Sherring would drive McGrath. Fawley and someone else drove to DC and picked up McGrath's car from Sherring's house.
1/15/2020	1/16/2020	BWI Airport Marriott	Linthicum	BWI Business Partnership Meeting	Recalls taking McGrath to hotel off Nursey Road for an evening event, and left; did not have to pick up McGrath.

### Events that Fawley Was Not Sure

<b>Date In</b>	<b>Date Out</b>	<b>Hotel</b>	<b>Hotel Location</b>	<b>Conference/Reason for Travel</b>	<b>Fawley Response</b>
6/14/2017	6/16/2017	Baltimore Marriott Waterfront	Baltimore	Leadership MD	Not sure.
7/12/2017	7/14/2017	Fairfield Inn & Suites Marriott	Cumberland	Leadership MD	I don't think I did that.
9/9/2018	9/10/2018	Delta Hotels Marriott	Hunt Valley	All Staff Meeting: Room for R. McGrath	I don't know how he got there; somebody took him there, but not me.
11/29/2018	11/30/2018	Fairfield Inn & Suites Marriott	Baltimore	UMCES Environmental Summit	I don't think so.
3/21/2019	3/22/2019	Four Seasons Hotel Baltimore	Baltimore	Climate Leadership Conference	I don't remember. In the last year, we didn't get along. He didn't use me as much and probably not 2019 at all.
	6/6/2019	Residence Inn by Marriott	Baltimore	BBJ Leaders in Diversity event	I don't think so.

**Ellen Frketic– 2/18/2021 pm**

*Zoom conference (Frketic, Sean Coleman, Pam Fuller, Ward Coe, Collin Wojciechowski)*

- MES/Background
  - Engineering degree
  - Lives in Howard County
  - Been with MES for 33 years (since '88)
    - Started as project manager (capital improvements)
    - Water/wastewater capital budget
    - Moved into chief engineering position
    - Current Title: Division Chief, Water and Wastewater Engineering (in that role for 20 years)
      - Reports to Jason Gillespie, Managing Director of Environmental Services
  - Office on second floor in front of MES building
- McGrath
  - Did not know him before MES
  - Knew that McGrath had been liaison to BPW because he represented the agency before the BPW
  - First contact with McGrath
    - Briefed on division work (Jason, Mark Seri?) a few weeks in
    - Seemed to go well
  - Only contact was being kept aware on BPW items (once a month or two)
  - Dealings were professional
  - Did not become personal friends
  - Was hard to tell if McGrath was in the office – did not see him regularly
    - Would hear when he came in
- Sherring
  - Met him when first brought to MES (February 2017)
  - Came in as Director of Strategic Partnerships
    - Did not know what Sherring did – assumed he was meant to help bring in business
    - Ellen called it “Director of Strategy”
  - Got him PowerPoints of projects when Roy and Matt would go on “road shows” to other State agencies
    - Managing Directors would also attend
    - Went to MIL Dept. when Jason could not attend
    - Would go through PowerPoint on work MES could do and was doing
  - Was also involved in EBLC
- EBLC
  - Not sure what the purpose was – she believes Roy was trying to pull business and government together.
  - Ellen was responsible for speakers and panels

- First conference took place at the Westin in Annapolis – was one day
  - Some attendees spent the night – no MES staff she was working with slept over
  - Attendees: Public Works Directors, BGE, Constellation
- Second conference was at the Four Seasons in Baltimore – 1.5 days
  - Same types of people invited, news personality was MC, Woodruff from PBS and superintendent of Naval Academy spoke
  - Topics: Climate change, etc.
  - Social component – happy hour and dinner first night
  - One MES staffer stayed over because she lives on the Eastern Shore (Adrian Noel)
    - Sean: Adrian lived in Southern AA County and paid her own hotel fee (i.e. no reimbursement)
  - Ellen understands that McGrath and Sherring stayed the night
    - No reason for them to stay the night – program did not start until 9a the next day (staff had to be there by 7a)
- McGrath never said what the purpose was
- No road shows or EBLC prior to McGrath
  - Road shows – good to meet with clients but big production was not necessary
- EBLC – no benefit for MES
- Other conferences
  - Not aware of what they were or of any benefit
  - Heard of YJP – cannot think of any benefit to MES
  - TRICON
    - Put on annually by three water organizations
      - CWEA: Chesapeake Water Environment Association
        - Ellen very active – currently the delegate to the Water Environment Federation
        - Mission is to provide education and networking for wastewater industry
      - Chesapeake Section of American Water Works Association
      - Waste Water Operators Association
    - Big deal for Ellen's section
    - TRICON is related to MES work
    - Annual conference
      - Lots of technical sessions (continuing education for engineers and treatment plant operators); social component (networking)
      - OC Convention Center
      - Primarily for professionals in industry.
      - Jim Harkins attended a few times for Operations Challenge (four operator teams given different tasks – winner goes to national conference) (MES used to have team, Ellen was coach)
      - MES has always had contingency at conference (under 10 people).

- Did not see McGrath or Sherring at conference.
      - Beth said Roy was going to be there, but Ellen never saw him.
    - Ellen went to MACO and MML
      - Customers of MES are there
  - McGrath's role
    - He saw MES as a stepping stone
    - Morale impact = "not good"
      - Folks in the field felt like they lost benefit when fleet was taken away
      - He did away with the Operations Challenge Team because "didn't have money"
        - That was a big morale event for the guys in operations. MES victory was a big deal – it brought together people from different operating regions – team became "Ambassadors for MES"
    - He did not like being in dirty places – wastewater is the business
    - Never saw McGrath walk the halls
    - He never visited her office
  - Sherring's role
    - Would walk around office and say hello – more social (awkward) than business.

**Pamela Fuller/Sean Coleman – 4/9/2021**

*Telephone conversation by Sam Cowin and Julie Pfanstiel*

On April 9, 2021, we spoke to Sean Coleman (AAG assigned to MES) and Pam Fuller (MES senior paralegal). The purpose of our call was to obtain additional information concerning emails and other documents MES had previously produced that indicate that Matthew Sherring and Roy McGrath attempted to edit portions of the May 2020 Board meeting minutes concerning the Board's approval of Mr. McGrath's "severance" payment.

In general, we learned that Ms. Fuller drafts the meeting minutes for open Board meeting sessions and Mr. Coleman drafts the meeting minutes for closed sessions. When the closed session minutes are in draft form, Mr. Coleman saves the drafts to a confidential folder on the MES system that only Mr. Coleman can access. Mr. Coleman and Ms. Fuller explained that, during Mr. McGrath's tenure as MES Director, he instructed that Mr. Sherring receive the previous month's Board minutes – both open session minutes and closed session minutes (even though Mr. Sherring did not attend closed sessions) – and distribute the minutes to Board members. According to Ms. Fuller, this was a departure from past procedures and Beth Wojton promptly restored the pre-McGrath procedures upon taking over as interim MES Director.

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*Showed 6/27/2020 Emails PDF*

I. Missing Pam's draft Open Minutes from May—the ones Sherring used to edit and send

Pam:

1. Drafts Open Meeting Minutes
  2. Sends to Sean Coleman – he makes edits on the document, and sends back
  3. Sends to Beth Wojton – she makes edits on the document, and sends back
  4. Saves document to K-drive (MES shared drive); not saved in 365 because it messes up formatting.
  5. Sometimes she would send to Board and Finance – depending on the input needed
- Under Roy, Matt would have to review Minutes. When Roy left, Beth said no longer send to Matt.
  - In June, Sherring kept asking Pam for the May Minutes for him to edit. She finally gave them to him.
  - 6/17/2020 – Sherring made minor edits and sent back to her. Grammatical edits. This was usually the case.
  - When Glass was appointed, the meeting date kept changing. It was supposed to be on 6/25/2020 but moved.
  - Sherring asked her for Meeting Minutes again; he doesn't know how to access them on the K-drive
    - o Pam taught Sherring how to get to K-drive and edit.
    - o Pam did not attend that meeting.

- Sherring wanted things changed. Like change “organization” to “agency” and she did not want.

Sean: Closed Session Minutes that Sean prepared:

- Saved on a confidential file that can be accessed only by Sean.
- Saved to K-drive the day before the Meeting because they were needed to be sent out.

Pam:

- Closed Session Minutes are saved in a subfolder in K-drive that only about 15 people have access to (Sherring does not have access)
- \*\*When Sherring came on, Pam had to send Minutes to Sherring, then Sherring sent to Board even though he didn’t attend Closed Sessions.\*\*

II. Any emails regarding the discussion between Sean and Glass, after Glass 6/27/2020 email?

- Sean sent Glass email that was “advice of counsel” why under State law
  - This is attorney-client privileged and cannot be produced to us.
- Sean did not send anything to Sherring.
- Glass forwarded Sean’s email to Sherring to let him know.
  - Sean agreed to review and redact Glass’s email to Sherring, and send to us redacted email.

**Pamela Fuller/Sean Coleman – 6/29/2021 (second interview)**

*Coleman, Fuller, Sam Cowin*

- Sean believes that Ms. Olson resigned in April 2018 because she was ill. She was not forced out by McGrath, as far as Sean is aware.
- Ms. Olson was at MES between 2013–2018. Sean did not interact with her much.
- Sean does not believe that Ms. Olson would have conducted spot checks of expense reports; if a specific issue relating to expenses arose, Beth Wojton likely would screen the issue and likely would assign it to the Internal Auditor.
- Regarding September 2018 Audit Subcommittee Meeting Agenda, Sean did not attend that meeting. It was common for the Internal Auditor to provide a report on her current projects at these subcommittee meetings. But Ms. Olson resigned several months before the September 2018 meeting.
- Sean recalls that, shortly after Ms. Olson resigned, Ms. Jackson-Jenkins proposed outsourcing the Internal Auditor's job functions to an outside auditor (such as RSM). The idea was that, as specific issues arose, the outside company would handle them. This proposal would have come from management (McGrath, Wojton, or Harris). The proposal was consistent with McGrath's overall mission to cut MES overhead (the Internal Auditor position did not generate any revenue).
- After the idea of hiring an outside auditor instead of hiring a new Internal Auditor was proposed, Sean does not recall discussion concerning the Internal Auditor position until Dr. Glass demanded that MES fill the position after the McGrath issues came to light.
- The current Internal Auditor, Ms. Chondra, was hired through a competitive/open hiring process.
- According to Sean, an anonymous complaint about the Director's spending almost certainly would have been handled by the Internal Auditor if the position were filled. He explained that, if Ms. Wojton were still at MES, the complaint would get filtered through her first, but ultimately would end up with the Internal Auditor.
- Sean was not aware whether any changes were made to the Internal Auditor position after the McGrath issues were revealed. He is going to send us the most recent Internal Auditor job description.
- Sean thinks that Ms. Chondra may have done her own audit related to MES executive/employee reimbursements, but he needs to check.

**Pamela Fuller – 7/22/2021**

*Interview by Sam Cowin*

- Process for preparing Board of Directors Meeting Minutes when McGrath was Director
  - Pam drafts, Sean reviews, then send to Matthew.
  - When McGrath left, Beth instructed that Sherring should no longer be involved in the process.
  - Pam saves draft minutes on the MES K drive – in general, people make changes in that document and track changes so Pam can see the changes
  - When McGrath was there, he would copy and paste the minutes into a text message on his phone, make changes on his phone, and send the edited version to Pam (through Sherring). There was therefore no easy way to track the changes McGrath was making.
- May 2020 Board Minutes
  - Sean finished his review of Pam’s draft on June 11, 2020.
  - On June 16, Sherring asks Pam for a Word version of the Minutes.
    - Pam forwards Sherring’s email to Beth. Beth tells Pam to just tell him Beth already reviewed.
    - Pam sends Sherring the June 16 email we have, which says: “Beth and Sean have already reviewed. If you have any corrections, just let me know and I’ll fix on my copy.” Pam was contemplating that Sherring would look at the version of the Minutes saved on the K-drive.
  - On June 17, Sherring pushes for a Word version.
    - Pam asks Beth what she should do. Beth says just send him the Minutes.
  - Later on June 17, Pam sends Sherring the Minutes
  - 2 hours later, Sherring sends minor comments.
    - He wants to change “agency” to “organization.” Minor changes otherwise. These are the kinds of minor, non-substantive changes Sherring typically made. He generally did not make substantive edits. Most of his edits related to correcting typos/formatting.
  - A few other people make minor edits to Minutes after Sherring’s minor changes.
  - The June 2020 Board meeting was originally scheduled for June 25. They needed to move the meeting to June 29 to accommodate Dr. Glass’s schedule.
  - By the time MES moved the meeting to June 29, Pam had already prepared the materials for the meeting.
  - On June 26, the May 2020 Board Meeting Minutes were sent to the Board (this was before Sherring/McGrath made more substantial edits).
  - On June 27 – Sherring comes back with the more substantial edits to the Open and Closed Board Meeting Minutes.
    - Pam thinks these more substantial edits came from McGrath. Sherring had already made minor comments – according to Pam, Sherring usually made minor/surface level edits, not substantive edits. The substantive edits Sherring sent in late June are the kind of edits McGrath would make.

- Ultimately, Sean gets involved and shuts down the proposed edits to the minutes.
- Pam confirms that Snee is no longer on Board. His last day was June 30, 2021.
  - All new appointees started July 1.
  - MES website accurate.
- Pam confirms Cece Donovan's last title was Managing Director of Technical and Environmental Services.
- Pam confirms Steve Pennington is no longer employed by MES
  - His position was Managing Director of Strategic Partnerships and Industry Relations

**Pamela Fuller – 8/25/2021 (second interview)**

*Response to questions from Sam Cowin*

**Summary from Pam Fuller of how she prepared the Board minutes before McGrath arrived:**

I cannot remember if the executive staff reviewed the minutes in the share folder directly (on some occasions I believe they did) or if they reviewed the paper copies of the draft minutes that were distributed for our preboard meeting (the prep meeting to review all documents and presentations for the Board meeting). I often received handwritten or emailed corrections or edits from the Executive staff immediately after the preboard meeting, which I then entered into my e-version. In either case, the result was the same – I wrote, Sean reviewed, and the executive staff reviewed all draft minutes. (I believe I also directly sent a copy to the Deputy Director (O'Neill then Wojton) before the preboard as well. Their comments or revisions were usually minimal.

Once Roy arrived, I was no longer allowed to send anything directly to the Board (despite the fact that I had been sending them things for over 10 years). At first I had to send everything to Shannon who would then forward to the Board, then I had to send everything to Matthew. I was also instructed to send draft minutes to Mathew, as Roy had instructed that he not be sent email communications from MES staff. I do not recall if I routinely sent him Closed meeting minutes, I do not believe I did. I did find several emails where I sent the closed session minutes to Beth and Roy for final approval. I would then receive an email from Beth with Roy's corrections (which he had typically texted to her). BUT, since I was not allowed to send materials to the Board, I had to send the closed meeting materials to Matthew – to send to the Board. We did not have a large amount of closed sessions during Roy's term. Those that we did have concerned salary issues for the Director and Deputy or Litigation updates from legal. And Yes, Beth instructed that I no longer needed to include Matthew in any Board related issues, including review of the Minutes.

Prior to McGrath's arrival, I sent the meeting invites, as well as the materials (which included the minutes), directly to the Board and agency staff.

## **Jason Gillespie – 2/19/2021 am**

*Zoom conference (Ward Coe and Collin Wojciechowski)*

- Background
  - Lives in Arnold
  - Not an engineer – a biologist
  - B.A. in Bio from Francis Marion Univ.
  - Masters in Public Policy at Tufts (with additional courses from Cornell)
  - Worked in private sector for architectural engineering firms (worked for many federal clients)
- MES Background
  - 2012: Started as Chief of Environmental Monitoring (collecting samples and doing reporting from plants that MES operates, cleans up deicing at BWI)
  - 2018: Moved up to become Managing Director of Water, Wastewater, GIS (geo information services, making maps, interpreting data), and Environmental Monitoring
  - McGrath merged water and wastewater
- McGrath
  - Did not know him before MES
  - Saw him at weekly meetings during COVID, monthly board meetings, occasional meetings outside of that
    - Was member of executive staff (all Managing Directors)
      - McGrath, Beth, Sheering, Coleman
      - Was supposed to meet weekly, but McGrath was not always there, so Beth would convene (McGrath would only attend two or three a year)
      - Harkins had them every Monday and would attend.
      - Felt like Harkins was more approachable. It was much more difficult to approach McGrath.
- Office on same side of building as McGrath, just opposite corner
  - McGrath was not frequently in the office
  - Jason was frequently in that wing to talk to Beth or Shannon, but did not see McGrath.
- Sherring
  - Met on Sherring's first day at MES as he was walked around
  - Did not know Sherring previously
  - Sherring was in strategic partnerships first – he met with clients and did customer service checks, would talk to Sherring about what clients in water/waste water were saying
    - Would visit clients with him
    - State agency “road shows” then locals
      - Sherring primarily organized and others would present

- Was not done to this extent under Harkins (did go to clients to talk about storm water services after changes in law)
  - Then Sherring was Director of Operations, reporting directly to McGrath
  - Did not ever report to Sherring
- Israel
  - McGrath, Sherring, Jason went
  - Jason's invitation came from Sherring
    - Wanted help preparing McGrath for conference (what panel sessions would fit best, conversation topics)
      - McGrath thought it would be a good opportunity for Jason
      - Jason had expressed interest on studying system in Israel
        - Purpose was educational for Jason.
        - Not sure what Sherring got out of it (he attended, took pictures, documented Roy speaking but conference was policy oriented and Matthew did not work in water/wastewater)
  - MES has not participated in the past
    - Grew out of previous conferences and interactions with Maryland Secretary of State office (Maryland being a sister state of Israel)
    - MES had played role in the Maryland/Israel Conference at University of Maryland, College Park
      - Jason did not stay overnight and is unsure if McGrath and Sherring did, BUT if executive staff was held off-site, the two often would spend the night before (Sherring would tell Jason that morning that they had stayed the previous night).
  - Reported to his staff upon return about new technologies that MD could use
    - McGrath mentioned attendance at Board meeting
    - Have not seen report from McGrath or Sherring about conference
  - Invited to dinner by sponsoring company one evening
  - Saw Sherring more than McGrath – Jason saw them periodically during the day
  - They all took a tour of Jerusalem on the first day before the conference started
  - Flights were the same as McGrath and Sherring's
  - Jason stayed at conference hotel (Hotel David), but McGrath and Sherring did not
    - Jason's hotel was paid for with MES credit card
  - Dinner was on your own most nights at the conference
    - Jason ate alone at the hotel.
    - Jason would text McGrath and Sherring to ask what they were doing, and their response was for him to do something on his own or they were too tired to meet up.
- No other out of State/country trips
  - Did look at tech in Pennsylvania (put on by Dept. of Commerce) – Ostera
    - Overnight
    - Conversations from trip have not been advanced
    - Considered legitimate

- Al Razik was also there (came up morning of tour)
- May 2020
  - Was told by McGrath he was leaving in staff meeting
    - Said Governor has given me new opportunity and I'm leaving.
  - Did not know about change before
  - Did not discuss severance
    - First learned in looking at the Meeting Minutes in June from Board (routine to review)
      - Fuller sends to executive staff to comment on and provide edits
    - "As a tax payer, I did not think it was right because he was still in State service – did not think it was appropriate"
  - Reimbursement
    - He doesn't recall how discovered.
- Jason sent McGrath an email after he left saying thank you for support and good luck.
  - McGrath responded with good luck.
- Sherring called the day of his termination to make Jason aware.
  - Sherring said it was a surprise to him.
- No communications with Harris.

**Dr. Charles Glass – 11/17/2020**

*Zoom conference (Glass, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background
  - BSE from Hopkins in 1992.
  - University of Colorado – MS and Ph.D. in civil and environmental
  - Assistant prof at University of Nevada Reno
  - Then moved to Howard
  - State of Maryland:
    - Assistant Secretary of the Dept. of Transportation in 2016 to December 2019
      - Severance when he left?
        - No.
    - Dept. of Natural Resources – Deputy Secretary to June 2020
      - Severance when he left?
        - No.
    - Then Director of MES.
- Did you know McGrath before coming to Maryland?
  - No.
  - McGrath was Deputy Chief of Staff – 2016 – Dept. of Transportation in portfolio
    - Did not deal with McGrath when he was Assistant Secretary.
  - 2017 – Both in Leadership Maryland
    - Cohort meets and has sessions – all 52 meet and interact. That was the first time they knew each other.
    - Leadership Maryland is a nonprofit. It strives to have state, local and county government and executives in organizations interact and visit regions of the State.
      - Visit regions – understand economic, cultural, employment opportunities – travel to each region – separate into teams
    - 8 monthly visits to sections of the State
      - Learn about prison system, higher education, etc. – all aspects of State of Maryland.
    - Many people are alums of Leadership Maryland – continuous opportunities to engage.
  - McGrath and Glass became “associates” at Leadership Maryland
    - Just business – not a social thing.
- When did you first meet Sherring?
  - Spring of this year – asked by McGrath to start engaging in COVID-19 support.
  - Glass became a project leader for certain programs
    - Sherring was involved
    - Between March and June – worked on projects together
  - Never a social friend of Sherring’s.

- Who appointed you to Dept. of Transportation?
  - Interviewed by Dennis Shrader for Assistant Secretary – Fall 2015 – a few months
  - Resume pulled by MDOT HQ from Governor’s portal
  - Shrader hired him and left to become Appointments Secretary.
    - Worked under Earl Lewis starting in 2016.
- Who appointed you as Deputy Sec of Dept. of Natural Resources?
  - Secretary Riccio. Their paths kept crossing when Glass was at Dept. of Transportation.
  - She interviewed during first year as tenure as Secretary and hired Glass in December.
- How did you get tapped as Director of MES?
  - Over the course of time in the administration – known Glass had done well on cross department projects.
  - Glass didn’t want to just be an Assistant Secretary at MDOT – more natural fit to go into one of the environmental agencies.
  - When MES came open, Glass started to contact people in the administration – threw his hat in the ring.
  - Who informed Glass he was appointed?
    - McGrath, as Chief of Staff.
    - McGrath was one of the people Glass reached out to – also the legislative office and others in the Governor’s office – just to let them know he’s interested.
- Started as Director.
  - Did you know McGrath had received a severance?
    - On June 22 – his start date – Glass did know about it. McGrath told Glass between June 17 and June 22, but not before he was appointed on June 17.
      - How did McGrath tell Glass about severance?
        - McGrath cell to Glass cell
          - Still Dept. of Natural Resources phone number
          - Now cell: [REDACTED]
            - Bill for this went to DNR before June.
      - Didn’t talk extensively about severance. McGrath just told him about it.
      - Did McGrath mention the Governor approving it?
        - No, he did not.
    - Glass not aware of salary or severance when looking at the position.
- Document – Text Messages starting June 17
  - June 20, at 4:28 pm – Beth disobeyed orders – before officially assumed Director position.
    - Actually, my start date was June 22.

- Knew he got the job on June 17, so started doing homework and interacting with Beth.
  - McGrath and Glass were already in contact when on the COVID Task Force.
  - McGrath and Glass in regular contact after Glass started as Director.
- June 20, at 5:11 pm – “Yep. And remember you appoint three members...Only Beth, Joe, and Dick are questionable.”
  - What did you understand that to mean?
    - At that point, he thought McGrath meant they were not on same page as McGrath.
  - Later, Glass learned that nobody voted against McGrath during Board meetings.
- June 25, at 6:01 pm
  - Did you ask Beth to resign?
    - No.
    - Glass wanted to select his own Deputy. He was planning for Beth to take job as Director of Administration. It was slightly less salary and responsibility, but still among the highest paid people in the organization.
    - She didn’t think she could accept that offer. She would get back to Glass regarding what he wanted. She came back with offer in the text, and Glass forwarded it to McGrath.
    - Glass was coming from academics and State Government. Glass was unfamiliar with this type of issue regarding payouts/severances. McGrath said that it was okay.
    - In fact, Beth was provided that payout – what she requested.
- Document – June 18, 2020 Email from Glass to Schatz
  - Town of Sudlersville – Glass is very familiar.
  - McGrath looped him in – longstanding matter that came up at May Board meeting.
  - Back in May, the account was around \$360K in arrears.
  - Glass assigned three projects to focus on in the early months. Glass took the projects that “languished” – ECI Gas Pipeline, and large debt run up by the town.
    - Under McGrath, the bill kept growing. Glass asked to engage on it. The Board had already determined that account growing to that level was untenable.
    - Glass inherited these problems.
  - Resolved with Sudlersville?
    - This and others have progressed well.
    - Sudlersville is now on a payment plan of \$20,000 per month. Glass engaged with the new guy in charge.
    - \$320K total – it will take a while, but making some progress for now.

- What was Matthew Sherring's job?
  - His title was Manager of Operations. He seemed to play more of a role of a chief of staff.
  - Glass was informed that there were three people that were "untouchable" under McGrath:
    - Michael Harris, Matthew Sherring, and Vishal Bhatia (the Managing Director of IT)
    - McGrath said they were untouchable under him. They all worked with him under National Chain Drug Store Association.
    - This discussion was during a cell phone call.
    - The fourth person – McGrath didn't keep – another alum of the Chain Drugstores was Dan Faoro. McGrath did not hold him in the same regard as the others.
    - Glass learned this after accepting the job.
      - Conversation was within two weeks of taking the job.
  - Based on observations, what was Sherring doing as Manager of Operations?
    - We had some conversations. Sherring had more regular contact with McGrath than Glass.
    - Deputy Chief of Staff manages agency for the agency – Had only been in meetings with Matt Clark a few times over many years – unfamiliar with Chief of Staff of Governor interacting so much with an agency – the Sherring/McGrath interactions were surprising.
    - Glass often made aware of conversations – McGrath passed instructions to Glass through Sherring.
      - At first, Glass was fine with that.
      - Then Glass said, not going to let Sherring manage Glass. Sherring was working for Glass, not the other way around – led to Sherring's termination.
- Document – June 28 Emails from P. Fuller to Sherring, Glass, et al. – Sherring's edits to May Board of Directors Meeting Minutes
  - Sherring's edits to May Board of Directors Meeting Minutes
  - This is 11 days from the notice that Glass received the position – 6 days after Glass started.
  - In August – Epiphany – the Board – why was Sherring even seeing those Minutes?
    - Actions taken directly after Board meeting in August.
  - Glass did not realize at the time, the ramifications of Sherring being in the middle of Closed Session meetings of the Board.
  - At the time, McGrath and Sherring managing the way information was presented in the MES Minutes.
  - Glass became aware in June – Glass didn't become aware until August of the significance/severity of the issue of someone not on the Board or not certified to view Closed Session Minutes, editing those Minutes.
  - On June 27, Sean Coleman points out some changes not consistent with Open Meetings Act.

- Glass responds to Coleman, says changes Sherring made should be complied with.
  - Document – July 22 Email from Beth Wojton to the Board
    - Beth’s email blocked by spam blocker – only external email addresses got it – not the internal MES peoples. But the next day at the Board meeting there was a discussion of this email.
    - Two issues
      - Anonymous complaint about Director’s spending about a year prior
        - Glass – anonymous complaint while MES still under audit by Legislative Auditors – October 2019 – Office of Legislative Auditors (OLA) had determined they would pass the complaint to the agency. OLA found no glaring issue they needed to follow up on. OLA determined agency could investigate on its own. McGrath received the information as Chair of Board and Director.
          - McGrath agrees to pass to Harris to investigate.
        - Glass says we would do several things to deal with it by next month
          - Unaware no internal auditor within MES – we would hire one immediately.
          - Would order a financial compliance audit of McGrath’s expenses for FY 2020. Later expanded to the Managing Directors to get handle of issues regarding expenses.
          - Other things too – mostly providing information to Managing Directors by the next board meeting.
        - That July email led to Glass focusing the extent of the issue – for the entire month.
        - With Harris – Glass executed his promises.
          - Board kept asking to meet every week. Glass said he needed more time.
          - Ultimately, he executed the bullet points he said he would do in the July Board meeting – all addressed by the next Board meeting.
        - But by next Board meeting, the focus shifted from expenses to the severance.
- July 23 Board of Directors meeting
  - Glass comes up with responses to email “on the fly”
  - November 2019 – Legislative Auditors directed the complaint to McGrath. McGrath delegated to Harris to follow up on the allegation.
    - “Harris did nothing”
    - Glass never asked by Harris did nothing
      - Harris felt it was a non-issue. That’s how Harris expressed it to Glass.

- Glass told Harris, he needs to address findings before the next audit.
      - At other agencies, an internal auditor would follow up and write report. That's why Glass hired an internal auditor.
      - Usually, there is some separation from financial office.
      - Also, Glass engaged RSM – a third party auditor – to investigate McGrath's expenses.
    - RSM has produced a draft report.
- Second issue Wojton raised – \$55K expenses to McGrath
  - I received “chatter” about expenses and McGrath's behavior, coming in the side door, etc.
    - Glass getting this chatter through his networks.
    - Glass heard stories of international travel – all chatter in first few months – crescendo building.
  - This is the first specific mention of the \$55K and the OLA audit finding
    - Had heard about moving money between FY 19 and FY2020 because expenses hadn't come in.
  - This is first specifics.
- After July 22 Wojton Email – multiple Board members got texts to discuss
  - Glass aware Board members getting texts
  - McGrath didn't reach out to Glass to explain these expenses
  - Have you ever discussed with McGrath his expenses?
    - Yes. McGrath gave his justifications.
- MES Vehicle
  - From July 22 to early August, McGrath had discussions with Glass related to the vehicle.
    - Glass never signed over the MES vehicle to McGrath.
    - After McGrath resigns from Chief of Staff, MES collected the vehicle.
    - Glass discussions with McGrath about returning the vehicle. It was Glass's responsibility to sign off, and he never did.
  - Glass waking up to these issues – that's why Glass refused to sign off the MES vehicle to McGrath
  - Prior to McGrath resigning, Glass requested that MES go pickup the vehicle – they got it.
- McGrath's Expenses
  - At same time (as vehicle), discussions regarding the expenses.
    - McGrath's explanations: expenses were part of his authority.
    - Glass investigated these trips.
      - DOESN'T THINK ANY LED TO NEW BUSINESS FOR MES.
      - For the most part – not recovery – no return on the investment of the international travel that he initiated after arriving at MES.
      - Budgets are allocated – McGrath had travel in his budget, and he used it as he saw fit.

- Not really discussion about the severance?
    - McGrath did say it “was owed”
    - After the Wood article broke, he had conversations with McGrath about severance, but nothing after that.
  - Glass hasn’t spoken to McGrath since August 14.
- Series of emails – Snee requested immediate Board meeting to discuss these matters
  - Glass gave history.
- Document – July 23 Board of Directors Meeting Minutes
  - Closed Session
  - At 11:42, Glass left
  - Must have discussed in closed session if not in open session – would’ve discussed Glass’s plan to help through the process – the bullet points – emails related to that – Glass came up with action plan
- Jackson-Jenkins was Chair of Audit Committee
  - Audit Committee engaged RSM?
    - Already engaged for MES annual financial audit – 3 year K – we did an add on for this audit
  - Discussion with Jenkins about scope of expenses – expanding to the Managing Directors – why did you want that expanded?
    - Personally, to understand whether this was cultural issues. Did all executives feel licensed to spend overhead they were allocated as they saw fit with no controls or was it limited to McGrath?
- Document – July 29 Email from Jenkins-Jackson to Glass regarding audit
  - Glass – 11:28 am – direction to expand scope to Managing Directors.
  - Harris – 3:31 pm – specifies it would be travel reimbursed in FY 20 consistent with the information received from Roy. What does Harris mean – “the information received from Roy”?
    - June 4, 2020 McGrath expenses – date back to December 2018?
      - Glass knows that now.
      - Didn’t know that until this thing all hit.
      - Learned Harris carried over money from FY 19 budget to account for McGrath’s late expense requests.
- Document – August 12 Email from Sherring to Faoro regarding the Sun reporter’s voicemail
  - Glass knew Faoro was getting pinged that week – even request for comment.
  - Faoro sends to Sherring, but doesn’t send to Glass. Why just to Sherring?
    - Glass believes he and a lot of other people were still serving McGrath. Still communicating with McGrath – the alumni club.
- Document – August 12 – 10:58
  - Glass not aware Sherring told Faoro not to tell Coleman and Glass

- Glass thinks that is inconsistent with view of how to run MES.
- After Sun story hit – McGrath stays cool until August 14.
- On Friday, August 14, Glass still dealing with the expense issue
  - Glass thought the power struggle was with Snee – Glass and Harris went to Harford County that day to meet with Snee.
  - On the way home after meeting with Snee, Glass focusing on deliverables to Snee. Glass trying to create relationship with Snee—then the article hits.
- Status of responding to Baltimore Sun article when Glass first got involved?
  - Initially, it hit online.
  - No statements before it hit – just didn’t respond.
  - Glass comes back from Harford County – McGrath sends Glass a text saying call me.
  - Glass gets home – McGrath told him to work on press release – already people working on it
    - Nevins
    - Faoro
    - Sherring
  - At 9 pm, Glass says this is ridiculous. Glass says he’s not doing it anymore.
    - Faoro – rock and hard place – either McGrath or Glass going to terminate him.
  - Glass wakes up early, works with Harris, and gets press release to a place where acceptable. Supports Chief of Staff – not doing something improper – not inflaming other past employees.
  - Glass okays statement for release – after back and forth with Nevins and Faoro at 8-9 am.
- Document – August 15 Glass Emails – 5:59 am
  - 8:18a – Please edit for grammar and clarity. Do not change the intent. This is what Glass just described.
  - 8:47a – Durr: one minor addition and question about Beth’s severance.
    - Glass believes Sherring and McGrath inserted Beth’s severance language.
    - At some point, Durr suggested McGrath wanted this language in regarding Beth.
  - 8:59a – Purposefully did not include Beth’s severance
  - Night before was the last discussion with McGrath
    - Glass stood strong against Chief of Staff at first – should have stood strong for another few days.
- Glass – McGrath never stated to Glass that the Governor approved his severance.
  - Has seen the text that says the Governor “anticipated” the severance – the documents we have.
- Eventually, McGrath published an op-ed – any assistance?

- None from Glass.
- Not sure – assumes McGrath worked with Sherring.
- Glass has no knowledge – not contact since August 14.
- Document – August 20, 2020, Nevins termination letter
  - Terminated Nevins on August 20.
  - Glass made the decision.
  - Why?
    - Not representing MES.
    - I felt they were representing the interest of McGrath.
  - Any information that Nevins assisted McGrath in publishing op-ed?
    - No.
- When did Sherring leave MES?
  - Around date of August Board meeting.
  - During Board meeting – discovered – nobody should be privy to what goes on in Closed Session of Board except counsel and the Board clerk – and the Board
    - Glass felt strongly that was a mistake for Sherring to be involved in knowing about and editing the May/June Closed Session.
  - Glass took executive action to terminate Sherring.
    - He contacted HR.
    - HR did actual termination.
    - Jewel White – HR director – she terminated Sherring. Glass made sure a male employee was with her.
      - Jewel brief Glass about the termination, and that all paperwork done in next few days.
      - Jewel said Sherring was shocked. Deer in headlights. He didn't expect it.
  - Heard from Sherring since terminated?
    - No.
- How did Harris's employment at MES end?
  - Harris had a role in what Glass felt was managing Glass. Glass felt like his job changed after Harris resigned with end date selected by HR.
  - Glass told Harris he could no longer be Treasurer. Then quickly Harris resigned.
  - We had a \$10 million bond refinance that Harris was critical to – executed in September –
    - Glass needed Harris to finish that work.
    - Harris resigned in late August effective early October – no longer Treasurer.
  - Harris went to Chief of HR – they negotiated his end of service.
  - Did you ask Harris to resign?
    - No. I instructed him that he would no longer be Treasurer.

**Dr. Charles Glass – 5/13/2021 (second interview)**

*Zoom conference (Glass, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

**May 20 Phone Calls w/ McGrath**

- Do you recall McGrath saying anything about Chief of Staff job, compensation, or anything about Glass succeeding?
  - Glass:
    - I have notes
    - Helping with COVID-19 Task Force response at the time. McGrath brought Glass into that role in late March 2020.
    - Glass on 4-5 projects during that period. Interacted with senior leaders in the administration.
      - On those projects, Glass often in charge of logistics.
    - All conversations with McGrath during that week were about testing, PPE, information related to the Task Force.
- When was the first time McGrath informed Glass that the MES job was open?
  - Glass received Governor's press release.
  - Glass saw press release on May 26.
  - Glass prepared elevator call on May 28 to give to Roy and give to Secretary of Appointments.
    - Glass said he was trained, experience for the position.
    - Didn't know about it until the Governor press release.
- McGrath calls Glass on May 28
  - Notes from that conversation.
  - Spoke first about COVID projects.
  - Glass congratulated McGrath on his new role.
  - I'm sure there will be a search for the MES opening – Glass made the pitch.
  - McGrath suggested putting in letter to Appointments staff in the Governor's office during that call.

## **James Harkins – 11/25/2020**

*Zoom conference (Harkins, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background
  - Started career with Sheriff's Department in Harford County – 25 years
  - Served in House of Delegate – served with Tim Maloney
  - Then County Executive of Harford County – from 1998-2005
  - Ehrlich appointed Director of MES on July 1, 2005 – served until March 2016 – 10 years and 10 months (served under Ehrlich, O'Malley, and Hogan)
  - Served on many boards and task forces and commissions
- Harkins: When took over MES – substantial operating losses
  - When took over MES, conversation with J. O'Neill.
    - We looked at agency finances and thought long and hard about doing it – it was losing a fair amount of money – in a year or two, would need to get a subsidy from GA.
    - Ultimately, we decided to do it. O'Neill came with me – turned it around.
- Describe the MES business
  - If they couldn't figure out where to put something in State Government – come to MES and help fix.
  - Like the State's Public Works Dept. – did the mundane things (water and sewer) – also did things where they couldn't find a fit (dredging the Chesapeake Bay and programs to clean up the Bay).
  - Multifaceted organization – a lot of service to the counties and municipal governments.
  - Annually, look at what small governments in Maryland can't do themselves (e.g., grinding machine). Municipal governments would sign up to have grinder come in and grind stumps.
  - Serves local governments – small and large projects – ran MoCo recycling plants.
- Use the word government
  - Part of the State government
  - McGrath – unique individual – asked to meet Harkins for lunch to understand MES
    - Sat and talked for about an hour.
    - McGrath never quite got it. McGrath saw it as a unit of State government that was to curry his fancy.
    - Harkins walked away and thought McGrath had no operating experience. Harkins thought it was not going to end well for him.
  - Statute – instrumentally of the State – legislature describes it as doing critical government duties.
- Harkins role as Director
  - Like choir director in a church.
  - Pick good people for key positions and day-to-day operations.

- Went into the office every day – came in early and left late.
- Document – MES Retirement statement
  - Describes events while at MES
  - One thing that caught Ward's eye – two wheels – motorcycle.
  - Retired since MES Director?
    - Yes, except a little volunteer and consulting work, but pretty much retired.
- As Director, role to go to some meetings – MACO and others?
  - Yes because MES clients/customers there. Set up booths. Spend day at the booth as county officials/public works directors would come around.
  - Some staff would go with. Talk about work.
- Document – June 23, 2008 Board of Directors Meeting Minutes
  - Never called himself CEO. That's not what the Code describes the position as.
  - Refs to meetings
    - Maryland Municipal League summer conference – similar to MACO conference
      - Local municipal governments come to location and we set up booth and talk about things we can do for them.
    - MACO – Maryland Association of Counties Conference
      - Annual in the summer in Ocean City – did a reception for customers.
  - Considered these conferences as furthering MES business.
- Expenses
  - Did you have an MES credit card?
    - I think I did, but I can't remember.
      - When county executive, did on own credit card and submitted bills.
    - Thinks he had MES credit card.
  - July 13, 2005 Expenses
    - Nancy Holliday – secretary – filled out expenses reports.
    - Beth Wojton approved.
    - Timbaktu – meal with Board of Directors – legit expense.
      - When we had a Board meeting, after the meeting there would be an issue to discuss with some members of the Board.
  - July 29, 2005 Expenses
    - Attend Lower Eastern Shore Mayors Association – visit ECI and Cambridge next day – \$249.17
    - Would try to hit several of these kinds of meetings – already in the lower shore so try to hit a few things – Eastern Correctional Institute and then Cambridge plants
      - ECI – ran wood-fired power plant

- Stayed overnight
- May 9, 2006 – MACO expenses – around \$1,000
  - Henry Cook approved – Treasurer at the time.
  - Expenses for the MACO convention – which he regularly attended.
  - Something at the Carousel hotel.
- August 31, 2007 Expenses
  - Round trip to New Orleans for GovEnergy Conference by motorcycle
  - We were in harder times – decided to ride motorcycle instead of plane.
  - Solid waste conference – MES received an award for mid-shore landfill – awarded best landfill in North America – in Caroline County
- Nov 21, 2008 Expenses
  - BioCycle Conference in Madison, WI
  - Thinking about how to take chicken litter on Eastern Shore and make gas out of it – this was a conference to talk to people who had taken manure and made similar bio-gas
  - Rode motorcycle – cheaper than flying.
- March 25, 2011 Expenses
  - BioCycle conference in San Diego
  - This one had to do with taking yard waste – grass clippings – and mixing with water and making a bio-gas from it. Different than Madison
- SWANA – Solid Waste Association of North America – the trash – went to one in Long Beach – what was purpose?
  - Receiving an award on behalf of MES.
- Any international travel?
  - Any MES financed trip out of country – one trip.
    - As MES Director, sat on board of NE Waste Disposal Auth – codified in State law
    - At the time, thinking about building waste energy plant in Frederick – take trash, burn, create steam for AC/power
    - We were contemplating what technology to bid out for that contract.
    - NE Waste Disposal Auth sponsored trip to Europe for 6 days – toured waste energy plants and looked at technologies
      - It was a boot camp–fly in, take tour, eat dinner, go somewhere else.
      - 5-6 countries.
      - NE Waste Disposal paid for trip – not MES
  - Eventually, public pressure so great they didn't build plant
    - Because “not in my backyard”

- When Director – did you go to leadership conferences?
  - No.
  - Never went to Disney Leadership conference?
    - No. They appointed me because I had certain leadership skill sets already.
  - Harvard graduate executive course?
    - No.
- Meetings around the State?
  - Ever necessary to stay at a hotel in Baltimore or Annapolis?
    - Never that I can remember.
- Document – February 29, 2016 Board of Directors Meeting Minutes – Closed Session to discuss retirement from MES
  - When did you first notify MES you were retiring?
    - Conversation with Board members the week leading up to this meeting
    - Why retiring?
      - Issues with the Governor’s Chief of Staff Fred Williams – stopped talking.
      - Williams avoided Harkins.
      - Found out he was on the outs with the Hogan administration – time to go – didn’t want to be a distraction – can’t serve MES if Governor won’t return his calls.
      - Told them he’s ready to retire.
  - Closed session
    - Harkins announces he’s retiring effective March 16, 2016.
    - Snee said Harkins had asked to be paid for leave accrued and not used – didn’t ask for a severance – is that accurate?
      - Yes – he never asked for a severance.
      - Harkins asked if they saw fit to give a severance – at least money due from leave
      - Leave – entitled to payout
    - After, Board votes to pay a severance in amount of \$160K. Did they inform you that day?
      - Yes. He didn’t know amount until back in room.
- Document – February 29, 2016 Email from Janet Irvin
  - Amount of severance was 160K.
  - How many years of government service?
    - 43 years total
    - Never took any retirements when he left previous jobs.
    - Kept pension intact. Retired in old state pension system after 43 years.
  - Never got a severance moving from one job to the next.
- When did you learn McGrath would be the next Director?
  - Newspaper or maybe an email. Nobody consulted with McGrath.

- Harkins met McGrath once during meeting at beginning of Hogan administration – supposed to brief on an issue – McGrath came in late to meeting, looked at telephone for 4-5 minutes, then got up and left. That was Harkins’ only exposure to McGrath at that point.
- John O’Neill Acting Director after Harkins left.
- What was your opinion of Beth Wojton?
  - Extremely competent.
  - Loved the organization.
- Became aware of controversy regarding McGrath in August 2020 regarding severance package.
  - On McGrath’s Facebook page: “In 2016, upon his departure, my predecessor received an exit package far larger than mine.”
    - Big bunch of BS.
    - Harkins bit tongue.
    - Ever comment to anyone in State government that these statements are not true?
      - No.
- MES Executive Severance Payment Press Release
  - “Several senior executives...also received severance packages upon their departure including the previous MES Director/CEO Jim Harkins, who was paid \$256,746 in 2016.”
    - Actually paid \$160,000 severance, and value of accumulated leave?
      - Correct.
    - McGrath’s severance – \$239K in salary, \$5,250 in tuition, AND got to take unused leave with him (valued at \$211K) Total = \$450K.
- McGrath’s Baltimore Sun Op-ed
  - His view of “CEO job” – A CEO’s primary job is to provide strategic vision – other executives execute that vision – consistent with your view of job?
    - Not CEO. Director of a State government job. You do need to manage people below you.
    - He took this thing to the Fortune 500 company level, which it is not. When I was director, I had a yellow sticky note marking MES being described in the Maryland Code – especially area what the MES director should/should not do.
    - Nowhere in Code does it talk about MES having a CEO or a Fortune 500 company. It’s a non-profit corporation and instrumentality of the State government.
    - McGrath came up with these things – inconsistent with Maryland Code.
  - Repeatedly said not a State employee as Director of MES or Chief of Staff
    - Wrong. My years at MES counted toward my State retirement.

- “Surprisingly, before I arrived, there was no formal strategic plan for this massive, \$178.7 million enterprise, and some policies hadn’t been updated in decades”
  - Wrong. MES had a strategic plan. McGrath got tied up with the dangling participle – he lost sight of his day-to-day work. Work should have been running the organization, following the Code, showing up for work.
    - McGrath had an aversion to being there often – operated from home.
    - Harkins very rarely operated from home.
    - Job required you to be there and make decisions.
  - We clearly had goals/objectives – reviewed every year – employees engaged in reviewing goals and objectives.
  - Harkins would meet with every employee.
    - Do spring flings, get pizza and talk to employees.
    - Let employees tell Harkins what they’re doing right/wrong.
  - To say we lacked policies is a bunch of bull.
- Ever know Sherring?
  - Met at MACO conference.
  - Sherring was working for MES – staffing a booth at winter conference
  - Interaction with Sherring?
    - Introductions.
    - Harkins was working as consultant.
    - Harkins assumed Sherring did something with business development. He didn’t know Sherring’s role until he read in newspaper.
- Public controversy – whether Governor knew about/acquiesced in Harkins severance
  - Any information as to whether Governor or the Governor’s office knew about it and approved?
    - No.
- MES vehicle
  - Vehicle left to discretion – how to use.
  - Would drive to trips and come home.
  - When he drove the vehicle back and forth to work – would pay MES – Under IRS ruling, because it was a benefit.
  - Always came through the front door. Harkins wanted to see the staff so he would go through the main corridor and would talk to people. Never, ever used the side door.
  - Part of good leadership – see the MES staff.
  - Special, folksy events/lunches – need to raise employee morale – show employees they were valued and organization cared about them.

**Michael Harris – 11/16/2020**

*Zoom conference (Harris, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- General Background
  - Current Address - [REDACTED]
  - Not currently employed
  - VCU – 2001 – BS in accounting
    - No CPA or professional designation
  - Master's degree in Accounting
- MES Background
  - October 2017 – Hired as managing dir. of financial prof. Then became dir. of finance in 2018
    - Succeeded Janet Irvin
    - Reports to McGrath – at first
    - Then started reporting to Beth Wojton in January 2018 – she was his direct supervisor when he became managing dir. of finance – continued until Wojton left. After that, reported to Charles Glass.
  - Named Treasurer – March/April 2018
- Before you joined MES, did you know McGrath?
  - Yes. Started off in mid-2000 working at Nat' Association of Chain Drug Stores – met McGrath.
    - Only at NACDS for a few years – staff accountant there.
    - McGrath did something in exhibit sales.
    - Harris didn't report to McGrath.
    - They were social friends.
  - After Harris left NACDS, he stayed in touch with McGrath every 6-8 months or so
- Before you joined MES, did you know Sherring?
  - Knew Sherring socially through McGrath.
  - What was Sherring's position at MES?
    - When Harris started, Sherring in Strategic Partnerships – thinks Sherring reported to Wojton and Steve Pennington and even McGrath
- Where was your office?
  - When named managing dir., 1st floor, corner office.
  - When he first started, he was on the second floor near McGrath's office.
    - Near McGrath. Saw him come to work.
    - Not there every day – varied from 0 to 5 days a week.
- When Harris first arrived, who approved McGrath's expenses?
  - Thinks it was Janet Irving.
  - Harris was not aware McGrath sometimes approved his own expenses.

- Document – Harris’s Email to McConchie in July 2019
  - July 24 – McGrath approving own expenses?
    - According to this – yes.
  - Harris says this should be corrected – he needs to approve McGrath’s expenses. McGrath ordered that Harris get authority to approve McGrath’s expenses and time.
  - For context, this is when MES started Workday. Before that, expenses were done on paper forms.
  - For some reason, when Workday started, McGrath’s expenses came back to him for approval.
- What was the purpose of Harris reviewing McGrath’s expenses/receipts?
  - To have someone other than McGrath signing off.
  - “Just reviewing that a receipt is there for the appropriate charge. I didn’t look at per diems”
  - Why?
    - Not a “strictly enforced policy” with respect to the Director.
  - Harris just reviewing for receipts.
    - Would take McGrath’s word that they were legit expenses.
    - Not reviewing for other policies like timeliness.
    - “I was just there to approve them and put them through the process.”
    - McGrath did not report to me.
  - Did anyone at MES discuss with you your role in reviewing McGrath’s expense reports?
    - No
- Document – Expense report #100338 – \$15,942
  - First form: April 2018, Wastecon Convention
    - You know what the Wastecon Convention is?
      - No. Not 100% familiar.
      - Knows Waste Expo, but not Wastecon.
        - Waste Expo was held in Las Vegas.
        - Harris attended. It was about solid waste stuff.
        - Why did Harris attend?
          - McGrath asked Harris to go.
          - There were financial issues. I did financial stuff for solid waste facilities and McGrath thought it would be a good idea.
    - Harris approved expenses on 8/27/2018. Looks like it was submitted on 8/27/2018.
    - A lot of receipts.
    - Harris had someone in accounting put together the summary spreadsheet. Harris just did a spot check for receipts. He didn’t look at every receipt – everything looked legit based on the spreadsheet.
    - Generally, Harris would have another employee review the receipts.

- Page 13 of report: Dates are from May 2018
  - ICSC Conference
    - Harris has heard of it, but is not sure what the purpose is.
- Page 18 of report: Sheraton Hotel in Baltimore on May 10-11, 2018
  - Why is McGrath submitting hotel room in Baltimore?
  - Do you think it's legit?
    - McGrath thought it was legit.
    - I have to take him at his word that it is a legit business expense.
    - Harris didn't challenge it.
- Page 20 of report: Sheraton Hotel in Baltimore on May 16-17, 2018
  - Harris has no idea why McGrath is charging for a hotel in Baltimore.
  - Ever question why he stayed in hotels in driving distance of his home?
    - No. He was my boss's boss.
    - I didn't consider it my right to challenge it.
    - Staying at a hotel is part of his job.
    - Unless it's a vacuum cleaner or something, I wouldn't challenge it. Not my right.
- Page 35 of report: \$4,084.94
  - This was part of a huge batch of expenses.
  - This was the first batch Harris received from McGrath.
- Page 36 of report: W Hotel in NY in June 2018
  - Harris was there. It was a presentation regarding a bond for the landfill.
  - How long did you stay?
    - A day or two.
- Page 42 of report: Hotel in Madison, WI on June 3-5, 2018
  - Harris doesn't know what it was for.
- Page 51 of report: For expenses in April 2018
  - Meeting with OSTARA – Harris has no idea what they are.
- Page 61 of report: March business travel to Orlando
  - Harris has no idea what this was for.
- Page 66 of report: Four nights at the Disney Grand Floridian Resort and Spa.
  - Why is McGrath charging this to MES?
    - No idea.
  - Anyone else who attended?
    - Not sure.

- Page 68 of report: Approved August 2018, for more March expenses.
  - Overnight stay at Clean Energy Summit.
    - Harris doesn't know what it is.
- Page 71 of report: Westin hotel in Annapolis – why?
  - No idea.
- Did McGrath ever talk about his travels with you?
  - No. He didn't talk to anyone about travel. Not even in a social way.
  - McGrath just said he'd be out of the office for a few days – I have meetings.
  - Harris did not question him.
- Did Sherring go with McGrath on travel?
  - Yes. Sherring traveled with him quite a bit.
  - How did you know?
    - Sherring wouldn't be in the office if McGrath wasn't there.
- Document – Expense report #8735 – 10/15/2019
  - This was just after we switched to Workday.
  - Who filled out the expenses form for McGrath?
    - Not sure. Harris assumes McGrath did it himself.
    - Knows McGrath's admin – Shannon B – wasn't doing it.
  - Page 3 of report: Expense for tuition in the amount of \$4,164.
    - Approved by finance exec – Michael Harris.
    - Also approved by HR.
    - Because when there was tuition reimbursement, they start in HR – they need to prove it fits within tuition reimbursement policy.
  - Page 4 of report: Course title: Pro 600
    - Harris doesn't know what that is.
    - Harris knows McGrath was pursuing MBA
- Document – Expense report #12905, dated 12/5/2019 – \$4,802
  - Page 3 of report: Approval by Harris – Legal/professional fees – leadership meeting expenses.
    - Harris doesn't recall what that was.
  - Page 5 of report: Some kind of meeting/conference McGrath attended for managers.
    - We had a leadership meeting for the managers.
    - Harris might have been there – at the Bethesda Marriott.
    - How many managers attended?
      - At least 20 managers.
  - Page 6 of report: What is this document?
    - Master bill from Marriott – Kari Rider Events.

- Appears McGrath paid with a credit card. It wasn't an MES card. If an MES card was used there would be no reimbursement.
  - Harris says McGrath used to carry an MES card, but he stopped at some point.
  - Harris assumes McGrath would submit expenses from his own credit card.
  - Accounting did not have documentation regarding what cards were McGrath's.
  - Took McGrath's word that he used a personal card for these expense.
  - How would you reimburse McGrath?
    - Direct deposit to his personal account.
- Before COVID, how often did you meet with McGrath?
  - Nothing set. Periodic.
  - They would try to meet at least once a month before the MES Board meetings to go over the monthly MES financials. Sometimes that happened, sometimes it didn't. Depended on the month.
- How did you communicate with McGrath?
  - Mostly by text message.
  - McGrath expressed a preference to EVERYONE to communicate with him by text.
    - Why?
      - Harris not sure.
- After you went remote because of COVID, how often did you communicate with McGrath?
  - Not frequently. Usually less than once a week.
  - Primarily by text message.
- When did you first learn that McGrath would be leaving MES to become Chief of Staff?
  - Harris doesn't recall.
  - It might have been the Thursday before it was announced to the staff on a Friday.
- Document – May 26, 2020 Email from McGrath to the Board regarding the Chief of Staff position.
  - Prior to the email, was senior staff informed that McGrath was leaving?
    - Harris thinks it's possible. He thinks senior staff knew before.
    - McGrath told Harris it was a tough decision to leave. He said we accomplished a lot. He didn't say much more.
- Ever have a one on one conversation with McGrath regarding his leaving MES?
  - Not that I can recall.
- Ever have a conversation where McGrath said he expected a severance package from MES?
  - Harris doesn't recall McGrath saying he expected it.
  - Any conversation regarding severance package?
    - Yes, after it was approved by the Board.
    - It was likely through a phone call. McGrath probably initiated call.

- What did McGrath say
    - He said he got the severance because prior directors did.
    - Harris didn't bring up this subject, McGrath did.
- Prior to the Board meeting, was there any discussion with Beth about McGrath's severance package?
  - Yes, because Harris would be responsible for processing through payroll.
  - Harris can't recall what Beth said. Not much detail.
- Were you surprised McGrath was asking for a severance even though he was not going to be without work?
  - Yes, I was surprised.
- Document – May 28, 2020 Board of Directors Meeting Minutes – Closed Session
  - Harris attended.
  - Recall anything about discussion of McGrath's severance?
    - Nothing in particular.
  - Did anyone ask why he was getting a severance even though he was not retiring or being terminated?
    - Jackson-Jenkins raised that question.
  - Did you vote in favor of giving McGrath severance equal to one year's salary?
    - Yes. He voted for it.
    - I thought it had been vetted by the Governor.
  - Did McGrath ever tell Harris that the Governor had approved his severance?
    - Not that Harris can recall.
    - There was a discussion with Beth Wojton – between Beth and McGrath. McGrath said the Governor was aware of the severance. Beth reported that discussion to Harris. That conversation occurred before the Board meeting.
- McGrath's last day of work was May 31, 2020.
- Did McGrath submit time sheets for his last few days of May 2020?
  - Yes. Harris often had to remind him to do this. Harris had to do this throughout his term as Finance Director.
  - Harris had to approve McGrath's time sheets.
- Final batch of McGrath expenses on June 5, 2020.
  - McGrath was no longer an MES employee. Beth was Acting Director.
  - Before June 4, did you know McGrath was going to submit a bunch of expenses?
    - Yes – had a conversation – needed McGrath to submit his backlog of expense.
    - It was to the point that I was asking him to submit expenses every time I saw it.
    - McGrath didn't submit most expenses for FY 19, and Harris had to account for this in the books. Harris put in at least \$30K for McGrath expenses – estimate.
      - June 2019 – end of FY – Harris hadn't submitted any expenses for that year – Harris wanted to capture something.

- Document – The \$55K June 2020 omnibus expense report
  - Expense report A
    - McGrath did this and the others himself.
    - Harris knows that. Harris and Wojton had urged McGrath earlier in the week to do this because needed McGrath out of Workspace system.
    - Who was checking the receipts and comparing to the entries on June 4, 2020?
      - Brown and Acosta.
    - Harris approval at 8:39 pm.
      - Simple spot check that all items had receipts – “just a cursory review” based on McGrath’s representation that these were legit expenses.
    - Jen Brown approval at 9 pm.
  - Report B – page 7
    - Same process history.
    - Approval based on same considerations.
  - Report C – page 9
    - Same process history.
    - Same considerations.
  - Report D – page 11
    - Same process history.
    - Same considerations.
  - Employees working into evening on June 4 – Why such a scramble to get it done by June 5?
    - Payroll day on Friday.
    - Couldn’t terminate McGrath and make his severance payment until we processed the expenses. If we didn’t get this done on June 4, it would be holding up payroll for the rest of the employees on June 5.
  - Did you inform Beth Wojton what happened the evening of June 4?
    - The next day, yes.
    - Beth’s reaction?
      - Shocked.
    - Where you shocked?
      - Yes. I didn’t think it would be \$55K in expenses.
      - Shocked but not surprised. I do know he travelled frequently.
- McGrath’s tuition reimbursement was also approved by the Board at the May 2020 Board of Directors meeting.
  - Ever given any backup regarding the tuition reimbursement request to the Board?
    - Not that I can recall.
  - Did anyone ask McGrath for documentation?
    - Harris may have, but he’s not certain.

- Document – Expense report from Sherring – \$14,970
  - Page 3 of report: What is GWBOT Midwinter event?
    - Harris assumes it's something with GW Board of Trade, but he's not sure what the event is.
    - Harris did not approve the GWBOT for \$495, because it was missing a receipt.
  - Training program for Harvard – delayed due to COVID to June 2020.
    - The Harvard course was already approved by McGrath.
    - It was submitted by Sherring. And McGrath approved Sherring's expenses.
    - Harris didn't review the Harvard course materials.
  - Why would MES pay Sherring for an event that an ex-MES employee would attend?
    - Not sure.
    - Nobody said anything to Harris about that.
- Aware of McGrath's Milan, Italy trip?
  - No.
- Aware of McGrath's Israel trip?
  - Yes. Jason Gillespie and Sherring also went.
  - What was trip for?
    - Not sure.
- McGrath took MES automobile the Governor's office. How did that occur?
  - McGrath told Harris he was taking that vehicle with him when he assumed the Chief of Staff role, because the Governor's office didn't have vehicles.
  - Harris told Wojton. Wojton said to get something from McGrath in writing.
  - Then Harris reached out to the Governor's office. He asked for MES to be compensated for the car – the Governor's office didn't have funds.
  - Glass never signed the transfer form for the vehicle. Then McGrath resigned. Then we took the car back.
- Document – McGrath-Harris Text Messages package.
- Did you hear from McGrath after he became COS?
  - Yes, a few times.
  - One time, it was about the car.
    - Someone called MES and said the car was in a spot where it shouldn't be. Harris told McGrath to move the car. That was the gist of it.
  - A few communications related to MES's year-end numbers. McGrath wanted to put out a press release.
  - When "the stuff hit the paper," we had some communications.
    - Communicated with McGrath in August 2020. Not sure if by phone or text.
- August MES Press Release.
  - Sherring directed Harris to work on the press release.
  - Harris asked by Sherring or McGrath what severance amounts the prior directors received. Harris provided that information.

- Harris worked on the press release with Glass.
  - McGrath/Sherring included in their draft of the press release an amount for Wojton's severance that Harris didn't believe was correct. McGrath/Sherring included the amount she was paid for accumulated leave, etc. They also included that payment for Harkins' severance amount.
- Returning to when McGrath hired you for your MES position.
  - Did McGrath contact you to apply?
    - Yes. Said he had an opportunity.
    - Harris was working at Community Homes in Richmond at the time.
  - Brief summary of work history before the Community Homes position.
    - Graduated college in 2001.
    - Finance jobs after that.
    - Nothing with government agencies.
    - Private sector and non-profit
  - Did you interview at MES?
    - No.
    - Harris was interested, and McGrath offered the job – no interview.
- When did you last work for MES?
  - October 1, 2020.
  - Harris submitted resignation.
    - Why?
      - Voluntarily submitted my resignation after Glass asked him to.
- Last time communicated with McGrath?
  - Last few weeks.
  - McGrath called Harris.
    - Asked how job search going.
    - Did he mention his issue?
      - No.
- Harris's phone at MES – [REDACTED] – bills go to MES. Harris was not allowed to take cell phone with him when he left. He turned it in.
- Harris had an MES laptop – in MES's possession now.
- Last time Harris heard from Sherring?
  - Maybe a month ago.
  - Sherring contacted Harris – by cell phone.
  - Asked if Harris is looking for a job.
  - Sherring not doing anything.

- Why did Sherring leave MES?
  - Sherring was still frequently communicating with McGrath.
  - Glass running the agency now – Sherring was telling McGrath everything.

**Michael Harris – 10/28/2021 (second interview)**

*Zoom conference (Harris, Stuart Berman, Ward Coe, Collin Wojciechowski)*

**Examination of September 21, 2018 Check**

- What do you recall about the check request?
  - Came in with request from Shannon.
  - Knew that meant it was from McGrath, as Shannon herself would not be requesting something of this nature.
- Do you know whose initials are on the check request form?
  - No.
- Do you know who wrote notes on the form?
  - No, but assumes that would be someone from accounts payable.
- Did you have any conversation with McGrath about the request?
  - Not that he can recall. If Shannon set this up, she would have had a conversation with Roy about it.
- Did you have any conversations with Shannon about the request?
  - Not that he can recall.
- Did anything about this sponsorship or its size seem odd?
  - As sponsorship, did not seem out of the ordinary – we had done sponsorships before.
- Do you recall other sponsorships of this size?
  - Does not recall.
- Do you recall if there was a charitable budget?
  - Does not recall.
- Is that your signature on the check?
  - It is a preprinted signature that went on all checks – did not sign individually.
- How was this donation accounted for?
  - Was charged to the executive budget.
- Did OLA ever question MES about sponsorships?
  - Not that I can recall.
- Are there any other organizations that McGrath sponsored through MES?
  - Sure there were others that we sponsored; don't know if they were directed by McGrath.
  - Cannot recall specifics but remembers a number of sponsorship that were paid in 2018/2019.
    - Shannon put together a spreadsheet that highlighted the sponsorships at some point.
- Did McGrath generally discuss the reason to sponsor these organizations?
  - Does not recall.
- Do you know the reason MES sponsored these organizations?
  - No.

**Examination of October 25, 2019 Check**

- What do you recall about this request?
  - Remembers this more specifically.

- Request came from Katie Tessier, but McGrath gave the request directly to Harris and told him to key it in.
  - The donation was directed by McGrath.
  - Does not recall anything McGrath said in relation to the request.
- Walk us through the designations on the check request page.
  - Materials and supplies is the ledger account that needed to be used because of work day.
  - Spend category [instructional and promotional] is the budget that was used for sponsorships.
  - Fund [MES Operating Fund] is the budget the money would have come out of.
- Is that your signature on the check?
  - It is a preprinted signature that went on all checks – did not sign individually.
- Did McGrath tell you he was on the museum board?
  - No.
- Did McGrath discuss the museum?
  - Don't recall such discussions.
- Did you know what the museum was?
  - No.
- Did you feel you could question these checks?
  - Felt he was not in a position to question because this was coming from McGrath.
  - On this specifically, the donation was for an organization that had been given money the year before, though the amount was being increased.
- Were these sponsorships unusually high?
  - Does not recall.
- Did anyone at MES question these expenses?
  - Not that I can recall.
- Have you spoken to McGrath since the indictments?
  - No.

**Leslie Jenkins-Jackson – 11/10/2020 pm**

*Zoom conference (Jenkins-Jackson (“LJJ”), Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- General Background
  - Howard undergraduate degree in 1980.
  - Howard law school; Graduated in 1983.
  - Associate Dir. – PG County xxxx
  - 31 years in county government
  - Other positions
    - County Attorney’s office – Assoc. County Attorney
    - 1992 – Office of County Executive – under Glendening – Legislative Liaison – until Wayne Curry
    - Deputy Director of Dept. of Environmental Resources – 9 years
- MES Background
  - Around time at Dept. of Environmental Resources, was asked to join MES Board of Directors.
    - Knew a little bit about landfills and storm water
    - Gov. Glendening appointed to MES Board in 1998, and has served since then.
  - Transitioned to Office of Central Services employee – since 2004
    - Procurement
  - Since serving on MES Board, how many executive directors have there been?
    - Jim Peck
    - John Sparkman
    - Jim Harkins
    - Roy McGrath
    - Acting ones stood in gap while new ones appointed
- Document – 2/29/2016 Board of Directors Meeting Minutes
  - Closed session
  - Harkins retiring. A little bit of a surprise.
  - Other than what is written – what do you recall about discussion?
    - Just recalls that she voted for it.
    - Doesn’t remember any back and forth about it.
    - Remembers when Sparkman left:
      - Gave him a severance
      - That may have been the precedent for allowing Harkins to get one.
      - Not sure what Sparkman received.
      - Probably why she voted for it – precedent.
  - Harkins served since 2005?
    - She does not remember. Will take Ward’s word for it.
  - What was your view of Harkins?
    - Don’t get warm and fuzzy when comes to meeting once a month.
    - Only get the highlights. What they are doing to keep customers happy. Procurement issues.

- Any controversy regarding severance?
  - No
- Recall amount of severance?
  - Equal to annual salary.
- Timing – 11:02 to 11:30 – 28 minutes Harkins out before the vote.
  - Must have been some discussion of severance?
    - She doesn't recall it?
    - Doesn't stick in mind as substantive.
- Document – 2/29/2016 Email from Irvin to Acosta
  - Harkins' severance = \$160K = year salary
- Document – 8/16/2017 Board of Directors Meeting Minutes
  - Participated by phone.
  - McGrath: Director/CEO. Why CEO? Did Board change title?
    - He decided he wanted to be a CEO.
    - He branded self CEO. Changed logo. Branding only.
    - No Board vote.
    - No Board discussion regarding the CEO title.
  - Closed session regarding O'Neil payout
    - O'Neill was Deputy Director under Harkins from 2005-2017
    - When Harkins retired, O'Neill was acting Director until McGrath was appointed
  - Why did O'Neill leave?
    - Retiring.
  - Recall McGrath's recs in the minutes?
    - Yes
  - LJJ asked question – what was purpose?
    - Not a director. Wasn't sure we had precedent for deputy director. Knew MES had given severance to director in past. Why she asked question.
    - Must have been satisfied with explanation.
- McGrath
  - LJJ didn't know him before he was director.
  - Describe interactions.
    - Any time at Board of Directors meeting or site visit. Strictly business. Seemed like he was trying to cultivate business. Put name out there. Brand MES.
    - No personal relationship. Just Board of Directors meetings.
  - Did the Board review his performance from time to time?
    - Compensation on an annual basis – for other employees looked at whether met or exceeded expectations.
    - Recs would come from HR Committee

- Sherring
  - Aware when Sherring hired?
    - Came in under McGrath's leadership.
  - What was he hired to do?
    - Like a special assistant to McGrath?
    - Did not know experience.
  - Dealings with Sherring
    - Made sure Board of Directors members got materials, call information, logistics issues.
- Site visits – on what occasions?
  - A few times a year, take a tour of recycling facility, landfill, etc. where MES doing innovative things.
- On committees of Board?
  - On audit committee. For about 5 years.
  - Ultimate became chair of audit committee – with 2 other outside Board members – support of Treasurer/Financial Manager
- When did you learn McGrath leaving to Governor's office
  - About 3 days before a May 2020 Board meeting
    - Email to all BOD meetings
- Document – May 28, 2020 Board of Directors Meeting Minutes
  - McGrath announced starting June 1 as Chief of Staff
  - 10:48 – McGrath leaves closed session
    - Snee presentation
      - Indicated McGrath had asked for severance payment. Wanted a year's salary. Wanted tuition expense reimbursed. Wanted laptop and cell. Not seeking BEST payout (annual declaration of goals, if met, pot of money split between employees and executive staff).
      - Remembers conversation.
        - Whether everyone comfortable with it.
        - Thought = Was Governor on board? Did he know?
      - Did anyone ask if Governor on board?
        - Yes, someone asked.
      - Who responded?
        - Probably Snee – Chair of HR Committee
      - What was his response?
        - We've been assured the Governor is on board.
        - He said Roy gave the assurance.
  - LJJ voted for approval – why?
    - Thinking about previous directors who were given a severance.
  - Previous directors were retiring?
    - Not sure about Sparkman. Doesn't think he retired.

- Any discussion about McGrath immediately going to another State job and no period of unemployment?
  - No.
- McGrath wanted tuition expenses. Did anyone explain what tuition was for?
  - Doesn't remember if it was for his MBA at UMD or a class or something like that.
  - "I can't recall."
- Aware McGrath pursuing an MBA?
  - Not at the time. Did some research AFTER the meeting – asked somebody.
    - She asked Sean Coleman.
- Any documents justifying tuition expense?
  - "No. To that point, we never, as a Board, asked to see any expense receipts or anything of that nature."
  - Too far in the weeds.
  - Moving forward, that's going to be different in the future.
- Aware McGrath took a number of trips as Director?
  - Knew about 1 or 2 trips?
- Italy?
  - Probably the one she knew about.
  - Probably reported back to the Dir about it.
  - Director's Report – probably came back and talked about if any business development for MES after the trip.
  - Can't remember what the business was.
- Israel?
  - No.
- Know that Sherring travelled with McGrath on trips?
  - No.
- Document – June 2020 Board of Directors Meeting Minutes
  - Beth Wojton – know her?
    - Very efficient. Did a good job. Knew a lot about how organization was running. Knew a lot about day-to-day operations.
  - Know why Beth leaving as deputy director in June 2020?
    - She retired?
    - No discussion with Beth.
  - Beth's severance
    - The package is in the minutes.
    - Recall discussion re this?
      - Everyone agreed, based on severance and many years of service, it was appropriate.
      - Not a lot of discussion.

- Document – July 22 Email from Beth to Board of Directors
  - Last summer/fall: Legislative auditors heard about anonymous complaint about Director’s behavior.
    - “Unofficially told”
      - LJJ doesn’t know what she meant.
      - Beth supervised the Finance group – support for agency for paying bills, bonding, etc.
    - “Legislative auditors”
      - From the Maryland Office of Management and Budget (OMB). They do audits of MES.
    - Complaint about Director spending
      - Has to be Roy McGrath.
    - Is finance group under Mr. Harris?
      - Yes.
    - Around time Beth got this information, were you aware of it?
      - No.
      - This was first time LJJ heard about this.
    - Did agency investigate the allegation?
      - “Unofficially told that the Agency was directed to investigate the allegation”
        - LJJ doesn’t know what this means.
      - Who would’ve investigated?
        - Probably the finance office.
        - I guess the director should be aware of complaint.
      - Ever informed whether finance office of director investigated?
        - Told by Mr. Harris – had a “conversation with the legislative auditors”
        - Legislative auditors did not put anything specific in audit—because it was anonymous or vague or whatever.
        - Had conversation with Harris about this soon after the July 22 email.
        - Did Harris say they investigated?
          - She thinks he said finance looked into it.
          - But didn’t have a document or findings or anything. Nothing they were looking at specifically.
      - Any other inquiries about this complaint?
        - Harris, Glass, LJJ – Talked to 2 auditors from Legislative Audit team. It was a phone call; wasn’t very specific—for those reasons, put director and finance folks on notice about complaint – did not include as a conclusion in their report – “handed off to MES”
        - Auditors unable to identify the anonymous person.
        - Can’t name the Legislative Auditors – Glass would know.
  - Beth Wojton – \$50K reimbursement to McGrath
    - First time LJJ learned about it.

- Beth says she did not know about or authorize.
    - LJJ didn't talk to Beth about it.
    - LJJ decided with Board that RSM Auditors should look at McGrath expenses
      - We gave them the receipts McGrath had submitted and the policies/procedures regarding the expenditures.
      - Then we amended our RSM audit request. Glass said, Let's look at expenses of all managing directors for FY 2020.
- Document – July 23, 2020 Audit Committee Minutes
  - LJJ Chaired meeting
  - RSM lays out timeline, scope of work.
- Document – July 29 Email
  - July 27 – special engagement of RSM – Valerie Colimon is contact – attended Audit Committee meeting
  - July 29 – Glass suggests add all Managing Directors
  - July 29 – LJJ asks about what means “past couple of years”
    - Only looking at RSM for FY 2020
  - July 29 – Harris's view is it should be FY 2020 – consistent with information received from Roy.
    - What does this mean?
      - July 1, 2019 to June 30, 2020 timeframe
  - At this point, seen expense reports submitted by June 4, 2020?
    - No, not until all documents scanned and sent to RSM/Ms. Collimon
- Document – August 1 – M Harris Email
  - Why providing this to you?
    - These are the directors and managing directors – for RSM to include in audit – to provide RSM a correct list.
- Document – August 1 Email – LJJ provides the direction to RSM
- Document – August 6 Email – LJJ email to Harris and Glass
  - LJJ revised the engagement letter
    - Initially – July
    - Revised to include the expanded scope of engagement
- Document – August 7 Email
  - Blurry pages – just can't read them – so RSM probably can't review
  - Purpose is to get clear information to RSM
  - First time looking at these things – hard to read

- Document – RSM Report
  - RSM submitted final report about a week ago.
  - Mimics the draft – they have a process of QC before you get the final draft
  - Attachment A – broken down by title
    - 1. Former Director/CEO
      - What were RSM’s conclusions
        - They had 269 indicated items they looked at as expense reimbursements
        - They had 6 categories
        - Looked at 269 items – 1 of 6 buckets/categories
          - Reimbursed for more than amount MES allows under policy
          - Whether employee didn’t use State services when booking flight or trip
          - Not 5 days
          - Not acceptable based on policies
          - No support
          - Expense after leaving the service
        - They did these buckets for all expenses, all employees.
      - Findings regarding McGrath
        - Total reimbursements submitted was 55K
        - First category – reimbursements more than appropriate amount under MES policy
          - 69/269
          - Probably means going over per diem
        - Second category – Did not use State service contract when booking hotel or flight
          - 106 exceptions to rule
            - Exceptions to rule = didn’t follow the policy
        - Third category – Didn’t
          - 69 didn’t follow the policy
        - Fourth category – Expense not listed as an acceptable expense per policies provided
          - 29
        - Fifth category – No receipt/backup
          - 52/269
        - Sixth category – Employee submitted for expense after leaving service
          - 69
      - Sherring not included in the report because he was not a managing director.
- Earlier Minutes – Starting as Chief of Staff on June 1, 2020
  - No longer MES employee as of June 1

- June 4, 2020 – He submitted four expense reports for approval.
    - LJJ was not aware of it.
    - It went to the finance folks; reports did not come to Board.
    - Aware of this before today?
      - No. Does not recall.
      - Probably learned about it during Joint Committee hearing.
    - Dates range from December 2018 to June 4 2020 – in June 4 expense report?
      - “I’m not surprised but I’m not aware.”
  - Ever seen expense reports that MES employees submit?
    - Probably have. Managing director probably fills form out.
    - I actually fill out a form for my mileage. I do know what it looks like.
  - Aware Harris approved expense reports submitted on June 4, 2020?
    - No, but assume he’d be the person because he’s the finance head.
    - Not aware checks cut that evening to direct deposit.
      - Had not learned until today.
  - Ever discuss expense issues with McGrath himself?
    - No.
    - McGrath called LJJ after Beth Wojton’s July 22 email.
      - He says all legit expenses.
      - He thinks she’s mad because she didn’t get the director job. “He was like, I gave her raises.” Don’t understand.
  - Roy found out about Beth Wojton’s July 22 Email to the Board – called LJJ after that.
    - It was after the Board meeting. It was on a weekend, Saturday or Sunday.
    - Before the Baltimore Sun article?
      - Yes, before these issues became public?
    - Roy referred to the Beth “letter” to the board – talking about the email.
  - Last time we spoke.
- Aware that, on June 4, Matt Sherring requested 14K for a Harvard Executive education program for tuition for Roy McGrath?
    - First learned about it in the Baltimore Sun.
    - LJJ – No communication with Sherring about that
  - All conversation on May 28
    - Just discussion – no documents – nobody asked about documents supporting.
  - Any discussion with someone in Governor’s office regarding whether the Governor approved or not?

**Sally Long – 10/5/2020**

*Phone Conversation by Ward Coe*

Sally Long is a former Chief of Procurement for MES. She was there for five years but was terminated in October 2017. She had been a state employee for 30 years. She applied for other state jobs after she was terminated but has not been able to get another one. She believes that McGrath, who caused her firing, has poisoned the well for her in state employment. She is currently in Tennessee and trying to restart her life.

She describes McGrath as a salesman who was put in charge of a state agency.

With respect to reimbursement for expenses, the procedure at MES when she was there would be that it would be submitted with documentation to your supervisor, then sent to the Finance Department, then checked for authority and then approved. Harris would give the approval. There were written policies regarding it. There had to be pre approval for larger items.

She approached McGrath about his expenses shortly after he was there. MES had issued credit cards to certain employees so they could control expenses better. She approached him about his expenses, mainly alcohol and expenses on his trip to Italy. As a result of her complaints, he got rid of the program of using MES credit cards. Now they have to look at individual invoices.

She told him that, as chief of the organization, he was not complying with policy. His response was to ask her how she knew and who told her. Someone from Finance had brought it to her attention. There were a lot of alcohol purchases. She mentioned to him that you can change the policy if you want, but that the items had been brought to her attention.

An hour later, the head of HR (Beth Wojton) called her and said “you’re on his list.” She advised her that she had better go beg for his forgiveness. Two or three months later she was terminated.

She was terminated by being brought into the HR office. Beth handed her a discharge letter. She was an at will employee and was terminated for no reason. She was escorted out of the building right away. She requested severance but was denied. She also had a tuition reimbursement that was being processed at the time, which was rejected. Beth said it was all because of McGrath.

She applied to other state agencies but could get nowhere. She filed an MPIA request to see if he had been communicating with them, but did not get any response.

She also filed a complaint with the ombudsman regarding the severance issue. There was a state hearing at the Department of Human Resources. McGrath sent the general counsel and someone from HR. They testified that they do not give out severance packages. Sally was present. In fact, they had to both Harkins and O’Neal.

She also sent an email to the board members. She had been terminated right before Christmas and had just gotten a perfect evaluation.

She also sent a complaint to Governor Hogan's office.

Communications by MES to board members was to their personal or business email addresses. They did not have MES email addresses.

Sally was also concerned about procurement. One issue related to Conowingo Dam. It was put on the street for an RFP, and McGrath got a call from the Governor, who wanted him to meet with someone he recommended. McGrath called Sally and the counsel into his office and stated that the Governor wanted him to meet with these people. Sally and the counsel both said no, you should not, because the RFP is already out. She did not recall who the person was. McGrath went ahead and met with them. They brought about five people in and made a sales pitch. She does not know if they got the work.

There were other procurement issues about "off the record spending" at MES. This meant that they did not go through the procurement office. They were relating to building services and improvements. They went through administrative services, Frank Bakushki. Bakushki handled them on McGrath's behalf. They included improvements to the gym and some construction for rooms, water fountains, and the employee lunch room. Sally spoke to Sean Coleman about it, but he seemed to be OK with it. They totaled about \$50,000.

**Sally Long – 11/4/2020 (second interview)**

*Phone conversation by Ward Coe*

I spoke to Sally on November 4. She reported to John O'Neill, who was the deputy director. That did not change when McGrath was hired. O'Neill reported to McGrath and she continued to report to O'Neill. She met with McGrath on many occasions. Her office was not on the same floor as his but she often attended meetings with other senior management and McGrath. He was very much a micro-manager and did not have any vision. O'Neill did not like McGrath at all and said that McGrath was never around.

O'Neill left MES before Sally did. He felt that he was completely out of the loop because of McGrath's leadership.

Sally was there when Matthew Sherring was hired. She understood that Sherring had been with McGrath at their prior employer. Sherring had an office in the procurement area. She did not understand what his job was, but he would interfere in procurements. When McGrath was in the office, he would come to Sherring's office, go inside and close the door for long periods of time. She understood that Sherring was hired because he and McGrath had a personal relationship. She Googled them and saw that they had a relationship prior to coming to MES. She understood Sherring was brought in to do sales but there was nothing to sell. Sherring was very knowledgeable about people in Annapolis.

When MES put out an RFP on Conowingo, Sherring was out talking to potential bidders. Beth told Sally that she should talk to him and tell him not to do that. She told him about the hush order that was in place because an RFP was out. She could tell that he did not like that.

Sherring also had a lot of contact with the procurement staff, particularly Tim Barnes, the MBE manager.

Sherring and McGrath went on trips together. She understood that they went to Italy together at the Governor's request. They went there to talk to a company about bringing a recycling facility to Maryland. They took Steve Tomchesky with them. He is one of the executive directors of recycling and trash. She understood that McGrath and Sherring also went on other trips together.

I asked her about McGrath taking his girlfriend on trips. She paused at that. She stated that would be inconsistent with her understanding of McGrath.

Near the beginning, McGrath brought in Shannon B. from the Governor's office to work as his assistant. They did not get along and she went to a different position.

On her request for tuition reimbursement, she needed to maintain her certification as a certified public procurement officer. She had taken the courses and applied for the recertification. She had the approval of John O'Neill. It was not reimbursed.

Her understanding of the policies was that an executive director's request for reimbursement had to be approved by the deputy director. She does not believe that McGrath went to O'Neill for approvals.

When McGrath and Sherring went to Italy, there were lots of expenses for alcohol. She told McGrath the policy was not to buy alcohol at meals. He got mad and said that the Board of Regents did it all the time.

Janet Irvin was the finance director when Sally was at MES. She was very competent. At an all-staff meeting, McGrath said he was bringing in Harris to improve finances. Irvin got very upset and two or three months later left and went to Howard County to become its finance director. She believes that Harris had worked at a home health care center in Virginia.

She said that Stephanie Acosta should be a good source. She has been there for a long time working in finance.

She also volunteered that McGrath had a driver, Chuck Foley, who was a close friend of the Lieutenant Governor. He used to drive for Schaefer. Chuck got a promotion because of his relationship with the Lieutenant Governor.

**Ryan Nawrocki – 4/12/2021**

*Telephone conference with Nawrocki (Nurr-wok-ee), his attorney Richard Reinhardt ([REDACTED]), Collin Wojciechowski, Julie Pfanstiel*

- Work for MES
  - How did you come to contract with MES?
    - There was a public procurement put out in about Feb. 2018, and I submitted a bid.
  - Bid by Red White and Blue LLC?
    - Correct.
    - Provided a whole host of documentation, examples of work, work product
    - They were looking for ideas; Ryan presenting vision on how he could help organization with their strategic plan.
    - Process – Nothing remarkable than from what he’s seen from his time at MTA
- Red White and Blue LLC
  - Existed for number of years
  - Working for various private entities
  - Involved in public sector going on 10-12 years, somewhere in that ballpark
  - Did other work for other public officials at various points
- Who are the employees of Red White and Blue?
  - Just him.
- Ever met McGrath before?
  - “I met McGrath in not a friendly sort of way”
  - He was Deputy Chief of Staff for Hogan.
  - One of McGrath’s areas of responsibility was DOT.
    - Doesn’t know all agencies McGrath was responsible for
- Did McGrath contact you for this contract?
  - No.
  - The contract went into effect on April 4, 2018.
  - Prior to that, he did some work—started roughly September 2017.
    - What was difference in the work?
      - Scope – scale. It was more limited.
- In fall 2017, you started doing broad more *ad hoc* work then your work became more steady so you got a formal contract?
  - No, there was never any conversation that they wanted to formalize the process with me. MES had demand for more steady work and that’s when I submitted my proposal.

- Re: the limited work you were doing in the fall, how did you come to link up with MES to do that work?
  - I believe Ms. Wojton contacted me and let me know there was some communication needs that the organization had at that point.
  - Beth reached out to him. Doesn't know why she reached out to him.
    - "I would guess it was because at that time in 2017, I had just won the Daily Record 40 under 40 award" and he won other awards.
- When and how did your work with MES conclude?
  - Around October 2019.
  - Why?
    - Other personal demands and clients and personal projects. I think MES was also in a transition, working with other firms at that point.
  - Did you break contract?
    - No. We both came to a mutual situation where it was beneficial to both to end.
- Who did you receive instruction from/report to?
  - Two different individuals:
    - In beginning – Beth Wojton. Reported to her until about January 2019.
    - Craig Renner came on board, then transitioned responsibility to Craig who was Director of Communications for organization.
  - Sherring?
    - Never reported to Matthew, but certainly had interactions with Matthew.
    - "I had interactions with many different individuals in that organization."
- Describe interactions with Sherring.
  - Mainly around some events the organization was holding, particularly the two conferences that MES put on.
  - Sherring had a large role with those conferences and many interactions had to do with those conferences.
- Where did you physically do this work?
  - Both at home and in office. Mostly worked remotely. Definitely times he would be at MES Headquarters, especially if there were meetings with different people.
  - At times, was at different sites, for the ongoing projects.
    - He remembers going to do a video on Hopper Island—project MES was undertaking. Also went to other sites.
  - Have an office at MES?
    - Never had a dedicated space at MES.
    - There are number of cubicles at MES and there were always some cubicle open, for some reason no one was sitting in, so he would transition around different to different cubicles or conference rooms.
- Did you have any other clients while working for MES?
  - I had other clients.

- MES more than half of workload?
  - Hard to say, with other clients things kind of ebb and flow so depends on what's going on at that particular moment.
- Interaction with McGrath
  - Depends on what the situation was.
  - Times when he might have direct calls and emails with McGrath.
  - More frequently, I could go a week or two without hearing from McGrath at all. Depends on what particular projects I was working on for organization at that moment.
- Social media management
  - How often would McGrath draft or edit posts before they went online?
    - When I got those [tasks], I would send those typically to Beth Wojton so I don't know what time he would dedicate to that. They would go through Ms. Wojton.
  - Sometimes you would directly communicate with McGrath, and he would edit for social media
    - He did not recall any instances of this happening off the top his head.
- Why does an organization that almost exclusively services the government need—as opposed to the MTA, which is public facing—brand development and promotion? An enhanced social media and television presence?
  - It was presented to him as the organization was concerned with increasing their positive impression to the State and they wanted to increase their professionalism, not that it wasn't before, but wanted to go to next level.
  - Because of my background with MTA and Capitol Hill, it was an opportunity to take the organization to the next level of professionalism.
  - What is net benefit/business benefit of Facebook presence?
    - I have no idea. That is something you have to ask MES.
  - You made posts for them but you didn't see/know purpose?
    - That would be a question outside of my scope. My scope was doing something to help their professionalism.
    - As far as that, I have no knowledge what they were doing with that.
- MES has a “mobile teleprompter” according to your report, what is that?
  - My guess is that would be a teleprompter for videos
  - Example: Hopper Island project – bring a teleprompter where someone could read off for video script.
  - Did you procure teleprompter for MES?
    - I don't think I procured that.
    - I had some recommendations and they ultimately procured it.

## Invoices

- Red White and Blue Invoices include:
  - Develop Challenge Coins
    - For what purpose?
      - Used military analogy. Trinket to leave behind. Given to someone inside an organization for outstanding job they did on a project.
      - Looks like a golden coin, but not gold, with organization's insignia on it.
    - Who wanted those?
      - I don't recall who requested those.
  - Develop remarks for MES All-Staff meeting
    - Every year I was with organization, there was a large gathering of the team. Several hundred in one location.
    - I would develop remarks and outline remarks for members of leadership team. Quite a few people on leadership team.
    - How much did McGrath edit?
      - Do not know how heavily he edited. It would depend on the particular event that he was or anyone was speaking at.
    - Why is it so centrally focused on McGrath himself, not the organization? Was that something you were instructed to do?
      - No, it was not something I was instructed to do.
      - I included because I thought it would be pertinent to the event. I thought he could use it or do his own thing.
  - "Ordered new note cards for Director McGrath" – Tell me more about how that came to be your job?
    - Cards were basically official MES notecards to congratulate someone on a good job at work. To put a note in, with a professional look.
    - This goes back to his work to professionalize the organization.
  - "Scheduled install of conference room art"
    - One of projects I helped work on was the aesthetics of the conference spaces.
    - I worked with a particular company that was hanging pictures and photographs to make it look professional.
  - "Waiting on paper approval of paper stock of MES business cards" – Approval from McGrath?
    - I don't know, that could have been approval from Wojton or McGrath or Renner. Depends on timing of when that was.
    - Do not recall if interactions were with McGrath.

- “Provided Roy McGrath a proof of accomplishments document”
  - One of projects I was tasked with was to provide document that occurred during McGrath’s tenure there.
  - Why?
    - Not told why.
  - Recall some of the things on document?
    - No. There were so many things.
  - McGrath’s accomplishments as director and not organization’s accomplishments?
    - I don’t know if it was exactly that way.
    - There was a focus on some of the things that occurred during McGrath’s tenure because I was a contractor during that point.
- “Spoke with David Nevins about a potential partnership”
  - Mr. Nevins has communications firm so this was a partnership with the organization and the organization would use their services.
  - This was around the time we were having the transition, a wind down of my time and I believe organization using Mr. Nevins.
  - Spoke with Nevins maybe twice.
  - Re: Nevins discussions – recall anything specific?
    - Nothing remarkable about those conversations that I recall.
    - Nevins has reputation that precedes himself for his professionalism.
- October 2019 just says “October Retainer” – did you do any work that month?
  - I don’t recall exact day when I stopped working.
  - You were paid same amount per month regardless of work?
    - Correct, I was not in an hour structure.
- April 2018: Invoices switched to daily recaps, why?
  - I think it was because the commitment increased at that point.
  - Bid I responded to was in February. Contract awarded in April.
- February 2019: Migrates to hourly, why?
  - There was a change in reporting structure. Mr. Renner had come on board at that point. Different folks want to see things in different ways.
- Latitude Studios – involved with company?
  - I am not [involved in company]
  - That is a subcontractor of mine. Mr. Brendan McClane (sp?)
- Latitude Studios charged MES \$3,300 for “Design & Layout MES/Roy McGrath Achievements Brochure” – Same proof of accomplishments document?
  - I’m not sure, it may be.

- Did you contract out work to Latitude Studios for achievements brochure?
  - It's possible. I did work with Latitude Studios on a number of things so it's possible they did work there.
- Did you have to seek approval to contract out work?
  - I don't think so.
  - I think I just had to suggest that this was a product this company could do. If they liked the work, that's a direction we would go in.

## EBLC

- Role?
  - I was tasked with number of different responsibilities:
    - Putting different presentations together, and logistical things
      - Audio equipment was proper
      - Suggestions for speakers for event
    - Day of, or if two-day event: coordination of event itself.
    - Being a producer of the event:
      - Sitting at production table, lights go up/down, music goes on/off, speaker in green room space goes on stage when needed—those kinds of things.
    - He *attended* both events/years in Annapolis and Baltimore.
      - Regarding the word “attended,” – he was “more like running it.”
- MES paid for your room at the Four Seasons, correct?
  - Yes, I believe I did stay there the night before.
  - I was literally up pretty darn early day of and up late night before.
    - Hotel won't turn ballroom over to you until very late in evening because of their other events. Up pretty darn early to make sure everything is good to go, and the conference continental breakfast starts at 630-7a
  - Any conversation on why that hotel?
    - I don't recall any conversation on anything like that.
  - Did you book room or anyone do it for you?
    - I don't recall.
  - Who else was staying at the Four Seasons?
    - I don't know.
- Red White and Blue LLC charged MES \$18,094 for “EBLC program services” in addition to regular EBLC work done on your invoice sheets. What was this for?
  - I'd have to look at it. It could be day of running, it could be other things for the event itself.
  - I did things for programs, tables tents...
  - Could it include things you purchased or for your service?
    - I honestly have no idea. I'd have to look at the invoice itself.
    - *Collin read invoice to Ryan*
      - I'd have to go back and check my notes and see what it was.

#### Post-MES Contact

- Spoken to McGrath since he left MES?
  - I don't think I've had any contact. We are Facebook friends so I might have liked a picture of his, he might have liked one of mine.
- Spoken to Sherring?
  - No.
- Anyone at MES?
  - He's spoken to Craig Renner re: a family health issue

**Adrian Noel – 3/2/2021**

*Zoom conference (Noel, Sean Coleman, Pam Fuller, Ward Coe, Collin Wojciechowski)*

- Background
  - Lives in Edgewater
  - Undergrad in geosciences, masters in enviro science and policy
  - First worked for DC architectural firm and then small DC environmental consulting firm.
- MES Background
  - Been with MES since 2008
  - Started as environmental analyst out in field sites (oversee contractors)
  - Now Environmental Section Chief
    - Oversees 30 staff doing field work
    - Manages projects and staff
    - Clients are other states agencies and local governments
    - Reports to Rebecca Scrugg (?); head of group is Jason Gillespie
- McGrath
  - No interaction at the start
  - Was in some early meetings about renewable energy (briefing on what MES had been doing)
  - Not heavy increase in interaction at any time
  - Sat on same level on opposite side of the building
    - Not aware when he was in the building
    - Got the sense he was often not in the office
    - Did not see him around the building
  - Different than Harkins – McGrath was not as familiar with staff names and what people did.
- Sherring
  - Sat two doors down when he was in Strategic Partnerships
  - They exchanged pleasantries
  - More occasion to talk about EBLC because they were both working on
- EBLC
  - Meant to promote MES and bring in new business
  - Sherring was organizing panels and event logistics
  - Noel's role was to help with renewable energy work
    - Get agenda going
    - Meet with panelists who would be involved
  - 2018 – Westin in Annapolis
    - Made sure renewable energy panel ran smoothly
    - Helped with traffic flow
    - Did not stay for evening portion

- She believes McGrath, Sherring, and support staff that had to be there early stayed overnight
      - Not aware of who paid
  - 2019 – Four Seasons in Baltimore
    - She had a similar role to the year before
    - Was asked to stay through dinner (late), and there was a component the next morning (breakfast than sessions)
    - She stayed at the Four Seasons to make it easier personally; had to be there early, little kids, needed to be at her best (she had high pressure from Roy and Matthew – did not want to screw up).
    - Paid for the room herself
      - She didn't want to explain or get pulled into drama with Roy or Matthew
    - Presumed Roy and Matthew stayed overnight
    - Did not talk to Roy or Matthew about it
    - She heard Roy was not happy with her for staying at the Four Seasons from Ellen and Steve Tomczewski.
- McGrath to State House
  - Heard he was leaving in staff meeting
  - Heard about severance in the press
- Sherring Leaving
  - Saw updated organization chart without his name on it.
- Post-Communications
  - None with McGrath.
  - None with Sherring.
- Did not work with Sherring directly after his promotion
  - EBLC was their primary work together
  - In his strategic partnership work, she would get pulled in if there was renewable energy component
  - Sherring seemed busy – lots of calls and emails to different parties that MES typically worked with – she did not see MES get clients from this.

**Diana Olson – 7/22/2021**

*Interview by Sam Cowin*

*Former MES Internal Auditor*

- Current employer: Public Storage. She averages doing an audit a week at her new employer.

MES

- Olson came to MES with accounting and auditing experience. She started at MES before McGrath arrived. When she started at MES, she performed a large audit of MES's apprenticeship program for wastewater treatment. It was a very interesting audit. The audit revealed a lot of wasted resources and led to MES revamping the program.
- Olson reported to Beth Wojton.
- When McGrath arrived, things changed.
  - Olson said she "did nothing while [McGrath] was there."
  - Olson recalls that the only audits she performed after McGrath arrived related to counting the approximately \$100 in petty cash that certain MES landfills kept on site. These audits were "a total waste." Olson's travel costs to these facilities often exceeded the amount of petty cash she counted.
  - Olson was "bored out of her mind."
  - Olson said that her time at MES was "the most God-awful time of my life" because she "didn't do a lot of audits."
- Olson wanted to do more audits.
  - Olson asked to audit MES executives'/employees' expense reports. She was told it was "not a good idea to touch that."
  - Whenever Olson came up with an idea for an audit, she was told it wasn't a good idea.
  - I asked Olson who told her it wasn't a good idea to audit expenses or other issues. She said her "colleagues," "middle management people," and "heads of different divisions" told her that the audits she was proposing were not a good idea. These people told Olson, "if you go into that, you're going to be gone." They told her she was "getting into McGrath territory, and you don't want to do that."
  - Olson was told it was not a good idea to "audit or touch anything McGrath touched unless asked to, and I was never asked to."
- After McGrath arrived, Olson saw people around her "disappearing" ("Sally disappeared, Nick disappeared"). Olson couldn't afford not to collect a paycheck. So she "kept her mouth shut, and found another job." Olson "looked for another auditor position where she could do actual work."
  - "I learned real fast to keep your mouth shut and get out of the way. Once I learned that, it was time to get out of there. I'm not one that can deal like that. I came from a company – if you found something, you raised the issue."
  - Olson did not feel respected at MES. When she did her minor petty cash audit and found an overage, she got pushback. Olson felt like she had "no pull to tell people to follow a policy."

- Olson mentioned that, in many cases, MES “had no written policy to audit to.” As she put it: “How can I audit a policy if there’s nothing to audit to.”
- Olson’s impressions of and interactions with McGrath.
  - McGrath did not know who Olson was. When Olson passed McGrath in the hall he had no idea who she was.
  - When McGrath walked down the hall, “everyone shut their mouths and hid.”
  - It was rare McGrath came down the halls. “He usually avoided us.”
  - McGrath spent money to build a gym nobody used.
  - McGrath remodeled the kitchen when there was nothing wrong with the kitchen.
  - McGrath paid to have logos added to the MES vehicles.
  - McGrath spent, spent, spent. And Olson was told “not to touch that.”
  - Olson received “second-hand instruction” that it was “not a good idea to question anything McGrath does. Stay out of way and lay low.”
- McGrath’s expenses
  - MES used to have credit cards. It was working well. “He pulled that because his expenses were traceable.”
  - Olson believes McGrath’s secretary was paying for some of his expenses using her MES credit card.
  - Sherring paid for some of McGrath’s expenses.

## **John O'Neill – 11/20/2020**

*Zoom conference (O'Neill, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background
  - Professor
    - Still professor at Stevenson University – adjunct professor of IT
    - One or two graduate classes in business tech school.
    - This semester, the department head talked him into teaching two undergrad courses.
  - Long career with the Government – Harford County and State of Maryland.
    - At Maryland State Police – 1971
      - Civilian analyst – first civilian division director
      - 1983 promoted to Assistant Secretary of Public Safety Dept.
      - 1987 Governor Schaefer sent back to the State Police as Acting Superintendent.
    - Deputy Secretary of Public Safety and Correctional Services – until 1990
    - Then Governor Schaefer and I had falling out.
    - Left to Harford County as Director of Procurement – similar to General Services
      - Acting Warden of the jail for a few months
      - Then back to Procurement Director
    - Harkins County Executive in 1994 – Harkins asked to be the permanent warden of jail for 4 years
      - Harkins become County Executive in 1998 – appoints
- MES Background
  - In 2005, Harkins appointed head of MES
    - O'Neill starts as Chief of Staff – then Deputy Director
    - Appointed by Ehrlich
    - Stayed through O'Malley, and a little of Hogan administration.
    - O'Neill Deputy Director at some point
  - Jim Harkins left MES in early 2016, and O'Neill became Acting Director.
  - Roy McGrath appointed by Hogan.
    - McGrath comes in early 2017.
    - O'Neill stays until August as Deputy Director.
  - McGrath reorganized agency without telling O'Neill.
    - Beth (stellar person) takes over almost everything O'Neill was doing.
    - O'Neill was bored – said he was going to retire.
    - McGrath and O'Neill didn't talk much – hard to pin down.
  - O'Neill never formally appointed Acting Director – he just assumed those duties and he was paid like Acting Director.
  - Ehrlich was mad that Harkins and O'Neill stayed under O'Malley.
    - Hogan didn't appoint O'Neill Director because of that – “Don't appoint them to anything”
    - That's why Harkins left – Hogan was shunning him.
  - O'Neill ran the agency after Harkins left.

- Document – February 2016 Board of Directors Meeting Minutes
  - Harkins had already left – on vacation in Florida.
  - Harkins told O’Neill that he was retiring.
  - Approve severance, year’s salary
    - McGrath has characterized severance as salary plus accumulated leave.
  - Harkins never did time sheets – no account balance for vacation – not sure
  - Did you approve Harkins’ expense reports?
    - Pretty sure I did.
  - As far as leave time – benefit earned by working for period of time at agency?
    - For most people, yes. Doesn’t know details of whether Director governed by same leave policies.
- Document – April 28, 2016 Board of Directors Meeting Minutes
  - Director’s report – meeting with Jeannie Haddaway to see if O’Neill would be recommended as Director.
  - 97% of MES financial activity is with government entities – what does that mean?
    - Towns and counties.
    - “Financial activity” – contracts with government subdivisions and small towns and a few private enterprises.
  - Over 60% of revenues flow through private sector
    - Contract with private sector to provide services for us – stuff MES needs and doesn’t do itself (i.e., chemicals).
  - If MES runs a treatment plant – revenue comes from Government entities – about 60% flows through MES and to private engineering firms, chemicals, etc.
  - Closed Session
    - O’Neill leaves meeting – Board temporarily changes salary to be same as Director – O’Neill did not ask for it.
- Document – June 23, 2016 Board of Directors Meeting Minutes
  - Closed Session – What was action here regarding compensation?
    - Cost of living increase.
    - Can’t remember what they gave other employees that July 1 – about 4% – in line with what we gave.
- Document – July 24, 2017 Board of Directors Meeting Minutes
  - McGrath – Director/ “CEO”
    - O’Neill said several times – you’re not a CEO under law – law didn’t designate as CEO.
    - McGrath ignored what O’Neill said.
    - Harkins and O’Neill never called themselves CEO.
- Didn’t know McGrath before appointed at MES
  - After Governor appointed McGrath, we went to lunch. That was first time we met.

- Got two calls after Governor appointed McGrath, from contacts in Annapolis over the years.
  - No comments about McGrath.
  - Just told O'Neill, McGrath worked with Governor – Governor liked him – hard worker.
- Did you know McGrath's experience?
  - No.
  - We did chat about it.
    - Experience in DC – executive director of lobbying group for chain of drug stores.
    - Never saw his resume.
- Where was O'Neill's office in relation to McGrath?
  - Next to e/o
  - Work habits?
    - McGrath didn't tell anyone what he was doing. O'Neill didn't know where he was.
    - Initially McGrath came in every day.
    - Stopped after a time.
    - Would go out to visit the installations MES has around the State and do other things.
      - O'Neill not sure what he was doing.
    - Did a lot of special projects for Governor Hogan that had nothing to do with MES.
- What was your opinion of McGrath's performance of duties at Director?
  - McGrath would make decisions – tell people what was going to go down.
  - Disaster after O'Neill left.
    - Changed accounting system of MES by fiat – the IT people were aghast.
    - New system put in – have yet to get a correct bill for some customers out of the system.
- Your view of McGrath's quality of leadership?
  - We don't lead the same way.
  - O'Neill is hands on – chatty.
  - McGrath would come in and go to office and leave. Employees didn't see him that much.
  - Just different – real reason I decided to retire – I don't work like this.
- Big disagreement about retirement galas
  - McGrath wanted a thing at a fancy hotel.
  - O'Neill wanted a lunch with the employees – at Libations.

- Document – August 2017 Board of Directors Meeting Minutes – Closed Session – regarding O’Neill compensation
  - Prior to this Board meeting, discussion with McGrath re retirement compensation?
    - Only asked for his BEST payout. Board already approved. Usually paid in the fall.
    - Also eligible for all accumulated leave
      - Year he was Acting Director, didn’t take much leave –
      - Leave is something he had earned by working and not taking vacation.
  - 15% of pool = BEST program
    - BEST pool of money that finance determines when books audited. Compares budgeted amount for admin expenses to actual performance. Any saving go into the BEST pool.
    - 3 best pools
      - Employees – each employee shares equally
      - Executive BEST – distributed to executive staff
      - For exemplary performance out of rest of pool Money
    - This was in effect in 2005 when Harkins and O’Neill started
  - Would be leaving before end of the calendar year
  - O’Neill had worked for over 12 years for MES at this point – about a year doing Director’s job – a number of years with other State agencies.
    - What you got = Pool of money for previous fiscal year (had just ended on June 30) – had already done all work that generated that benefit – and then earned leave
    - Didn’t ask for a year’s salary?
      - No.
  
- Document – 9/2/2016 Expense Report – MACO conference
  - In Ocean City
  - Standard for MES employees to attend on an annual basis?
    - Yes.
    - MACO – Maryland Association of Counties – we do a lot of business with counties – we have a booth every year – employees talk about our services and give out literature.
    - Signatures
      - O’Neill signed on 8/31/2016
      - J. Irvin approved it?
        - She was finance director.
        - Harkins apparently not around – reason he didn’t sign.
      - This was for mileage to get down there for a few meals – previously had State vehicle.

- Document – 8/1/2016 Expense Report
  - \$45 – Tilghman Island
    - Took Governor to Tilghman Island – supposed to be weekend before, but that was the weekend of the Ellicott City flood.
    - Tour – show Governor work doing contract with Maryland Port admin – corp of engineers – take dredge materials from Baltimore harbor and take down to Tilghman Island and build back island pre-erosion condition – wildlife area – stellar project
- Document – 9/16/2016 Expense report (paid 9/23/2016)
  - Dinner with Steve Tomczewski the evening before Eastern Correctional Institution – down on Eastern Shore.
  - MES runs cogenerate plant to generate power for prison from woodchips – MES operates that power plant.
- No trips to foreign countries?
  - Never did.
  - Never Las Vegas.
- Were you aware that McGrath was taking trips to foreign countries while still at MES?
  - No. McGrath never discussed his activities with me.
  - McGrath never reported back regarding trips.
  - Why go to Italy or Israel?
    - Not sure.
    - Jim went to Europe (thinks it was a whirlwind tour – maybe France and looked at solid waste disposal sites, possibly Italy. Jam packed trip and not very much fun.) – not for MES – when under auspices of Northeast Waste Authority (governmental entity made up of counties in northeastern part of Maryland – waste disposal operation). MES did not pay for trip.
      - Jim told him about it. Get together 2-3 times a week to have lunch and chat. O'Neill would brief Jim and tell him what's happening with the agency.
      - Jim was a member of the Board. The year he was gone, O'Neill served on the Board in his place – Jim never took O'Neill on any trips.
- McGrath Communication
  - McGrath's direction to employees was to text him?
    - O'Neill doesn't recall – would just go wave at door and chat with him if McGrath was in his office.
    - Doesn't remember texting him.
  - Last time O'Neill talked to McGrath directly?
    - Day of his retirement luncheon.
  - Indirectly later.
    - Day O'Neill left – get O'Neill's office cleaned out. People packed it up and put in boxes and brought to O'Neill's house.

- Were you at MES when Sherring was hired?
  - Yes.
  - Did you interview Sherring?
    - No.
  - Who hired Sherring?
    - McGrath.
  - Did you know Sherring's prior experience?
    - No.
  - What was Sherring's job?
    - Aide to McGrath – put together meetings, etc.
    - O'Neill would talk with Sherring – see him a lot – nice guy.
  - Did you understand what qualifications Sherring had?
    - Not involved in hiring.
    - Didn't know about Sherring's background.
- “Roadshow team” at MES
  - Spring flings – Director and others go and visit MES installations for visits.
  - They would go to MACO, Maryland Muni Meetings in Cambridge, and have a booth (saw photos of Beth and Matt).
  - Why was Sherring on roadshow team?
    - Staff member to help McGrath make the arrangements and set it up.
- When publicity hit about McGrath's severance package from MES, any communications with anyone about MES?
  - No, not that he recalls.
  - He did talk to Jim Harkins when Sherring wrote that article saying we got huge payouts and alleging O'Neill was only there a year.
  - He didn't know anything about severance before all this publicity.
- Payouts McGrath wrote about for Harkins, etc.
  - Included severance and accumulated leave
    - “Self-serving”
- O'Neill very concerned about what the Legislature is going to do to MES.
  - MES needs better governance.
  - Fact that MES is independent and can act quickly without going through State personnel and procurement processes is really how it makes money and can perform services for clients.
  - Roy kept saying he wanted MES to be another State agency.
    - O'Neill said it should be independent.
    - O'Neill acknowledges there is a weakness in the system.
      - Maybe keep independent, but constitute the Board so it has input from some of the State control agencies like DGS and DBM

- In 2005, MES losing close to \$2 Million per year on operations
    - O'Neill's first meeting with the Board – he was appalled with the financial condition of the agency and something needed to be done.
    - And it was done.
  - MES has been in the black since 1 or 2 years after Harkins/O'Neill got there.
- What were Harkins/O'Neill reforms?
  - Jettison the tire plant that was losing a lot of money (take tires and create mulch for playgrounds, etc.) – not put together properly.
- O'Neill's view – as far as Legislature's consideration – independent from State procurement laws and State employment system are key to the way MES operates.
  - Independent of the Board – that was hijacked by Roy – misrepresented that Governor had approved the big payout – Board members were under belief that Governor had approved this (maybe politicians memory).
- Never talked to anyone in the Governor office – he's a "Harkins guy"
- Didn't talk to Beth – thinks she's telling like it is.

## **Michael Pedone – 12/1/2020**

*Pedone, Chris Mincher, Ward Coe, Sam Cowin*

- McGrath's August 26, 2020 text to Governor Hogan – the day after the Governor's statement regarding the severance payment.
  - McGrath texts the Governor: "I talked with Pedone last night."
  - Pedone confirms that he spoke with McGrath about the severance payment on August 25.
    - Late evening conversation.
    - Pedone doesn't remember all the details.
    - Essence of conversation: McGrath was asking for the Governor to say more. McGrath asked for a "clarification" that would put McGrath in a more favorable light.
    - Pedone responded: "The Governor is standing by his statement. The Governor only makes statements consistent with the truth."
- McGrath's meetings with the Governor and staff before becoming Chief of Staff.
  - Did the MES severance payment come up in those conversations?
    - Pedone: "To my knowledge, no, the severance was not discussed."
- Pedone confirms he spoke with Joe Snee in August 2020, shortly before the Sun story broke.
  - Pedone explains the one thing that sticks out from that conversation is Snee telling Pedone that the MES Board approved the severance because McGrath represented to the Board that the Governor wanted that to happen.
  - Pedone says he asked Snee whether it ever occurred to anyone to confirm that McGrath was telling the truth. After all, McGrath had a financial interest in the severance payment.
  - Snee responded to Pedone: "Not at the time. In retrospect, we should have."
- Ward mentions that McGrath's calendar included several meetings with former Chief of Staff Matt Clark. We want to ask him about those meetings.
  - Pedone says we are free to contact Clark. Pedone may attend.

## **Steve Pennington – 2/19/2021 pm**

*Zoom conference (Pennington, Sean Coleman, Pam Fuller, Ward Coe, Collin Wojciechowski)*

- Background
  - Has watched some of hearings
  - Lives in Annapolis
  - University of Maryland, College Park grad
  - Moved into wireless in its early days
    - Sales manager to VP to Partner
    - Ran teams of hundreds of sales reps
    - Ran Bay Broadband on Eastern Shore
    - Worked for Sprint
  - Summer 2015 – Approached by Secretary Gill to help reorganize the Dept. of Commerce
    - Brought in for background in organizing teams across several industries
    - Led all of business development efforts
    - New Secretary came in and had plan that did not include Steve
  - Interviewed with Roy in 2015 for position with Commerce
    - Had lots of interactions while at Commerce with his Deputy Chief of Staff role
      - Was not daily but there were periods of time they would work together
      - Would see him at MACO and MML
      - Was not a close personal relationship
- MES Background
  - When Roy heard Steve was available, Roy approached him
    - Roy was not thrilled with job Matthew was doing on strategic partnerships
      - Wanted someone with better profile around the State and more gravitas working with leaders around the State
    - Improve outreach and work public sector clients
    - Was to “revitalize and refresh MES culture”
    - Steve may have reached out to Roy to let him know he was looking – does not recall who called first
    - Job was not publically advertised – Steve saw no job description.
  - Managing Director
    - Sherring reported to Steve from January to October, but there was still a lot of direct Matthew-Roy time
    - Gave Roy proposal after six months on how he could get better value out of Matthew, then a Memo comes that Matthew is Director of Operations, and Steve reported to him.
      - Previously, Steve had been reporting directly to Roy.

- McGrath/Sherring Relationship
  - Steve would not have been brought in if Roy was completely pleased with Matthew's job.
    - Steve was immediately thrown into EBLC. Matthew was doing behind the scenes work, Steve ended up doing outreach work.
  - Matthew always had a direct line to Roy, even when he reported to Steve.
  - Seemed that Sherring (operationally and accountability-wise) was protected.
  - Sherring seemed to have no targets or objectives.
  - They appeared to be friends – had consistent meetings.
- Sherring
  - Was not focused on outcomes.
  - Was “untouchable” because of his relationship with Roy.
  - Was not a team builder or a silo-breaker; was not operationally effective.
  - Had organization and detail skills, but he is not a leader
- Steve's office was in the bullpen with executive offices on the second floor
  - There were periods of absence for McGrath – he would not be there for many days.
  - McGrath attended less than 50% of executive staff meetings
    - They would often wait for McGrath to show up – not knowing if he was coming.
- McGrath
  - Would not call him a collaborator.
  - Thought it was best to be a closed leader (one-on-one) – he was not bringing people together
- ICSC
  - Roy, Zack Peters (legislative liaison), and Steve attended
  - Steve had attended several times for the Dept. of Commerce
  - Huge conference – always had a strong Maryland presence (politicians, agency leaders, developers, lawyers)
  - Roy had been there in the past with NACDS
  - Plenty of socializing and plenty of business – lots of good contacts were made there.
    - Got 20 contacts for additional MES meetings
  - MES purpose: to develop and expand relationships, specifically with engineering companies (how MES could further efforts in land use)
  - Saw McGrath there – very visible
- Other McGrath trips
  - Steve heard stories through rumor mill
  - Never reported back to Steve on trip – no follow-ups

- May 2020
  - First heard Roy was leaving at a senior staff meeting
  - Steve attends all Board meetings but not executive sessions (so he was not around for the severance discussion)
  - Steve had no information on severance prior
  - “Everybody” heard about it later
- No severance from Department of Commerce
  - Asked if there would be a separation allowance – was told no
- The \$55k reimbursement
  - Steve first heard when it was public.
- Contact
  - McGrath reached out to Steve asking to get together
    - Was done by text
    - Was after severance news
    - Steve felt it was best professionally not to get together with McGrath
  - Sherring – none
- EBLC
  - 1<sup>st</sup> was all day at College Park
    - Did not attend
  - 2<sup>nd</sup> was two days at Four Seasons
    - Steve paid for room himself across the street at Homewood
    - He was not aware of how others were expensing
      - Sure that McGrath and Matthew stayed
    - Not certain but likely asked if stay would be reimbursed and was told no.

## **Stephen Schatz – 3/30/2021**

*Zoom conference (Schatz, Michael Pedone, Collin Wojciechowski, Julie Pfanstiel)*

- Background
  - Deputy Chief of Staff – for last 2 years
  - Dept. of Natural Resources (DNR)
    - Communications and policy work
  - National Retail Federation
  - National Association of Chain Drug Stores
    - Nat'l drug policies
  - Worked on Capitol Hill
  - Couple of other jobs
- Deputy Chief of Staff:
  - Role is to touch base with agencies under his portfolio to help exchange information that the agencies share with him. Sometimes there is information he shares with them. Basically, it's information exchange.
  - Portfolio of Agencies – these change from time to time
    - Dept. of Agriculture
    - Dept. of Energy
    - Dept. of Environment
    - Dept. of Natural Resources
    - Dept. of Planning
    - Plus some quasi-independent or independent
      - Workers Compensation
      - State Board of Elections
      - About 12 or so
      - MES included
- When did you first meet Roy McGrath?
  - When we both worked at National Association of Chain Drug Stores
    - Stephen was in media/communications. McGrath worked in Meetings and Conferences.
    - Stephen did not work closely with McGrath in that capacity
    - Big organization?
      - About same people.
    - Located in Old Town Alexandria, on the water. Offices in some old townhomes.
      - Stephen's unit had 4-5 individuals in media communications realm/unit; located near CEO office.
      - The Meetings and Conferences unit was in a completely different building. Stephen didn't interact with that division.
    - Stephen's responsibilities mainly included chain drug store members (CVS, Walmart). He would help mainly Government Relations team with communications (Obama administration).
    - Maybe 100 employees? I don't know.

- Met McGrath again after serving Dept. of Natural Resources.
- Did you ever meet or know of Matthew Sherring?
  - National Association of Chain Drug Stores
    - Believe just like McGrath, Sherring worked in Meetings and Conferences space.
    - Stephen's interactions with Sherring were infrequent.
    - "I knew of him."
  - MES
    - Again, infrequently, sometimes.
    - If Roy's assistant was not available, or for exchanging information, sometimes I would go to Matthew for information. Infrequently.
- Became Deputy Chief of Staff in February 2019 (Schatz answer: I believe so) and the email we have from Hannah Schaeffer asking to set up the bi-weekly calls came in August.
  - What prompted that email?
    - Hannah is Stephen's Assistant Policy Advisor. Staff of one.
    - Believe email was spurred by concept of gathering information from agencies under portfolio including MES.
      - Hannah did same thing for other agencies.
      - Every other week, depending. Sometimes just when the agency needs to reach him.
    - That email sounds like the general email she would normally send on his behalf.
    - General monitoring. Nothing spurred email except just to keep information flowing.
  - Was Roy performing better or worse than other agency heads?
    - He was independent.
    - The way I view MES is quasi-independent or independent under my portfolio
      - Not like Dept. of Natural Resources.
  - Did McGrath require a lot of hand holding?
    - I didn't really hand hold or anything like that.
- Please describe the nature of the calls.
  - MES is unique. Quasi-independent, but MES also serves the State.
    - Namely Dept. of Natural Resources—oversees State wastewater plants
    - State's relationship with local and counties.
  - Most conversations with McGrath had to do with MES's ongoing work with those jurisdictions under my portfolio.
- Did McGrath discuss overall financial situation?
  - No. I believe Roy referenced bonuses to MES, and personnel, but that was the only thing he really touched on.
    - "Like we had a good year, and to show my gratitude, we are doing this."

- Roy came up independently with bonuses?
  - I believe so, the way Roy came up with it sounded like it was a standard thing.
- Did you object to those bonuses?
  - “It’s not my place to object.”
    - Chain of command to Roy that he would have to follow [re: objection to bonuses]?
      - No.
      - Unique position being Deputy Chief of Staff. We report to the Chief of Staff and sometimes we brief the Governor on issue areas or his priorities. I don’t believe it would be my place to object, even regarding my other agencies. It’s not really my role to object – just to guide them if they were going off path.
      - He doesn’t think there’s times he’s told anyone, no or don’t do that.
- Did he discuss morale?
  - I don’t believe so.
- Did he discuss his relationship with or any issues with the MES Board?
  - No, I don’t believe so.
- Did you ever speak with anyone on the MES Board?
  - I don’t really even know the members of the Board.
  - It would be out of standard practice.
  - I think following Glass’s appointment to MES, I might have interacted with Shelly Heller (?) because she was a county official
  - Under Roy’s tenure, no interaction.
- Did he discuss his travel to conferences?
  - The one that stands out is EBLC in 2019 because the Governor spoke.
  - The only other travel that I recall had to do with a trip that Roy took to Italy. I think it was MES-sponsored, fact-finding mission on (spelling? anaerobic).
  - Any business from Italy trip?
    - I don’t believe so. I don’t believe Roy relayed that.
  - Did he discuss the environmental business leadership conference (July 2019)?
    - That sounds familiar.
    - Remembers nothing specific, except that McGrath extended an invite to Governor to speak. We forwarded it to front office and Governor agreed.
- Did he discuss MES getting a booth at the International Council of Shopping Centers conference in Las Vegas?
  - No, I don’t believe so.
  - Stephen has never been there with the State or otherwise.

- *Stephen requested and Collin gave some details on conference*
    - No.
    - Stephen knew of the organization, but had not attended in his tenure at Dept. of Natural Resources or Deputy Chief of Staff.
- Did he discuss his enrollment in the Chamber of Commerce Institute of Organization Management?
  - No, we never discussed that.
  - Did you know about that?
    - Stephen knew McGrath used some acronyms at the end of his title (IOM), and has seen that in previous roles with associations so from the acronyms he knew that McGrath partook in that.
- Were the bi-weekly check-ins always held at the same time?
  - For anyone in any agency (MES included), the time does fluctuate.
    - Sometimes Stephen wouldn't even have a check-in or call with McGrath because he wouldn't have anything to update on.
    - "I don't think they're standardized from week to week or otherwise."
- Did McGrath ever indicate that he was talking to you from a conference (somewhere else or at some other activity)?
  - No.
  - "Every time I interacted with Roy, good or bad, I would assume he was in his office with MES. Nothing would give me any indication he was not."
- As McGrath left MES, how would you rate his tenure?
  - He did a fair to good job.
  - But hard for Stephen to judge, especially now because of everything that has happened in the public.
  - Were there any issues in his service?
    - No.
- Have you had any contact with Mr. McGrath since he left the Governor's office?
  - I don't believe so.
  - Believe last correspondence was following the public news in Baltimore Sun, and McGrath reached out looking for information and I really had no information to share—I wasn't really involved in the conversations that were taking place regarding the Sun exposé. I believe McGrath was technically in State service at that time but it was towards the end of his service.
- Any contact with Mr. Sherring?
  - No.

**J.P. Smith – 11/24/2020**

*Zoom conference (Smith, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- MES Background
  - Currently on MES Board – Appointed May 2015 by Governor Hogan
  - Occupation – Ag Preservation specialist with Carol County Government
  - Who was the Director when he was appointed?
    - Didn't have one – had an Acting Director – O'Neill
  - At MES when McGrath was appointed director.
- McGrath
  - Know McGrath pre-appointment?
    - No – didn't know of him.
  - Did Board interview McGrath before becoming Director?
    - He doesn't think so.
  - First time met McGrath?
    - Invited to MES to meet McGrath at the office. McGrath wanted to meet everyone personally.
    - What took place at meeting?
      - Asked how long Smith had been at MES. Just a get-to-know-you – where from, what did you do, etc.
      - Just Smith and McGrath.
      - McGrath say anything about his philosophy for running MES?
        - Nothing specific. Wanted it to be profitable and a good business. McGrath said a little about his background (business background – National Association of Chain Drug Stores).
- Opinion of O'Neill as Acting Director
  - Did a good job. Very knowledgeable about the State. Nice person.
- Document – August 16, 2017 Board of Directors Meeting Minutes – Closed Session
  - Mr. McGrath proposes two actions regarding O'Neill's retirement.
  - When did you first learn that O'Neill was retiring?
    - Doesn't remember. Probably before this date.
    - Smith doesn't remember. There may have been an announcement.
  - McGrath recommends O'Neill receive executive staff bonus for FY 2017 that had just been completed (bonus earned for that FY) and cash out unused annual leave (a benefit O'Neill earned by working at MES).
    - Jenkins inquired about what was done for past directors and deputies.
    - Then unanimously voted yes.
  - O'Neill longtime public servant and was retiring.
- Document – May 26, 2020 McGrath's Email to Board of MES
  - Did you know prior to this that McGrath was moving to the Governor's office?
    - Came as a shock to Smith. He had just started at MES.

- How did you learn McGrath leaving?
  - This email. No conversation before this email.
- Severance
  - When did you first learn about the severance?
    - During one of the meetings, brought it up.
- Document – May 28 Board of Directors Meeting Minutes – Closed Session
  - Smith remembers the discussion. Snee questioned pretty hard about not wanting to do that if not okay with the Governor. Snee emphasized that point.
  - McGrath requested the severance pay according to the Minutes – your understanding is that this was something McGrath wanted?
    - Smith’s understanding is it was requested and expected to happen by McGrath and the Governor.
  - Important to you that Snee was aware of the severance and did not object?
    - Yes – made me more comfortable.
    - Assumed this meant the Governor approved the severance.
  - Did you place any weight on fact that McGrath was going to be Chief of Staff in a position to oversee MES?
    - Not at the time. Going on the recommendation of the HR Committee. At the same time, questions were brought up – since McGrath so familiar with our business – didn’t want any of our funds used for something else.
    - Snee mentioned that at the meeting.
    - Addison: McGrath put Board between a rock and hard place by making this request. Do you agree?
      - Somewhat.
  - “McGrath and Snee had discussed other personnel and budgetary matters ...” What was that about?
    - Making sure kept funds and could better MES.
    - Others have said the Board wanted Wojton to be considered next Director of MES?
      - Smith doesn’t recall that. Thought Beth would be the next Director.
  - Smith understood there would be no period of unemployment – McGrath was going directly to work for the Governor.
  - McGrath later said severance is earned performance bonus. Did Board discuss that?
    - No.
    - Was Board given any performance figures for MES when deciding severance?
      - Does not recall.
  - Recall any discussion regarding McGrath losing \$170K in future bonus earnings by leaving MES?
    - No. No recollection of discussion of bonus for MES?

- Any discussion regarding McGrath's compensation being lower at the Governor's office than at MES?
  - Smith thought it was about same he was making at MES.
- Any understanding of what the tuition was for?
  - Told it was a "leadership class" McGrath took – really didn't know protocol for reimbursement of these kind of classes.
  - It was in a finance report or Harris explained it.
  - Smith possibly learned about this after the fact.
- Any discussion of transfer of MES vehicle?
  - Only remembers discussion of laptop – not sure about vehicle.
- Aware McGrath used a MES vehicle?
  - Yes. I'm sure he used it for work at MES. Not sure what else he used it for.
- Did you testify before Joint Committee?
  - I did not, couldn't get into the call.
- Informed in June that McGrath had been reimbursed for \$55K in 2020 that went back to December 2018?
  - Yes, that came up in one of our meetings.
  - What was your reaction?
    - I was surprised. Usually if we have expenses, supposed to get them in right away.
    - Although at that point, not sure if I was surprised or not – had already been paid.
- Were you aware that Sherring was reimbursed for \$15K for McGrath to attend a Harvard class?
  - Smith didn't realize that Sherring submitted the reimbursement.
  - Did you know what the Harvard course was about?
    - Generally aware of leadership course – in one of the reports or meetings or emails after the fact – from Harris.
- Aware of McGrath's trips to foreign countries at MES's expense?
  - No.
- Aware McGrath went to Vegas?
  - I don't remember the different places he would travel to.
  - Didn't hear much about trips.
- Did McGrath ever report to the Board on the trips he made?
  - He may have, I just don't remember.
- Document – Texts between Smith and McGrath
  - Did you text with McGrath?
    - Not very often.

- 18<sup>th</sup> or after – I don't think we ever ended up talking.
- July 24 – Just after Beth email.
  - JP never called him back – things were shady by then.
- Document – July 22 Beth Wojton's Email to Board
  - This was first time we learned about expenses
  - Two issues
    - Legislative Auditors previous fall comment about director's spending
    - \$50K in expenses
  - First time learned about both issues.
  - Never discussed these issues with McGrath.
- Document – August 24, 2020 Email meeting with Fuller
  - Maybe I did talk to McGrath.
  - Doesn't recall who called who – must have talked to him.
  - McGrath gives his side of the story.
    - Smith just says uh huh – short and sweet
    - For the most part, Smith was just listening.
    - McGrath says he was guilty of not getting reimbursement in quick enough.
- As Board member – submit reimbursements?
  - Yes.
- Document – June 25, 2020 Board of Directors Meeting Minutes
  - Closed Session – Beth Wojton's retirement.
  - When did you first learn Beth Wojton was retiring?
    - Doesn't recall when he first found out.
  - Your view of Beth's performance as Deputy Director?
    - Did a good job – very personable, doing well for everybody.
  - In favor of severance for \$1,000 for every year employed?
    - Yes.
  - Share of FY 2020 Executive Bonus – she had earned because FY 2020 ending next day, right?
    - Yes.
  - Also annual leave, also earned, correct?
    - Yes.
- Document – July 23 Board of Directors Meeting Minutes – Closed Session
  - “During the closed session the Board discussed several issues related to the performance of a specific employee of the Service...”
  - Day after Wojton July 22 email?
  - Did you discuss McGrath expenses and what to do?
    - Some of what we talked about – trying to gather more information – can't recall if talking about what to do about what Beth said.
  - After this, Audit Committee retained auditors.

- Document – August 20, 2020 Board of Directors Meeting Minutes
  - Discussion related to a former employee of the Service...
  - Recall article in Baltimore Sun on August 14 regarding McGrath's severance?
    - Yes.
  - Was Board discussing McGrath in that context?
    - Very possible – how this slipped through the cracks.
  - Any discussion with McGrath regarding what was reported in papers?
    - No. No conversation after call about Beth Wojton's email.
- MES
  - Created by the Maryland General Assembly?
    - Yes.
  - MES an instrumentality of the State?
    - Yes.
  - By exercising powers, exercising essential government functions?
    - Yes.
  - MES Director appointed by Governor?
    - Yes.
- McGrath's Facebook
  - McGrath "wasn't in a "state job."" Do you agree?
    - I would say he worked in a State job.
- What was your view of McGrath's performance of job?
  - Doing a good job of growing MES and making it more profitable.
  - View on impact on employee morale?
    - Not around a lot of employees aside from the executives. So not sure about regular employees.
    - Most everyone was open and communicated well.
- Earlier you said, it was important that Governor didn't oppose the severance. Any public statement by Governor where Governor said he approved?
  - No.
- McGrath's Sun Op-ed – August 21, 2020
  - "It would have been better to call his severance an earned performance bonus."
    - Did the Board ever refer to it as this?
      - No.
  - "Jim Harkins...received a \$256,000 severance in 2016."
    - Were you aware of Harkins' severance?
      - I don't remember.
    - In fact, Harkins got a year's salary – \$160,000 – and paid for his unused leave.
  - McGrath says it was for performance – no matter what it's called.
    - Board didn't say it was for that.
    - But he did do well with the company.

- Did you ever talk to anyone in the Governor's office about McGrath's severance payment?
  - No.
- Did you know Sherring?
  - Only through MES.
  - What was his job at MES?
    - He assisted McGrath – went to different shows and conferences to try to solicit business for MES and make connections.
  - Only interacted in context of MES.

**Joe Snee – 11/12/2020 am**

*Zoom conference (Snee, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- MES Background
  - Governor Shafer appointed to MES on July 1, 1994, and has been on Board since.
  - Currently chair of HR Committee
  - Currently sole member. In May 2020, Streett and Addison also on Committee.
- Payments to McGrath as he left
  - Asked for full year salary, tuition in for 5K, cell phone, and laptop
    - Correct.
  - How did you first learn of that?
    - From Mr. McGrath.
  - When?
    - Late May. Just prior to him reporting to be Chief of Staff.
  - How was that communicated?
    - By telephone.
- Document – May 26, 2020 McGrath Email to Board
  - Phone conversation prior to this?
    - Probably. Can't be certain. Makes sense he called before this email.
  - What phone did McGrath call on?
    - Doesn't know what phone device calling from.
    - Called on cell  
[REDACTED]
      - It's his personal phone, but firm pays for it. Verizon bills the firm.
        - Not sure if shows time of calls, date, etc.
  - What did McGrath say on call?
    - Joe, let you know I've been named Chief of Staff effective June 1.
    - Then, he said – I always considered you a very good Board member.
    - Pleasantries.
    - Into issue of the severance. He mentioned the year salary as the severance.
      - Doesn't recall laptop or tuition at that time.
    - Joe told McGrath: It's not up to me. Subject of HR Committee meeting and then the full Board of Directors.
    - That's how we left it.
  - What did Joe do with that info?
    - Asked for and convened HR Committee meeting, with Streett and Billy Addison.
    - Set by conference call. Met twice: May 27 and May 28.
- Document – Beth Wojton's Email – May 27 – 10 am
  - Did you ask for this information from Beth?
    - Doesn't recall asking for it.

- Any conversation with Beth about McGrath ask?
  - Probably asked for her to set up meeting.
  - He doesn't believe they talked about specifics about McGrath ask, but he can't really remember.
- Document – HR Committee Meeting Minutes, at 10:30a on May 27, 2020
  - Had Beth's email for the HR Committee meeting?
    - Yes.
  - Forwarded to other members?
    - Doesn't recall.
  - Recall discussion among the HR Committee at that time regarding McGrath?
    - Page 2 of Minutes – reads the minutes summary
    - Snee won't recommend unless Governor aware of proposed severance and did not object
      - McGrath assured Snee that Governor was aware and did not object.
    - Members of Committee raise concerns – lateral unlike other directors who retired when they got severance.
      - That was all three HR Committee members.
    - Second conversation with McGrath where said wouldn't recommend unless Governor aware and did not object? When?
      - Took place evening of May 27.
    - But this meeting occurred on May 27?
    - You're saying at meeting of HR Committee on May 27, at 10:30, you told McGrath you would not recommend unless the Governor was aware and did not object, and McGrath had assured the Governor was aware and did not object. So it must have taken place before this meeting?
      - I think we had two conversations: One prior to May 27, and another after May 27 meeting and before May 28 Meeting.
    - First of those conversations, did you call McGrath?
      - No, he called me. This was the one we discussed earlier.
    - Second conversation – did you call McGrath?
      - Called from my cell number.
      - Called McGrath's cell number – [REDACTED]
      - During the HR Committee meeting, Streett, Addison, and I felt uncomfortable with this request. Wanted to make sure Governor had no objections to this so I called McGrath again that night of May 27. I just reiterated that we were feeling uncomfortable and wanted assurance again that Governor's office approves.
      - McGrath says Governor's office did approve.
      - Snee said they're going to have to be comfortable if a reporter finds out.
      - McGrath didn't have any reservations.
      - Based on these assurances we reconvened next day.

- When he assured Governor's office approved? Did you interpret as the Governor himself?
      - I didn't know if the Governor himself approved. I relied on McGrath's assurances that he spoke to someone on the second floor, and they approved.
      - McGrath basically was the second floor as Chief of Staff.
    - Continued May 27 meeting to May 28, why?
      - To get McGrath's assurances and relay information to Streett and Addison
  - May 28 – Meeting at 9
    - Third paragraph – continued discussion from previous day. What do you recall?
      - Can't recall more than what is summarized in the Minutes.
    - Who takes the notes in the HR Committee and sees that they are kept up?
      - Sean Coleman.
    - Tuition reimbursement: did McGrath say what that was for?
      - No.
    - Did anyone ask what it was for?
      - Does not recall.
  - Document – May 27 – Text between Beth Wojton and Roy McGrath
    - Have you ever seen this document?
      - Yes.
    - How did you see it?
      - I think it was prepared for the document request from the Joint Committee
    - Are you a texter?
      - Worst texter in the world.
    - May 27, at 11:38 – Beth tells McGrath, the HR Committee is worried about optics; doesn't want to let Governor look bad... Roy says "it's anticipated, yes."
      - Does not recall seeing this document at the time of May 27 and May 28 meetings.
    - How did Beth Wojton know?
      - Beth sat in on the meeting on May 27. Adjourned. Then she texted McGrath.
      - She did not report back to Joe regarding communication with McGrath.
  - Document – May 27, at 3:37 pm – Beth Wojton to Joe Snee ("Hope this helps")
    - Had you asked her for advice regarding how to justify a severance payment to McGrath?
      - No, just know we were going to take up issue the next day.
    - In the email, she has in bold, "Governor anticipates" a severance equal to one year's salary. This is a little ambiguous to me. Did you have conversation with McGrath after this email?
      - Yes, talked to McGrath that evening.

- Document – May 28 Email from McGrath, attaching May 26 resignation letter
  - Doesn't email letter of resignation until May 28 – doesn't have letter when HR Committee and Board were meeting.
- At any time, did anyone tell you what the tuition was for?
  - No. Has never seen a document showing what it's for.
- Document – May 28 Open Session Board of Directors Meeting Minutes
  - Sherring attended by phone?
    - Yes, he regularly attended.
  - When was Sherring hired?
    - After McGrath became director. Not sure what date.
  - Why was Sherring hired?
    - Not sure.
  - What was Sherring's position?
    - Not sure about his title. At meetings, he would give updates on business matters and business development issues.
  - Did Sherring have a prior relationship with McGrath before MES?
    - Does not know.
  - Question about Sudlersville outstanding invoices. Amount owed?
    - Two accounts – showed up routinely on accounts receivable over 90 days.
    - One account over \$200K – this was a concern Snee raised.
      - Always concerned.
      - We are fee for service – rely on cash flow – I get worried when a client gets over 90 days.
      - They agreed to pay \$10K a month – haven't done this.
  - Closed session
    - McGrath left at 10:48. Snee initiated discussion regarding McGrath's severance.
      - I probably reiterated what the HR Committee talked about during two closed sessions. That the HR Committee had reservations about rec unless the Governor's office approved. At least on two occasions, McGrath assured the HR Committee that the Governor approved.
      - May have been discussion among members – doesn't really recall.
    - Next time, Wojton leaves at 11:12; indicates about a 24 min discussion about McGrath.
    - Any Board members express reservations?
      - Doesn't recall any now.
    - Did anyone ask what tuition was for?
      - Doesn't recall any discussion on tuition
    - Process – Is it typical when there's a closed session that you get two separate Meeting Minutes?
      - Snee believes we review the closed session ones independently initially. At subsequent meetings, Board will approve.
      - Appears closed session incorporated at end.

- Coleman would need to weigh in.
  - Sherring does not attend closed sessions!
- Document – May 28, 2020 Board of Directors Closed Session Meeting Minutes
  - One difference in this version of the Minutes, which is signed, the third sentence of “Mr. Snee, as Chair of the Human Resources...”?
    - “Mr. McGrath had requested that the Board approve a severance payment like the severance the Board had approved for the two prior Directors”
      - Not in version we just looked at, right?
        - “Right.”
  - When McGrath called, did he mention the two prior directors?
    - Snee doesn’t recall. He asked for one year. Doesn’t believe we discussed payments to prior directors.
  - Any reason Sherring would revise the Minutes of a closed session?
    - “No. If he did, I’d be very upset if that were the case.”
    - “If Mr. Sherring was doing that, I have no knowledge of that.”
- Document – June 2 Email from Wojton to Snee
  - Forwards email from Beth Wojton to McGrath.
  - “I understand you’d like to continue to have access to Workday.” What does that mean to you?
    - “I understand, as Chief of Staff, McGrath wanted to continue to be able to review MES systems – Workday being one that agency uses.”
    - Snee not sure what Workday is and what functions he’d have, but Snee understands it would allow McGrath to continue to use that vehicle to do whatever it does—Snee doesn’t know what it does.
  - Snee was aware of request after receiving email – did that concern you?
    - Yes, it did. When you leave the agency, you leave the agency. Relationship over. Systems terminated. You got to cut the cord.
  - On June 4, with McGrath still on the system, he submitted four expense reports totaling \$55K. Aware of that at the time?
    - No. No outside Board member had any idea about those expenses.
- Document – Snee/McGrath texts on June 18
  - Do you recall conversation on June 18?
    - He does recall.
    - We did talk after this text.
    - McGrath just reiterated his disappointment with Beth Wojton, and him being terminated from the system.
- Document – June 25 Board of Directors Meeting
  - Closed session
  - Snee’s report to the Board as HR Committee Chair – relates to severance for Wojton?
    - Yes.

- Wojton had been at MES approximately 30 years.
  - Yes, 32 years.
- Refer to her service as faithful and exceptional?
  - My view as a director at MES.
  - Beth did an outstanding job for the 26 years I was there.
- Awarded severance of \$1,000 per year of service, share of FY 2020 bonus (ending the next day), unused leave, and transfer of cell phone and laptop
  - Standard policy to get paid for unused leave
- Any controversy?
  - No.
- Why was she retiring?
  - Dr. Glass came on board. Indicated to her that she would no longer be deputy director; would be reassigned to a different position.
- Document – June 28 Email from Wojton to Snee regarding retirement.
  - This is what “Charles and Roy agreed to”
    - Roy McGrath
  - Suggests he still has input at MES regarding retiring employees?
    - Yes.
  - Did you know that prior to this email?
    - Knew from Dr. Glass that McGrath intended to run MES from the Governor’s office.
  - What did Dr. Glass say?
    - McGrath was still going to be involved in the operations of MES through Dr. Glass.
- Document – July 22 Email from Beth Wojton to Board
  - Snee received it.
  - Beth raises two issues: First, Beth aware of anonymous complaint by finance group member regarding the director’s spending.
    - Joe not sure who. First he heard of complaint.
  - Second issue: When Wojton was acting director, MES reimbursed McGrath for \$55K
    - First Joe learned of this.
  - Earlier, looked at text dated July 24 – Just heard about Beth’s letter...I’m glad to discuss. Did you discuss Beth’s email of July 22 with McGrath?
    - Probably did. As a courtesy, probably called McGrath.
    - Probably a call from Joe’s cell to Roy’s cell.
    - Recall anything about the phone call?
      - No.
- Document – July 30 and subsequent emails, Snee asking for Board meeting.
  - Unusual for Director to get request for meeting the next day?
    - Never been done before, but in light of the expense issue and audit issue raised by Beth – surprised and disappointed – it was incumbent on Joe to convene Board meeting to review issues ASAP.

- After July 22 email from Beth, any discussion with Beth?
  - Does not recall that.
- Any conversations with any MES employees about Beth's email?
  - No, does not recall.
- Any conversation with other Board members
  - No, just acted unilaterally.
- Dr. Glass response on July 31–Joe remembers that one.
- Joe responds on July 31 at 12:21 pm. Did you get the chronology and supporting documents for the expenses that you requested?
  - I think there was a compilation of the expenses for Mr. McGrath and the other inside directors.
  - Do you know who that came from?
    - No.
- Document – August 6 email from Joe Snee
  - Asked for a number of things here. Was a board meeting convened to review the issues?
    - No. Didn't get my special board meeting. I followed up because very concerned.
    - Probably topic of following board meeting.
  - Vehicle issue?
    - Got a call from Glass saying the vehicle had been located and brought back to MES.
  - Was there ever a Board meeting when McGrath's expenses were discussed?
    - Assumes there was, but would need to look at August Board minutes.
  - Were you aware the Audit committee engaged outside auditors to review the expenses?
    - Yes, from Jenkins-Jackson.
- Meeting with Glass and Harris for lunch on August 14: What was the purpose?
  - They asked to see me. They knew I was pissed. This surprise was going on while I was on vacation with my family. They knew I wasn't happy; came to calm me down.
  - What did they say?
    - Glass said he got the car back.
    - Harris indicated that the expenses had been paid through his office.
    - Snee understood Harris approved them because he was the treasurer.
    - Snee wasn't happy getting surprises like this as a Board member.
    - "We can't possibly exercise our oversight duties if we don't know about these things."
  - August 14 – just after Sun article came out.
- Aware of Sherring's departure from MES?
  - No, but I'm aware of it now.
  - How did you become aware of Sherring's departure?
    - Probably at a Board meeting.

- Aware of Harvard payment?
  - Not aware McGrath enrolled in Harvard program, let alone that he was reimbursed.
  - Sherring was actually reimbursed.
- Contact with McGrath after July 24 text: After that, any conversations with McGrath?
  - No.
  - And no conversations with Sherring.
- In the Minutes of the HR Committee meeting on May 27 and 28, “McGrath assured ... and budgetary matters would be addressed...” What did you mean?
  - Who the new director would be.
  - New director understands we are fee-for-service and receive no tax revenue and that’s important.
  - Indicated Beth would be best person for new transition.
- What was McGrath’s response to your saying that Beth would be best for transition?
  - Benign. Would take under advisement. Nothing more than that.
- Would you be willing produce phone bills to see if they can fix those dates/times?
  - Snee has no problem doing it. Doesn’t know how.
  - Snee will talk with firm administrator to try to get these details.
- Conversation with the Governor
  - Not prior to approval
  - After approval – called the Governor’s office to ask if they knew about it
    - Talked to Mike Pedone and a lady.
    - While at the beach. Early August timeframe.
  - Concerned about expenses. Board had no knowledge of this; wanted to make them aware.
    - Limited to expenses.
  - Did Mike Pedone give any response?
    - Just listened. Not sure what Pedone said.
    - Two conversations with the lady, and one conversation with Pedone. Total of three.
- Snee: Didn’t learn about international trips until after all of this news broke. McGrath never reported international trips to Board before or after he took them.
- Snee asks Stephanie about Verizon bill – outgoing/incoming – no
  - Stephanie will request it
  - May-August

**Joe Snee – 5/3/2021 (second interview)**

*Zoom conference (Snee, Ward Coe, Hillary Arnaoutakis)*

We spoke with Joe Snee via Zoom conference on May 3, 2021. We reviewed a timeline of Board meetings and calls among Roy McGrath, Beth Wojton, and Joe Snee from May 2020.

Snee learned that McGrath was leaving MES to work as the Governor's Chief of Staff by phone call from McGrath. Snee congratulated McGrath and asked his start date. McGrath said June 1, and the two discussed a succession plan. Snee asked who would be his successor and McGrath did not respond. Snee told McGrath that Wojton was uniquely qualified to lead the agency. McGrath was noncommittal and seemed indifferent. Snee said it was clear to him that "it was not going to happen." Snee asked McGrath to remind the Governor's office that MES is unique in that it is fee for service; it is a business entity with 850 employees and it has to meet payroll. Snee said the General Assembly needs a refresher on this from time to time. Reviewing the call records, Snee said this conversation must have occurred on May 23, 2020.

Snee does not recall anything about his call to Wojton on May 23, 2020. Records show he called her shortly after his call with McGrath.

Regarding the May 27, 2020 email from Wojton to Snee with details of McGrath's compensation, Snee is sure he asked Wojton to send that to him.

The only justification McGrath gave for severance equal to one year's salary was the precedent set by the two prior Directors. At the HR Committee meeting on May 27, 2020, Snee, Addison, and Streett all had concerns about approving the severance because McGrath was immediately taking another position. Snee recalls Addison and Streett stating that they felt uncomfortable with the severance. Because he was the head of the HR Committee, Snee volunteered to call McGrath and confirm that the "second floor" knew and approved of the severance.

Snee said the two previous Directors were fundamentally different from McGrath—one was fired and one retired. The HR Committee was uncomfortable recommending the severance unless someone above them knew and approved. If the HR Committee could not get assurance that the Governor's office knew and approved of the severance, they would not have recommended it. At the conclusion of the meeting, Snee was directed to get reassurance from McGrath that the Governor approved.

Snee does not recall specifics about his two telephone conversations with McGrath on May 27, 2020, but he recalls calling McGrath and getting reassurance that the "second floor" knew about the severance and approved. He reported this to the Committee on May 28.

At one time, Snee asked McGrath how he would justify the severance if a news reporter "put a microphone in your face." McGrath said he would justify it with his performance at MES. According to Snee, the HR Committee did not consider McGrath's performance in awarding a severance; they only cared about the Governor's approval.

Snee believes he would have been the person to tell Streett and Addison that McGrath stated his salary would be lower at the Governor's office, although Snee does not directly recall McGrath telling him that.

McGrath's severance was always based on one year's salary. McGrath not getting the executive incentive payment did not factor into the amount of severance. Snee did not know what the tuition reimbursement was for. The key factor was the Governor's approval.

Snee does not know who told McGrath that the Board approved his severance. Snee does not recall McGrath calling to say thank you.

Snee does not recall Wojton giving an opinion on the severance.

The HR Committee was aware that McGrath would essentially be above MES when he became Chief of Staff. Snee said Addison raised it in their first HR Committee meeting on May 27, 2020.

In reviewing the minutes of the H.R. Committee meeting on May 27, 2020, Snee concluded that the information in the paragraph that starts "Mr. Snee initiated a discussion . . ." came from McGrath in the May 23, phone call. That is, McGrath requested a severance like the ones the Board approved for the prior two Directors, Snee said he would not recommend it unless the Governor was aware and did not object, and McGrath assured him the Governor was aware and did not object.

**Richard Streett – 11/12/2020 pm**

*Zoom conference (Streett, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background
  - Harford County.
  - UMD for pre-vet.
  - Penn for veterinary medicine in 1969.
  - Captain in army vet corps.
  - Opened up mixed practice: large and small animals. Retired last summer.
- MES Background
  - Appointed to MES Board 13 years ago, after Harkins became Executive Director. He thinks it's been 12-13 years after Harkins' term started.
    - Harkins appointed Streett – served at pleasure of Harkins.
    - Roy interviewed him, and he stayed on as Secretary under McGrath.
    - Duties as Secretary
      - Not much.
      - Goes over Minutes. Signs the Minutes.
      - If a contract requires an officer's signature, he does it.
      - Considers himself a regular board member – not really different than lay Board members
      - Had title but didn't know much.
    - Knew Harkins before Board – since very young – when Harkins was Harford County Executive.
- Document – February 29, 2016 Board of Directors Meeting Minutes
  - Doesn't remember if he was on the HR Committee at that time.
  - At the closed session, Harkins informed the Board that he would be retiring in about a month.
    - Streett did not know before meeting.
  - Harkins leaves meeting.
  - Do you recall discussion about Harkins severance at that time?
    - Doesn't recall all the details, only that he was retiring. Harkins was not going to get another job. He didn't ask for anything other than what he was entitled to in terms of leave, sick, etc.
    - The entire Board discussed it – there was a precedent set – if someone was leaving – reward from doing an excellent job = severance pay.
      - Only thing he recalls Jim saying: wasn't quite ready to retire, but the tea leaves from the Executive branch – it was time to retire.
  - Harkins had been a long term public servant?
    - Delegate from Harford County.
    - Served two terms as county executive. Left before the end of his second term. O'Malley appointed him as Director of MES, and he served for around 11 years.
    - Streett came to Board about year later.

- Streett thinks Harkins did a stellar job at MES.
  - He was an excellent manager and knew how to manage a lot of people and a big budget. MES grew a lot under Harkins.
  - He had a good rapport with customers. Grew the organization with other municipalities. Through political friendships – he drummed up business.
- Harkins did not specifically ask for a severance.
  - Severance might have come up before Harkins left the room. Harkins said that would be entirely up to the Board.
- Who recommended Harkins get one year of salary as severance?
  - Not sure. But as soon as it was mentioned, unanimous that Harkins get that amount.
- When Streett testified before legislature, said didn't view McGrath's payment as severance because not retiring or fired. Did you view Harkins' payment as severance because retiring?
  - In my opinion, when a person leaves and is not going for another fulltime job – retiring – that would be severance.
  - Views McGrath's circumstance as different.
- Document – February 29, 2016 Email from Irvin to Acosta regarding Harkins' severance
  - Amount of Harkins severance was \$160K. Does that comport with your recollection?
    - Doesn't remember exact number, but that seems similar to his last salary.
- Document – August 16, 2017 Board of Directors Meeting Minutes
  - Streett was on the phone. He had just had heart surgery.
  - What was O'Neill's job?
    - Deputy Director.
  - What was your view of his performance?
    - Stellar. Nuts and bolts guy. The money/contracts guy. Ran the day-to-day ops. On top of everything. Had been in State Government.
  - Why was he leaving at this time?
    - Was Acting Director. Roy kept him for a little bit. O'Neill had been talking about retiring for a few years – he had some health problems. The drive back and forth was getting to him.
    - It was O'Neill's decision to retire. May have stayed on as a consultant for a little bit.
    - Doesn't think O'Neill has a fulltime job now – he might teach a little bit.
  - Board paid him bonus pool for that year and for his unused annual leave – total was \$75K. Did you consider that a real retirement?
    - He was looked at as Acting Director before Roy – very short time – O'Neill had just been Deputy Director – not even talked about him getting anything more than what he was entitled to.
    - When leaving MES, generally entitled to be paid leave and other benefits accrued?
      - Yes. Thinks there's some limit but thinks entitled to unpaid leave and sick leave.

- Document – McGrath email to Board – May 26, at 3:19p
  - Was that the first notice that McGrath was leaving to go to Governor’s office?
    - Yes. Knew McGrath had been active working with Governor on COVID and other things – knew McGrath had been away from the agency some doing that. Knew McGrath worked with Governor on previous campaigns. But this was the first time Streett learned about McGrath leaving for Chief of Staff.
  - We learned Snee was contacted by McGrath before this email – McGrath asked for year’s salary in severance.
    - Snee told Streett that before HR Committee met on May 27.
  - Did HR Committee have a conference call?
    - Thinks so.
  - Do you use a cell phone for calls like that?
    - Yes. Snee probably would’ve called his cell phone.
  - Prior to the actual HR Committee meeting, did you get any more information regarding what McGrath was asking for as leaving?
    - No.
  
- Document – May 27, 2020 HR Committee Meeting Minutes
  - On page 2, Snee initiates discussion regarding McGrath “ask.” Do you recall anything about the discussion other than what’s stated?
    - Some conversation between Addison, Streett, and Snee – this is a severance McGrath’s asking for, but he’s taking another job with the State. This is a different circumstance than we’d had in the past with Harkins and the director before that.
    - We were concerned – would that actually be a severance?
    - Discussion: If the Governor has okay’d that, and we don’t give it, going to be hell for MES to pay. It will be a reflection on the Agency. If the Governor and his Chief of Staff are mad at the Agency, that can make life difficult for MES in the future.
      - That’s why we wanted to clarify that the Governor was aware and did not object.
    - Reported that Roy had told Joe Snee that Governor basically was aware of this and had no problem with it.
  - “Mr. Snee then initiated” – On third and fourth sentence – told McGrath wouldn’t recommend unless Governor was told and did not object. McGrath assured Snee the Governor was aware and did not object.
  - First sentence – Makes it clear that Mr. McGrath asked that he be paid a severance.
  - Last sentence – McGrath discussed personnel and other budgetary matters –what was that subject matter?
    - Not sure what all of it was. One thing was that it was consensus of the Board, because we were taken off guard with the quick departure and no smooth transition – we wanted Beth Wojton to be Acting Director and be

- seriously considered to be permanent Director given her experience and relationship with clients. That's the best way to keep up MES pace and keep clients happy.
- Next to last paragraph – Communication expresses concern that McGrath leaving for another state agency.
    - All three members of HR Committee raised this concern.
  - Why was discussion not ended at this time – any further doubts?
    - My recollection, we kind of made the decision then. May have been the next day. We maybe needed to think on it, but we thought we had no choice.
  - After meeting – Snee confirmed again with McGrath that the Governor's office was aware of this and didn't object.
    - Yes, that's what happened. Wanted to make sure doing the right thing so we asked Joe to verify again.
  - Now May 28, 2020
    - Third paragraph – continued discussion from previous day. Snee states he's been assured by Mr. McGrath that the Governor was aware of the proposed severance and did not object.
    - Was this important to you?
      - Yes.
    - Assured that personnel and budgetary matters would be considered by the Governor?
      - Yes.
    - So HR Committee recommending?
      - Streett made the motion – got the assurances.
      - “Caught between rock and a hard place” – best thing for MES moving forward was to do this.
  - Also, approval of tuition in amount of \$5,250
    - First time Streett heard about this was at this meeting. He was not aware what it was for.
    - Believes now, after the fact, that it has something to do with a class for a masters degree, but he doesn't really know.
      - He doesn't really remember.
      - Something Matt Sherring had taken care of?
    - Any documents of the tuition reimbursement?
      - No.
    - Also, permitted to take laptop and phone? When did that come up?
      - He remembers it being said that Roy had asked for the computer and phone and possibly his car. We knew nothing about that – not up for discussion.
  - Document – May 28, 2020 Board of Director's Meeting Minutes – Closed Session
    - Steett attended by video
    - Recall anything about discussion other than what's written here?
      - No.

- Page 3 – First time laptop and cell phone come up.
    - No questions about that. Because McGrath was going to be Governor’s Chief of Staff, “why make somebody mad?”
- Following this Board meeting, were there any discussions with McGrath about his severance payment?
  - Not at that point in time.
  - In August 2020, I did get a call from him.
- Document – June 25, 2020 Board of Directors Meeting Minutes
  - Snee initiated conversation about Wojton’s compensation.
  - Any discussion with Wojton about her retiring?
    - She said writing on wall – not in the long-range plans. There was a new director coming in. She wasn’t sure she wanted to continue. She had enough time so she could retire.
    - For a few months, she had been talking about retiring.
  - Proposed severance for Wojton – \$1,000 for each year she had been there—strike you as fair?
    - Yes. Surprised it wasn’t more based on 32 years of excellent service and for the previous year, she had been running the operation because Roy had been doing stuff for the Governor most of the time. When Roy left, she did a good job before Glass arrived.
- Understanding of McGrath work habits?
  - Learned more since he left than he knew when he was there.
  - Never discussed when he was still there.
  - He doesn’t have much knowledge about McGrath’s work habits.
  - At board meetings, it seemed like things moving smoothly.
- While a Board member, were you aware McGrath was taking trips to foreign countries?
  - No. McGrath would say he would be gone, but not sure where, how long, and for what.
  - Had no idea that MES was paying for it – never reported to Board.
  - Past experience – usually Board would get a report on what was learned where he went.
    - Under McGrath – He can’t recall a specific report from Roy.
- Document – July 22, 2020 Beth Wojton Email to Board – Streett received it
  - Wojton brings to Board’s attention the anonymous complaint about Director’s spending.
    - First time Streett learned of complaint. Was shocked when he read email.
    - After read this, did he check into it?
      - We did. Asked for details of it, what the story was, what’s been done about it. The Legislative Auditors financial group – asked about the status of this. No immediate answers. Took several weeks to figure out what it was actually about.

- After several weeks, we learned it was about things being paid for that were questionable or the process to get reimbursed wasn't done. About that time, all these bills for reimbursement of \$55K in expenses came to light.
  - We knew nothing about the \$55K when it happened.
- When Beth brought it to attention – didn't know before July email
  - But the anonymous complaint had been in the fall.
  - We didn't even have a hint of it until July.
- Ever personally talk to Harris?
  - No.
- Aware that on June 4, 2020, no longer MES employee – submitted expense request for \$55K?
  - No. Not aware until after expenses put in. Our question was what were they for? How did he rack that up? Over a period of time, emailed a bunch of receipts and stuff going back a year to year and a half. Then we found out he didn't follow procedures – took way longer than he should've taken.
    - Learned the \$55K had been reimbursed. Never came before the Board.
- Sherring paid \$14K to Harvard on McGrath's behalf?
  - Streett didn't know that before the fact.
  - The \$5,250 tuition must have been different.
  - Didn't even know McGrath was attending a course.
- Document – July 24 Text from McGrath to Streett (request to call)
  - McGrath did call Streett.
  - Any questions about this?
    - Streett asked what was going on.
    - McGrath tried to explain there's nothing to this – looking into this complaint.
    - Regarding expenses – knew I didn't follow the rules – just booked stuff and kept them and turned in as one big lump sum.
    - McGrath was trying to explain himself to Streett.
    - Did not make any requests of Streett.
    - McGrath said his error regarding expenses was turning them in too late, but he said these are just typical expenses that people incur when they travel.
    - Streett looks at receipts – if I were travelling and getting a milkshake at the airport – not sure I'd ask for reimbursement.
- No conversations with McGrath since that July one.
- Sherring
  - What was his position at MES?
    - Always been a question. When Roy interviewed Streett to determine if Roy was going to keep Streett as Secretary – ran into Beth in the hallway.

- Saw Roy took another tall guy into his office. Roy said he had to go because had an interview with someone else looking for job. Beth said it's a guy that used to work for Roy. He later learned it was Sherring.
- We really weren't sure what Sherring was doing. "Was a gopher for Roy." He ended up with some title—something like Executive Assistant.
  - Aware of decision to terminate Sherring?
    - While I was still on the Board, Glass asked question about Sherring. Streett said he doesn't know much about Sherring.
    - Streett didn't know anything about Sherring going on trips with Roy.
    - Glass decided to terminate.
    - Streett learned about Sherring going on trips with Roy after Wojton's letter.
      - Street learned that Sherring went to Israel with Roy after the fact investigation.
  - Any direct communications with Sherring?
    - Only technical help with Zoom calls.
    - Nothing substantive.
  - When did you leave the Board?
    - Shortly after Glass came in – towards the end of June.
    - Glass called Streett one day – had conversation when Glass came on. Glass said he was going to keep him for the time being. Heard good things.
    - As things progressed in late June and July, Glass called – very apologetic. Since Streett served at the pleasure of the Director, Glass was getting pressure to make changes to the Board. Streett was easy to remove from Board. "In no way is a reaction to what you've done on the Board and your cooperation with meetings. You've been a good Board member."
    - Still Board member when received Beth's letter on July 22?
      - Can't remember if he got it because he was a previous Board member or he was still a Board member.
    - Glass made the decision to get rid of Streett sometime in July.
  - McGrath/Sherring thing public when Baltimore Sun article comes out in August – Have you ever contacted anyone from Governor's office to confirm whether they approved severance?
    - No.
    - Aware of anyone at MES who did that?
      - No.
  - Did Roy give impression to Snee that it had come directly from the Governor? Were you aware McGrath had a long-term relationship with the Governor?
    - Assumed McGrath had direct access to the Gov.

## **Steve Tomczewski – 2/23/2021 am**

*Zoom conference (Tomczewski, Sean Coleman, Pam Fuller, Ward Coe, Collin Wojciechowski)*

- Background
  - Lives in Bel Air
  - Chemical Engineering degree from Drexel
  - Pre MES
    - Bethlehem Steel – Fuel and Steam Dept. for 10 years
    - Bresco Waste Energy Plant in downtown Baltimore (Sept. 1983)
      - Operations manager for power plant
    - Northern Maine to start greenfield wood fired power plant – ran construction, hired operating crew
    - Moved for Frackville, Pennsylvania to oversee comb boiler (reject piles)
    - Moved back to Baltimore facility as plant manager
    - 1998: Promoted to regional manager
    - 2003: Went to US Filter in waste oil collection
      - MES was one of the biggest customers
- MES Background
  - March 2005: Executive Director for Water/Wastewater Activates
    - Title changed to Managing Director under McGrath
    - John Sparker had the job when Steve started
  - Managing Director of Environmental Operations Group
    - Handles solid waste, recycling, environmental monitoring, energy projects at prisons
  - Customers
    - Counties
    - Prisons
- McGrath
  - Did not know him before MES
  - First met McGrath at introductory meeting
    - Remember giving transition summary presentation discussing what group did
  - Never reported directly to McGrath
    - Steve reported to John O'Neill and then Beth Wojton
  - His management philosophy was different than Harkins
    - Harkins was hands on
      - Would go out in the field
      - Would try out equipment
    - Roy had no dealings with blue collar workers; was big on things like logo, branding; communications were harder
  - Roy would not always come to staff meetings
    - Would not come; they would wait; then Beth would start meeting.

- If meeting was at 10 am, Roy would often cancel at 9:59 am without explanation
      - Bad for schedule
  - Morale
    - Was better under Harkins
      - Had a Spring Fling – go in the field and take questions
      - Roy did it the first year and then changed to an All MES meeting (one big staff meeting)
  - Office
    - Opposite corner from Roy's, on the same floor
    - Was not aware of when Roy was in the office – was always a mystery
    - Particularly towards the end, it was always a surprise when he *would* be in the building.
- Sherring
  - Seemed like Sherring came shortly after Roy
  - Had the impression that Sherring was involved with business development.
  - Sherring had close communications with Roy
  - Was involved with Sibelco opportunity
    - Went to MoCo Material Recycling Facility together to look at glass collection facility
      - MoCo has separate collection for fiber and plastic
      - Glass contaminates all material in these streams
    - Sibelco is based in Belgium
      - Contacted Roy or Beth with interest in processing glass from MES operated recycling facilities
      - Glass here is usually processed in Pittsburg, so there is a hole in the map for glass processing
      - Sibelco wanted to build facility in this area and wanted the glass we had
        - Sibelco would own and MES would operate
    - Sherring was Roy's right hand – was involved in all the meetings, but had no basis for any technical input
      - Was good with contacts
    - Steve, Beth, Matthew, Roy went to Belgium
      - Matthew was there as Roy's right hand
      - Steve was there to survey technical aspect
      - Everyone went through facilities
      - Went to Belgium, then two facilities in France
    - Sibelco's interest diminished, a US acquisition took their attention, then it burned out
    - Roy tried to set up meeting with Hogan and Sibelco President but it never happened
    - Still a glass processing hole in this area
  - Sherring never helped with customer relations
    - Seemed like he was more focused on new business

- Roy announced that Sherring was Director of Operations
  - McGrath did not explain what it meant
  - Was in charge of admin operations – so nothing changed for Steve
  - It would have been difficult to work for Matthew because he did not have any background to warrant that.
- SWANApoloza
  - Solid Waste Association of North America – they put on a series of different conferences
  - Solid waste professionals get together, there are presentations on new innovations in recycling
  - Good way to keep track of new tech – it was a technical conference
  - Held in Reno, NV
  - Roy and Matthew attended
    - Assumed they went to get an understanding about solid waste activities
    - They attended the sessions
  - Everyone stayed in the conference hotel – did not leave complex for three days
- SWA Renewable Energy
  - Palm Beach, Florida built a material separation complex that is state-of-the-art and huge waste energy facility
  - Steve became aware of the facility in Reno
  - Roy expressed an interest in seeing facility
  - Roy and Steve went
  - Expenses
    - Steve charged his plane fare, rental car, and hotel to MES credit card
    - Put meal on MES credit card
- Waste Expo
  - Las Vegas, Nevada
  - Tim Brunell and Alyssa Felagni (had won SWANA award) went too
    - Subordinates – tries to bring along (tech people)
  - Harris and McGrath were there
    - They stayed at separate hotel
    - Steve does not recall seeing them at the conference
      - Unlike in Reno, when they were in the same hotel and always together
    - Does not know why they were in a separate hotel
    - Does not know why Harris attended
- Thinks Roy and Matthew went to Palm Springs, California to talk about food waste
- Does not recall Roy reporting back about any conferences
- Steve attended both EBLCs
  - Role was as attendee

- Was assigned to direct people at stairs and elevators at Four Seasons
- Did not spend the night at first conference (Annapolis)
- Did spend the night in Baltimore
  - Stayed at the Marriott, and not at the Four Seasons
  - Paid for hotel on his own
  - Heard that Roy was upset that an employee paid for a room at the Four Seasons on own – even though no reimbursement, Roy did not want anyone staying at the Four Seasons without his permission
    - Thinks the employee was Adrian Noel
- Would expect they stayed at the Four Seasons given the way things went
- May 2020
  - Roy announced at staff meeting that he was leaving
  - It was a big surprise – came out of the blue.
- Severance
  - Became aware from Board minutes
  - No communication from Roy about severance
- Post-Communications
  - None with Roy.
  - None with Sherring.

## **Beth Wojton – 11/13/2020**

*Zoom conference (Wojton, Sean Coleman, Pam Fuller, Ward Coe, Sam Cowin)*

- Background and MES
  - Out of college, she worked for Baltimore City Mayor (Schaefer) and Baltimore City Transportation
  - Started at MES in 1988
    - Was assistant to Director and legislative liaison
  - A number of advances – Deputy Director in 2018
    - When became Deputy Director – where was office?
      - Was asked to move to the second floor next to the Director's office. She was next to McGrath's office for a few years.
  - Acting Director after McGrath left
    - Assumed the duties of the Director
    - The Governor is the only one who can appoint a Director
  - Working remotely by May 2020?
    - Yes.
  - Communications with McGrath after remote work?
    - Not so much.
    - Prior to that, the two of us had standing weekly meeting.
    - After remote work started, Roy was helping the Governor with COVID. He basically said, if you need me, call me – no more weekly meetings.
    - Didn't talk much.
  - March to May 2020 – how did you and McGrath communicate?
    - He was very insistent that we only text him. I'd text him and say, do you have time for a call, and he'd send his availability. He was always insistent that people text him.
    - If communicating with him, it was either text or a phone call.
    - By MES issued cell phone. MES gets the bills.
- May 2020
  - When first learn McGrath leaving to be Chief of Staff?
    - He told me on May 22.
    - During a phone call.
  - What did McGrath say during the May 22 phone call?
    - Governor has asked him to be Chief of Staff.
    - A lot more work and a lot more stress, but when someone asks you to serve, you don't refuse.
    - He would be leaving MES pretty quickly because Governor needed him quickly.
    - Anything about severance at that time?
      - Can't recall.
      - He may have during that or a different conversation that Chief of Staff would be a pay cut.
  - Did you report the May 22 call to anyone at MES?
    - No – asked that you keep confidential.

- Snee reported that he got a call on May 23 from McGrath saying he was leaving to go to Chief of Staff and he wanted a severance of a year's salary. Was that reported to you by Snee?
  - Yes, expect it would have been.
- Document – May 26, 2020 Email announcement that McGrath is leaving.
  - Beth recalls.
  - Beth and Snee already knew, and she had discussed with Snee.
    - Doesn't recall conversation with Snee.
    - Probably took place that weekend.
    - We discussed Roy would be leaving – over cell phone.
    - Beth's cell: [REDACTED]
  - So many conversations with Snee and other Board members regarding Roy – she doesn't remember sequence.
    - Eventually, the fact that Roy expected a severance came up.
      - Heard from Roy and discussed with Snee.
      - Discussed with Board members that severance was expected even though extraordinary that McGrath was not leaving State service or being forced to retire – he was going to other State position.
- First meeting of the HR Committee – May 27, at 10:30 am
  - Before that meeting – talk to McGrath about severance?
    - Yes.
  - What did he say?
    - He said I expect the same severance as others in the past have gotten – John Sparkman and Jim Harkins. He said the Governor expected that as well.
    - This was in a phone conversation.
    - Beth did not push back – didn't say he wasn't severing from anything.
  - Discussions and Beth's impressions:
    - Beth recalls two conversations about the severance.
    - Beth's perception was that Roy wasn't pushing because he knew it was going to happen. He was unconcerned – he felt very confident it would happen.
    - When he said Governor approved, did he volunteer?
      - Yes. Beth didn't ask him.
      - It was oddly worded – “more like the Governor expected it.”
- Document – Beth's Email to Snee – May 27, at 10:00 am
  - Did Snee ask for this information?
    - I believe so, wouldn't be surprising that he asked for it.
  - Included salary plus \$5,250 tuition. Did McGrath bring this up?
    - Doesn't recall.
    - Roy never told Beth that he was getting a Master's degree.
    - How did you learn Roy getting Master's degree?
      - From Mike Harris.

- Got that information months before Roy departed
  - What was McGrath getting a Master's degree in?
    - MBA
    - Thinks it was University of Maryland.
  - Any documentation of that?
    - Never saw any.
- Did you discuss information provided in the email with Snee?
  - No, it was just backup information for the Board to make decisions about.
- Document – May 27, at 10:30 am – HR Committee Meeting Minutes
  - Beth was a regular attendee of HR Committee meetings.
  - How was this meeting called?
    - Assumes an email invite went out.
    - Usually Beth sends the invite – also could be Pam Fuller.
  - “Mr. Snee then initiated a discussion regarding a request by Mr. McGrath ...”
    - Had you informed McGrath that HR Committee meeting to discuss severance?
      - Yes. She's sure she would've done that.
    - Does this draft accurately reflect the discussion during the meeting?
      - Yes.
  - Snee told McGrath that he would not recommend that a severance payment be made unless the Governor was aware of the proposed severance and did not object. Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object.
    - Beth's perception is Snee already got that representation from McGrath.
    - Beth also got that assurance from Roy in a text message.
  - Reference to other personnel and budgetary matters – McGrath assured that “the concerns of the Board would be considered by the Governor.” What does that refer to?
    - Not sure what specifically that's referring to.
    - Personnel reference: I do know that Snee had expressed his support of me being appointed the Director of the agency.
      - Ward clarifies that Snee said that the personnel thing was about Beth getting the Director position.
      - Beth assumes it wasn't done by Roy.
    - Not sure about the budgetary reference. Certainly, Board members wanted McGrath to continue to support the agency in his new role.
  - Next paragraph – Executive Incentive payment of \$47,000, and unused leave. Did McGrath say anything to Beth about unused leave and value?
    - No. Just an assumption that McGrath's annual leave would move over to the Governor's office.
    - Would it make any sense if McGrath is leaving MES with unused leave and transferring that it would be considered in severance?
      - Beth thinks that McGrath would have taken annual leave with him.
      - I assume the reference to the \$211,000 may have been the comp time he earned at MES. She just does not recall.

- When employees of MES retire with unused leave, compensated?
      - Yes, MES policy is you are compensated for annual leave and 16 hours of comp time.
      - If not part in State retirement/pension program, you lose your sick leave.
  - HR Committee – consensus at May 27 meeting?
    - No – went into another day.
  - Recall that Snee directed to get further confirmation from McGrath that the Governor was on board with all of this?
    - Doesn't remember.
  - Which members of HR Committee expressed reservations?
    - All of them. Nobody was comfortable.
    - Beth was a member of the Board, but not a member of the HR Committee. She was just staff support to the HR Committee.
- Document – May 26-27, 2020 Texts between Roy and Beth.
  - Did you talk to McGrath on May 26?
    - Probably.
  - Was this when you talked about request for severance?
    - I suspect.
  - May 27 – You report that HR committee wants to make sure the Governor would be okay with severance. Beth is reporting on results of HR Committee meeting?
    - Yes.
  - Roy – “It’s anticipated, yes. Not to mention the precedences” (referring to Harkins (who retired) and Sparkman (who was asked to leave the agency))
    - Both got a year’s pay.
    - When Sparkman retired, Beth was on the Board. She served as Secretary – she thinks she was the Chief of Staff at MES.
  - How did you interpret “it’s anticipated”?
    - The Governor animated Roy would get severance.
    - Backed up by conversation.
- Document – May 28 HR Committee Meeting Minutes – at 9:02 am
  - Snee: Assured by Mr. McGrath that the Governor was aware of the proposed severance payment and did not object. Did you take that to mean that Snee contacted McGrath after the May 27 meeting?
    - Yes.
  - Tuition – Any discussion what the tuition was for?
    - Beth believes that had been discussed.
    - Did anyone know what tuition was for?
      - Beth believes it was for the MBA.
  - Did you advise McGrath after this meeting, that request had been approved?
    - Either by phone or by text.
    - What was his response?
      - It was lighthearted – unusual for him.

- Something like, oh that’s good, otherwise I’d have to tell the Governor that I can’t take the job. He was trying to be humorous which is not his usual mode of communication.
- Document – May 27, at 17:09 pm, Email from MES Executive Office with subject: Canceled: Sr. Staff Conference Call; “Apologies for the short notice, but today’s call is cancelled.”
  - Email lists the senior staff, but Sherring was not senior staff. He would nevertheless sometimes attend.
  - Why would Sherring attend?
    - McGrath felt comfortable with Sherring?
  - Explain why Sherring invited?
    - No.
  - This is at around the same time Beth is texting with Roy about meeting at Governor office? Do you know why meeting cancelled?
    - Not sure. It was not unusual at all to cancel meetings. He did this all the time.
  - Was there a standard Wednesday at 5 pm senior staff meeting?
    - No. This seems a little odd – there was a weekly meeting with Roy.
- Document – May 28 Full Board of Directors Meeting Minutes – Closed Session
  - Snee initiates discussion about McGrath severance.
  - Accurate description of Snee’s presentation?
    - Yes.
  - Recall any discussion beyond what’s included in Minutes?
    - No. Not a ton of conversation.
  - Motion regarding recommendation for severance, tuition, laptop and cell?
    - I think he had always said he wanted that to happen?
    - Did he say why?
      - No.
    - Was it unusual for a MES employee to take laptop and cell with them?
      - Can recall 1 or 2 times, but this was unusual.
      - But Beth did not have any concerns.
      - In fact, when Beth left, she asked for same thing. She didn’t want to go and get new devices during COVID, and Roy had gotten to keep his.
- Document – May 28 Board of Directors Meeting Minutes – Open Session
  - Why is Snee’s discussion summarized so much shorter in the Open Minutes?
    - Beth doesn’t know.
- Document – May 31 2020 Email from Snee to Beth
  - On June 1, Beth assumed duties of the Director. Is this a message Beth composed to staff of MES?
    - Yes.

- Was it sent to Snee for review?
  - Snee hadn't asked for that, but Beth wanted to communicate with the Board and make sure she wasn't overreaching.
- Did you ask for McGrath's advice regarding the note?
  - No.
- Had McGrath talked to Beth about maintaining access to Workday?
  - Doesn't think he brought it up.
  - I found out he continued to want to have access to Workday.
  - What is Workday?
    - MES's Financial accounting and HR software.
- Document – Roy McGrath and Harris Text Messages starting June 1
  - I haven't heard back from her but Don has transferred vehicles
    - Beth would assume this refers to Roy wanting the vehicle he used at MES at Governor's office.
  - Was that an issue?
    - That Friday, Michael Harris informed Beth that Roy wanted the vehicle transferred to him in the Governor's office.
    - At same time, Michael informed me that Roy had put in a very large expense account request.
  - What was your response?
    - I was furious about both.
    - I felt McGrath had gotten a lot out of MES. I felt that if he wanted the vehicle transferred, he should've made that known when he asked for everything else so the Board would've considered it.
    - I felt he should've submitted expense reimbursement before he left the agency.
    - Demanding to transfer the vehicle—taking a vehicle out of the MES fleet, that was inappropriate. It made me concerned he would continue to use MES resources to his benefit.
  - Did McGrath have use of MES vehicle as Director?
    - Yes.
  - How did he use it?
    - Not sure. I wouldn't see the vehicle for long periods of time.
    - Other MES Directors used MES vehicles to go to meetings.
    - Other Directors used MES vehicles to commute.
    - Roy did away with allowing MES executives use the vehicles to commute with.
    - Roy's vehicle would not be at MES overnight.
  - What was done about McGrath's request to transfer vehicle?
    - It was transferred. I had a conversation with Harris on Friday afternoon. I told Harris not to do it.
    - Harris informed Beth she was not yet Director. Roy was still Director, and Roy had dictated that is what would happen.

- Expense report?
  - Beth never saw it. Harris said he would process it.
  - We had a conversation to make sure all charges were legit.
  - But Beth said it was inappropriate for Roy to submit that when he did.
- McGrath tells Harris he got a Workday termination notice again.
  - Roy says, “I told Beth too” that I didn’t want to be terminated in Workday.
    - Beth doesn’t recall that. He may have spoken about that – for a day – not for a long period of time.
- June 4 – Harris advises McGrath that they need to terminate Workday to pay McGrath. Were you aware of this conversation?
  - No.
- Were you aware that Roy was using Workday on June 4 to get expense reimbursement?
  - No.
- Document – June 1 and 2 Emails to Roy (can’t maintain Workday, etc.)
  - Beth was informing Snee of this issue.
  - Did McGrath ever respond to this?
    - No. I know he was very angry I sent this.
    - Roy didn’t want to talk to Beth anymore. Harris told Beth that. Harris said Roy doesn’t like to be told what to do, he wouldn’t want the vehicle thing to be documented in an email, and he certainly doesn’t want to be told he can’t get into Workday.
  - Was vehicle transferred to the Governor’s office permanently?
    - Vehicle went over to the Governor’s office. Whether the Governor’s office formally assumed ownership of asset, she doesn’t know.
  - When MES worked remotely, did Roy take the vehicle?
    - She’s not sure, but thinks that is the case.
- Document – Acosta and Harris – June 5
  - Were you informed by Harris that reimbursements had taken place?
    - She was informed after the fact. It was around this period of time.
    - Harris probably told me in a conversation.
  - Conversation with Harris?
    - She doesn’t recall the conversation.
    - We had talked about making sure all expenses were legit. Harris probably said I checked everything, and we cut the check.
    - Beth was definitely made aware.
  - Did Beth ever see the expense reports?
  - Sam asked: What does it mean that Workday terminated as of 5/31 – email was on June 5
    - Beth doesn’t know about backdating.
- Document – June 17 Text Messages between Sherring and McGrath
  - Beth aware McGrath had Sherring review the meeting Minutes.

- She wouldn't think that Sherring would review the Minutes of a Closed Session that he didn't attend. Beth was not aware that this happened.
- Document – June 22 Text Messages between Sherring and McGrath
  - Roy talks about removing CEO and COO references going forward. That was an exception.
  - Why did Roy adopt CEO (C-level) titles?
    - He never said why.
  - COO was what McGrath referred to Beth as?
    - Yes.
  - What did McGrath mean CEO/COO was an exception?
    - He used them – stop doing it moving forward.
  - Did he call himself the CEO of MES? The Chairman of MES?
    - Yes.
- Document – June 25 Board of Directors Meeting Minutes
  - Discussion about Beth's severance – Beth doesn't recall seeing these before.
  - Beth did not attend this Board meeting.
  - Prior to this, asked for your resignation?
    - Charles Glass called Beth or she may have called him regarding a personnel matter.
    - Glass said he wanted to bring in his own Deputy Director. It was nothing personal, and he had a position for Beth to continue with the agency as a director of administration with a 10% decrease in pay. Glass wanted to make change ASAP.
    - Beth needed to think about it for a day.
    - Beth thought about it, and said she was going to leave the agency.
  - The Board elected to give you severance of \$1,000 per each year of service?
    - Beth suggested it. She would leave the agency. She came up with the \$1,000 per year idea. She was not leaving voluntarily. She asked for her share of the Executive Incentive bonus, to be reimbursed for her unused leave, and to keep her laptop and phone.
    - Glass sent an email to Beth which he intended to send to Roy. The email said, if she agrees to call this a retirement, we'll agree to it.
    - Executive Incentive payment: we had finished the FY. Payouts were imminent so she had earned it.
- Document – June 28 Email from Beth to Snee regarding "Severance"
  - "This is what Charles and Roy agreed to"
    - Beth knew about this because of the email that Charles mistakenly sent to Beth.
    - This confirmed my suspicion that Roy would still be very involved at MES.
  - Did you see evidence of continued involvement of Roy at MES?
    - Vehicle.
    - Other than that, not so much.

- Document – July 22 Email from Beth to Board
  - What inspired you to send this email?
    - She wanted to send it before the next Board of Directors meeting. She didn't feel right that she knew about these things and didn't inform the Board.
      - Allegations of the Director overspending that came through Legislative Auditors.
        - Each year, when we have our financial audit, we must sign a statement that there haven't been allegations or investigations regarding misuse of funds. Nobody other than Harris could attest to that.
        - She wanted the Board to know.
      - It really bothered Beth that McGrath received \$55K that Beth didn't sign off on. It was a slippery move. She wanted the Board to know about it.
    - Did anyone from the MES Board contact you after you sent this email?
      - She doesn't think so.
    - Were you aware that, immediately after sending the email, McGrath learned of it and he began contacting Board members by text?
      - Beth heard about that later.
      - Beth did not attempt to contact McGrath
- Beth had no contact with McGrath after he left MES.
- Roy McGrath Performance:
  - What was your view of Roy's performance as Director?
    - I don't think he was a good Director.
    - MES has a strong team – we were able to survive his tenure.
    - I think he was more focused on showcasing himself and not the agency.
    - He spent way too much money on things that didn't help the environment or the State of Maryland.
    - He was condescending of our employees – he avoided our employees – he didn't appreciate employees and the important role of MES.
  - Did McGrath come to the office?
    - Not a lot. He would say he was working remotely?
    - Honestly, when Beth needed to contact him about something, he would pick up the phone or answer Beth's text. She could get a hold of him.
  - Sounds like Beth was left to run MES and call him when you needed something?
    - Correct.
  - McGrath went through the side door without engaging with people that he'd have to by going through the front door?
    - That's accurate.
  - We heard he did not accept criticism?
    - No.

- Sally Long
  - What was her position?
    - Chief of Procurement.
  - Run in with McGrath about expenses?
    - Beth remembers the run in. Not specifics.
    - Eventually she was asked to leave the organization.
    - Roy said it was to streamline the procurement group.
    - She does not recall Roy's reaction to Sally's challenge.
- Beth didn't know Sherring or McGrath before MES.
- Matthew Sherring
  - What were your observations of Sherring?
    - For a while, Matthew reported directly to me.
    - Matt was supposed to help Beth with business development. Beth had to tell Matt everything step-by-step what he needed to do. He was very tentative. IT took a lot of handholding. He was a very awkward individual. Not well-socialized. He certainly couldn't read people's reactions to him – he was very artificial. He did not interact well with employees.
    - Very loyal to Roy.
    - Anyone that interacted with Matt would have issues with him. Beth spent a lot of time working through those issues.
  - Did Sherring have experience in sales?
    - She doesn't recall. He came from a State agency. There was a program where he had to promote the program, and Roy thought it was a similar skill set.
    - I believe his father had a solar energy company. Roy said Matt had some background in solar energy, which would be helpful to MES.
  - Very quickly, Matt stopped reporting to Beth.
    - Even when he reported to Beth, he took direction from Roy, not Beth.
    - When he stopped reporting to Beth: For a while he reported to the Director of Strategic Partnerships – Steve Pennington. But eventually, he reported directly to Roy.
  - Understand Matt and Roy had prior relationship?
    - The Association – Ind. Drug Store Chain Association.
- Did you go on trips?
  - She went to a few conferences.
- McGrath Trips
  - Brussels and Paris for Sibelco?
    - Sibelco invited us to go.
      - Plus another MES employee – Steve
      - Sherring went.

- This was very much work related. A glass company that was looking to come to Maryland to recycle glass. We looked at facilities.
- Vegas for ICSC?
  - She heard Roy mention it, but is not sure what it is.
  - She is not sure about the purpose of the trip.
- NYC?
  - No idea.
- Milan?
  - No idea. Not aware McGrath went. Not aware Sherring went.
- Denver – NGA Energy?
  - Not aware.
- Tucson – Sagamore?
  - No idea.
  - Did McGrath ever report back like I went to Milan and did all this stuff for MES?
    - No, he never did this.
- Vegas – Wastecon?
  - A few MES employees went.
  - Beneficial to the agency – other directors probably went.
- Vegas for ICSC again?
  - Shopping center conference.
  - How is that connected to MES business?
    - I know I’ve heard a lot about ICSC. A huge contingent of Maryland people that go to that, a lot of shopping center developers. Conceivably, MES could provide SWM to those kind of people.
    - She kind of understands that.
- Phoenix/Scottsdale?
  - No idea.
- NYC and Madison?
  - Not sure.
- Orlando?
  - Not sure.
- Disney Leadership Course?
  - Not sure.
  - Did he ever tell you about this?
    - No.
  - Did any prior directors attend?
    - No.
- Chicago Trip?
  - Doesn’t ring a bell.
- Israel trip?
  - Beth is aware of this.
  - One of the technical employees went with Matthew and Roy – Jason Gillespie
  - Purpose of trip

- For Jason, he gave a presentation on a topic related to water.
    - She is aware of this because Jason told her. Neither Roy or Matthew said anything about the trip.
  - London?
    - Doesn't recall.
  - Harvard Shop?
    - \$14K entry?
    - Where did you hear about Harvard course?
      - Probably from Harris after the fact.
    - Harvard Course for business leaders – This year, it was conducted remotely in June. Sherring paid for it, and he submitted an expense reimbursement for it in June. McGrath was the intended attendee.
      - Beth was not aware of any of this until after the fact.
- Document – July 24, 2019, Harris's Email to McConchie and Tessier
  - Beth says, Oh my.
  - Were you aware there was a period of time that expenses circling back to him for approval?
  - How could that have happened?
    - During that period, in the process of transferring over to Workday from a different financial accounting system – there were glitches.
  - Before McGrath, who reviewed expenses?
    - Harkins – his Deputy Director probably did that.
    - Could've also been the Chief Financial Officer
  - Was Harris hired before Beth became Deputy Director?
    - I think he was hired in October, and I became Deputy in January.
    - Did Harris report to Beth?
      - Eventually.
      - He also reported to Roy.
      - He worked a lot with Matt and Roy. Harris had worked with Matt and Roy before they came to MES. He had a prior relationship.
    - What was Harris's experience in finance?
      - He had been a comptroller for a nursing home.
- In May, Roy brought up reimbursement for work on COVID-19
  - Beth was concerned – pulled an MES employee off of billable work to work on COVID.
  - For special project for the Governor's office.
  - Was any time kept for those projects?
    - Yes, a special account.
- Document – July 22 Email
  - The issues in that email never came to Beth formally.
  - Michael Harris told her in confidence that the Legislative Auditor had informed them about this, Michael told Roy, and Roy said he would take care of the investigation.

- Beth thought this was inappropriate.
  - She never saw any results from the investigation.
  - Harris did not give any details.
- Approval of Roy McGrath's expenses?
  - At first, for McGrath's paper expenses, Beth was the one who approved them. They would just come to her for approval, but she's not sure why.
    - Janet Irving (MES's previous CFO) maybe had done it for Harkins, so Harris doing it is not unprecedented.
  - Then all of the sudden, Roy's expense reports stopped coming to Beth.
    - She's not sure why.
    - It was when Harris started.
    - Likely, the financial office just funneled them to Harris.
  - Beth is not aware that McGrath had approved some of his own expenses.

**Beth Wojton – 12/3/2020 (second interview)**

*Telephone conversation by Sam Cowin*

- Wojton does not recall much about her initial meeting with Sherring on January 13, 2017. She does not recall it being a formal interview. She confirmed that there was no open position for which Sherring was interviewing at the time. Either before or after the January 13 meeting, McGrath “talked up” Sherring, emphasizing that he was “really good at communications” and had a background in solar energy.
- After Wojton’s January 13, 2017 meeting with Sherring, it became clear that it was “a given” that MES was going to hire Sherring. Beth confirmed that McGrath created the position of Strategic Partnerships Executive for Sherring.
- I shared with Wojton that, in a January 20, 2017 email, McGrath had instructed Wojton to tell Sherring that “we are also considering other potential candidates.” Wojton described this as a “CYA” email from McGrath, so it didn’t look like he was giving Sherring favorable treatment. Wojton emphasized that nobody else interviewed for the Strategic Partnerships Executive position.
- Wojton explained that McGrath routinely created positions for people he knew, or hired people he knew for existing positions without advertising those positions or interviewing other candidates. Aside from Sherring, Harris, Bhatia, and Faoro, McGrath did this for Craig Renner (communications director before Faoro), Steve Pennington (Strategic Partnerships Director), and “a young woman who worked for Matthew.” Wojton said there were others, and she would send us their names. As an aside, Wojton said that McGrath would treat these people terribly, and they would eventually quit.
- Wojton explained that MES has a policy requiring the Director to provide a written justification for hiring an employee without first advertising the position and conducting interviews. Wojton said that McGrath routinely ignored this policy.
- Wojton confirmed that every MES employee, except the Director, has an employment contract. MES uses a form contract, and Wojton believes that MES would have used that form contract for Sherring’s employment. I’ll confirm with Sean Coleman.

**Beth Wojton – 2/24/2021 (third interview)**

*Telephone conversation by Collin Wojciechowski*

I spoke with Beth Wojton, who provided the following information regarding Roy McGrath's attendance at MES Executive Staff meetings.

- Both of the executive directors prior to McGrath held weekly executive staff meetings.
- The meetings were generally short and consisted of updates from each member of the senior staff regarding the business of the week. They were attended by:
  - Beth
  - Sean Coleman
  - Steve Tomczewski
  - Jason Gillespie
  - Mike Harris
  - Tammy Bonta
  - Vishal Bhatia
- McGrath's attendance was more regular at the start of his tenure, but significantly dropped off by the middle of his tenure.
  - Beth estimated that he only attended between 10% and 25% of the meetings.
- Beth would not receive advanced notice regarding McGrath's attendance – she would have to wait and see if he would appear.
- No Minutes or attendance records were kept from the meetings.
- When McGrath elevated Sherring to his leadership role, Sherring began to attend executive staff meetings and report back to McGrath. A short time later, McGrath informed Beth that the meetings were no longer necessary, especially when he would not be there. Beth then renamed the group, and kept meeting weekly, without Sherring.

**Beth Wojton – 5/4/2021 (fourth interview)**

*Zoom conference (Wojton, Ward Coe, Hillary Arnaoutakis)*

We spoke with Beth Wojton via Zoom conference on May 4, 2021. We reviewed a timeline of board meetings, calls, and other communications among Roy McGrath, Beth Wojton, and Joe Snee from May 2020.

Wojton recalls that McGrath told her he was leaving MES for the Governor's office when he called on May 22. She does not recall if severance was part of that conversation. They discussed the severance either on May 22 or May 26. Not only did McGrath give Wojton the impression that the Governor approved of the severance, but Wojton had the impression that the Governor expected MES to pay the severance.

McGrath told Wojton that he could only afford to take the position as the Governor's Chief of Staff if MES paid the severance because the pay was lower than his pay at MES. When Wojton texted McGrath to confirm that the Governor knew and approved of the severance and McGrath texted back "it's anticipated, yes" Wojton took that to mean that the Governor was expecting MES to pay the severance.

During their conversations about his severance, McGrath did say that he was leaving MES stronger than it had ever been. Wojton does not agree with that; morale at MES was very poor under McGrath's leadership. In her view, McGrath was a showman.

McGrath was matter-of-fact about the severance. It was not up for discussion. Wojton was concerned that McGrath would be vindictive toward MES if his expectations were not met. In his new role as Chief of Staff, McGrath would be over MES. Snee told Wojton that he made two requests of McGrath when McGrath announced his resignation: first, that McGrath not do anything to harm the agency after he left, and second, that McGrath would try to promote the agency in his new role.

Wojton has no specific recollection of the call from Snee on May 23. She recalls generally that Snee was very concerned about the severance. She thought it was outrageous and wanted to make sure the Governor knew.

Wojton believes there was a call among herself, Streett, Snee, and maybe Addison prior to the May 27 Board meeting. Everyone on the call expressed concern about the severance. This call probably started as a call between her and Snee, and then Snee added Streett to the call.

In a voicemail Wojton left for Snee on May 26, Wojton states that Roy "is pretty much expecting a year's salary." She did not consider it an "ask" and the H.R. Committee did not either. She went on to say that McGrath is not planning to take Sherring. Wojton probably asked McGrath if he was planning to take Sherring to the Governor's office. Sherring's salary was \$120,000, and Wojton says she was trying to think of ways to save money. McGrath asked Wojton to keep Sherring at MES. Wojton agrees that Sherring was "untouchable." In her view, Sherring did not contribute to the agency. Sherring reported to Wojton for a time. Wojton said McGrath "couldn't hear anything negative about Matthew." After McGrath left, Wojton did not include Sherring on senior staff meetings and tried to take him off his Board assignments.

Wojton did not know that McGrath was in the tuition reimbursement program prior to his resignation and request for tuition reimbursement.

Wojton had a discussion with McGrath about succeeding him during their call on May 26. Wojton describes McGrath's reception as cool. He said, "I hadn't thought about that." McGrath told Wojton that many others were interested in the position.

McGrath had represented to Wojton that the Governor knew of and approved the severance prior to the May 27 HR Committee meeting.

The Appointments Secretary did call Wojton to submit her resume for the Director position after McGrath left. Wojton did submit it, but never heard anything. She only served as Acting Director for 2-3 weeks. Wojton recalls that Glass had a lot of personal scheduling conflicts and would be out for the first few weeks after he was appointed, but that changed and he ended up not being out. Wojton thinks this is because they did not want her serving in the Director role.

McGrath never mentioned anything about his MES vehicle. Wojton believes he just left with it.

Wojton was infuriated when McGrath left with the vehicle and notified them that he had \$55,000 in expenses to submit for reimbursement. Harris reminded her that McGrath was still technically Director and had authority. Wojton was under the impression that all of McGrath's expenses were submitted on Friday, May 29, 2020.

Wojton texted McGrath to let him know that the Board approved his severance. His response was "good thing, I would have had to stay put."

**Beth Wojton – 5/27/2021 (fifth interview)**

*Telephone conversation by Ward Coe*

As Chief of Staff at MES, Beth had no idea that Harris was going to be hired, or existed, until the day before an All Staff Meeting in September 2017 when McGrath introduced him in flowery language as their new “process improvement” specialist who was going to take over finances for the agency. Janet Irwin had never heard of him either, and spent the rest of the day in tears, certain that he was her replacement. Beth never saw an application or resume and only knew that Harris had worked with McGrath before. After a short while, Harris replaced Janet. Beth never learned what Harris’s prior experience was, but it was clear that he was learning on the job.

**Beth Wojton – 7/21/2021 (sixth interview)**

*Telephone conversation by Sam Cowin*

- Internal auditor vacancy
  - Wojton was not sure why Diana Olson (former MES Internal Auditor) departed suddenly. Wojton's recollection was that Olson was not happy at MES, McGrath did not give Olson very much to do, and McGrath was "not a fan of the [internal auditor] position."
  - The idea to issue an RFP for an outside party to fill the Internal Auditor position on an as-needed basis resulted from a discussion between McGrath and Wojton.
  - I asked why MES never issued the RFP for an outside auditor during McGrath's tenure. Wojton explained that she would discuss the subject with Harris and Wojton/Harris would raise the issue with McGrath, but McGrath would "blow it off" and say that "now is not the time."
  - Wojton confirmed that McGrath was aware of the Internal Auditor vacancy (during his testimony before the Joint Committee, McGrath testified that he did not recall whether there was an Internal Auditor at MES during his tenure).
- MES vehicle
  - Wojton's understanding is that, on McGrath's final day at MES (the Friday before he became the Governor's Chief of Staff), he informed Harris that he was taking the vehicle. As far as Wojton is aware, McGrath drove the vehicle off the MES lot that day.
  - Wojton explained that, when Mr. McGrath resigned as the Governor's Chief of Staff, there was confusion regarding where the vehicle was.
- Starting salaries for positions McGrath created
  - According to Wojton, McGrath dictated Matthew Sherring's and Michael Harris' starting salaries.
  - Wojton's recollection is that McGrath asked her to provide salaries for comparable MES positions, and McGrath set the salaries based on the information Wojton provided him.
  - Wojton is not sure how Vishal Bahtia's starting salary was set.

**Beth Wojton – 8/6/2021 (seventh interview)**

*Telephone conversation by Sam Cowin*

- Janet Irvin's resignation
  - Wojton recalls a conversation with Irvin during which Irvin explained that she "felt like she was being pushed out." Irvin perceived that Harris had been brought in to replace her.
  - During the all staff meeting at which McGrath introduced Harris, he went on and on about Harris and barely mentioned Irvin. Irvin felt humiliated.
  - Wojton raised Irvin's concerns with McGrath at one point. McGrath reassured Wojton that he was not forcing out Irvin and Irvin had "nothing to worry about." At the time, Wojton believed McGrath. In retrospect, Wojton thinks it is clear that McGrath was forcing out Irvin.
  - Irvin left MES in January 2018 because she believed McGrath was forcing her out.
- MES's handling of the complaint to OLA re: executive spending, etc.
  - After OLA notified McGrath and Harris about the anonymous complaint, Harris discussed the situation with Wojton. Harris went to Wojton "in absolute confidence," because Harris would be in "big trouble with Roy if he knew" about the discussion. Harris expressly asked Wojton not to tell McGrath that Harris and Wojton had spoken.
  - Harris described the anonymous complaint generally during the conversation with Wojton. Wojton never saw documents describing the content of the complaint.
  - Wojton advised Harris that MES could not meaningfully investigate the OLA complaint internally. Wojton recommended that MES engage an outside auditor to investigate.
  - Wojton told Harris that MES needed to disclose the OLA complaint in MES's annual audit. Wojton was worried that it would "slip through the cracks."
  - After this conversation with Harris, Wojton did not hear about the OLA complaint again. She was not in the loop.
  - Wojton sent her August 2020 email to the MES Board to make sure that the OLA complaint did not slip through the cracks and that MES's annual audit accounted for the complaint.

**Beth Wojton – 8/23/2021 (eighth interview)**

*Telephone conversation by Sam Cowin*

Wojton confirmed that McGrath arranged for Sherring's initial "informational interview" with Wojton in January 2017, and that Wojton did not know Sherring before the interview. She also told me that McGrath "talked up Sherring" before Wojton met with him.

**Beth Wojton – 9/2/2021 (ninth interview)**

*Telephone conversation by Sam Cowin, Collin Wojciechowski*

- It is true that McGrath and Wojton entered MES through the same side door that did not require them to walk past MES employees. The difference is that Wojton's parking space was 20 feet from that door, so it made sense that she would use it to get to the executive suite. McGrath, on the other hand, parked on the opposite side of the MES building. He had to go out of his way to get to the side door.
- Regarding Dr. Glass' decision that Wojton not continue to serve as Deputy Director:
  - Wojton's impression was that this was McGrath's idea, not Dr. Glass' idea.
  - This is why Wojton resigned. She believed McGrath would continue to have influence at MES as the Governor's Chief of Staff. And she "didn't want to be a part of that."



## MARYLAND ENVIRONMENTAL SERVICE

### ORIGIN & FUNCTIONS

On July 1, 1970, the Maryland Environmental Service was created by the General Assembly as part of the Department of Natural Resources (Chapter 240, Acts of 1970). It later separated from the Department to become a public instrumentality of the State in 1993 (Chapter 196, Acts of 1993).



The Maryland Environmental Service assists with the preservation, improvement, and management of the quality of air, land, water, and natural resources, and promotes the health and welfare of the citizens of the State.

For private entities and federal, State and local governments, the Maryland Environmental Service provides water and wastewater treatment, solid waste management, composting, recycling, dredged material management, hazardous materials clean up, and renewable energy. Fees are charged for the agency's services. From these fees,

operating funds for the Maryland Environmental Service are generated. The Service also may issue revenue bonds (Code Natural Resources Article, secs. 3-101 through 3-130).

*Maryland Environmental Service, 259 Najoles Road, Millersville, Maryland, August 2004. Photo by Diane F. Evartt.*

Since 1971, all State-owned water, wastewater and solid waste management facilities are run and maintained by the Maryland Environmental Service (Executive Order 01.01.1971.11).

The Service works through four main offices: Environmental Dredging and Restoration; Environmental Operations; Information Technology and Innovation; and Water, Wastewater and Environmental Monitoring. The Board of Directors oversees the Service.

### BOARD OF DIRECTORS

An eight-member Board of Directors governs the Maryland Environmental Service. Six members are appointed to four-year terms by the Governor with Senate advice and consent. Two members serve ex officio, one of whom is a nonvoting member. The Board chooses its Chair, Secretary, and Treasurer ([Chapter 72, Acts of 2021](#); Code Natural Resources Article, sec. 3-103).

## EXECUTIVE DIRECTOR

Reporting directly to the Executive Director are Administration, Communications, Finance, and Information Technology.

### FINANCE

Finance organized in September 2017 as Financial Performance, and assumed its present name in January 2019.

### INFORMATION TECHNOLOGY

Information Technology began as Data Processing, reformed as Database Management, and then as Local Area Networks (LAN) before becoming Information Technology in 2004. It later was renamed Information Technology and Innovation, and returned to its former name of Information Technology in May 2021.

---

## DEPUTY DIRECTOR

The Deputy Director is appointed by the Executive Director with the Governor's approval ([Chapter 72, Acts of 2021](#); Code Natural Resources Article, sec.3-103 (2) (III)).

Under the Deputy Director are four main services: Environmental Dredging and Restoration; Environmental Operations; Environmental Monitoring and Geospatial and Engineering Services; and Water and Wastewater.

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### ENVIRONMENTAL DREDGING & RESTORATION

Environmental Dredging and Restoration provides dredged materials management services, including planning, design, environmental studies, and long-term facility operations and maintenance. It assesses dredging needs and placement options, and helps secure permits for environmental projects.

The Division operates and maintains the Cox Creek Dredged Material Management Facility (Anne Arundel County); the Masonville Dredged Material Management Facility (Baltimore City); the Hart-Miller Dredged-Material Containment Facility (Baltimore County); and the Poplar Island restoration project (Talbot County). The Division also has managed remediation and habitat development, covering the Swan Creek wetlands adjacent to Cox Creek and the Masonville Cove restoration and remediation project, along with other projects, for the [Maryland Port Administration](#), the [Department of Natural Resources](#), and other federal, State, local and private clients.

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### ENVIRONMENTAL OPERATIONS

Under the the Maryland Environmental Service, Environmental Operations began as Environmental Services and Waste Management in 1997, and reorganized under its present name in 2004.

State-mandated programs for environmental protection are overseen by Environmental Operations throughout Maryland. These programs involve a variety of responsibilities. For example, Environmental Operations runs the Baltimore County Resource Recovery Facility, the Western Acceptance Facility in Baltimore County, the Harford Solid Waste Program, the Montgomery County Material Recycling Facility, and the Prince George's County Material Recovery Facility. It also oversees yard waste and composting projects conducted at the Mid-Shore II Regional Landfill (Caroline County); the Yard Waste Composting Facility (Montgomery County); the Western Branch Yard and Food Waste Composting Facility (Prince George's County); and the Mid-Shore I Transfer Facility (Talbot County). Moreover, programs for scrap-tire stockpile cleanup and recovery, and used motor oil and antifreeze recycling are conducted by Environmental Operations.

Byproducts of recycling are marketed by the Service. Food waste, leaves, and grass clippings are composted and sold as organic soil amendments.

Environmental Operations is responsible for two divisions: Project Management, and Recycling.

### **PROJECT MANAGEMENT DIVISION**

Under Environmental Operations, the Project Management Division started as Solid Waste Engineering, and reformed under its present name in 2011.

### **RECYCLING DIVISION**

The Recycling Division began as Materials Handling and Solid Waste and, in 2007, became the Solid Waste Operations Division. In January 2019, it reformed as the Recycling Division.

Through transfer stations, landfills, and recycling, the Recycling Division disposes of solid waste for Maryland communities.

#### *EASTERN CORRECTIONAL INSTITUTION CO-GENERATION PLANT*

To meet the energy needs of the [Eastern Correctional Institution](#) in Somerset County, Environmental Operations operates and maintains a wood-burning co-generation facility which generates steam, hot water, and electricity. The facility provides approximately 85 percent of the electrical and 100 percent of the thermal needs of the Institution.

#### *MARYLAND CORRECTIONAL INSTITUTION - HAGERSTOWN STEAM POWER PLANT*

To provide heat and hot water for the Maryland Correctional Institution-Hagerstown, Environmental Operations also runs the [Maryland Correctional Institution - Hagerstown](#) Steam Power Plant in Washington County.

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## **ENVIRONMENTAL MONITORING & GEOSPATIAL & ENGINEERING SERVICES**

In 2004, Environmental Monitoring and Geospatial and Engineering Services formed as Technical and Environmental Services. It was renamed Environmental Services in September 2017, and restructured as Water, Wastewater and Environmental Monitoring in January 2019. It reorganized as Environmental Monitoring and Geospatial and Engineering Services in May 2021.

Environmental Monitoring and Geospatial and Engineering Services oversees two divisions: Environmental Monitoring, and Geospatial and Engineering Services.

### **ENVIRONMENTAL MONITORING DIVISION**

The Environmental Monitoring Division assists clients with comprehensive water quality laboratory testing, sampling, and reporting. It helps them manage environmental program requirements; operate and maintain facilities and systems; and provides geospatial and hydrologic/hydraulic engineering services.

With the [Maryland Aviation Administration](#), the Division works to provide 24-hour emergency response at [Baltimore/Washington International \(BWI\) Thurgood Marshall Airport](#) and [Martin State Airport](#). For both airports, on a daily basis, the Division supports operations effected by weather and other emergencies. To prevent the runoff of toxic chemicals into nearby streams and tributaries, the Division manages the de-icing fluid recovery process in the winter.

The Division provides comprehensive program management, technical and scientific consulting, and field-based services to agencies of the Department of Transportation. Services include environmental spill and leak investigations, including sampling and remediation; and assistance with current standards for water quality, such as the National Pollution

Discharge Elimination System (NPDES) and Total Maximum Daily Loads requirements. In environmentally safe ways, the Division also inspects and removes underground storage tanks, and installs above-ground storage tanks. It assists with fueling facility upgrades; asbestos and lead paint monitoring; invasive-species control; stormwater management programs; oil and water separator inspection and maintenance; and environmental management system development.

To help State government organize, plan, and implement multi-agency environmental efforts, Environmental Monitoring uses Geographic Information Systems technology. It digitizes and maps environmental data for multiple State agencies.

### **GEOSPATIAL & ENGINEERING SERVICES DIVISION**

The Geospatial and Engineering Services Division provides services related to technologies, such as software development, mobile and field technologies, digital mapping, engineering services, and environmental resource support. Geospatial data is time-based data related to a specific location on the Earth's surface - basically a type of mapping that helps in making environmental decisions.

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## **WATER & WASTEWATER**

Water and Wastewater is responsible for two divisions: Engineering, and Operations and Maintenance.

### **ENGINEERING DIVISION**

In 2004, the Engineering Division originated as Engineering Services under Technical and Environmental Services. In 2005, it reformed as the Engineering Division and transferred to Water and Wastewater Services.

The Division works with private clients and local, State and federal government agencies to manage capital improvement projects at water and wastewater treatment facilities, and water distribution and sewer collection systems. In addition, the Division investigates and designs solutions for plant operation problems. For municipalities, the Division provides technical assistance to apply for and administer federal and State environmental protection grants and loans.

### **OPERATIONS & MAINTENANCE DIVISION**

The Operations and Maintenance Division began under Environmental Operations as Water and Wastewater Management in 2004, and transferred to Water and Wastewater Services in 2005. The division was renamed Water and Wastewater Operations in 2007, and Water and Wastewater Operations and Maintenance in 2011. It reformed as the Operations and Maintenance Division in July 2021.

Core duties of Operations and Maintenance are to ensure a safe drinking-water supply and minimize the environmental impact of residential and industrial wastewater discharge. County, municipal and private facilities, as well as all State plants at correctional institutions, health facilities, rest areas, and parks are operated and maintained by this division. Wastewater sludge and dredged material from waterways also are managed by the division.

The water and wastewater treatment plant at the [Eastern Correctional Institution](#) in Somerset County is run and maintained by this division. In addition, the division manages the Wastewater Plant at the [Maryland Correctional Institution-Hagerstown](#) in Washington County.

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**U10B00**  
**Maryland Environmental Service**

**Program Description**

The Maryland Environmental Service (MES) is an instrumentality of the State. MES provides technical services including engineering, design, financing, construction, and operation of water supply and wastewater treatment facilities. MES also provides similar services in the area of hazardous and solid waste facility management, including sanitary landfills, incinerators, and resource recovery facilities. Additional services offered include sludge and dredged materials management, recycling and marketing of end products, regulatory monitoring, and renewable energy needs servicing. MES operates on a fee-for-service (FFS) basis. Four goals guide MES's activities: improving the environment; improving infrastructure to convey and treat water and wastewater in the State; working more safely; and providing excellent customer service and satisfaction.

***Operating Budget Summary***

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**Maryland Environmental Service**  
**Fiscal 2017-2019**  
**(\$ in Thousands)**

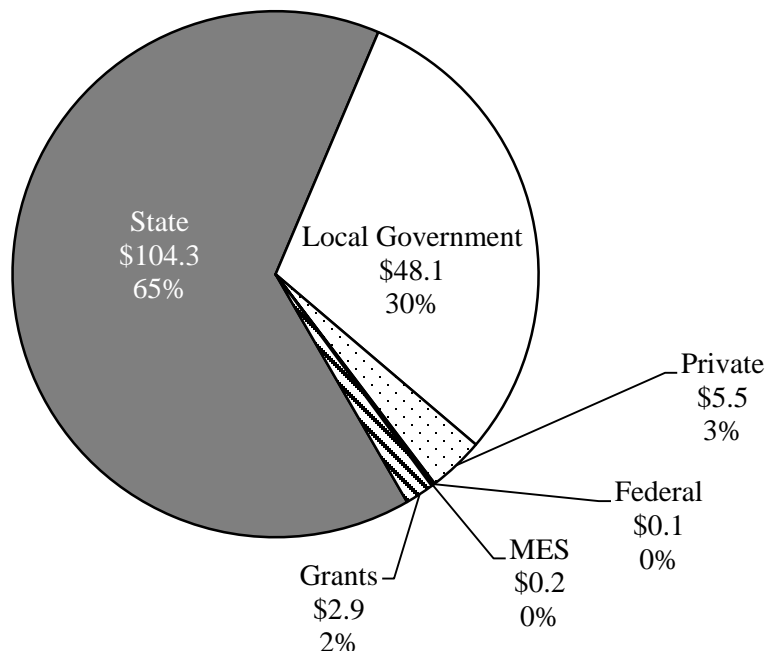
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Change</u> <u>2018-2019</u>
Total Assets	\$88,907	\$85,412	\$91,767	\$6,355
Total Liabilities	62,671	57,338	62,010	4,672
<b>Total Net Assets</b>	<b>\$26,236</b>	<b>\$28,074</b>	<b>\$29,757</b>	<b>\$1,683</b>
Total Revenue	\$165,784	\$155,299	\$161,121	\$5,822
Total Expenditures	163,207	152,868	159,699	6,831
<b>Operating Income</b>	<b>\$2,577</b>	<b>\$2,431</b>	<b>\$1,422</b>	<b>-\$1,009</b>

- Between fiscal 2018 and 2019, MES's net operating income decreased by \$1.0 million for all operations excluding the Midshore Regional Landfill Private Purpose Trust Fund. According to MES's audited financial statements, the reasons for the decrease include increased personnel costs, including benefit costs, and upgrades to information technology (IT) hardware and software programs for agencywide efficiency enhancement.

## MES's Fiscal 2019 Financial Position

MES breaks down its revenue by fund sources and type of business activity. **Exhibit 1** provides an overview of fiscal 2019 revenue by fund source and shows that approximately 95% of MES's revenue comes from State and local government. In terms of its relationship with the State, MES has two arrangements: (1) reimbursable projects are related to Executive Order 01.01.1971.11 and the Board of Public Works directive that MES operate wastewater and drinking water plants for State agencies; and (2) contractual projects for which MES has a contract with a State agency to do the work. Between fiscal 2018 and 2019, MES's State government revenues increased by \$6.7 million, and local government revenues decreased by \$3.0 million. The State revenues increased due to the Cox Creek Expansion Projects, which was offset partially by decreases due to completion of fiscal 2018 projects including Dundalk Marine Terminal Dredging, Fairfield Terminal Wet Basin Filling, and Kurt Iron Slip cut-off dike construction. In fiscal 2018, local government revenues decreased due to the completion of a project for Prince George's County implementing an organic waste composting project using a Mega Heap Bunker System – an organic waste composting system installed by Sustainable Generation at the Prince George's County Western Branch facility.

**Exhibit 1**  
**MES Revenue by Fund Source**  
**Fiscal 2019**  
**(\$ in Millions)**

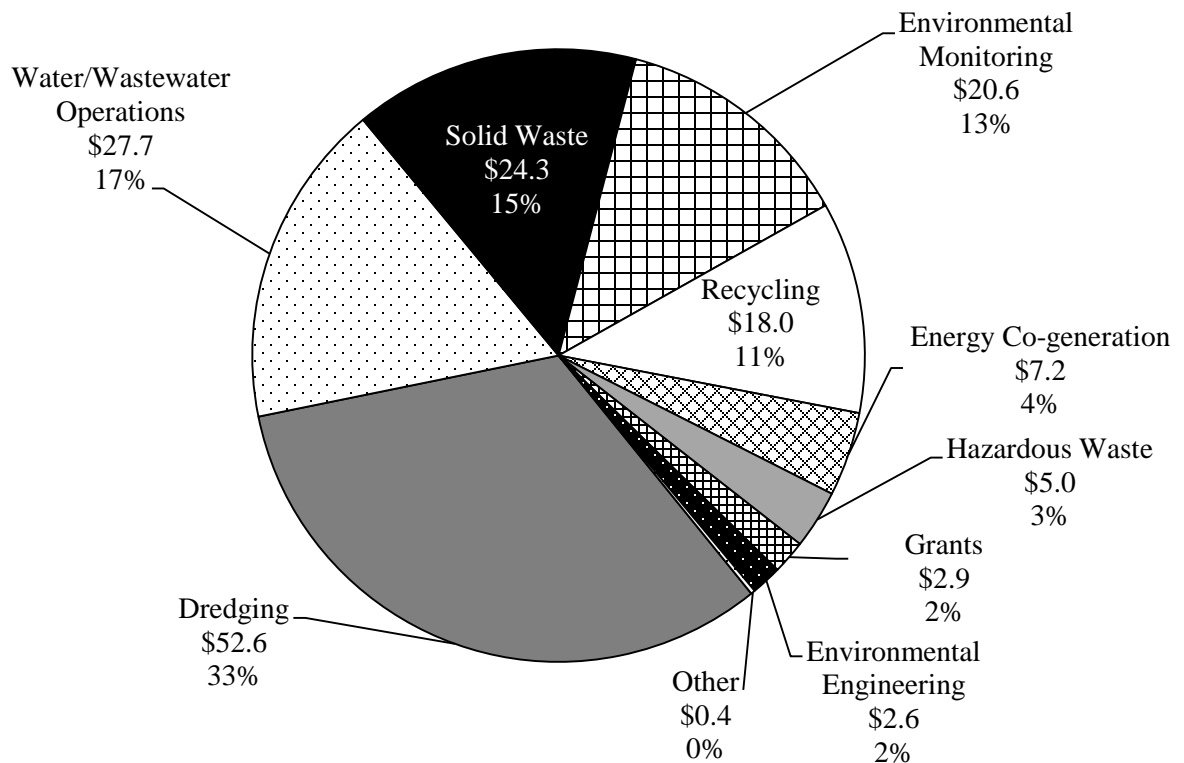


MES: Maryland Environmental Service

Source: Maryland Environmental Service

**Exhibit 2** provides an overview of fiscal 2019 revenue by business activity type and shows that the largest three categories are dredging, water/wastewater operations, and solid waste. These three business activity types account for 64.9% of MES's revenue. In recent years, MES has entered the market for energy efficiency and renewable energy.

**Exhibit 2**  
**MES Revenue by Business Activity Type**  
**Fiscal 2019**  
(\$ in Millions)



MES: Maryland Environmental Service

Source: Maryland Environmental Service

## Financial Changes

MES's operating income decreased by \$1.0 million between fiscal 2018 and 2019 because of increased personnel costs, including benefit costs, and upgrades to IT hardware and software programs for agencywide efficiency enhancement. MES's revenues increased by \$5.8 million between fiscal 2018 and 2019 as shown by the revenue by business type activity in **Exhibit 3**. This reflects the following.

**Exhibit 3**  
**Revenues by Business Type Activity**  
**Fiscal 2015-2019**  
**(\$ in Thousands)**

<b><u>Business Type Activity</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>Change 2017-2018</u></b>	<b><u>Change 2018-2019</u></b>
Environmental Dredging and Restoration	\$53,325	\$41,666	\$50,742	\$44,243	\$52,584	-\$6,499	\$8,341
Recycling	14,295	16,001	16,834	15,714	17,989	-1,120	2,275
Environmental Monitoring	14,596	16,499	17,580	19,384	20,584	1,804	1,200
Grants	2,663	2,061	2,092	1,699	2,867	-393	1,168
Environmental Engineering	1,908	2,735	2,263	2,398	2,594	135	196
Hazardous Waste Treatment	5,500	4,819	4,766	4,837	4,994	71	157
Energy Co-generation	7,891	6,769	6,887	7,162	7,155	275	-7
Other	510	408	395	506	361	111	-145
Water/Wastewater Operations	24,196	33,809	30,216	29,926	27,677	-290	-2,249
Solid Waste Management	16,289	34,738	34,009	29,430	24,316	-4,579	-5,114
<b>Total Revenue</b>	<b>\$141,173</b>	<b>\$159,505</b>	<b>\$165,784</b>	<b>\$155,299</b>	<b>\$161,121</b>	<b>-\$10,485</b>	<b>\$5,822</b>

Source: Maryland Environmental Service

- ***Environmental Dredging and Restoration:*** An increase of \$8.3 million due to the Cox Creek Expansion that was comprised of three large construction projects in fiscal 2019: operations complex relocation; base dike widening; and upland demolition and remediation that were offset partially by substantial completion of projects in fiscal 2018 including the Dundalk Marine Terminal Dredging, the Fairfield Marine Terminal Wet Basin Filling, and construction of two trash interceptors and the Masonville Kurt Iron Slip cut-off dike.
- ***Recycling:*** An increase of \$2.3 million due to a new capital project to expand food waste processing capacity at Prince George's County's Western Branch Composting Facility and a new project with the Maryland Department of the Environment for scrap tire disposal.
- ***Water/Wastewater Operations:*** A decrease of \$2.2 million for water/wastewater operations due to the completion of construction activities at the Maryland Correctional Institution (MCI), Freedom, and Rocky Gap.
- ***Solid Waste Management:*** A decrease of \$5.1 million due to the completion of the Mega Heap Bunker System for Prince George's County.

As shown in **Exhibit 4** – expenses by object – MES’s overall operating expenses increase by \$8.5 million between fiscal 2019 and 2020 but are anticipated to increase by only \$5.5 million between fiscal 2020 and 2021. The major changes between fiscal 2019 and 2020 are increases of \$1.9 million in salaries, wages, and fringe benefits; \$1.4 million in technical and special fees; \$1.3 million in contractual services; and \$1.0 million in motor vehicle operation and maintenance. The major changes between fiscal 2020 and 2021 are increases of \$1.6 million in salaries, wages, and fringe benefits; \$1.1 million in contractual services; and \$0.8 million in land and structures.

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**Exhibit 4**  
**Operating Expenses**  
**Fiscal 2019-2021**

<b><u>Operating Expense</u></b>	<b><u>Expenditures</u></b> <b><u>2019</u></b>	<b><u>Legislative</u></b> <b><u>Appropriation</u></b> <b><u>2020</u></b>	<b><u>Allowance</u></b> <b><u>2021</u></b>	<b><u>Change</u></b> <b><u>2019-2020</u></b>	<b><u>Change</u></b> <b><u>2020-2021</u></b>
Salaries, Wages, and Fringe Benefits	\$53,814,000	\$55,697,000	\$57,321,657	\$1,883,000	\$1,624,657
Technical and Special Fees	10,093,000	11,500,000	11,903,000	1,407,000	403,000
Communication	422,000	500,000	518,000	78,000	18,000
Travel	139,000	300,000	311,000	161,000	11,000
Fuel and Utilities	7,452,000	8,000,000	8,280,000	548,000	280,000
Motor Vehicle Operation and Maintenance	4,000,000	5,000,000	5,175,000	1,000,000	175,000
Contractual Services	29,154,000	30,500,000	31,568,000	1,346,000	1,068,000
Supplies and Materials	9,253,000	10,000,000	10,350,000	747,000	350,000
Equipment – Replacement	5,311,000	5,500,000	5,693,000	189,000	193,000
Fixed Charges	14,409,000	15,000,000	15,525,000	591,000	525,000
Land and Structures	22,407,000	23,000,000	23,805,000	593,000	805,000
<b>Total Operating Expenses</b>	<b>\$156,454,000</b>	<b>\$164,997,000</b>	<b>\$170,449,657</b>	<b>\$8,543,000</b>	<b>\$5,452,657</b>

Source: Department of Budget and Management

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## **Types of MES Operations**

MES’s business type activities can generally be viewed as FFS and revenue-generating activities. Revenue-generating activities can be further divided into products and services. Before the sale of the scrap tire recycling facility in January 2008, MES sold recycled crumb rubber products. Currently, on behalf of its clients, MES produces two products – Leafgro and Leafgro Gold. Leafgro – composted yard waste such as grass clippings and leaves – and Leafgro Gold – composted food residual and yard waste – are produced under the contract that MES has to operate composting facilities for Montgomery and Prince George’s counties; thus, the two counties receive the revenues from sales.

*U10B00 – Maryland Environmental Service*

However, MES continues to perform three revenue generating services: yard waste grinding; waste oil collection; and geospatial and engineering services.

**Exhibit 5** reflects MES's revenue generating services. As can be seen, expenses exceeded revenues for both used oil collection and yard waste grinding in fiscal 2019. MES notes that the operating loss for used oil collection in fiscal 2019 reflects limited usage of the used oil program since counties are operating their own programs; drivers are not changing their own oil; and, in general, cars are needing less oil. The operating loss for yard waste grinding in part reflects one-time increased revenues in fiscal 2018 due to post-tornado clean-up activities in Queen Anne's County and the need for major repairs in fiscal 2019 that kept the tub grinder out of service. The operating gain for geospatial and engineering services – provided for various environmental planning and monitoring activities – reflects the ongoing profitability of this revenue generating service, although there is a 16.8% increase in costs relative to fiscal 2018 due to personnel and equipment costs.

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**Exhibit 5**  
**Revenue Generating Services**  
**Fiscal 2013-2019**  
**(\$ in Thousands)**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Difference</u> <u>2018-2019</u>
<b>Used Oil Collection</b>								
Revenue	\$721	\$753	\$585	\$218	\$147	\$120	\$86	-\$34
Expense	-368	-338	-301	-242	-80	-126	-87	39
<b>Total</b>	<b>\$353</b>	<b>\$415</b>	<b>\$284</b>	<b>-\$24</b>	<b>\$67</b>	<b>-\$6</b>	<b>-\$1</b>	<b>\$5</b>
<b>Geospatial and Engineering Services</b>								
Revenue	\$2,878	\$3,447	\$4,549	\$4,546	\$4,611	\$5,291	\$6,056	\$765
Expense	-3,137	-3,404	-4,600	-4,753	-4,460	-5,024	-5,869	-845
<b>Total</b>	<b>-\$259</b>	<b>\$43</b>	<b>-\$51</b>	<b>-\$207</b>	<b>\$151</b>	<b>\$267</b>	<b>\$187</b>	<b>-\$80</b>
<b>Yard Waste Grinding (Tub Grinding)</b>								
Revenue	\$510	\$347	\$516	\$570	\$612	\$751	\$656	-\$95
Expense	-378	-282	-345	-498	-570	-672	-700	-28
<b>Total</b>	<b>\$132</b>	<b>\$65</b>	<b>\$171</b>	<b>\$72</b>	<b>\$42</b>	<b>\$79</b>	<b>-\$44</b>	<b>-\$123</b>

Source: Maryland Environmental Service

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## **Fiscal 2021 Overview of Agency Spending**

The proposed budget discussion focuses on the State reimbursable projects portion of MES's budget. As shown in **Exhibit 6**, there is an adjustment to MES's fiscal 2021 reimbursable project charges to State agencies. This adjustment reflects the fact that the fiscal 2021 allowance inadvertently excluded a portion of the funding for the Department of Public Safety and Correctional Services (DPSCS) – Dorsey Run Correctional Facility water and wastewater treatment project. This funding is already reflected in the DPSCS budget. Therefore, MES's reimbursable project charges to State agencies increase from \$29,360,922 in fiscal 2020 to \$29,937,792 in the fiscal 2021 adjusted allowance, an increase of \$576,870, or 2.0%. The two largest changes between fiscal 2020 and the fiscal 2021 adjusted allowance are for salaries, wages, and fringe benefits and contractual services.

**Exhibit 7** shows specific project changes between fiscal 2020 and the fiscal 2021 adjusted allowance. The main change is the \$518,924 funding increase for the DPSCS – Dorsey Run Correctional Facility water and wastewater project. However, this funding increase does not reflect the true change for the buildings that comprise the Dorsey Run complex. The Dorsey Run complex includes the following projects and associated funding changes between fiscal 2020 and the fiscal 2021 adjusted allowance: DPSCS – Dorsey Run Correctional Facility (\$518,924); DPSCS – MCI of Women – Jessup – (\$70,484); Maryland Department of Health – Clifton T. Perkins Hospital Center (-\$89,329); DPSCS – Patuxent Institution (-\$141,726); and DPSCS – MCI – Jessup (-\$267,067). The overall change for these five facilities, which function as part of one complex, is an increase of \$91,286.

**Exhibit 6**  
**Reimbursable Projects Operating Expenses**  
**Fiscal 2019-2021 Adj.**

<b><u>Operating Expense</u></b>	<b><u>Expenditures</u></b> <b><u>2019</u></b>	<b><u>Appropriation</u></b> <b><u>2020</u></b>	<b><u>Allowance</u></b> <b><u>2021</u></b>	<b><u>Adjustment</u></b> <b><u>2021</u></b>	<b><u>Adjusted</u></b> <b><u>Allowance</u></b> <b><u>2021</u></b>	<b><u>Change</u></b> <b><u>2019-2020</u></b>	<b><u>Change</u></b> <b><u>2020-2021 Adj.</u></b>
Salaries, Wages, and Fringe Benefits	\$14,806,293	\$17,125,472	\$16,732,880	\$600,000	\$17,332,880	\$2,319,179	\$207,408
Technical and Special Fees	486,208	511,023	517,487		517,487	24,815	6,464
Communication	113,125	117,557	128,295		128,295	4,432	10,738
Travel	3,420	19,296	17,690		17,690	15,876	-1,606
Fuel and Utilities	6,328,456	7,006,570	7,020,668		7,020,668	678,114	14,098
Equipment Operation and Maintenance	446,264	557,986	587,416		587,416	111,722	29,430
Contractual Services	1,469,139	1,855,951	2,127,975		2,127,975	386,812	272,024
Materials and Supplies	2,145,207	2,167,067	2,106,407	98,974	2,205,381	21,860	38,314
<b>Total Operating Expenses</b>	<b>\$25,798,112</b>	<b>\$29,360,922</b>	<b>\$29,238,818</b>	<b>\$698,974</b>	<b>\$29,937,792</b>	<b>\$3,562,810</b>	<b>\$576,870</b>

Note: The fiscal 2021 allowance inadvertently excluded a portion of the funding for the Department of Public Safety and Correctional Services (DPSCS) – Dorsey Run Correctional Facility water and wastewater treatment project. This funding is already reflected in the DPSCS budget.

Source: Maryland Environmental Service

**Exhibit 7**  
**Reimbursable Projects**  
**Fiscal 2021 Allowance Data**

<b>Facilities</b>	<b>Expenditures <u>2019</u></b>	<b>Allocation <u>2020</u></b>	<b>Allowance <u>2021</u></b>	<b>Adjustment <u>2021</u></b>	<b>Adjusted Allowance <u>2021</u></b>	<b>Change <u>2019-2020</u></b>	<b>Change Adjusted <u>2020-2021</u></b>
DPSCS – Dorsey Run Correctional Facility	\$1,728,462	\$1,908,326	\$1,728,276	\$698,974	\$2,427,250	\$179,864	\$518,924
DPSCS – ECI Co-Generation Facility	7,120,861	8,172,069	8,399,543	0	8,399,543	1,051,208	227,474
DPSCS – MCI – Hagerstown: Power Generation	3,980,423	4,671,156	4,859,783	0	4,859,783	690,733	188,627
DJS – Cheltenham Youth Detention Center	530,989	539,256	643,588	0	643,588	8,267	104,332
DPSCS – MCI of Women – Jessup	261,016	249,783	320,267	0	320,267	-11,233	70,484
DPSCS – Jessup Steam Plant	1,101,898	1,231,645	1,290,196	0	1,290,196	129,747	58,551
Maryland Department of Veterans Affairs	585,826	579,301	635,194	0	635,194	-6,525	55,893
DPSCS – MCI – Hagerstown	1,734,709	1,884,669	1,921,130	0	1,921,130	149,960	36,461
DJS – Statewide Youth Centers	397,668	452,306	483,287	0	483,287	54,638	30,981
MDH – Crownsville Hospital Center	520,004	631,646	661,377	0	661,377	111,642	29,731
DPSCS – WCI	192,645	177,273	203,040	0	203,040	-15,372	25,767
DJS – Victor Cullen Center	330,338	345,406	354,089	0	354,089	15,068	8,683
DNR – Fishing and Boating Services	59,269	69,473	77,716	0	77,716	10,204	8,243
UMCES – Horn Point	76,433	83,667	88,566	0	88,566	7,234	4,899
Military Department	256,804	252,205	256,104	0	256,104	-4,599	3,899
Maryland Aviation Administration	24,512	24,642	28,151	0	28,151	130	3,509
St. Mary's College of Maryland	70,805	79,193	80,562	0	80,562	8,388	1,369

U10B00 – Maryland Environmental Service

<b>Facilities</b>	<b>Expenditures <u>2019</u></b>	<b>Allocation <u>2020</u></b>	<b>Allowance <u>2021</u></b>	<b>Adjustment <u>2021</u></b>	<b>Adjusted Allowance <u>2021</u></b>	<b>Change <u>2019-2020</u></b>	<b>Change Adjusted <u>2020-2021</u></b>
MDH – Springfield Hospital Center	507,046	488,652	479,026	0	479,026	-18,394	-9,626
DPSCS – ECI	2,028,055	2,605,484	2,588,783	0	2,588,783	577,429	-16,701
MDH – Clifton T. Perkins Hospital Center	213,559	204,368	115,039	0	115,039	-9,191	-89,329
DPSCS – Patuxent Institution	545,761	522,273	380,547	0	380,547	-23,488	-141,726
DPSCS – MCI – Jessup	640,676	613,103	346,036	0	346,036	-27,573	-267,067
DNR – Maryland Park Service	2,890,353	3,575,026	3,298,518	0	3,298,518	684,673	-276,508
<b>Total</b>	<b>\$25,798,112</b>	<b>\$29,360,922</b>	<b>\$29,238,818</b>	<b>\$698,974</b>	<b>\$29,937,792</b>	<b>\$3,562,810</b>	<b>\$576,870</b>

DJS: Department of Juvenile Services  
DNR: Department of Natural Resources  
DPSCS: Department of Public Safety and Correctional Services  
ECI: Eastern Correctional Institution  
MCI: Maryland Correctional Institution  
MDH: Maryland Department of Health  
UMCES: University of Maryland Center for Environmental Science  
WCI: Western Correctional Institution

Note: The fiscal 2021 allowance inadvertently excluded a portion of the funding for the DPSCS – Dorsey Run Correctional Facility water and wastewater treatment project. This funding is already reflected in the DPSCS budget.

Source: Governor’s Fiscal 2021 Budget Books; Maryland Environmental Service

## ***Personnel Data***

	<b><u>FY 19</u></b> <b><u>Actual</u></b>	<b><u>FY 20</u></b> <b><u>Working</u></b>	<b><u>FY 21</u></b> <b><u>Allowance</u></b>	<b><u>FY 20-21</u></b> <b><u>Change</u></b>
Regular Positions	845.00	845.00	845.00	0.00
Contractual FTEs	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Personnel</b>	<b>845.00</b>	<b>845.00</b>	<b>845.00</b>	<b>0.00</b>

### ***Vacancy Data: Regular Positions***

Turnover and Necessary Vacancies, Excluding New Positions	0.00	0.00%
Positions and Percentage Vacant as of 12/31/19	n/a	n/a
Vacancies Above (Below) Turnover	n/a	

- Regular positions remain unchanged in the fiscal 2021 allowance. This reflects no change in anticipated needs.

## ***Key Observations***

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### **1. MES Funding Statement Reflects Agency Priorities**

The 2019 *Joint Chairmen's Report* included committee narrative requesting an MES funding statement including information on MES's undesignated unrestricted net assets, overhead rate, project reserve fund status, and justification for reimbursable project funding changes. This report request was in the context of a \$3.6 million, or 13.9%, funding increase between fiscal 2019 and 2020 for State reimbursable projects. The submitted report and prior year information reflect the following.

- ***Undesignated Unrestricted Net Assets:*** MES considers its undesignated unrestricted net assets to be its fund balance. MES' unrestricted undesignated net position increased to \$3.4 million in fiscal 2017 and \$4.8 million in fiscal 2018 before decreasing to \$4.0 million in fiscal 2019. The fiscal 2020 estimate for undesignated unrestricted net assets is \$3.3 million. MES used a portion of its undesignated unrestricted net assets in fiscal 2019 to pay for the implementation of the Workday human resources software and for building expansion costs at its Millersville headquarters in order to accommodate staff growth and to aggregate staff that are spread among several buildings including leased space. The building expansion is anticipated to be completed in calendar 2023. In addition, MES is using its undesignated unrestricted net assets to expand its program providing health care benefits to retirees beginning in January 2019 since MES retirees do not participate in the Maryland State Retirement and Pension System. Overall, MES notes that its fiscal 2019 undesignated unrestricted net assets amount of \$4.0 million is approximately 2.5% of its \$156.4 million operating budget. For comparison purposes, the State's Rainy Day Fund is required to maintain a 6% balance relative to the State's operating budget.
- ***Overhead Rate:*** An informal goal reflected by MES in the past is to reduce the overhead rate – general administrative rate – charged to State agencies and other clients as a result of increasing MES's client base, thus spreading overhead over more clients. In fact, overhead rates have trended down in recent years, with the exception of fiscal 2021, as follows: fiscal 2015 – 45.29%; fiscal 2016 – 44.75%; fiscal 2017 – 44.54%; fiscal 2018 – 43.60%; fiscal 2019 – 44.98%; fiscal 2020 – 43.06%; and fiscal 2021 – 46.56%. MES notes that salary and other personnel increases required to fill vacant positions have resulted in the increased overhead rate in fiscal 2021. However, MES notes that the group rate charged for water and wastewater projects, which comprise the majority of State reimbursable projects, has actually decreased from 14.62% in fiscal 2015 to 5.59% in fiscal 2021 due to efficiencies.
- ***Project Reserve Fund Status:*** MES has three project reserve funds: the State Reimbursable Project Contingency Fund; the Eastern Correctional Institution Steam Turbine Contingency Fund; and the Department of Natural Resources Project Contingency Fund. The fiscal 2019 status of these three project reserve funds is shown in **Exhibit 8**. The \$267,011 shown as funding returned from the State Reimbursable Project Contingency Fund reflects the funding that MES overbudgeted in fiscal 2018 for the DPSCS – Jessup Steam Plant project. MES

subsequently credited this amount to the General Fund from the State Reimbursable Project Contingency Fund. MES notes that it intends to use funding from the Eastern Correctional Institution (ECI) Steam Turbine Contingency Fund in fiscal 2020 and 2021 to overhaul the unit 1 turbine and generator. The funding estimate for the project is \$1,129,866, which will thus reduce the ECI Steam Turbine Contingency Fund balance substantially.

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**Exhibit 8**  
**General Fund Unearned Revenue Amount**  
**Fiscal 2019**

<b><u>Project Reserve Fund Activity</u></b>	<b><u>Amount</u></b>	<b><u>Cap</u></b>	<b><u>Difference</u></b>
<b>State Reimbursable Project Contingency Fund</b>			
Beginning Balance (June 30, 2018)	\$756,780		
Approved Retainage	0		
Interest Earned	13,450		
Funding Returned	-267,011		
<b>Current Balance</b>	<b>\$503,219</b>	<b>\$1,000,000</b>	<b>-\$496,781</b>
<b>ECI Correctional Institution Steam Turbine Contingency Fund</b>			
Beginning Balance (June 30, 2018)	\$1,202,666		
Approved Retainage	0		
Interest Earned	0		
<b>Current Balance</b>	<b>\$1,202,666</b>	<b>\$1,500,000</b>	<b>-\$297,334</b>
<b>DNR Project Contingency Fund</b>			
Beginning Balance (June 30, 2018)	\$3,408		
Approved Additions	0		
Funds Used	0		
Interest Earned	0		
<b>Current Balance</b>	<b>\$3,408</b>	<b>\$500,000</b>	<b>-\$496,592</b>

DNR: Department of Natural Resources

ECI: Eastern Correctional Institution

Source: Maryland Environmental Service; Department of Legislative Services

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- ***Reimbursable Project Funding Changes:*** MES notes that State reimbursable project cost increases in recent years are attributable to fuel oil, wood chips, and replacement equipment at ECI and MCI. In addition, MES notes that it uses all available knowledge to budget for State projects and that it returns unused State reimbursable project funds to its State partners.

## ***Operating Budget Recommended Actions***

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1. Adopt the following narrative:

**Maryland Environmental Service Funding Statement:** The committees request that the Maryland Environmental Service (MES) provide a report on the following:

- undesignated unrestricted net assets for fiscal 2020, 2021, and 2022 estimated and an explanation for any changes between each of these years, including revenues credited to and expenditures debited from the net assets;
- overhead rate for fiscal 2020, 2021, and 2022 estimated;
- project reserve fund status by beginning balance, approved retainage, funds used, and interest earned for fiscal 2020 and 2021 for the State Reimbursable Project Contingency Fund, the Eastern Correctional Institution Steam Turbine Contingency Fund, and the Department of Natural Resources Project Contingency Fund; and
- justification for the changes in reimbursable project funding for fiscal 2020, 2021, and 2022 estimated based on a discussion about how MES's undesignated unrestricted net assets allow for reducing MES's overhead rate for State reimbursable projects and how project reserve funds are available for any under budgeting.

The report should be submitted in coordination with the Department of Budget and Management (DBM) with the fiscal 2022 budget submission.

<b>Information Request</b>	<b>Authors</b>	<b>Due Date</b>
MES funding statement	MES DBM	Fiscal 2022 budget submission

**Appendix 1**  
**2019 Joint Chairmen's Report Responses from Agency**

The 2019 *Joint Chairmen's Report* (JCR) requested that the Maryland Environmental Service (MES) prepare one report. An electronic copy of the full JCR response can be found on the Department of Legislative Services Library website.

- ***MES Funding Statement Reflects Agency Priorities:*** The 2019 JCR included committee narrative requesting an MES funding statement. The funding statement was requested to include information on MES's undesignated unrestricted net assets, overhead rate, project reserve fund status, and justification for reimbursable project funding changes. Further discussion of this data can be found in Key Observation 1 of this analysis.

**Appendix 2**  
**Audit Findings**

Audit Period for Last Audit:	March 24, 2015 – March 10, 2019
Issue Date:	January 2020
Number of Findings:	6
Number of Repeat Findings:	2
% of Repeat Findings:	33.3%
Rating: (if applicable)	n/a

- Finding 1:** The Maryland Environmental Service (MES) lacked formal written agreements with State agencies for 69 facilities to clarify responsibilities of services it performed, as required.
- Finding 2:** MES obtained services from two vendors totaling \$8.4 million using a sole source procurement method without necessary MES board approval to waive its competitive procurement procedures. Furthermore, MES did not have a written contract with one of the vendors.
- Finding 3:** MES had not established effective controls over the processing of invoice payments.
- Finding 4:** **MES check receipt and deposit procedures were inadequate and duties related to cash receipts and accounts receivable were not properly segregated.**
- Finding 5:** **Human resources and payroll user capabilities were not adequately restricted, and independent documented reviews of personnel and payroll transactions were not performed.**
- Finding 6:** MES did not ensure that user access capabilities assigned to employees on its financial management systems were adequately restricted.

\*Bold denotes item repeated in full or part from preceding audit report.

**Appendix 3**  
**Object/Fund Difference Report**  
**Maryland Environmental Service**

<u>Object/Fund</u>	<u>FY 19 Actual</u>	<u>FY 20 Working Appropriation</u>	<u>FY 21 Allowance</u>	<u>FY 20 - FY 21 Amount Change</u>	<u>Percent Change</u>
<b>Positions</b>					
01 Regular	845.00	845.00	845.00	0.00	0%
<b>Total Positions</b>	<b>845.00</b>	<b>845.00</b>	<b>845.00</b>	<b>0.00</b>	<b>0%</b>
<b>Objects</b>					
01 Salaries and Wages	\$ 53,814,000	\$ 55,697,000	\$ 57,321,657	\$ 1,624,657	2.9%
02 Technical and Spec. Fees	10,093,000	11,500,000	11,903,000	403,000	3.5%
03 Communication	422,000	500,000	518,000	18,000	3.6%
04 Travel	139,000	300,000	311,000	11,000	3.7%
06 Fuel and Utilities	7,452,000	8,000,000	8,280,000	280,000	3.5%
07 Motor Vehicles	4,000,000	5,000,000	5,175,000	175,000	3.5%
08 Contractual Services	29,154,000	30,500,000	31,568,000	1,068,000	3.5%
09 Supplies and Materials	9,253,000	10,000,000	10,350,000	350,000	3.5%
10 Equipment – Replacement	5,311,000	5,500,000	5,693,000	193,000	3.5%
13 Fixed Charges	14,409,000	15,000,000	15,525,000	525,000	3.5%
14 Land and Structures	22,407,000	23,000,000	23,805,000	805,000	3.5%
<b>Total Objects</b>	<b>\$ 156,454,000</b>	<b>\$ 164,997,000</b>	<b>\$ 170,449,657</b>	<b>\$ 5,452,657</b>	<b>3.3%</b>
<b>Funds</b>					
07 Nonbudgeted Fund	\$ 156,454,000	\$ 164,997,000	\$ 170,449,657	\$ 5,452,657	3.3%
<b>Total Funds</b>	<b>\$ 156,454,000</b>	<b>\$ 164,997,000</b>	<b>\$ 170,449,657</b>	<b>\$ 5,452,657</b>	<b>3.3%</b>

Note: The fiscal 2020 appropriation does not include deficiencies, planned reversions, or general salary increases. The fiscal 2021 allowance does not include contingent reductions or general salary increases.



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## Annual Reports

[Report - 2020 \(https://menv.com/wp-content/uploads/2021/02/Annual-Report-2020.pdf\)](https://menv.com/wp-content/uploads/2021/02/Annual-Report-2020.pdf)
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[Report - 2016 \(https://menv.com/wp-content/uploads/2020/01/agency\\_report-file-2.pdf\)](https://menv.com/wp-content/uploads/2020/01/agency_report-file-2.pdf)

MES was established by the General Assembly in 1970 to assist with the preservation, improvement, and management of the quality of air, land, water, and natural resources, and to promote the health and welfare of the citizens of the State. Today, MES employs over 800 teammates and operates more than 1,000 environmental projects across Maryland and the Mid-Atlantic region. As a not-for-profit business unit of the state of Maryland, MES provides multi-disciplinary environmental compliance services to enhance and protect the environment through innovative solutions to the region's most complex environmental challenges.

## Mission

To provide operational and technical services to protect and enhance the environment for the benefit of the people of Maryland.

## Vision

Maryland Environmental Service is an innovative and leading-edge solver of environmental problems; a responsible and successful manager of environmental operations; and a great place to work.

Click here to view the MES Strategic Plan 2017-2022 (<https://menv.com/wp-content/uploads/2021/03/Strategic-Plan.pdf>).

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The State of Maryland pledges to provide constituents, businesses, customers, and stakeholders with services in the following manner:

**Friendly and Courteous:** We will be helpful and supportive and have a positive attitude and passion for what we do.

**Timely and Responsive:** We will be proactive, take initiative, and anticipate your needs.

**Accurate and Consistent:** We will always aim for 100% accuracy, and be consistent in how we interpret and implement State policies and procedures.



**Accessible and Convenient:** We will continue to simplify and improve access to information and resources.

**Truthful and Transparent:** We will advance a culture of honesty, clarity, and trust.

Tell us about your experience with Maryland Environmental Service. Click [here](http://www.doit.state.md.us/selectsurvey/TakeSurvey?agencycode=MES&SurveyID=86M2956) to complete a three question customer experience survey. (<http://www.doit.state.md.us/selectsurvey/TakeSurvey?agencycode=MES&SurveyID=86M2956>)

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
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
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## Human Trafficking

GET HELP

National Human Trafficking Hotline -- 24/7 Confidential

 1-888-373-7888

 Text: 233733

For more information on human trafficking in Maryland click here (<http://goccp.maryland.gov/victims/rights-resources/human-trafficking/>).

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**Department of Legislative Services**  
Maryland General Assembly  
2021 Session

**FISCAL AND POLICY NOTE**  
**Enrolled - Revised**

Senate Bill 2

(Senator McCray, *et al.*)Budget and Taxation and Education, Health,  
and Environmental AffairsAppropriations and Environment and  
Transportation

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**Maryland Environmental Service Reform Act of 2021**

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This bill makes overarching changes to the governance and administration of the Maryland Environmental Service (MES), including (1) altering the composition, selection, and standards of conduct for the MES Board of Directors; (2) adding new spending and contracting restrictions and requiring independent evaluations of MES finances and board actions; (3) renaming the Director as the *Executive Director* and requiring the Executive Director to appoint a diversity officer; (4) instituting new training and required policies; (5) establishing new requirements and standards for holding board meetings; and (6) clarifying and modifying the application of specified collective bargaining provisions and procedures for MES employees, including oversight by the State Labor Relations Board (SLRB). **The bill takes effect July 1, 2021.**

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**Fiscal Summary**

**State Effect:** MES nonbudgeted expenditures increase by \$146,800 in FY 2022, and nonbudgeted revenues increase correspondingly; future years reflect ongoing costs. Minimal increase in State expenditures (multiple fund types) for State agencies that contract with MES, and potential increase in general fund expenditures for SLRB beginning in FY 2022.

(in dollars)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
NonBud Rev.	\$146,800	\$126,000	\$129,500	\$133,600	\$137,700
GF Expenditure	-	-	-	-	-
GF/SF Exp.	-	-	-	-	-
NonBud Exp.	\$146,800	\$126,000	\$129,500	\$133,600	\$137,700
Net Effect	(-)	(-)	(-)	(-)	(-)

*Note: ( ) = decrease; GF = general funds; FF = federal funds; SF = special funds; - = indeterminate increase; (-) = indeterminate decrease*

**Local Effect:** Minimal increase in local expenditures for local governments that contract with MES. Local revenues are not affected.

**Small Business Effect:** Minimal.

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## Analysis

**Bill Summary/Current Law:** MES is an instrumentality of the State and a self-supporting, not-for-profit public corporation that serves State, local, and federal agencies and the private sector through designing, planning, financing, constructing, operating, and monitoring projects for water and wastewater treatment, solid waste management, composting, recycling, dredged material management, hazardous materials cleanup, stormwater services, and renewable energy. The service operates more than 200 water and wastewater treatment facilities as well as solid waste transfer stations, material recycling facilities, the Cox Creek and Masonville dredged material placement sites, the Paul S. Sarbanes Ecosystem Restoration Project at Poplar Island, the Midshore Regional Landfill, two yard debris composting facilities, and the wood-fired cogeneration plant that supplies the Eastern Correctional Institution in Westover with electricity and steam.

MES operates on a fee-for-service basis under contract.

### *Changes to the Composition of the Board/Board and Director Duties and Responsibilities*

Under current law, there are four officers of MES: an Executive Director, a deputy director, a secretary, and a treasurer. The secretary and the treasurer (1) are appointed by the Director with the approval of the Governor (solely with regard to the qualifications for the duties of the office) and (2) serve at the pleasure of the Director and must receive compensation as determined by the board. Under the bill, the secretary and the treasurer (1) must be selected by the board from among the board members and (2) serve at the pleasure of the board and must receive compensation as may be reasonably determined by the board. The bill also renames the Director to be the *Executive Director*. Further, the bill (1) removes the deputy director, the secretary, and the treasurer from the MES board; (2) designates the Executive Director as a nonvoting member of the board; and (3) adds the State Treasurer (or designee) as a board member. Under the bill, the State Treasurer and the Executive Director are prohibited from serving as the secretary, treasurer, or chair of the board.

The bill further amends the composition of the board, changes the appointment process for the public and private sector members of the board, and prohibits the Governor from appointing an MES employee to the board. It specifies that at least one public or private

sector member must be a resident of a rural county in the State. Under current law, nonofficer board member terms are four years and are staggered as specified beginning July 1, 1993. Under the bill, the terms of all board members (other than the State Treasurer) are four years and are staggered as specified, beginning July 1, 2021. The bill specifies that the board must select a chair from among the board's members.

Under current law, the Director is the administrative head of MES *and* the presiding officer of the board. The bill removes the presiding officer responsibilities, so under the bill, the Executive Director is only the administrative head of MES. The bill requires the Executive Director, at each regular board meeting, to present a detailed and itemized accounting and explanation of all expenses incurred by or on behalf of the Executive Director and deputy director that exceed \$500 (calculated in the aggregate and from the date of the previous regular meeting through the day before the date of the regular meeting at which the expenses will be presented). The bill also requires the voting MES board members to annually evaluate the Executive Director in accordance with criteria and procedures established by the voting board members; such criteria and procedures must be published on the MES website.

Current law, in accordance with § 2-401.5 of the Corporations and Associations Article, requires, among other things, for a corporate director to act (1) in good faith; (2) in a manner the director reasonably believes to be in the best interests of the corporation; and (3) with the care that an ordinarily prudent person in a like position would use under similar circumstances. The bill requires MES board members to observe this same standard of care and to receive annual training on this standard of care.

The bill also prohibits the board from awarding a severance package to an MES executive if the executive accepts another position in the State government within one year after terminating employment with MES. Further, any former MES executive who was awarded a severance package in violation of the bill's prohibition must reimburse MES for the value of the severance package within one year after terminating employment with MES.

Finally, the bill requires the MES board to adopt a conflict of interest policy for board members by October 31, 2021. The bill specifies standards that must be included in the policy and requires the policy to prohibit a board member from using the board member's position on the board for personal gain when contracting with MES. Further, the policy must require that an MES board member provide an attestation of any business relationship with MES. The board must send a copy of the policy to the Governor, the President of the Senate, and the Speaker of the House of Delegates after the policy is initially adopted and any time a substantive change is made to the policy.

### *Procurement and Spending Restrictions and Submission of Budget*

Current law assigns responsibility for overseeing State procurement to the Board of Public Works (BPW), but exempts MES from State procurement law (and thus from BPW oversight). For agencies subject to BPW oversight, the Code of Maryland Regulations generally requires BPW review and approval of contracts valued at \$200,000 or more. The bill requires BPW to review and approve any MES contract for the provision of requested services that has a value of \$250,000 or more unless the contract is for the provision of requested services to a unit of State or local government or for services to the federal government. In addition, the bill requires (1) MES to notify its board of any nonemergency expenditure that exceeds \$25,000 and (2) approval by the MES board for any nonemergency expenditure that exceeds \$200,000.

Current law requires MES to annually submit a budget that reflects MES's operating and capital programs to the Department of Budget and Management (DBM) for inclusion for informational purposes in the State budget book. The bill specifies that (1) MES must submit a *full and detailed* budget that reflects MES's operating and capital programs; (2) the budget be submitted in a manner required by DBM; and (3) the budget specify MES's revenue sources in a manner required by DBM.

### *Required Assessment and Audit*

The bill requires the MES board, by December 31, 2021, and every five years thereafter, to obtain an assessment of its operations by an independent consultant or accountant. The assessment must include an evaluation of specified structures and processes, including the structure and dynamics of the board and its role in various aspects of MES's operations. The board must (1) review the assessment at one of its meetings; (2) make any changes or recommendations it considers appropriate; (3) submit the assessment to the Governor and the General Assembly; and (4) post a copy of the assessment on the MES website, as specified.

Current law requires that an audit be conducted (as soon as practical after closing the fiscal year) on MES's financial books, records, and accounts. The audit must be conducted by a licensed independent certified public accountant who may not have a personal interest either directly or indirectly in MES affairs. The bill requires that MES obtain, either as a separate part of the currently required audit or as an independent audit, an audit that focuses on unauthorized spending, misallocated expenses, lack of conformity with State law or MES board policies, and other accounting errors. The board must review the audit at a board meeting and make any changes or recommendations that it considers appropriate based on the audit. MES must (1) provide DBM with a copy of the audit and any changes or recommendations of the board based on the audit and (2) post a copy of the audit on the MES website, as specified.

### *New Diversity Officer, Related Updated Policies, and Required Training*

The bill requires the Executive Director to appoint a diversity officer to coordinate the development and implementation of a diversity policy for MES and to assist employees in resolving grievances related to alleged violations of the diversity policy or State or federal antidiscrimination laws. The board must adopt (or readopt) policies consistent with the bill governing several items, including severance packages, bonuses, tuition and expense reimbursements, workforce diversity, whistleblower complaints, travel, and the use of MES-owned equipment and devices (such as cars, laptops, and cell phones). These policies must be periodically reviewed and revised as necessary. By December 31, 2021, and within 30 days after any policy is revised, the board must submit a report containing copies of the required policies to specified committees of the General Assembly. MES must also report annually to the General Assembly on its efforts to reduce greenhouse gas emissions consistent with goals in current law.

Under the bill, board members, the Executive Director, and the deputy director must receive annual training on ethics, harassment, diversity, and policies adopted pursuant to the bill.

### *Clarification of Employee Collective Bargaining Policy and Hiring Standards*

Under current law (and the bill), Title 3 of the State Personnel and Pensions Article establishes statutory collective bargaining rights for a large number of State employees. State employees in general are authorized to enter into collective bargaining agreements with units of State government to establish wages, hours, pension rights, or working conditions for State employees. Current law requires MES, consistent with the provisions of Title 3 of the State Personnel and Pensions Article, to recognize and deal with an employee organization once elected as an exclusive representative, collectively bargain, and enter into the same type of agreement for MES employees.

The bill generally clarifies the authority of MES employees to enter into collective bargaining agreements and explicitly (1) adds MES employees to the list of employees to whom the State's collective bargaining provisions applies; (2) allows MES employees to enter into binding collective bargaining agreements in accordance with applicable State law; and (3) authorizes SLRB to designate one or more bargaining units for MES employees in accordance with procedures established under current law.

Further, under current law, MES is required to adopt regulations that govern MES employees and to establish a personnel system that meets specified requirements. The bill (1) requires the personnel system to be developed in accordance with the requirements of Title 3 of the State Personnel and Pensions Article and (2) requires the system to include fair and equitable procedures for the discipline or discharge of employees for just cause.

The bill also requires MES to reasonably advertise, conduct a search, and conduct a competitive interview process for each open MES position that is not assigned to a project.

#### *New Procedures for Board Meetings*

The bill establishes a number of new requirements for board meetings. Among other things, meeting agendas, meeting minutes, live video streaming, and archived video recordings of board meetings must be made available on the MES website, as specified.

#### *Hiring Additional Counsel*

Under current law and the bill, the Attorney General of Maryland is the legal advisor for MES and the board. Under current law, MES may employ additional counsel considered necessary to carry out MES's duties with the approval of the Attorney General. Under the bill, MES must also obtain board approval before hiring additional counsel.

**State Fiscal Effect:** BPW and the State Treasurer's Office both advise that they can implement the bill's requirements with existing budgeted resources.

#### *Maryland Environmental Service*

Nonbudgeted expenditures for MES increase by \$146,829 in fiscal 2022, which accounts for the bill's July 1, 2021 effective date. This estimate reflects the cost of hiring one new employee to act as the diversity officer and to generally implement the bill, including assisting with developing the various new policies and trainings required under the bill. It includes a salary, fringe benefits, one-time start-up costs, and ongoing operating expenses, including costs associated with the independent assessment (estimated to be \$10,000 in fiscal 2022) and annual costs to conduct the independent audit (estimated to be \$15,000 annually beginning in fiscal 2022).

Position	1.0
Salary and Fringe Benefits	\$116,084
Independent Assessment	10,000
Independent Audit	15,000
Other Operating Expenses	<u>5,745</u>
<b>Total FY 2022 MES Expenditures</b>	<b>\$146,829</b>

Future year expenditures reflect a salary with annual increases and employee turnover and ongoing operating expenses, including ongoing costs to conduct the independent audit.

Since MES is a fee-for-service entity, any costs incurred by MES resulting from the bill are ultimately borne by the entities that contract for MES services through an increase in

fees. As a result, MES nonbudgeted revenues increase correspondingly. The bill is not expected to have a meaningful impact on the number and types of contracts entered into each year.

This analysis does not reflect any future reimbursements of severance packages that may occur. The bill's provision that requires former executives to reimburse MES for the value of severance packages awarded in violation of the bill does not appear to be retroactive.

MES employees have the authority to enter into collective bargaining agreements under current law. However, the bill's changes trigger a representation election and may result in an approval of representation. If MES employees approve the designation of an exclusive representative, collective bargaining may result in higher personnel costs for the agency. In that event, MES revenues and expenditures increase accordingly, but any such effect is contingent on a number of factors and thus is not reflected in this analysis.

#### *State Labor Relations Board*

The bill's addition of MES employees to the list of employees to whom the State's collective bargaining provisions apply and the authorization for SLRB to designate one or more bargaining units for MES employees has an operational impact on SLRB and likely results in an increase in general fund expenditures beginning as early as fiscal 2022. Under the bill, SLRB must act as the case manager, plan and facilitate representation elections, and process any unfair labor practice matters that are filed surrounding the activities and relationships among MES employees, unions, and MES (as the employer). MES has roughly 800 employees. The overall magnitude of any impact on expenditures for SLRB depends on several unknown factors, including (1) whether MES employees elect to bargain collectively; (2) whether SLRB designates a single or multiple bargaining units for MES employees; (3) whether an existing or new bargaining unit is designated; and (4) the number of cases alleging unfair labor practices that result based on these various factors. Thus, a precise estimate of the impact on SLRB cannot be determined at this time. SLRB notes that the bill's changes trigger a representation election and that generally, related cases are filed within the first three years after such an election.

**State/Local/Small Business Effect as MES Customers:** As mentioned above, since MES is a fee-for-service entity, any costs incurred by MES to implement the bill are passed on to the various State agencies, local governments, and private sector entities (which could include small businesses), that contract for MES services. Therefore, expenditures increase minimally for multiple State agencies (all fund types), local governments, and any small businesses that contract with MES.

**Additional Comments:** The Joint Committee on Fair Practices and State Personnel Oversight's 2020 interim report (pages 64-66 of the [2020 Interim Summary Reports of](#)

[Committees to the Legislative Policy Committee](#)) addresses the personnel practices of MES and its board.

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### **Additional Information**

**Prior Introductions:** None.

**Designated Cross File:** HB 2 (Delegate Korman) - Appropriations and Environment and Transportation.

**Information Source(s):** Baltimore City; Caroline, Montgomery, and Prince George's counties; City of Bowie; Maryland Environmental Service; Governor's Office; Maryland State Treasurer's Office; Department of Budget and Management; Maryland Department of the Environment; Department of Public Safety and Correctional Services; Board of Public Works; Maryland Department of Transportation; State Ethics Commission; State Labor Relations Board; Department of Legislative Services

**Fiscal Note History:** First Reader - January 25, 2021  
an/mcr Third Reader - March 22, 2021  
Revised - Amendment(s) - March 22, 2021  
Revised - Clarification - March 22, 2021  
Enrolled - April 30, 2021  
Revised - Amendment(s) - April 30, 2021

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**Senate of Maryland  
2021 Regular Session**

<b>SB 2</b>	Senate Bills Amended in the House No. 38	
	Senator McCray et al	(3rg#15 B&T)
Maryland Environmental Service Reform Act of 2021		
On third reading		

**46 Yeas      0 Nays      0 Not Voting      0 Excused      1 Absent**

**Voting Yea - 46**

Mr. President	Elfreth	Hettleman	Lam	Salling
Augustine	Ellis	Hough	Lee	Simonaire
Bailey	Feldman	Jackson	McCray	Smith
Beidle	Gallion	Jennings	Patterson	Sydnor
Carozza	Griffith	Kagan	Peters	Waldstreicher
Carter	Guzzone	Kelley	Pinsky	Washington
Cassilly	Hayes	King	Ready	West
Corderman	Hershey	Klausmeier	Reilly	Young
Eckardt	Hester	Kramer	Rosapepe	Zucker
Edwards				

**Voting Nay - 0**

**Not Voting - 0**

**Excused from Voting - 0**

**Excused (Absent) - 1**

Benson

**Maryland House of Delegates  
2021 Regular Session**

<b>SB 2</b>	Third Reading (SB) Calendar No.61 Senator McCray et al Maryland Environmental Service Reform Act of 2021  On Third Reading	(APP and ENT    (Emerg/Amend)
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**130 Yeas      4 Nays      3 Not Voting      0 Excused      4 Absent**

**Voting Yea - 130**

Speaker	Carr	Harrison	Lisanti	Rosenberg
Acevero	Chang	Hartman	Long	Ruth
Adams	Charkoudian	Haynes	Lopez	Saab
Anderton	Charles	Healey	Love	Sample-Hughes
Arentz	Chisholm	Henson	Luedtke	Shetty
Arikan	Ciliberti	Hill	Malone	Shoemaker
Attar	Clark	Holmes	Mautz	Smith
Atterbeary	Clippinger	Hornberger	McComas	Solomon
Bagnall	Conaway	Howard	McIntosh	Stein
Barnes, B.	Crosby	Jackson	McKay	Stewart
Barnes, D.	Crutchfield	Jacobs	Metzgar	Szeliga
Barron	Cullison	Johnson	Moon	Terrasa
Bartlett	Davis, D.E.	Jones, D.	Morgan	Thiam
Barve	Davis, D.M.	Jones, R.	Novotny	Turner
Beitzel	Dumais	Kaiser	Otto	Valderrama
Belcastro	Ebersole	Kelly	Palakovich Carr	Valentino-Smith
Bhandari	Feldmark	Kerr	Patterson	Washington
Boteler	Fennell	Kipke	Pena-Melnyk	Watson, C.
Boyce	Fisher, W.	Kittleman	Pendergrass	Watson, R.
Branch, C.	Forbes	Korman	Pippy	Wells
Branch, T.	Fraser-Hidalgo	Krebs	Proctor	Wilkins
Bridges	Ghrist	Krimm	Qi	Williams
Brooks	Gilchrist	Lehman	Queen	Wilson
Buckel	Grammer	Lewis, J.	Reilly	Wivell
Cardin	Griffith	Lewis, R.	Reznik	Young, K.
Carey	Guyton	Lierman	Rogers	Young, P.

**Voting Nay - 4**

Cox	Fisher, M.	Impallaria	Rose
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**Not Voting - 3**

Amprey	Ivey	Parrott
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**Excused from Voting - 0**

**Excused (Absent) - 4**

Anderson	Jalisi	Mangione	Walker
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## Chapter 72

## (Senate Bill 2)

AN ACT concerning

**Maryland Environmental Service Reform Act of 2021**

FOR the purpose of altering the type of membership position the Executive Director of the Maryland Environmental Service holds on the Board of Directors of the Maryland Environmental Service from being a voting member to being a nonvoting member; removing the Director and Deputy Director of the Maryland Environmental Service from the Board of Directors of the Maryland Environmental Service; requiring the Secretary and the Treasurer of the Service to be selected by the Board from among the Board's members; providing that the Secretary and the Treasurer serve at the pleasure of the Board; providing for the compensation of the Secretary and the Treasurer; altering the size and membership, and qualifications of the Board; requiring a certain member of the Board to be selected from a certain list of recommendations; prohibiting the Executive Director and State Treasurer from serving as the Secretary, Treasurer, or Chair of the Board; requiring the Executive Director to present certain expense information at each regular meeting of the Board; prohibiting the Governor from appointing a certain employee to the Board; altering the number of members that constitutes a quorum for the transaction of business of the Board; altering the number of votes necessary for certain actions of the Board; requiring the Board to select a Chair from among the Board's members; requiring the voting members of the Board to establish certain criteria and procedures for evaluating the Executive Director in a certain manner and to publish the criteria and procedures on the Service's website; authorizing the Secretary to delegate certain duties to a certain person under certain circumstances; requiring the approval of the Board before the Service may employ certain counsel; requiring the approval of the Board on certain expenditures that exceed a certain amount; requiring the Service to notify the Board of a certain expenditure; altering certain requirements for submitting a certain budget of the Service to the Department of Budget and Management; requiring the Board to establish a personnel system in accordance with certain provisions of law and that includes certain procedures for the redress of certain discipline or discharge; requiring the Service to take certain actions for certain open positions in the Service; authorizing employees of the Service to enter into certain collective bargaining agreements in accordance with certain provisions of law; requiring the Board to adopt, on or before a certain date, a certain conflict of interest policy for members of the Board and to send the conflict of interest policy to the President of the Senate and the Speaker of the House under certain circumstances; requiring Board members to observe a certain standard of care; prohibiting the Board from awarding a severance package to a certain executive under certain circumstances; requiring a certain former executive to reimburse the Service for the value of a certain severance package within a certain amount of time under certain circumstances; requiring the Executive Director to appoint a Diversity Officer for certain purposes; requiring the Board to adopt or readopt policies,

consistent with certain provisions of this Act, governing certain matters on or before a certain date; requiring the Board to periodically review and revise certain policies; requiring the Board to submit a certain report to certain committees of the General Assembly in accordance with certain provisions of law on or before a certain date and within a certain number of days after a certain policy is revised; requiring Board members, the Executive Director, and the Deputy Director to receive annual training on certain topics; requiring the Board to make a certain annual report to the General Assembly in accordance with a certain provision of law on or before certain dates; requiring the Board to make publicly available on the Service's website certain agendas, meeting minutes, and videos within certain timeframes; requiring the Service to maintain on its website certain meeting minutes and video recordings for certain periods of time; providing for the citation to certain provisions of this Act; requiring the Board to obtain a certain assessment of the Board's operations on or before certain dates; requiring the Board to review a certain assessment and make certain changes or recommendations; requiring the Board to submit a certain assessment to the Governor and the General Assembly; requiring the Service to post a copy of a certain assessment on the Service's website in a certain manner; requiring the review and approval of the Board of Public Works on certain contracts, subject to certain exceptions; requiring the Service to obtain a certain audit to be reviewed by the Board in a certain manner; requiring the Service to provide a copy of a certain audit and certain information to the Department of Budget and Management; requiring the Board to post a certain audit on the Service's website in a certain manner; applying certain provisions of the State Personnel and Pensions Article to employees of the Service; authorizing the State Labor Relations Board to designate a certain number of bargaining units for certain employees; requiring and authorizing the Service to take certain actions related to the provision of certain employee information under certain circumstances and certain new employee programs; requiring the Board to participate as a party in certain bargaining under certain circumstances; requiring a certain memorandum of understanding to be executed by the Board; requiring a certain employee to provide certain proof to the Board under certain circumstances; prohibiting a certain employee from being required to negotiate over a certain matter; authorizing a certain employee to negotiate and reach an agreement on a certain matter under certain circumstances; requiring a certain memorandum of understanding to be ratified by the Board and a certain majority; authorizing an exclusive representative to file a certain action against the Service; repealing the definition of "Director" and replacing it with the definition of "Executive Director"; altering a certain definition; providing for the terms of certain Board members; requiring the publisher of the Annotated Code of Maryland, in consultation with and subject to the approval of the Department of Legislative Services, to correct any cross-references or terminology rendered incorrect by this Act and to describe any corrections made in an editor's note following the section affected; ~~making this Act an emergency measure;~~ making technical, stylistic, and conforming changes; and generally relating to the Maryland Environmental Service.

BY repealing and reenacting, without amendments,

Article – Natural Resources  
 Section 3–101(a), ~~and (b), and (f)~~  
 Annotated Code of Maryland  
 (2018 Replacement Volume and 2020 Supplement)

BY repealing

Article – Natural Resources  
Section 3–101(f)  
Annotated Code of Maryland  
(2018 Replacement Volume and 2020 Supplement)

BY repealing and reenacting, with amendments,

Article – Natural Resources  
 Section 3–101(g) and (p), 3–103, 3–103.1(b) and ~~(e)(8), and (c)(4) and (8), 3–106(a)~~  
and (b), 3–107, 3–109(c)(3), and 3–126(d)  
 Annotated Code of Maryland  
 (2018 Replacement Volume and 2020 Supplement)

BY adding to

Article – Natural Resources  
 Section 3–101(g) and 3–103.3 through 3–103.5  
 Annotated Code of Maryland  
 (2018 Replacement Volume and 2020 Supplement)

BY repealing and reenacting, without amendments,

Article – State Personnel and Pensions  
Section 3–101(a) and 3–208(b)  
Annotated Code of Maryland  
(2015 Replacement Volume and 2020 Supplement)

BY repealing and reenacting, with amendments,

Article – State Personnel and Pensions  
 Section 3–101(b), 3–102(a), 3–205(a) and (c), 3–208(a), (c), and (d), 3–307, 3–405(a),  
3–501(a) and (d), 3–502(b) and (c), 3–601, and 3–603(c)  
 Annotated Code of Maryland  
 (2015 Replacement Volume and 2020 Supplement)

BY adding to

Article – State Personnel and Pensions  
Section 3–205(d)  
Annotated Code of Maryland  
(2015 Replacement Volume and 2020 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
 That the Laws of Maryland read as follows:

**Article – Natural Resources**

3–101.

- (a) In this subtitle the following words and terms have the meanings indicated.
- (b) “Board” means the Board of Directors of the Maryland Environmental Service.
- ~~(f) “Director” means Director of the Maryland Environmental Service.~~

~~[(g)]~~ **(F)** “Energy project” means any service, facility, system, or property, real or personal, used, useful, or having present capacity for use in connection with:

- (1) Energy conservation; or
- (2) The production, generation, or distribution of energy from a renewable or other energy source.

**(G) “EXECUTIVE DIRECTOR” MEANS THE EXECUTIVE DIRECTOR OF THE MARYLAND ENVIRONMENTAL SERVICE.**

(p) “Service region” means a geographic area which the Maryland Environmental Service designates and within which the **EXECUTIVE** Director, after consultation with the municipalities affected, causes surveys, plans, studies, and estimates to be made for the purpose of determining the most dependable, effective, and efficient means of providing services through water supply projects, solid waste disposal projects, or wastewater purification projects. Service regions shall be based upon needs set forth in approved State–county master water and sewerage plans, or solid waste disposal plans, if any, adopted pursuant to the Environment Article, but they may also take account of other plans and studies.

3–103.

(a) **(1)** There is a body politic and corporate known as the “Maryland Environmental Service”.

**(2)** The Service is an instrumentality of the State and a public corporation by that name, style, and title, and the exercise by the Service of the powers conferred by this subtitle is the performance of an essential governmental function of the State.

(b) (1) There are four officers of the Service: [a]

**(I) ~~A Director~~ AN EXECUTIVE DIRECTOR**[, a];

**(II) A Deputy Director**[, a];

(III) A Secretary[,]; and [a]

(IV) A Treasurer.

(2) (I) The four officers of the Service shall be appointed [as follows:] **IN ACCORDANCE WITH THIS PARAGRAPH.**

[(i)] (II) 1. The EXECUTIVE Director shall be appointed by the Governor, with the advice and consent of the Senate solely with regard to the qualifications for the duties of the office.

2. The EXECUTIVE Director serves at the pleasure of the Board with the concurrence of the Governor and shall receive such compensation as may be determined by the Board[; and].

[(ii)] (III) 1. The Deputy Director[, the Secretary and the Treasurer] shall be appointed by the EXECUTIVE Director with the approval of the Governor solely with regard to the qualifications for the duties of the office.

2. The Deputy Director[, the Secretary and the Treasurer serve] **SERVES** at the pleasure of the EXECUTIVE Director and shall receive such compensation as may be determined by the Board.

(IV) 1. **THE SECRETARY AND THE TREASURER SHALL BE SELECTED BY THE BOARD FROM AMONG THE BOARD'S MEMBERS.**

2. **THE SECRETARY AND THE TREASURER SERVE AT THE PLEASURE OF THE BOARD AND SHALL RECEIVE SUCH COMPENSATION AS MAY BE REASONABLY DETERMINED BY THE BOARD.**

[(2)] (3) The Board of Directors of the Service shall consist of [nine] ~~SEVEN~~ **THE FOLLOWING** members ~~as follows:~~

(i) ~~¶The EXECUTIVE Director, Deputy Director, Secretary, and Treasurer of the Service]~~ **WHO SHALL SERVE AS A NONVOTING MEMBER;**

**(II) THE STATE TREASURER, OR THE STATE TREASURER'S DESIGNEE;**

~~(ii)]~~ (III) Three members from the public sector in the State in positions responsible for ENVIRONMENTAL, water, wastewater, or solid waste management; ~~and~~

~~(iii)~~ **(IV)** [Two] ~~THREE members~~ **ONE MEMBER** from the private sector in the State with technical, financial, development, or legal experience related to ENVIRONMENTAL, water, wastewater, or solid waste management;

**(V) ONE MEMBER FROM THE PRIVATE SECTOR IN THE STATE WITH FINANCIAL EXPERIENCE RELATED TO ENVIRONMENTAL, WATER, WASTEWATER, OR SOLID WASTE MANAGEMENT; AND**

**(VI) ONE MEMBER FROM THE PRIVATE SECTOR IN THE STATE WITH EXPERIENCE OR EXPERTISE IN MATTERS RELATED TO BUSINESS ETHICS, PREFERABLY INVOLVING BOARD OF DIRECTOR ETHICS AND CONFLICTS OF INTEREST.**

~~[(3)]~~ **(4)** **(I)** [The] **SUBJECT TO SUBPARAGRAPHS (II) AND (III), (III), AND (IV) OF THIS PARAGRAPH,** the public sector and private sector members of the Board, as set forth in paragraph ~~[(2)(ii)]~~ ~~(3)(ii) and (iii)~~ **(3)(III) THROUGH (VI)** of this subsection shall be appointed by the Governor with the advice and consent of the Senate.

**(II) THE GOVERNOR SHALL SELECT AT LEAST ONE OF THE PUBLIC SECTOR MEMBERS OF THE BOARD FROM A LIST OF RECOMMENDATIONS JOINTLY COMPILED BY THE MARYLAND ASSOCIATION OF COUNTIES AND THE MARYLAND MUNICIPAL LEAGUE.**

**(III) THE GOVERNOR MAY NOT APPOINT AN EMPLOYEE OF THE SERVICE TO THE BOARD.**

**(IV) AT LEAST ONE OF THE PUBLIC SECTOR OR PRIVATE SECTOR MEMBERS SHALL BE A RESIDENT OF A RURAL COUNTY IN THE STATE.**

~~[(4)]~~ **(5)** **(I)** [Six] **FIVE** members constitute a quorum for the transaction of business of the Board.

**(II)** The affirmative vote of at least ~~five~~ **FOUR** members is necessary for any action taken by the Board.

~~[(5)]~~ **(6)** Those members of the Board not already holding a public office shall receive from the Service:

- (i) Per diem compensation as established by the Board; and
- (ii) Reimbursement for expenses under Standard State Travel Regulations.

**[(6)] (7)** The term of a member [who is not an officer of the Service] **OTHER THAN THE STATE TREASURER** is 4 years.

**[(7)] (8)** The terms of members [who are not officers of the Service] **OTHER THAN THE STATE TREASURER** are staggered as required by the terms provided for those members of the Board on July 1, [1993] **2021**.

**[(8)] (9)** At the end of a term, a member continues to serve until a successor is appointed and qualifies.

**[(9)] (10)** A member who is appointed after a term has begun serves only the remainder of that term and until a successor is appointed and qualifies.

**(11) ~~THE~~ A MEMBER OF THE BOARD WHO IS APPOINTED UNDER PARAGRAPH (3)(III) THROUGH (VI) OF THIS SUBSECTION MAY SERVE ONLY TWO CONSECUTIVE FULL 4-YEAR TERMS, PLUS ANY PARTIAL TERM SERVED BEFORE THE INITIAL 4-YEAR TERM.**

**(12) SUBJECT TO PARAGRAPHS (13) AND (14) OF THIS SUBSECTION, THE BOARD SHALL SELECT A CHAIR FROM AMONG THE BOARD'S MEMBERS.**

**~~(12)~~ (13) THE EXECUTIVE DIRECTOR MAY NOT SERVE AS THE SECRETARY, TREASURER, OR CHAIR OF THE BOARD.**

**(14) THE STATE TREASURER MAY NOT SERVE AS THE SECRETARY, TREASURER, OR CHAIR OF THE BOARD.**

(c) (1) The EXECUTIVE Director [is both]:

(I) IS the administrative head of the Service [and the presiding officer of the Board. The Director is];

(II) IS directly responsible to the Board and shall advise the Board on all matters assigned to the Service[. The Director shall];

(III) SHALL carry out the Board's policies related to the Service[. He is];

**(IV) SHALL, AT EACH REGULAR MEETING OF THE BOARD, PRESENT A DETAILED AND ITEMIZED ACCOUNTING AND EXPLANATION OF ALL EXPENSES INCURRED BY OR ON BEHALF OF THE EXECUTIVE DIRECTOR AND THE DEPUTY DIRECTOR THAT, IN THE AGGREGATE AND CALCULATED FROM THE DATE OF THE PREVIOUS REGULAR MEETING THROUGH THE DAY BEFORE THE DATE OF**

**THE REGULAR MEETING AT WHICH THE EXPENSES WILL BE PRESENTED, EXCEED \$500; AND**

~~(IV)~~ **(V)** IS responsible for the exercise of all powers and duties conferred upon the Service by the provisions of this subtitle except for those powers and duties specifically conferred by this subtitle on the Secretary, Treasurer, or Board.

**(2) THE VOTING MEMBERS OF THE BOARD SHALL:**

**(I) ESTABLISH THE CRITERIA AND PROCEDURES FOR EVALUATING THE EXECUTIVE DIRECTOR;**

**(II) PUBLISH THE CRITERIA AND PROCEDURES ESTABLISHED UNDER ITEM (I) OF THIS PARAGRAPH ON THE SERVICE'S WEBSITE; AND**

**(III) ANNUALLY EVALUATE THE EXECUTIVE DIRECTOR IN ACCORDANCE WITH THE CRITERIA AND PROCEDURES ESTABLISHED UNDER ITEM (I) OF THIS PARAGRAPH.**

**(3)** The Deputy Director shall have the duties provided by law or delegated by the **EXECUTIVE** Director.

**(d) (1)** The Secretary [shall]:

**(I) SHALL** keep a record of the proceedings of the Board and be custodian of all books, documents, and papers filed with the Service and of the minute book or journal of the Service and its official seal[. He may];

**(II) MAY** have copies made of all minutes, records, and documents of the Service and certify them to be true copies under the official seal of the Service[. Any person dealing with the Service may rely upon these certificates, and certified copies shall be received as evidence in any court or other tribunal in the State, in the same manner and with the same effect as if the original books, papers, entries, records, or proceedings could be produced.]; **AND**

**[(2)] (III)** [The Secretary] **MAY**, with the approval of the Board, [may] delegate to [the Deputy Director] **ANOTHER MEMBER OF THE BOARD**, during an absence of the Secretary, any duty enumerated in [paragraph (1) of this subsection] **ITEMS (I) AND (II) OF THIS PARAGRAPH.**

**(2) ANY PERSON DEALING WITH THE SERVICE MAY RELY ON THE CERTIFICATES DESCRIBED IN PARAGRAPH (1)(II) OF THIS SUBSECTION, AND CERTIFIED COPIES SHALL BE RECEIVED AS EVIDENCE IN ANY COURT OR OTHER TRIBUNAL IN THE STATE, IN THE SAME MANNER AND WITH THE SAME EFFECT AS IF**

**THE ORIGINAL BOOKS, PAPERS, ENTRIES, RECORDS, OR PROCEEDINGS COULD BE PRODUCED.**

(e) (1) **(I)** The Treasurer shall [develop]:

1. **DEVELOP** and maintain a detailed and accurate accounting system for all financial transactions of the Service[.]; and [he shall perform]

2. **PERFORM** other duties relating to the financial affairs of the Service as required by law or by a directive of the Board.

**(II)** Unless any money of the Service is otherwise held by or payable to a trustee appointed pursuant to a resolution authorizing the issuance of bonds or notes or under a trust agreement securing the bonds or notes, the Treasurer shall [receive]:

1. **RECEIVE** money of the Service until otherwise prescribed by law; and [he shall deposit]

2. **DEPOSIT** the money as soon as it is received to the credit of the Service in any financial institution in which the State Treasurer is authorized to deposit State funds. [He]

**(III)** **THE TREASURER** shall disburse money for the purposes of the Service according to law, only upon [his] **THE TREASURER'S** warrant. [He]

**(IV)** **THE TREASURER** shall make arrangements for the payment of the interest on and principal of the Service debt.

**(V)** Upon entering the performance of [his] **OFFICIAL** duties, the Treasurer shall be covered by a surety bond in accordance with the provisions of law concerning the State Employees Surety Bond Committee.

(2) **(I)** With the approval of the Board, the Treasurer may authorize an employee of the Service to serve as [his deputy] **DEPUTY TREASURER** and to disburse money for the purposes of the Service as provided by law, and subject to restrictions and other conditions that the Treasurer establishes.

**(II)** The Deputy Treasurer shall be covered by a surety bond in accordance with the provisions of law concerning the State Employees Surety Bond Committee.

(f) **(1)** The Attorney General of Maryland shall [be]:

**(I)** **BE** the legal advisor for the Service and the Board[. He shall enforce]; **AND**

(II) **ENFORCE** compliance with the requirements of this subtitle through any appropriate legal remedy and prosecute violations in accordance with the provisions of this subtitle.

(2) (I) The Attorney General shall assign to the Service the number of assistant Attorneys General and other staff requested by the Service.

(II) One of the assistant Attorneys General shall be designated by the Attorney General as counsel to the Service.

(III) The counsel to the Service shall have no other duty than to render, subject to the discretion and control of the Attorney General, the legal aid, advice, and counsel required by the **EXECUTIVE** Director, the Board, and the other officials of the Service and, also subject to the discretion and control of the Attorney General, to supervise the other assistant Attorneys General assigned to the Service.

(IV) The counsel and every other assistant Attorney General assigned to the Service shall be practicing lawyers of this State in good standing and shall be entitled to a salary from the funds of the Service.

(V) After the Attorney General has designated an assistant Attorney General to serve as counsel to the Service, the Attorney General may not reassign the counsel without consulting with the **EXECUTIVE** Director and the Board.

(VI) With the approval of the Attorney General **AND THE BOARD**, the Service may employ additional counsel that it considers necessary to carry out the provisions of this subtitle.

(g) (1) The Service is exempt from the provisions of Subtitles 3, 4, 5, and 7 of Title 4 of the State Finance and Procurement Article.

(2) The Service is exempt from the provisions of Division II of the State Finance and Procurement Article, but is not exempt from Subtitle 3 of Title 14, Subtitle 4 of Title 12, Title 16, and Title 17 of the State Finance and Procurement Article.

(3) (i) Except as otherwise provided in this paragraph, all procurements by the Service for materials, equipment, services, or supplies performed or furnished in connection with the planning, development, design, equipping, construction, or operation of any project owned or controlled by the Service, shall be awarded in accordance with rules and regulations adopted pursuant to the Administrative Procedure Act.

(ii) The Service may procure materials, equipment, services, or supplies by utilizing:

1. Competitive sealed bids;
2. Competitive sealed proposals;
3. Sole source procurement;
4. Intergovernmental cooperative purchasing agreements;
5. A small procurement process, if the procurement is estimated by the Service to result in an expenditure of \$25,000 or less; or
6. An emergency procurement process, if the procurement is necessary to avoid or to mitigate serious damage to public health, safety, or welfare.

(4) **(I) THE APPROVAL OF THE BOARD SHALL BE REQUIRED ON ANY NONEMERGENCY EXPENDITURE THAT EXCEEDS ~~\$25,000~~ \$200,000.**

**(II) THE SERVICE SHALL NOTIFY THE BOARD OF ANY NONEMERGENCY EXPENDITURE THAT EXCEEDS \$25,000.**

(5) The Service may adopt rules and regulations to provide a process to resolve disputes between the Service and its contractors, that may include alternative dispute resolution by the parties to the dispute.

(h) (1) The Service:

(i) May create and establish 1 or more project reserve funds in such amounts as the Board considers appropriate, including the following project reserve funds:

1. An Eastern Correctional Institution Steam Turbine Contingency Fund;
2. A Department of Natural Resources Project Contingency Fund; and
3. A Reimbursable Project Contingency Fund; and

(ii) Subject to paragraph (2) of this subsection, may pay into such funds:

1. Any money appropriated and made available by the State for the purposes of such funds;
2. Any proceeds from the sale of bonds or notes, to the extent provided in the resolution authorizing the issuance of the bonds or notes;

3. Revenues derived from a project of the Service; and

4. Any other money that may be received by or otherwise made available to the Service from any other source or sources which the Service has designated for deposit into such funds.

(2) Money held in or credited to a project reserve fund established under this subsection shall be used solely to accomplish the purposes of this subtitle, as determined by the Board and, subject to paragraph (3) of this subsection, may be retained by the Service in the appropriate project reserve fund based on the project for which the money was received by the Service.

(3) (i) The Service may credit to a project reserve fund established under paragraph (1)(i) 1 through 3 of this subsection only money that is reimbursable to the State.

(ii) The Service may not retain more than:

1. \$1,500,000 in the Eastern Correctional Institution Turbine Project Contingency Fund;

2. \$500,000 in the Department of Natural Resources Project Contingency Fund; or

3. \$1,000,000 in the Reimbursable Project Contingency Fund.

(iii) If at the end of a fiscal year the balance in a project reserve fund exceeds the limits stated in subparagraph (ii) of this paragraph, the Service shall revert the excess to the State fund from which the money in the project reserve fund was originally appropriated.

(4) Money appropriated or made available to the Service by the State shall be expended in accordance with the provisions of this subtitle.

(i) **(1) ~~The~~ SUBJECT TO PARAGRAPH (2) OF THIS SUBSECTION, THE** Service shall submit annually a **FULL AND DETAILED** budget reflecting the operating and capital program of the Service to the Department of Budget and Management for inclusion for informational purposes in the State budget book.

**(2) THE BUDGET SUBMITTED UNDER PARAGRAPH (1) OF THIS SUBSECTION SHALL:**

**(i) BE SUBMITTED IN A MANNER REQUIRED BY THE DEPARTMENT OF BUDGET AND MANAGEMENT; AND**

**(II) SPECIFY THE SOURCE OF THE SERVICE'S REVENUES IN A MANNER REQUIRED BY THE DEPARTMENT OF BUDGET AND MANAGEMENT.**

3-103.1.

(b) (1) The Service shall adopt regulations to govern the employees of the Service.

(2) The Service shall, **IN ACCORDANCE WITH THE REQUIREMENTS OF TITLE 3 OF THE STATE PERSONNEL AND PENSIONS ARTICLE**, establish a personnel system that:

(i) Is based on merit and compensates employees based on performance;

(ii) Includes fair and equitable procedures for the redress of grievances and for the hiring, promotion, **DISCIPLINE OR DISCHARGE FOR JUST CAUSE**, and laying off of employees; and

(iii) Allows State employees who are employed by the Service prior to July 1, 1993 and members of the State retirement or pension systems to continue membership in the Employees' Retirement System of the State of Maryland or the Employees' Pension System of the State of Maryland.

(3) (i) The Service shall be liable for and shall pay to the State Retirement Agency the employer's share of employee retirement or pension costs for Service employees who participate in the State retirement or pension systems, as provided in Title 21, Subtitle 3 of the State Personnel and Pensions Article.

(ii) The Service shall be liable for and shall pay the employer's share of health insurance costs for Service employees.

**(4) FOR EACH OPEN POSITION IN THE SERVICE THAT IS NOT ASSIGNED TO A PROJECT, THE SERVICE SHALL REASONABLY ADVERTISE, CONDUCT A SEARCH, AND CONDUCT A COMPETITIVE INTERVIEW PROCESS.**

~~(4)~~ **(5)** In carrying out the requirements of this subsection, the Service may:

(i) Create or abolish any position other than one specifically provided for in this subtitle;

(ii) Determine employee qualifications, appointment and removal procedures, terms of employment including compensation, benefits, holiday schedules, and leave policies, and any other matter concerning employees; and

(iii) Subject to the provisions of subsection (c) of this section, take such actions that are necessary for the transition to a new personnel system.

(c) (4) The **EXECUTIVE** Director and the Secretary of Personnel will use their combined resources to facilitate, prior to January 1, 1995, the placement, reassignment, or transfer of Service State employees who elect not to transfer to the new personnel system.

~~(e)~~ (8) [As State employees in general are authorized under Title 3 of the State Personnel and Pensions Article to] **EMPLOYEES OF THE SERVICE MAY** enter into binding collective bargaining agreements [with units of State government] establishing wages, hours, pension rights, or working conditions [for State employees, the Service shall, consistent] **IN ACCORDANCE** with the provisions of Title 3 of the State Personnel and Pensions Article[, recognize and deal with an employee organization once elected as an exclusive representative, collectively bargain, and enter into the same type of agreements for employees of the Service].

### 3-103.3.

**(A) ON OR BEFORE OCTOBER 31, 2021, THE BOARD SHALL ADOPT A CONFLICT OF INTEREST POLICY FOR MEMBERS OF THE BOARD THAT INCLUDES:**

**(1) STANDARDS FOR THE DISCLOSURE OF FINANCIAL INTERESTS;**

**(2) STANDARDS FOR BOARD MEMBER PARTICIPATION IN CONTRACTS WITH THE SERVICE IN ACCORDANCE WITH THIS SUBTITLE, INCLUDING AN ATTESTATION THAT THE BOARD MEMBER HAS COMPLIED WITH THE CONFLICT OF INTEREST STANDARDS ADOPTED BY THE BOARD;**

**(3) STANDARDS FOR RECUSAL FROM VOTING;**

**(4) A REQUIREMENT THAT A BOARD MEMBER MAY NOT USE THE BOARD MEMBER'S POSITION ON THE BOARD FOR PERSONAL GAIN WHEN CONTRACTING WITH THE SERVICE; AND**

**(5) A REQUIREMENT THAT A BOARD MEMBER PROVIDE AN ATTESTATION OF ANY BUSINESS RELATIONSHIP WITH THE SERVICE.**

**(B) THE BOARD SHALL SEND A COPY OF THE CONFLICT OF INTEREST POLICY ADOPTED UNDER SUBSECTION (A) OF THIS SECTION TO THE GOVERNOR, THE PRESIDENT OF THE SENATE, AND THE SPEAKER OF THE HOUSE:**

**(1) AFTER THE POLICY IS INITIALLY ADOPTED; AND**

**(2) EACH TIME A SUBSTANTIVE CHANGE IS MADE TO THE POLICY.**

**3-103.4.**

(A) BOARD MEMBERS SHALL OBSERVE THE SAME STANDARD OF CARE REQUIRED OF CORPORATE DIRECTORS UNDER § 2-405.1 OF THE CORPORATIONS AND ASSOCIATIONS ARTICLE.

(B) (1) THE BOARD MAY NOT AWARD A SEVERANCE PACKAGE TO AN EXECUTIVE OF THE SERVICE ~~WHO RESIGNS TO ACCEPT ANOTHER POSITION IN THE STATE GOVERNMENT~~ IF THE EXECUTIVE ACCEPTS ANOTHER POSITION IN THE STATE GOVERNMENT WITHIN 1 YEAR AFTER THE DATE ON WHICH THE EXECUTIVE'S EMPLOYMENT WITH THE SERVICE IS TERMINATED.

(2) ANY FORMER EXECUTIVE OF THE SERVICE AWARDED A SEVERANCE PACKAGE IN VIOLATION OF THIS SUBSECTION SHALL REIMBURSE THE SERVICE FOR THE VALUE OF THE SEVERANCE PACKAGE WITHIN 1 YEAR AFTER TERMINATING EMPLOYMENT WITH THE SERVICE.

(C) THE EXECUTIVE DIRECTOR SHALL APPOINT A DIVERSITY OFFICER TO:

(1) COORDINATE THE DEVELOPMENT AND IMPLEMENTATION OF A DIVERSITY POLICY FOR THE SERVICE; AND

(2) ASSIST EMPLOYEES WITH THE RESOLUTION OF GRIEVANCES RELATING TO ALLEGED VIOLATIONS OF:

(I) THE SERVICE'S DIVERSITY POLICY; OR

(II) STATE OR FEDERAL ANTIDISCRIMINATION LAWS.

(D) (1) ON OR BEFORE DECEMBER 1, 2021, THE BOARD SHALL ADOPT OR READOPT POLICIES, CONSISTENT WITH THIS SECTION, GOVERNING:

(I) SEVERANCE PACKAGES;

(II) BONUSES, INCLUDING A LIMIT ON BONUSES FOR EXECUTIVES CALCULATED AS A PERCENTAGE OF THE EXECUTIVE'S SALARY;

(III) TUITION REIMBURSEMENTS, INCLUDING LIMITS ON THE AMOUNTS THAT MAY BE REIMBURSED;

(IV) EXPENSE REIMBURSEMENTS, INCLUDING:

1. LIMITS ON THE AMOUNTS THAT MAY BE REIMBURSED;

**2. LIMITS ON HOW LONG AN EXPENSE MAY BE REIMBURSED AFTER IT IS INCURRED; AND**

**3. REQUIREMENTS REGARDING THE NEXUS BETWEEN REIMBURSABLE EXPENSES AND SERVICE FUNCTIONS;**

**(V) WORKFORCE DIVERSITY;**

**(VI) WHISTLEBLOWER COMPLAINTS;**

**(VII) TRAVEL; AND**

**(VIII) THE USE OF CARS, LAPTOPS, CELL PHONES, AND OTHER VEHICLES AND DEVICES OWNED BY THE SERVICE, INCLUDING POLICIES ON WHETHER AND HOW THESE VEHICLES AND DEVICES MAY BE TRANSFERRED TO AN EMPLOYEE OR ANOTHER AGENCY.**

**(2) THE BOARD PERIODICALLY SHALL REVIEW THE POLICIES REQUIRED UNDER THIS SUBSECTION AND REVISE THE POLICIES AS NEEDED.**

**(3) IN ACCORDANCE WITH § 2-1257 OF THE STATE GOVERNMENT ARTICLE, THE BOARD SHALL SUBMIT A REPORT CONTAINING COPIES OF THE POLICIES REQUIRED UNDER THIS SUBSECTION TO THE LEGISLATIVE POLICY COMMITTEE, THE SENATE BUDGET AND TAXATION COMMITTEE, AND THE HOUSE APPROPRIATIONS COMMITTEE:**

**(I) ON OR BEFORE DECEMBER 31, 2021; AND**

**(II) WITHIN 30 DAYS AFTER ANY POLICY IS REVISED.**

**(E) (1) BOARD MEMBERS, THE EXECUTIVE DIRECTOR, AND THE DEPUTY DIRECTOR SHALL RECEIVE ANNUAL TRAINING ON:**

**(I) ETHICS;**

**(II) HARASSMENT;**

**(III) DIVERSITY; AND**

**(IV) POLICIES ADOPTED UNDER SUBSECTION (D) OF THIS SECTION.**

**(2) IN ADDITION TO THE TRAINING SPECIFIED IN PARAGRAPH (1) OF THIS SUBSECTION, BOARD MEMBERS SHALL RECEIVE ANNUAL TRAINING ON THE STANDARD OF CARE REQUIRED UNDER SUBSECTION (A) OF THIS SECTION.**

**(F) ON OR BEFORE DECEMBER 31, 2021, AND EACH DECEMBER 31 THEREAFTER, THE SERVICE SHALL, IN ACCORDANCE WITH § 2-1257 OF THE STATE GOVERNMENT ARTICLE, REPORT TO THE GENERAL ASSEMBLY ON THE SERVICE'S EFFORTS TO REDUCE GREENHOUSE GAS EMISSIONS IN FURTHERANCE OF THE GOALS AND REQUIREMENTS ESTABLISHED UNDER TITLE 2, SUBTITLE 12 OF THE ENVIRONMENT ARTICLE.**

**(G) (1) THE BOARD SHALL MAKE PUBLICLY AVAILABLE ON THE SERVICE'S WEBSITE:**

**(I) EACH OPEN MEETING AGENDA:**

**1. AT LEAST 48 HOURS IN ADVANCE OF EACH MEETING;**

**OR**

**2. IF THE MEETING IS BEING HELD DUE TO AN EMERGENCY, A NATURAL DISASTER, OR ANY OTHER UNANTICIPATED SITUATION, AS FAR IN ADVANCE OF THE MEETING AS PRACTICABLE;**

**(II) MEETING MINUTES FROM THE PORTIONS OF A MEETING THAT WERE HELD IN OPEN SESSION, NOT MORE THAN 2 BUSINESS DAYS AFTER THE MINUTES ARE APPROVED; AND**

**(III) LIVE VIDEO STREAMING OF EACH PORTION OF A MEETING THAT IS HELD IN OPEN SESSION.**

**(2) THE SERVICE SHALL MAINTAIN ON ITS WEBSITE:**

**(I) MEETING MINUTES MADE AVAILABLE UNDER PARAGRAPH (1) OF THIS SUBSECTION FOR A MINIMUM OF 5 YEARS AFTER THE DATE OF THE MEETING; AND**

**(II) A COMPLETE AND UNEDITED ARCHIVED VIDEO RECORDING OF EACH OPEN MEETING FOR WHICH LIVE VIDEO STREAMING WAS MADE AVAILABLE UNDER PARAGRAPH (1) OF THIS SUBSECTION FOR A MINIMUM OF 1 YEAR AFTER THE DATE OF THE MEETING.**

**(H) THIS SECTION MAY BE CITED AS THE MARYLAND ENVIRONMENTAL SERVICE REFORM ACT OF 2021.**

**3-103.5.**

**(A) ON OR BEFORE DECEMBER 31, 2021, AND EACH DECEMBER 31 EVERY 5 YEARS THEREAFTER, THE BOARD SHALL OBTAIN AN ASSESSMENT OF THE BOARD'S OPERATIONS BY AN INDEPENDENT CONSULTANT OR ACCOUNTANT.**

**(B) THE ASSESSMENT REQUIRED UNDER SUBSECTION (A) OF THIS SECTION SHALL INCLUDE AN EVALUATION OF:**

**(1) THE STRUCTURE OF THE BOARD, INCLUDING THE BOARD'S:**

**(I) COMPOSITION;**

**(II) CHARTER, BYLAWS, AND OTHER GOVERNING DOCUMENTS AND PROCEDURES;**

**(III) DIVERSITY;**

**(IV) SUBCOMMITTEES OR WORKGROUPS; AND**

**(V) FREQUENCY OF MEETINGS;**

**(2) THE DYNAMICS AND FUNCTIONING OF THE BOARD, INCLUDING:**

**(I) THE BOARD'S ANNUAL CALENDAR;**

**(II) ACCESS TO INFORMATION;**

**(III) COMMUNICATION WITH SERVICE PERSONNEL;**

**(IV) PLANNING; AND**

**(V) COHESIVENESS AND CONDUCT OF BOARD MEETINGS;**

**(3) THE BOARD'S ROLE IN THE SERVICE'S SHORT-TERM AND LONG-TERM STRATEGY;**

**(4) THE FINANCIAL REPORTING PROCESS, INTERNAL AUDIT, AND INTERNAL CONTROLS;**

**(5) THE BOARD'S ROLE IN MONITORING THE SERVICE'S POLICIES, STRATEGIES, AND SYSTEMS;**

**(6) THE BOARD'S ROLE IN SUPPORTING AND ADVISING THE SERVICE;**

(7) THE ROLE OF THE CHAIR OF THE BOARD; AND

(8) ANY OTHER ISSUE RELEVANT TO THE BOARD'S OPERATIONS.

(C) THE BOARD SHALL:

(1) REVIEW EACH ASSESSMENT REQUIRED UNDER THIS SECTION AT A MEETING OF THE BOARD; AND

(2) MAKE ANY CHANGES OR RECOMMENDATIONS THAT THE BOARD CONSIDERS APPROPRIATE BASED ON THE ASSESSMENT.

(D) (1) THE BOARD SHALL SUBMIT EACH ASSESSMENT REQUIRED UNDER THIS SECTION TO THE GOVERNOR AND, IN ACCORDANCE WITH § 2-1257 OF THE STATE GOVERNMENT ARTICLE, THE GENERAL ASSEMBLY.

(2) THE SERVICE SHALL POST A COPY OF EACH ASSESSMENT ON THE SERVICE'S WEBSITE, INCLUDING A LINK TO A COPY OF THE MOST RECENT ASSESSMENT ON THE HOMEPAGE OF THE WEBSITE.

3-106.

(a) The EXECUTIVE Director, after consultation with the Secretary of Natural Resources, the Secretary of the Environment, the Director of Planning, and the municipalities affected, shall determine appropriate boundaries for water supply service regions, wastewater purification service regions, and solid waste disposal service regions. Service regions shall be based upon needs set forth in, and provide integration of, approved State-county master plans for water and sewerage or solid waste disposal, adopted pursuant to the Environment Article, but also may take account of other plans and studies.

(b) As soon as possible after the determination of appropriate boundaries, the EXECUTIVE Director, after consultation with the municipalities affected, shall establish priorities for designating water supply service regions, wastewater purification service regions, and solid waste disposal service regions and formally designate the regions.

3-107.

(a) (1) Any municipality or person may request the Service to provide the water supply, wastewater purification, solid waste disposal, or energy projects, or any other services, authorized by this subtitle.

(2) The request shall set forth the type of proposed project or services to be furnished and the proposed boundaries of the area within which a project or services are requested.

(b) **(1)** Notwithstanding any limitations or other provisions to the contrary of Division II, Title 9, Subtitle 2 or Subtitle 3, Title 10, or Title 11 of the Local Government Article, or of any charter or local law regulating the procurement or awarding of public contracts, a municipality may enter into contracts with the Service for the purpose of the Service providing any of the projects or services requested by the municipality.

**(2)** As soon as possible after receipt of a duly authorized request from a municipality or person, the Service shall draft a proposed contract with the municipality or person in accordance with the provisions of this subtitle specifying the type of project or services to be provided, whether or not a service district will be established, the boundaries and effective date of any service district, and the terms, conditions, and costs under which the project or services will be provided.

**(3)** Upon execution of the contract, the Service as soon as possible shall establish any service district provided for in the contract and provide, maintain, and operate the necessary project.

**(4)** For the purposes of this subsection, the express powers contained and enumerated in Division II and Title 10 of the Local Government Article and in the Charter of the City of Baltimore are deemed to incorporate and include the power and authority contained in this subsection.

(c) The charges levied against a service district shall be reduced by the full amount of federal and State grants which the Service receives and is entitled to retain to defray the cost of any project within the service district.

(d) **(1)** Existing facilities providing service of the type requested, including all rights, easements, laboratory facilities, vehicles, records, and all other property, equipment, and furnishings necessary and normally associated with the operation of the facility, shall be transferred to the sole ownership of the Service on the date a service district comes into existence unless the Service determines that it not be so transferred.

**(2)** Compensation for existing projects may be based on the original cost of the project minus an allowance for depreciation, or on other terms and conditions satisfactory to the municipality or person transferring the project.

**(3)** All costs and obligations assumed by the Service incidental to the transfer of ownership shall be included in the charge levied against the service district.

(e) At the request of any person or municipality having the responsibility for the collection of liquid waste or solid waste, the Service may enter into a contract to provide management and operation of waste collection services in any service district as an adjunct to the mandatory provision of projects as set forth in subsections (a) through (d) of this section, if:

(1) [as] **AS** a condition to the provision of management and operation of waste collection services, the municipality or person enters into a contract upon terms the Service determines reasonable; and

(2) [the] **THE** Service and the municipality or person requesting collection services determines by agreement from time to time the charges including the amount and frequency of payments to the Service.

**(F) (1) EXCEPT AS PROVIDED IN PARAGRAPH (2) OF THIS SUBSECTION, THE REVIEW AND APPROVAL OF THE BOARD OF PUBLIC WORKS SHALL BE REQUIRED ON ANY CONTRACT FOR THE PROVISION OF REQUESTED SERVICES WITH A VALUE OF \$250,000 OR MORE.**

**(2) THE REVIEW AND APPROVAL OF THE BOARD OF PUBLIC WORKS IS NOT REQUIRED ON A CONTRACT FOR THE PROVISION OF ~~REQUESTED~~:**

**(I) REQUESTED SERVICES TO A UNIT OF STATE OR LOCAL GOVERNMENT; OR**

**(II) SERVICES TO THE FEDERAL GOVERNMENT.**

3-109.

(c) (3) (I) Funds to pay the Service for services rendered under this subsection shall be raised in the case of a municipality under Title 9 of the Environment Article.

(II) If the order is issued against a person, the Service shall bill the person for the full cost of services rendered.

(III) If payment is not made within 60 days, the costs become a lien against the sewerage system or refuse disposal works if it is recorded and indexed as provided in this subtitle, and the **EXECUTIVE** Director shall refer the matter to the Attorney General for collection.

3-126.

(d) (1) (I) 1. As soon as practical after the closing of the fiscal year, an audit shall be made of the financial books, records, and accounts of the Service.

2. The audit shall be made by independent certified public accountants, selected by the Service and licensed to practice in the State.

3. The accountants [may]:

A. MAY not have a personal interest either directly or indirectly in the fiscal affairs of the Service[. They shall]; AND

B. SHALL be experienced and qualified in the accounting and auditing of public bodies.

4. The report of audit shall be prepared in accordance with generally accepted auditing principles and point out any irregularities found to exist.

5. A. The accountants shall report the results of their examination, including their unqualified opinion on the presentation of the financial position of the various funds and the results of the Service's financial operations.

B. If [they] THE ACCOUNTANTS are unable to express an unqualified opinion they shall state and explain in detail the reasons for their qualifications, disclaimer, or opinion including recommendations necessary to make possible future unqualified opinions.

(II) SUBJECT TO SUBPARAGRAPH (I) OF THIS PARAGRAPH AND EITHER AS A SEPARATE PART OF THE AUDIT REQUIRED UNDER SUBPARAGRAPH (I) OF THIS PARAGRAPH OR AS AN INDIVIDUAL AUDIT, THE SERVICE SHALL OBTAIN AN AUDIT THAT FOCUSES ON UNAUTHORIZED SPENDING, MISALLOCATED EXPENSES, LACK OF CONFORMITY WITH STATE LAW OR BOARD POLICIES, AND OTHER ACCOUNTING ERRORS.

(2) THE BOARD SHALL REVIEW AN AUDIT PREPARED UNDER PARAGRAPH (1) OF THIS SUBSECTION AT A MEETING OF THE BOARD AND MAKE ANY CHANGES OR RECOMMENDATIONS THAT THE BOARD CONSIDERS APPROPRIATE BASED ON THE AUDIT.

(3) THE SERVICE SHALL:

(i) PROVIDE TO THE DEPARTMENT OF BUDGET AND MANAGEMENT:

1. A COPY OF AN AUDIT PREPARED UNDER PARAGRAPH (1) OF THIS SUBSECTION; AND

2. ANY CHANGES OR RECOMMENDATIONS OF THE BOARD BASED ON THE AUDIT; AND

**(II) POST A COPY OF AN AUDIT PREPARED UNDER PARAGRAPH (1) OF THIS SUBSECTION ON THE SERVICE’S WEBSITE, INCLUDING A LINK ON THE HOMEPAGE OF THE WEBSITE TO A COPY OF THE MOST RECENT AUDIT.**

**Article – State Personnel and Pensions**

3–101.

(a) In this title the following words have the meanings indicated.

(b) “Board” means:

(1) with regard to any matter relating to employees of any of the units of State government described in § 3–102(a)(1)(i) through (iv) and (vi) through (x) of this subtitle and employees described in § 3–102(a)(2) AND (3) of this subtitle, the State Labor Relations Board; and

(2) with regard to any matter relating to employees of any State institution of higher education described in § 3–102(a)(1)(v) of this subtitle, the State Higher Education Labor Relations Board.

3–102.

(a) Except as provided in this title or as otherwise provided by law, this title applies to:

(1) all employees of:

(i) the principal departments within the Executive Branch of State government;

(ii) the Maryland Insurance Administration;

(iii) the State Department of Assessments and Taxation;

(iv) the State Lottery and Gaming Control Agency;

(v) the University System of Maryland, Morgan State University, St. Mary’s College of Maryland, and Baltimore City Community College;

(vi) the Comptroller;

(vii) the Maryland Transportation Authority who are not police officers;

(viii) the State Retirement Agency;

(ix) the State Department of Education; and

(x) **THE MARYLAND ENVIRONMENTAL SERVICE;**

(2) firefighters for the Martin State Airport at the rank of captain or below who are employed by the Military Department; and

[(2)] (3) all full-time Maryland Transportation Authority police officers at the rank of first sergeant and below.

3-205.

(a) The Board is responsible for administering and enforcing provisions of this title relating to employees described in § 3-102(a)(1)(i) through (iv) and (vi) through (x) [and], (2), AND (3) of this title.

(c) (1) The Board may not designate a unique bargaining unit for each of the units of government identified in § 3-102(a)(1)(vi) through [(x)] (IX) AND (2) of this title.

(2) At the request of the exclusive representative, the Board shall:

(i) determine the appropriate existing bargaining unit into which to assign each employee in the units of government identified in § 3-102(a)(1)(vi) through [(x)] (IX) AND (2) of this title; and

(ii) accrete all positions to appropriate existing bargaining units.

(3) (i) Notwithstanding Subtitle 4 of this title, at the request of the exclusive representative, the Board shall conduct a self-determination election for each bargaining unit representative for the accreted employees in units of government identified in § 3-102(a)(1)(vi) through [(x)] (IX) AND (2) of this title.

(ii) All elections shall be conducted by secret ballot.

(iii) For each election, the Board shall place the following choices on the ballot:

1. the name of the incumbent exclusive representative; and
2. a provision for “no exclusive representative”.

**(D) THE BOARD MAY DESIGNATE ONE OR MORE BARGAINING UNITS FOR EMPLOYEES OF THE MARYLAND ENVIRONMENTAL SERVICE.**

3-208.

(a) On written request of an exclusive representative, and within 30 days of a new employee's date of hire, for each employee in the bargaining unit represented by the exclusive representative, the Department **OR THE MARYLAND ENVIRONMENTAL SERVICE, AS APPROPRIATE**, shall provide the exclusive representative with the employee's:

(1) name;

(2) position classification;

(3) unit;

(4) home and work site addresses where the employee receives interoffice or United States mail;

(5) home and work site telephone numbers;

(6) work e-mail address; and

(7) position identification number.

(b) Except as provided in subsection (d) of this section, an exclusive representative may present a request for employee information, as provided under subsection (a) of this section, once every 120 days.

(c) The Department **OR THE MARYLAND ENVIRONMENTAL SERVICE, AS APPROPRIATE**, shall provide the exclusive representative with the requested information in a searchable and analyzable electronic format.

(d) The Department **OR THE MARYLAND ENVIRONMENTAL SERVICE, AS APPROPRIATE**, may negotiate with the exclusive representative to provide:

(1) the information described in subsection (a) of this section more frequently than once every 120 days; and

(2) more detailed information than provided in subsection (a) of this section.

3-307.

(a) Each exclusive representative has the right to communicate with the employees that it represents.

(b) (1) The State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College shall permit an exclusive representative to attend and participate in a new employee program that includes one or more employees who are in a bargaining unit represented by the exclusive representative.

(2) The new employee program in paragraph (1) of this subsection may be a new employee orientation, training, or other program that the State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, or Baltimore City Community College and an exclusive representative negotiate in accordance with § 3-501 of this title.

(3) Except as provided in paragraph (4) of this subsection, the exclusive representative shall be permitted 20 minutes to collectively address all new employees in attendance during a new employee program.

(4) The State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College and an exclusive representative may negotiate a period of time that is more than 20 minutes in accordance with § 3-501 of this title.

(5) The State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College:

(i) shall encourage an employee to attend the portion of a new employee program designated for an exclusive representative to address new employees; and

(ii) may not require an employee to attend the portion of a new employee program designated for an exclusive representative to address new employees if the employee objects to attending.

(c) (1) Except as provided in paragraph (2) of this subsection, the State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College shall provide the exclusive representative at least 10 days' notice in advance of a new employee program.

(2) The State, **THE MARYLAND ENVIRONMENTAL SERVICE**, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College may provide the exclusive representative with less than 10 days' notice if there is an urgent need critical to the employer's new employee program that was not reasonably foreseeable.

(a) (1) Within 5 days of determination that a valid petition has been submitted, the Board shall notify interested employee organizations of the pending election petition.

(2) Within 10 days of determination that a valid petition has been submitted under § 3-402 of this subtitle or subsection (c)(2)(iii) of this section, the Department **OR THE MARYLAND ENVIRONMENTAL SERVICE, AS APPROPRIATE,** shall make available to all interested employee organizations reasonable and equivalent means to communicate by mail and in person with each employee in the appropriate bargaining unit for the purpose of soliciting the employee's vote in an election held under this section.

3-501.

(a) (1) The following individuals or entities shall designate one or more representatives to participate as a party in collective bargaining on behalf of the State or the following institutions:

(i) on behalf of the State, the Governor;

**(II) ON BEHALF OF THE MARYLAND ENVIRONMENTAL SERVICE, THE BOARD OF DIRECTORS OF THE SERVICE;**

[(ii)] **(III)** on behalf of a system institution, the president of the system institution; and

[(iii)] **(IV)** on behalf of Morgan State University, St. Mary's College of Maryland, or Baltimore City Community College, the governing board of the institution.

(2) The exclusive representative shall designate one or more representatives to participate as a party in collective bargaining on behalf of the exclusive representative.

(d) (1) A memorandum of understanding that incorporates all matters of agreement reached by the parties shall be executed by the exclusive representative and:

(i) for a memorandum of understanding relating to the State, the Governor or the Governor's designee;

**(II) FOR A MEMORANDUM OF UNDERSTANDING RELATING TO THE MARYLAND ENVIRONMENTAL SERVICE, THE BOARD OF DIRECTORS OF THE SERVICE;**

[(ii)] **(III)** for a memorandum of understanding relating to a system institution, the president of the system institution or the president's designee; and

[(iii)] (IV) for a memorandum of understanding relating to Morgan State University, St. Mary's College of Maryland, or Baltimore City Community College, the governing board of the institution or the governing board's designee.

(2) To the extent these matters require legislative approval or the appropriation of funds, the matters shall be recommended to the General Assembly for approval or for the appropriation of funds.

(3) To the extent matters involving a State institution of higher education require legislative approval, the legislation shall be recommended to the Governor for submission to the General Assembly.

3-502.

(b) (1) Collective bargaining may include negotiations relating to the right of an employee organization to receive service fees from nonmembers.

(2) An employee whose religious beliefs are opposed to joining or financially supporting any collective bargaining organization is:

(i) not required to pay a service fee; and

(ii) required to pay an amount of money as determined in collective bargaining negotiations, not to exceed any service fee negotiated under paragraph (1) of this subsection, to any charitable organization exempt from taxation under § 501(c)(3) of the Internal Revenue Code and to furnish written proof of the payment to:

1. A. the Department; [or]

B. IN THE CASE OF AN EMPLOYEE OF THE MARYLAND ENVIRONMENTAL SERVICE, THE BOARD OF DIRECTORS OF THE SERVICE; OR

[B.] C. in the case of an employee of an institution of higher education specified in § 3-102(a)(1)(v) of this title, the President of the institution or the President's designee; and

2. the exclusive representative.

(c) Notwithstanding subsection (a) of this section, the representatives of the State, THE MARYLAND ENVIRONMENTAL SERVICE, a system institution, Morgan State University, St. Mary's College of Maryland, and Baltimore City Community College:

(1) shall not be required to negotiate over any matter that is inconsistent with applicable law; and

(2) may negotiate and reach agreement with regard to any such matter only if it is understood that the agreement with respect to such matter cannot become effective unless the applicable law is amended by the General Assembly.

3-601.

(a) (1) A memorandum of understanding shall contain all matters of agreement reached in the collective bargaining process.

(2) The memorandum shall be in writing and signed by the exclusive representative involved in the collective bargaining negotiations and:

(i) for a memorandum of understanding relating to the State, the Governor or the Governor's designee;

**(II) FOR A MEMORANDUM OF UNDERSTANDING RELATING TO THE MARYLAND ENVIRONMENTAL SERVICE, THE BOARD OF DIRECTORS OF THE SERVICE;**

[(ii)] (III) for a memorandum of understanding relating to a system institution, the president of the system institution or the president's designee; and

[(iii)] (IV) for a memorandum of understanding relating to Morgan State University, St. Mary's College of Maryland, or Baltimore City Community College, the governing board of the institution or the governing board's designee.

(b) No memorandum of understanding is valid if it extends for less than 1 year or for more than 3 years.

(c) (1) Except as provided in [paragraph] PARAGRAPHS (2) AND (3) of this subsection, a memorandum of understanding is not effective until it is ratified by the Governor and a majority of the votes cast by the employees in the bargaining unit.

(2) In the case of a State institution of higher education, a memorandum of understanding is not effective until it is ratified by the institution's governing board and a majority of the votes cast by the employees in the bargaining unit.

**(3) IN THE CASE OF THE MARYLAND ENVIRONMENTAL SERVICE, A MEMORANDUM OF UNDERSTANDING IS NOT EFFECTIVE UNTIL IT IS RATIFIED BY THE BOARD OF DIRECTORS OF THE SERVICE AND A MAJORITY OF THE VOTES CAST BY THE EMPLOYEES IN THE BARGAINING UNIT.**

3-603.

(c) (1) Based on a verified complaint by an exclusive representative, the exclusive representative may file an action in a circuit court against the State, THE

MARYLAND ENVIRONMENTAL SERVICE, a system institution, Morgan State University, St. Mary's College of Maryland, or Baltimore City Community College to enforce the terms of this section.

(2) On receipt of an action submitted by the exclusive representative, the court shall issue a status quo order without a finding of irreparable harm to maintain a memorandum of understanding and the terms in effect pending a final order in the action.

SECTION 2. AND BE IT FURTHER ENACTED, That the Governor shall appoint three public sector members and three private sector members to the Board of Directors of the Maryland Environmental Service in accordance with § 3-103 of the Natural Resources Article, as enacted by Section 1 of this Act. The terms of the members are as follows:

(1) one public sector member and two private sector members shall serve for a term of 2 years, which shall begin on July 1, 2021, and shall terminate at the end of June 30, 2023, and the members shall serve until a successor is appointed and qualifies; and

(2) two public sector members and one private sector member shall serve for a term of 4 years, which shall begin on July 1, 2021, and shall terminate at the end of June 30, 2025, and the members shall serve until a successor is appointed and qualifies.

SECTION 3. AND BE IT FURTHER ENACTED, That the publisher of the Annotated Code of Maryland, in consultation with and subject to the approval of the Department of Legislative Services, shall correct, with no further action required by the General Assembly, cross-references and terminology rendered incorrect by this Act or by any other Act of the General Assembly of 2021 that affects provisions enacted by this Act. The publisher shall adequately describe any correction that is made in an editor's note following the section affected.

~~SECTION 3. 4. AND BE IT FURTHER ENACTED, That this Act shall take effect July 1, 2021 is an emergency measure, is necessary for the immediate preservation of the public health or safety, has been passed by a ye-a-and-nay vote supported by three-fifths of all the members elected to each of the two Houses of the General Assembly, and shall take effect from the date it is enacted shall take effect July 1, 2021.~~

Approved by the Governor, April 13, 2021.

1  
2 MARYLAND GENERAL ASSEMBLY COMMITTEE ON  
3 FAIR PRACTICES & STATE PERSONNEL OVERSIGHT  
4

IN RE: ROY C. McGRATH :

5 :

6 :

7 HEARING  
8

DATE: Wednesday, December 16, 2020  
9

TIME: 1:00 p.m.  
10

LOCATION: Baltimore, Maryland  
11

Via Zoom Technology  
12

BEFORE: Delegate Erek L. Barron  
13

Senator Clarence Lam  
14

Delegate Marc Korman  
15

Senator Jill P. Carter  
16

Senator Joanne Benson  
17

Delegate Jeff Ghrist  
18

Delegate Michael Jackson  
19

Senator Addie Eckardt  
20

REPORTER: Melissa L. Clark  
21

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**PROCEEDINGS**

\* \* \*

DELEGATE BARRON: Thank you. I'll call the meeting to order of the Joint Committee on Fair Practices and Personnel, State Personnel Oversight.

With me is my Co-Chair, Senator Clarence Lam. I'll begin with opening remarks. I thought it might be a good time to emphasize that the Committee respects witnesses that come before us, and their rights. However, this is a forum where oversight of the executive branch is a primary focus.

The Maryland Constitution says that the House of Delegates may inquire on the oath of witnesses and to all complaints, grievances, and offenses. They may call for all public or official papers and records, and send for persons who they may judge necessary in the course of their inquiries.

In 2007, our speaker, Delegate Adrienne Jones Co-Chairing this Committee's predecessor, actually went to the Court of Appeals to enforce this power. While upholding the subpoena power, the Court noted that the principle is long-standing that a legislature is vesting with all investigative power necessary to exercise its function properly.

The Court said that a legislative body cannot legislate wisely or affectively in the absence of information. And that sometimes some means of compulsion are essential to obtain what is needed.

So the speaker set the standard, and that's why we're here today after issuing subpoenas, looking into serious allegations of misuse of an entire State agency. We have a responsibility to take that as far as it goes. But this is actually an opportunity for Mr. McGrath, to either come clean or to explain what permission he says he had from the Governor

for his payout. To explain his expenses and explain his management of the Maryland Environmental Service. Thank you.

Mr. Co-Chair?

SENATOR LAM: Thank you, Chairman Barron, and I echo your remarks about the concern and need for oversight.

That is a part of the issue that we're trying to get at here. Really, it's about transparency, accountability, and the truth. And while Mr. McGrath has taken every opportunity to convey his side of the story to the public through op-eds and other statements, he has declined to appear before this Committee until now. And we had to compel him to do so. The truth does matter, and the truth is important.

The version of accounts that the Governor has conveyed, that he had no knowledge of and did not approve of Mr. McGrath's severance, does not comport with Mr. McGrath's account that the Governor knew and consented for the severance

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<p>1 to be transferred to him. And it does not account</p> <p>2 for the concerns that have been brought up by the</p> <p>3 Board of MES.</p> <p>4 And so somewhere in there is the</p> <p>5 truth, and that's what we're trying to get at.</p> <p>6 And I implore Mr. McGrath to use this opportunity,</p> <p>7 now that he is here, in a public forum to be able</p> <p>8 to convey the actual truth of what has happened</p> <p>9 and the accounts that have been put forth, the</p> <p>10 conflicting accounts that have been put forth.</p> <p>11 And so, you know, this is certainly an opportunity</p> <p>12 to tell his side of the story. I encourage him to</p> <p>13 do so, because the truth does matter here in us</p> <p>14 understanding what took place in a critical</p> <p>15 conversation between him and the Governor and,</p> <p>16 thus, what he conveyed from that conversation to</p> <p>17 the Board.</p> <p>18 And so the Committee will look at</p> <p>19 this further and would like to better understand</p> <p>20 what took place so that we can ensure proper</p> <p>21 accountability and provisions moving forward to</p>	<p>1 Gallagher, Evelius &amp; Jones. We're here today to</p> <p>2 hear testimony from Mr. Roy McGrath.</p> <p>3 He is appearing with his counsel,</p> <p>4 Bruce Marcus of the law firm of Marcus &amp; Bonsib.</p> <p>5 As we look at them, at least on my screen, that's</p> <p>6 Mr. Marcus on the left, and I believe Mr. McGrath</p> <p>7 is on the right. And I will be asking him a</p> <p>8 number of questions and then turning it over to</p> <p>9 the Committee.</p> <p>10 EXAMINATION</p> <p>11 BY MR. COE:</p> <p>12 Q. Mr. McGrath, your name is Roy C.</p> <p>13 McGrath; correct?</p> <p>14 A. That's correct.</p> <p>15 Q. And is your residence address 21</p> <p>16 Task Court, Edgewater, Maryland 21037?</p> <p>17 A. Mr. Coe, I'm happy to provide</p> <p>18 personal information like that, in another -- not</p> <p>19 in a public forum, but not here today.</p> <p>20 MR. MARCUS: Consistent with the --</p> <p>21 we will make personal demographic information and</p>
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<p>1 avoid this from happening again.</p> <p>2 With that, let me close in my</p> <p>3 remarks and have the court reporter swear the</p> <p>4 witness in and turn it back to Chairman Barron.</p> <p>5 THE REPORTER: Sir, raise your right</p> <p>6 hand, please.</p> <p>7 Do you swear or affirm that the</p> <p>8 testimony you're about to give in this matter, be</p> <p>9 it the truth, the whole truth, and nothing but the</p> <p>10 truth?</p> <p>11 SENATOR LAM: You're on mute.</p> <p>12 MR. McGRATH: I do.</p> <p>13 * * *</p> <p>14 ROY C. McGRATH, having been duly sworn, was</p> <p>15 examined and testified as follows:</p> <p>16 SENATOR LAM: Chairman Barron?</p> <p>17 DELEGATE BARRON: Mr. Coe, the floor</p> <p>18 is yours.</p> <p>19 MR. COE: Thank you, Co-Chairs,</p> <p>20 Senator Lam and Delegate Barron, members of the</p> <p>21 Committee. I'm Ward Coe with the firm of</p>	<p>1 personal information available to the Committee</p> <p>2 separately.</p> <p>3 BY MR. COE:</p> <p>4 Q. Mr. McGrath, I'll ask you to speak</p> <p>5 up a little bit because you're speaking through a</p> <p>6 mask. I understand the purpose of wearing one,</p> <p>7 but it's a little -- it mutes your voice a little</p> <p>8 bit.</p> <p>9 I'm going to ask you about Exhibit 52, which</p> <p>10 is your description on -- in the Maryland Manual</p> <p>11 Online as former staff for the Governor of the</p> <p>12 State of Maryland.</p> <p>13 (Exhibit No. 52 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. It's correct, isn't it, Mr. McGrath</p> <p>16 that you were Chief of Staff for Governor Hogan</p> <p>17 from June 1st, 2020, to August 17th, 2020?</p> <p>18 A. Yes.</p> <p>19 Q. And you were appointed to that</p> <p>20 position by Governor Hogan?</p> <p>21 A. Yes.</p>

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<p>1 Q. You were also Deputy Chief of Staff 2 for Governor Hogan from July 1st, 2015 to 3 December 20th, 2016; correct? 4 A. Yes. 5 Q. And you were Director of MES from 6 December 21st, 2016, to May 30th, 2020; correct? 7 A. Yes. 8 Q. You were appointed to that position 9 by Governor Hogan; correct? 10 A. Yes. 11 Q. And you were appointed to the Deputy 12 Chief of Staff position by Governor Hogan; 13 correct? 14 A. I don't know that I can answer that 15 question directly, Mr. Coe. As part of the 16 Governor's staff, I can't say for certain whether 17 it's the Governor's appointment, per se, but it 18 was a member of the Governor's staff, correct. 19 Q. You were also senior advisor and 20 liaison to the Board of Public Works in the Office 21 of the Governor from January 21st, 2015, to</p>	<p>1 Q. You were also director of lawyers 2 for Hogan, early voting and Election Day 3 operations, and Hogan for Governor 2014; correct? 4 Is that part of your job history accurate, 5 sir? 6 A. What part, Mr. Coe? 7 Q. Your position as director of lawyers 8 for Hogan, early voting and Election Day 9 operations, and Hogan for Governor in 2014? 10 A. Yes, I answered that question 11 previously. You might not have heard me. 12 Q. Okay. Was that a paid position? 13 A. It was not. 14 Q. And you had worked for the Hogan for 15 Congress Committee back in 1992; correct? 16 A. I wouldn't describe it as worked 17 for, but I volunteered, yes. 18 Q. I want to show you Exhibit 50. 19 (Exhibit No. 50 marked for identification.) 20 BY MR. COE: 21 Q. This is an August 25th, 2020,</p>
Page 15	Page 17
<p>1 July 1st, 2015? 2 A. That sounds correct. 3 Q. And you were a member of the 4 Governor's -- the Governor-elect's transition team 5 in 2014 to 2015; correct? 6 A. Yes. 7 Q. What did you do in that job? 8 A. Could you repeat that question, 9 please? 10 Q. What did you do in the job as a 11 member of the Governor-elect's transition team in 12 2014 and 2015? 13 MR. MARCUS: Go ahead and answer. 14 THE WITNESS: Okay. Provided 15 assistance to the transition team with respect to 16 building out the new administration, including 17 staffing, interviews, and assorted other things 18 related to the incoming administration. 19 BY MR. COE: 20 Q. Was that a paid position? 21 A. No.</p>	<p>1 statement released by Governor Hogan. Take your 2 time to look at it. The second paragraph is in 3 quotes. Could you read that paragraph to the 4 Committee, please? 5 MR. MARCUS: You could certainly 6 read that. 7 THE WITNESS: The quote says in the 8 second paragraph of the announcement that you have 9 on the screen, "To be clear, I did not approve, 10 recommend any involvement whatsoever in these 11 decisions by the Board of Directors of MES with 12 respect to the former Director Roy McGrath or any 13 other individual." 14 BY MR. COE: 15 Q. Is that statement correct, sir? 16 A. Mr. Coe and Mr. Chairmen, at the 17 present time it has become apparent to me that 18 there are acquisitions that have been raised 19 against me, resulting in agencies becoming 20 involved and examining matters related to my time 21 at the Maryland Environmental Service.</p>

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<p>1 While I remain incredibly proud of the work,  2 the MES team, and the progress that's been made  3 over the last few years, based on our inability to  4 gain clarity on the status of those matters and on  5 the advice of my counsel, at this time I'm going  6 to invoke those rights guaranteed to me under the  7 laws of the State of Maryland and State and  8 Federal Constitutions, and I, therefore,  9 respectfully decline to respond to that question.</p> <p>10 Certainly, I'd prefer to be in a position to  11 speak more freely today. At such time as  12 circumstances change, and my counsel advises, I  13 will notify you and equally respond to questions  14 put to me by this Committee.</p> <p>15 I thank you for your understanding and your  16 respect of the rights afforded to me and every  17 other citizen of our great state.</p> <p>18 Q. I want to, again, ask you to keep  19 your voice up a little bit. I think the gist of  20 that came through, but some of it was a little  21 muffled.</p>	<p>1 A. Again, on the advice of counsel,  2 pursuant to my legal rights, I respectfully  3 decline to answer that question.</p> <p>4 Q. Do you have any knowledge that  5 Governor Hogan communicated to any Board member of  6 any -- MES about your severance before the Board  7 approved it?</p> <p>8 A. On the advice of counsel and  9 pursuant to my legal rights, I respectfully  10 decline to answer that question.</p> <p>11 Q. Let me ask you about what Governor  12 Hogan doesn't say in this statement.</p> <p>13 He doesn't say that he never talked to you  14 or you never talked to him about your severance;  15 correct?</p> <p>16 A. On the advice of counsel and  17 pursuant to my legal rights, I respectfully  18 decline to answer that question.</p> <p>19 Q. He also doesn't say that you and he  20 never reached an agreement about your severance;  21 does he?</p>
Page 19	Page 21
<p>1 I want to ask you some more questions about  2 this statement.</p> <p>3 Governor Hogan says in this statement that  4 he didn't have any involvement in, quote,  5 decisions made by the Board of Directors of MES,  6 end quote, involving you or other individuals.</p> <p>7 What does that statement mean to you, sir?</p> <p>8 A. Mr. Coe, again, on the advice of my  9 counsel and pursuant to my legal rights, I  10 respectfully decline to answer that question.</p> <p>11 Q. Well, taken literally, I suggest  12 that means, first of all, that he didn't attend  13 the May 28th, 2020, board meeting.</p> <p>14 He didn't attend it, did he?</p> <p>15 A. Again, Mr. Coe, on the advice of  16 counsel and pursuant to my legal rights, I  17 respectfully decline to answer that question.</p> <p>18 Q. And he didn't attend the human  19 resources committee that took place -- meetings  20 that took place on May 20th and 28th, 2020, did  21 he?</p>	<p>1 A. Again, on the advice of counsel,  2 pursuant to my legal rights, I respectfully  3 decline to answer that question.</p> <p>4 MR. COE: Could you please turn to  5 -- well, please bring up Exhibit 53. Go ahead and  6 scroll all the way through. Okay. You can go  7 back.</p> <p>8 (Exhibit No. 53 marked for identification.)  9 BY MR. COE:</p> <p>10 Q. Mr. McGrath, these are two texts  11 that you sent. The first on August 25th, 2020,  12 the day that the Governor's statement was  13 released. And in that text, you asked to talk to  14 the Governor as a friend; correct?</p> <p>15 A. On the advice of my counsel,  16 pursuant to my legal rights, I respectfully  17 decline to answer that question, Mr. Coe.</p> <p>18 Q. And you actually did not have a call  19 with the Governor on the night of the 25th, did  20 you?</p> <p>21 A. On the advice of counsel, pursuant</p>

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<p>1 to my legal rights, I respectfully decline to</p> <p>2 answer that question.</p> <p>3 Q. Mr. McGrath, can you identify</p> <p>4 Michael Pedone?</p> <p>5 MR. MARCUS: You can answer that.</p> <p>6 THE WITNESS: Michael Pedone is</p> <p>7 Chief Counsel to the Governor.</p> <p>8 BY MR. COE:</p> <p>9 Q. You did talk to Michael Pedone on</p> <p>10 the evening of August 25th, 2020; correct?</p> <p>11 MR. MARCUS: You'll assert your</p> <p>12 rights to that.</p> <p>13 THE WITNESS: On the advice of</p> <p>14 counsel and pursuant to my legal rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 BY MR. COE:</p> <p>17 Q. You asked Mr. Pedone to get the</p> <p>18 Governor to clarify his statement so that the</p> <p>19 facts were presented in a light more favorable to</p> <p>20 you, didn't you?</p> <p>21 A. On the advice of my counsel and</p>	<p>1 THE WITNESS: What's on the screen</p> <p>2 is, "I talked with Pedone last night. The</p> <p>3 statement yesterday is being misinterpreted. Will</p> <p>4 you please say something about us discussing the</p> <p>5 severance, that it was okay for me to handle with</p> <p>6 MES. Only what we agreed. Without your support,</p> <p>7 it looks like I mislead MES. I did not. I've</p> <p>8 been one of your loyalest supporters from the</p> <p>9 beginning. Never asked for anything. Need your</p> <p>10 help now, please. This is devastating my life."</p> <p>11 BY MR. COE:</p> <p>12 Q. So you asked the Governor in this</p> <p>13 text to say something about us discussing the</p> <p>14 severance.</p> <p>15 So you did have a discussion with the</p> <p>16 Governor about your severance; correct?</p> <p>17 A. On the advice of my counsel,</p> <p>18 pursuant to my legal rights, I respectfully</p> <p>19 decline to answer that question.</p> <p>20 Q. Was the discussion with the Governor</p> <p>21 before the Board approved your severance?</p>
Page 23	Page 25
<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. Mr. Pedone replied to you that the</p> <p>4 Governor was standing by his statement and would</p> <p>5 only make statements that were consistent with the</p> <p>6 truth; correct?</p> <p>7 A. On the advice of my counsel and</p> <p>8 pursuant to my legal rights, I respectfully</p> <p>9 decline to answer that question.</p> <p>10 MR. COE: Okay. Let's go down to</p> <p>11 the next.</p> <p>12 BY MR. COE:</p> <p>13 Q. So will you read this text on</p> <p>14 August 26th to the Governor, will you please read</p> <p>15 it to the Committee.</p> <p>16 MR. MARCUS: He will read the text</p> <p>17 as to the other portions of the question, I'm not</p> <p>18 sure that we're in a position to acknowledge or</p> <p>19 accept that.</p> <p>20 But go ahead and read what's on the</p> <p>21 screen, Mr. McGrath.</p>	<p>1 A. Again, on the advice of counsel,</p> <p>2 pursuant to my legal rights, I respectfully</p> <p>3 decline to answer that question.</p> <p>4 Q. Okay. The next statement is, "that</p> <p>5 it was okay for me to handle with MES." And then</p> <p>6 "only what we agreed."</p> <p>7 In other words, did you and the Governor</p> <p>8 agree that you could handle your severance with</p> <p>9 MES, and he would not be involved?</p> <p>10 A. On the advice of my counsel,</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. Did you ever tell the Governor that</p> <p>14 you were going to ask for a full year's salary as</p> <p>15 severance from MES, even though you were moving</p> <p>16 from one State job to another with no period of</p> <p>17 unemployment in between?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my legal rights, I respectfully</p> <p>20 decline to answer that question.</p> <p>21 Q. Did you tell the Governor that you</p>

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<p>1 were going to tell Board members of MES and</p> <p>2 employees of MES that the Governor was aware of</p> <p>3 your severance and had no objection?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. When were you asked, Mr. McGrath, to</p> <p>8 come on board as the Governor's Chief of Staff?</p> <p>9 MR. MARCUS: You can answer.</p> <p>10 BY MR. COE:</p> <p>11 Q. Just looking for a date.</p> <p>12 A. I don't have the date in front of</p> <p>13 me. I don't have the date in front of me, Mr.</p> <p>14 Coe.</p> <p>15 Q. It was obviously prior to your</p> <p>16 announcing it to the Board of MES, which took</p> <p>17 place on May 26th, 2020; correct?</p> <p>18 A. On the advice of my counsel and</p> <p>19 pursuant to my legal rights, I respectfully</p> <p>20 decline to answer that question.</p> <p>21 Q. You called Beth Wojton, the deputy</p>	<p>1 Harkins and John Spartan got, and that the</p> <p>2 Governor expected that also; correct?</p> <p>3 A. On the advice of my counsel and</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. On May 23rd, 2020, you called Joseph</p> <p>7 Snee, who is a Board member of MES and chair of</p> <p>8 the human resources committee, right?</p> <p>9 A. On the advice of my counsel and</p> <p>10 pursuant to my legal rights, I respectfully</p> <p>11 decline to answer that question.</p> <p>12 Q. Mr. McGrath, I'm showing you</p> <p>13 Mr. Snee's phone records. And on May 23, 2020,</p> <p>14 which is a Saturday, at 10:14 a.m., he received a</p> <p>15 call from (410) 533-8313. That is your cell phone</p> <p>16 -- that was your cell phone number at the time;</p> <p>17 correct?</p> <p>18 MR. MARCUS: We will acknowledge</p> <p>19 privately any of the proprietary information</p> <p>20 outside these proceedings.</p> <p>21 BY MR. COE:</p>
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<p>1 director of MES, to tell her that you were leaving</p> <p>2 MES to be the Governor's Chief of Staff on May</p> <p>3 22nd, 2020; correct?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. So we're showing you Exhibit 55,</p> <p>8 which are your cell phone records.</p> <p>9 (Exhibit No. 54 marked for identification.)</p> <p>10 MR. COE: Please scroll down.</p> <p>11 BY MR. COE:</p> <p>12 Q. There is an entry on May 22nd at 12</p> <p>13 -- there is an entry on May 22nd at 1:31 p.m. to</p> <p>14 -- for a call to Beth Wojton's cell phone number;</p> <p>15 correct?</p> <p>16 A. On the advice of my counsel,</p> <p>17 pursuant to my legal rights, I respectfully</p> <p>18 decline to answer that question.</p> <p>19 Q. In your conversation with</p> <p>20 Ms. Wojton, you informed her that you expected a</p> <p>21 severance of a year's salary, the same as Jim</p>	<p>1 Q. You had a cell phone issued by MES;</p> <p>2 correct?</p> <p>3 A. That is correct.</p> <p>4 Q. That was the cell phone number of</p> <p>5 that cell phone; correct?</p> <p>6 A. Yes.</p> <p>7 Q. So you called Mr. Snee on May 23rd,</p> <p>8 2020, and had a 29-minute phone call with him;</p> <p>9 correct?</p> <p>10 A. On the advice of my counsel,</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. In the phone call, you told him that</p> <p>14 you were going to be appointed Chief of Staff and</p> <p>15 requested a severance equal to a year's salary;</p> <p>16 correct?</p> <p>17 A. On the advice of my counsel and</p> <p>18 pursuant to my legal rights, I respectfully</p> <p>19 decline to answer that question.</p> <p>20 Q. Mr. Snee said to you that he had to</p> <p>21 discuss that request with the human resource</p>

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<p>1 committee and the full Board; correct?</p> <p>2 A. On the advice of my counsel and</p> <p>3 pursuant to my legal rights, I respectfully</p> <p>4 decline to answer that question.</p> <p>5 Q. You told Mr. Snee that the Governor</p> <p>6 knew of this request and approved of it; correct?</p> <p>7 A. On the advice of my counsel and</p> <p>8 pursuant to my legal rights, I respectfully</p> <p>9 decline to answer that question.</p> <p>10 Q. Mr. McGrath, I'm going to show you</p> <p>11 Exhibit 56, which is a May 26, 2020, e-mail from</p> <p>12 you to the Board of Directors of MES.</p> <p>13 (Exhibit No. 56 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. Mr. McGrath, you sent Exhibit 56;</p> <p>16 correct?</p> <p>17 A. I'm sorry, Mr. Coe. I don't</p> <p>18 understand the question.</p> <p>19 Q. You sent the e-mail, which is</p> <p>20 Exhibit 56, your e-mail dated May 26, 2020;</p> <p>21 correct?</p>	<p>1 Q. Let me go to Exhibit 57, please.</p> <p>2 (Exhibit No. 57 marked for identification.)</p> <p>3 BY MR. COE:</p> <p>4 Q. Mr. McGrath, Exhibit 57 is an e-mail</p> <p>5 from Beth Wojton to Joe Snee dated May 27th, 2020,</p> <p>6 at 10:00 a.m. And it sets forth your salary, a</p> <p>7 tuition reimbursement amount, and your accumulated</p> <p>8 leave balances.</p> <p>9 Have you seen that e-mail before, sir?</p> <p>10 A. On the advice of my counsel and</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. You directed Ms. Wojton to provide</p> <p>14 that information to Mr. Snee; correct?</p> <p>15 A. Again, on the advice of my counsel,</p> <p>16 pursuant to my legal rights, I respectfully</p> <p>17 decline to answer that question.</p> <p>18 Q. Mr. McGrath, I'm going to show you</p> <p>19 Exhibit 58. First, just the minutes of the</p> <p>20 May 27th, 2020, human resources committee.</p> <p>21 (Exhibit No. 58 marked for identification.)</p>
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<p>1 A. Yeah. On the advice of counsel and</p> <p>2 pursuant to my legal rights, I respectfully</p> <p>3 decline to answer that question.</p> <p>4 Q. This was your first written notice</p> <p>5 to the Board that you were resigning at the end of</p> <p>6 the month of May; correct?</p> <p>7 A. On the advice of my counsel --</p> <p>8 Q. Mr. McGrath, you sent Exhibit 56;</p> <p>9 correct?</p> <p>10 A. Mr. Coe -- I'm sorry, Mr. Coe. I</p> <p>11 don't understand your question.</p> <p>12 Q. You sent the e-mail --</p> <p>13 A. Mr. Coe, can you hear me okay?</p> <p>14 Q. I can hear you.</p> <p>15 A. Okay. Would you repeat the</p> <p>16 question, please?</p> <p>17 Q. Yes. Exhibit 56 is an e-mail you</p> <p>18 sent to the Board of MES; correct?</p> <p>19 A. On the advice of my counsel,</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 BY MR. COE:</p> <p>2 Q. You have seen these Committee</p> <p>3 minutes before; correct?</p> <p>4 MR. COE: Keep scrolling.</p> <p>5 THE WITNESS: On the advice of</p> <p>6 counsel and pursuant to my legal rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 BY MR. COE:</p> <p>9 Q. I want to ask you about the</p> <p>10 paragraph that starts "Mr. Snee then initiated."</p> <p>11 It is correct that you requested to be paid a</p> <p>12 severance; correct?</p> <p>13 A. On the advice of my counsel and</p> <p>14 pursuant to my legal rights, I respectfully</p> <p>15 decline to answer that question.</p> <p>16 Q. It is also correct that</p> <p>17 Mr. Snee told you that he would not recommend a</p> <p>18 severance unless the Governor was aware of it and</p> <p>19 did not object; correct?</p> <p>20 A. On the advice of my counsel and</p> <p>21 pursuant to my legal rights, I respectfully</p>

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1 decline to answer that question.

2 Q. All right. And it's correct that

3 you assured Mr. Snee that the Governor was aware

4 of the proposed severance payment and did not

5 object; correct?

6 A. On the advice of my counsel and

7 pursuant to my legal rights, I respectfully

8 decline to answer that question.

9 Q. There is a statement at the bottom

10 of that paragraph. Mr. Snee reported that he and

11 Mr. McGrath had also discussed other personnel and

12 budgetary matters and that Mr. McGrath assured him

13 that the concerns of the Board would be considered

14 by the Governor.

15 What were the other personnel and budgetary

16 matters that you discussed with Mr. Snee?

17 A. On the advice of my counsel and

18 pursuant to my legal rights, I respectfully

19 decline to answer that question.

20 Q. The next paragraph of the minutes

21 refer to a potential executive incentive payment

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1 for fiscal year 2020 for you and the cash value of

2 your unused leave.

3 Those were matters that you apprised

4 Mr. Snee of; correct?

5 A. On the advice of my counsel and

6 pursuant to my legal rights, I respectfully

7 decline to answer that question.

8 Q. And you provided them as

9 justification for your getting a severance equal

10 to your salary; correct?

11 A. Again, on the advice of my counsel

12 and pursuant to my legal rights, I respectfully

13 decline to answer that question.

14 Q. Mr. McGrath, I want to show you

15 Exhibit 59.

16 (Exhibit No. 59 marked for identification.)

17 BY MR. COE:

18 Q. Sir, this is a text exchange between

19 you and Beth Wojton on May 26th and May 27th.

20 Ms. Wojton was trying to get ahold of you and you

21 actually had a phone call on the evening of

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1 May 26th; correct?

2 A. On the advice of my counsel and

3 pursuant to my legal rights, I respectfully

4 decline to answer that question.

5 Q. And that you had that phone call and

6 that's where you provided Ms. Wojton with the

7 details of your expected severance; correct?

8 A. On the advice of my counsel and

9 pursuant to my legal rights, I respectfully

10 decline to answer that question.

11 Q. So if you go down to the May 27th

12 exchange, Ms. Wojton's text to you at 11:38 a.m.

13 is after the May 27th HR committee meeting;

14 correct?

15 A. On the advice of counsel and

16 pursuant to my legal rights, I respectfully

17 decline to answer that question.

18 Q. Will you read what Ms. Wojton texted

19 there, please?

20 MR. MARCUS: We can certainly read

21 what is on the paper. As to the balance of that

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1 suggestion, we decline to accept that. But if you

2 need Mr. McGrath to read it, he's certainly

3 willing to do that.

4 BY MR. COE:

5 Q. I do.

6 A. Okay. I'll read it with the

7 stipulation that I didn't write it.

8 "Hi. The HR committee wants to make sure

9 the Governor would be okay with you receiving

10 severance equal to one year's pay. They're

11 worried about the optics and don't want to do

12 anything to make the Governor look bad. I told

13 them that I thought that the Governor was aware

14 and was okay with it. Correct, question mark."

15 BY MR. COE:

16 Q. So you didn't write it, but you read

17 it back in May and you responded to it; correct?

18 A. On the advice of my counsel and

19 pursuant to my legal rights, I respectfully

20 decline to answer that question.

21 Q. Will you read the next entry on

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<p>1 Exhibit 59, please? The response.</p> <p>2 A. "It's anticipated" -- pardon me, Mr.</p> <p>3 Coe. Go ahead.</p> <p>4 Q. No. Go ahead.</p> <p>5 A. Okay. "It's anticipated, yes. Not</p> <p>6 to mention the precedences."</p> <p>7 Q. And it's anticipated means that the</p> <p>8 Governor anticipates the Board will approve a</p> <p>9 payment of a year's salary to you as severance;</p> <p>10 correct?</p> <p>11 A. On the advice of my counsel and</p> <p>12 pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. You intended -- the assurance in</p> <p>15 this exhibit that you provided, to be relied on by</p> <p>16 the human resources committee in making a</p> <p>17 recommendation for your severance; isn't that</p> <p>18 correct?</p> <p>19 A. On the advice of my counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 2020, human resources committee meeting. You</p> <p>2 discussed your severance with Mr. Snee in that --</p> <p>3 in those two phone calls, didn't you?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. You made clear to Mr. Snee that you</p> <p>8 wanted both the proposed severance of a year's</p> <p>9 salary and tuition reimbursement in the amount of</p> <p>10 \$5,250; correct?</p> <p>11 A. On the advice of my counsel and</p> <p>12 pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. Let's go back to Exhibit 58, the</p> <p>15 minutes of the human resources committee of MES on</p> <p>16 May 28, 2020.</p> <p>17 Okay. The third paragraph -- the third</p> <p>18 paragraph states that Mr. Snee stated that he had</p> <p>19 been assured by Mr. McGrath that the Governor was</p> <p>20 aware of this proposed severance payment and did</p> <p>21 not object.</p>
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<p>1 Q. And you intended that the assurance</p> <p>2 would be relied on by the Board in approving a</p> <p>3 recommended severance; correct?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 MR. COE: Let's go back to</p> <p>8 Exhibit 56 for a minute, please. I'm sorry 50 --</p> <p>9 the Snee. It's Exhibit 55, sorry.</p> <p>10 BY MR. COE:</p> <p>11 Q. I'm showing you Exhibit 55,</p> <p>12 Mr. McGrath. And on May 27th at 8:30 p.m., there</p> <p>13 is a call with the (410) 533-8313, your number on</p> <p>14 the cell phone issued by MES; correct?</p> <p>15 A. On the advice of my counsel and</p> <p>16 pursuant to my legal rights, I respectfully</p> <p>17 decline to answer that question.</p> <p>18 Q. And then there is a second call at</p> <p>19 8:54 p.m. The total duration of the call is</p> <p>20 34 minutes.</p> <p>21 That was the evening after the May 27th,</p>	<p>1 That was because you provided that assurance</p> <p>2 to Mr. Snee; correct?</p> <p>3 A. On the advice of my counsel and</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. And if you go down into the next</p> <p>7 paragraph, the committee not only approves a</p> <p>8 severance payment in the amount equal to</p> <p>9 one-year's salary, \$233,647.27, but also tuition</p> <p>10 reimbursement in the amount of \$5,250; correct?</p> <p>11 A. Again, on the advice of my counsel</p> <p>12 and pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. You didn't ask about wanting MES to</p> <p>15 pay \$14,475 for you to attend a Harvard executive</p> <p>16 course after you left and went to the Governor's</p> <p>17 office, did you?</p> <p>18 A. On the advice of my counsel and</p> <p>19 pursuant to my legal rights, I respectfully</p> <p>20 decline to answer that question.</p> <p>21 Q. Let me go to Exhibit 60.</p>

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<p>1 (Exhibit No. 60 marked for identification.)</p> <p>2 BY MR. COE:</p> <p>3 Q. Mr. McGrath, Exhibit 60 are the</p> <p>4 Board of Directors' minutes -- meeting minutes for</p> <p>5 the closed session on May 28, 2020, and I should</p> <p>6 point out here that the Board of Directors of MES</p> <p>7 has authorized, for purposes of these proceedings,</p> <p>8 that the closed session portions of their minutes</p> <p>9 could be disclosed to the Committee.</p> <p>10 You left before the closed session started;</p> <p>11 correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my legal rights, I respectfully</p> <p>14 decline to answer that question.</p> <p>15 Q. And while you were gone, the Board</p> <p>16 of Directors approved the severance payment, the</p> <p>17 tuition, and rounded the two of them up to</p> <p>18 \$239,000; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 Q. When did you first ask to be able to</p> <p>2 continue to use the laptop and cell phone?</p> <p>3 A. On the advice of my counsel and</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. Let me go to Exhibit 61, please.</p> <p>7 (Exhibit No. 61 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. Mr. McGrath, do you recognize</p> <p>10 Exhibit 61 as the MES tuition policy; correct?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. What was the reimbursement of \$5,250</p> <p>15 in tuition for?</p> <p>16 A. On the advice of my counsel,</p> <p>17 pursuant to my legal rights, I respectfully</p> <p>18 decline to answer that question.</p> <p>19 Q. I want to scroll down to</p> <p>20 paragraph 4C of the tuition policy, Exhibit 61.</p> <p>21 The tuition policy requires that the courses that</p>
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<p>1 Q. If you'll scroll down, right there,</p> <p>2 the last sentence reads, "In response to a</p> <p>3 question, Mr. Harris stated that the agency has</p> <p>4 sufficient cash to make the proposed payment to</p> <p>5 Mr. McGrath."</p> <p>6 Were you aware that such a question was</p> <p>7 asked at the Board meeting?</p> <p>8 A. On the advice of my counsel and</p> <p>9 pursuant to my legal rights, I respectfully</p> <p>10 decline to answer that question.</p> <p>11 MR. COE: Go down to the next one.</p> <p>12 Stop there.</p> <p>13 BY MR. COE:</p> <p>14 Q. In the paragraph at the top of</p> <p>15 page 3 of Exhibit 60, the Board also votes to</p> <p>16 authorize you to utilize your agency-issued laptop</p> <p>17 and cell phone in your new position as Governor's</p> <p>18 Chief of Staff; correct?</p> <p>19 A. On the advice of my counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 you take must be relevant to the service's needs.</p> <p>2 Were the courses that you took for \$5,250</p> <p>3 relevant to the service's needs?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. Scroll down to 5B, please. 5B of</p> <p>8 the policy requires that to get reimbursement you</p> <p>9 need to show proof of payment and a copy of a</p> <p>10 final grade or certification.</p> <p>11 You never provided that, did you?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my legal rights, I respectfully</p> <p>14 decline to answer that question.</p> <p>15 Q. We're going to scroll down to 5I.</p> <p>16 Did you ever provide evidence that you passed the</p> <p>17 course or you provide evidence of your grades in</p> <p>18 order to get reimbursement?</p> <p>19 A. On the advice of my counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>

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1 Q. Scroll down to 6A2 please.

2 Did the human resources department at MES

3 approve your attending the course that you got

4 reimbursed \$5,250 for?

5 A. On the advice of my counsel and

6 pursuant to my legal rights, I respectfully

7 decline to answer that question.

8 Q. And you left shortly after getting

9 that reimbursement; correct?

10 You left MES?

11 A. On the advice of my counsel and

12 pursuant to my legal rights, I respectfully

13 decline to answer that question.

14 Q. And the tuition reimbursement policy

15 provides that if you leave within a year, you owe

16 the money back, right?

17 A. On the advice of my counsel and

18 pursuant to my legal rights, I respectfully

19 decline to answer that question.

20 Q. After you received your severance

21 and left for the Governor's office, you worked

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1 with Matthew Sherring to edit the Board of

2 Directors' minutes for the May meetings; correct?

3 A. On the advice of my counsel and

4 pursuant to my legal rights, I respectfully

5 decline to answer that question.

6 MR. COE: That's 46.

7 BY MR. COE:

8 Q. I'm going to show you Exhibit 46.

9 (Exhibit No. 46 marked for identification.)

10 BY MR. COE:

11 Q. Mr. McGrath, this Exhibit 46 is a

12 text exchange between you and Mr. Sherring in June

13 of 2020; correct?

14 A. On the advice of my counsel and

15 pursuant to my legal rights, I respectfully

16 decline to answer that question.

17 Q. On June 17th at 9:58, Mr. Sherring

18 texted to you, "GM, we're preparing for BOD

19 meeting, 6/25. Would you like to review the BOD

20 meeting minutes from May?"

21 And your answer was, "Yes, offline."

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1 Correct?

2 A. On the advice of counsel and

3 pursuant to my legal rights, I respectfully

4 decline to answer that question.

5 Q. Why did you want to -- well, first

6 of all, what does "offline" mean?

7 A. On the advice of my counsel and

8 pursuant to my legal rights, I respectfully

9 decline to answer that question.

10 MR. COE: Go to -- what's Sherring's

11 6/27 e-mail?

12 BY MR. COE:

13 Q. We're scrolling down to a June 27th,

14 2020, e-mail from Mr. Sherring to Pamela Fuller.

15 Pamela Fuller is an MES employee; correct?

16 MR. MARCUS: You can answer that.

17 THE WITNESS: She was at the time.

18 I can't speak for the current status of her.

19 BY MR. COE:

20 Q. In his e-mail, Mr. Sherring says,

21 "Hi, Pam. Please excuse the short notice, but it

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1 has been brought to my attention that we have some

2 additional edits to the May BOD minutes."

3 "We" is you and Mr. Sherring; correct?

4 A. On the advice of my counsel,

5 pursuant to my legal rights, I respectfully

6 decline to answer that question.

7 Q. And he includes and encloses up --

8 excuses me.

9 He encloses updated May closed session

10 minutes, which neither you nor he attended;

11 correct?

12 A. On the advice of my counsel and

13 pursuant to my legal rights, I respectfully

14 decline to answer that question.

15 MR. COE: Okay. Go back up. I want

16 to get the financial report. That's it.

17 BY MR. COE:

18 Q. I'm showing the edited financial

19 report session of the May 28, 2020, minutes. And

20 you and Mr. Sherring struck out "cash and

21 investments are \$2 million lower than last year,

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<p>1 mainly due to early best payouts. If not for the</p> <p>2 early best payout, the amount would be comparable</p> <p>3 to FY19 at the same point."</p> <p>4 You and Mr. Sherring edited that statement</p> <p>5 out; correct?</p> <p>6 A. On the advice of my counsel and</p> <p>7 pursuant to my legal rights, I respectfully</p> <p>8 decline to answer that question.</p> <p>9 Q. Well, you determined that you did</p> <p>10 not want that statement in the Board of Directors'</p> <p>11 minutes where the Board was awarding you \$239,000</p> <p>12 in severance; correct?</p> <p>13 A. On the advice of my counsel and</p> <p>14 pursuant to my legal rights, I respectfully</p> <p>15 decline to answer that question.</p> <p>16 Q. Mr. McGrath, I'm showing you now</p> <p>17 Exhibit 49, which is the op-ed you wrote for the</p> <p>18 Baltimore Sun dated August 21st, 2020. You are</p> <p>19 the author of that op-ed, are you not?</p> <p>20 (Exhibit No. 49 marked for identification.)</p> <p>21 THE WITNESS: On the advice of my</p>	<p>1 three months ago by the MES Board of Directors in</p> <p>2 mid-May when the fiscal circumstances were</p> <p>3 certainly not the same as today."</p> <p>4 Q. Thank you.</p> <p>5 Now, the Sun paper's first article about</p> <p>6 your severance was August 14th, 2020; correct?</p> <p>7 A. I don't recall, Mr. Coe.</p> <p>8 Q. I'll represent to you that it was.</p> <p>9 And this op-ed is August 1st, 2020, of the -- I'm</p> <p>10 sorry, August 21st, 2020, seven days later. And</p> <p>11 in that statement you're, as I understand it,</p> <p>12 making the representation that the fiscal</p> <p>13 circumstances were not the same in August as they</p> <p>14 were in May.</p> <p>15 The next statement is, "It was not long into</p> <p>16 the pandemic, and the full impact was only</p> <p>17 beginning to unfold." Correct?</p> <p>18 A. On the advice of my counsel and</p> <p>19 pursuant to my legal rights, I respectfully</p> <p>20 decline to answer that question.</p> <p>21 Q. Let me show you what we have as</p>
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<p>1 counsel and pursuant to my legal rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 BY MR. COE:</p> <p>4 Q. Scroll down to that paragraph.</p> <p>5 Right.</p> <p>6 I want you to read the first sentence of the</p> <p>7 second paragraph which starts, "The decision to</p> <p>8 award."</p> <p>9 MR. MARCUS: And just so it's clear,</p> <p>10 you are simply asking him to read that which is</p> <p>11 now shown on the screen?</p> <p>12 MR. COE: Correct.</p> <p>13 MR. MARCUS: Mr. McGrath, you can go</p> <p>14 ahead and do that.</p> <p>15 BY MR. COE:</p> <p>16 Q. The first sentence.</p> <p>17 A. Are you referring to the one that</p> <p>18 starts with "the decision"?</p> <p>19 Q. Yes.</p> <p>20 A. "The decision to award by</p> <p>21 non-taxpayer-funded severance was made nearly</p>	<p>1 Exhibit 62, please.</p> <p>2 (Exhibit NO. 62 marked for identification.)</p> <p>3 BY MR. COE:</p> <p>4 Q. Who is Stephen Schatz, Mr. McGrath?</p> <p>5 MR. MARCUS: Who is he?</p> <p>6 THE WITNESS: Stephen Schatz is a</p> <p>7 Deputy Chief of Staff to Governor Hogan.</p> <p>8 MR. COE: And scroll down so we can</p> <p>9 see this e-mail.</p> <p>10 BY MR. COE:</p> <p>11 Q. Mr. Schatz's e-mail to you on</p> <p>12 May 8th, 2020, referring to the cabinet calls</p> <p>13 asking your team to review any outstanding or</p> <p>14 upcoming bills or invoices for our county or local</p> <p>15 government partners to see if MES can delay,</p> <p>16 slash, suspend payments and/or extend terms so</p> <p>17 they can have more time to pay.</p> <p>18 That was his request; correct?</p> <p>19 A. On the advice of my counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>

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<p>1 Q. You understood Mr. Schatz to be</p> <p>2 asking for some financial relief for county and</p> <p>3 local governments, didn't you?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 MR. COE: Scroll up to his response.</p> <p>8 BY MR. COE:</p> <p>9 Q. At 3:06 p.m. on May 20th -- May 8th,</p> <p>10 2020, you responded to Mr. Schatz; correct?</p> <p>11 MR. MARCUS: Go ahead.</p> <p>12 THE WITNESS: On the advice of</p> <p>13 counsel and pursuant to my legal rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 BY MR. COE:</p> <p>16 Q. In your response, you state that the</p> <p>17 cash flow of MES is needed to pay current</p> <p>18 expenses; correct?</p> <p>19 A. On the advice of counsel, pursuant</p> <p>20 to my legal rights, I respectfully decline to</p> <p>21 answer that question.</p>	<p>1 "Not an encouraging outlook for anyone."</p> <p>2 Q. Let's go to Exhibit 63, please.</p> <p>3 (Exhibit No. 63 marked for identification.)</p> <p>4 BY MR. COE:</p> <p>5 Q. Mr. McGrath, I'm showing you</p> <p>6 Exhibit 63, which is the Washington Post article</p> <p>7 dated May 14th, 2020, entitled Maryland Releases</p> <p>8 Staggering Forecast of Economic Damage.</p> <p>9 Have you seen that article before?</p> <p>10 MR. MARCUS: Yes or no?</p> <p>11 THE WITNESS: No.</p> <p>12 BY MR. COE:</p> <p>13 Q. The article makes the point that the</p> <p>14 number of known coronavirus cases in Maryland is</p> <p>15 up to 35,903, that Maryland expects to lose at</p> <p>16 least 925 million dollars in state tax revenue by</p> <p>17 the end of June. And that more than 103,000</p> <p>18 Unemployment claims were filed in the District of</p> <p>19 Columbia, Maryland, and Virginia to that point.</p> <p>20 Were you aware of that state of the Maryland</p> <p>21 economy in May of 2020?</p>
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<p>1 Q. You explained further that the cash</p> <p>2 position is not such as to be able to defer</p> <p>3 payments; correct?</p> <p>4 A. On the advice of my counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. You also make the point that MES</p> <p>8 would not be able to pay its own fixed and</p> <p>9 variable expenses; correct?</p> <p>10 A. On the advice of my counsel,</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. And you make the point that your</p> <p>14 accounts due over 90 days have already been</p> <p>15 growing; correct?</p> <p>16 A. On the advice of my counsel and</p> <p>17 pursuant to my legal rights, I respectfully</p> <p>18 decline to answer that question.</p> <p>19 Q. Read the last line of that e-mail,</p> <p>20 please, sir, to the Committee.</p> <p>21 A. The last line of the e-mail says</p>	<p>1 A. On the advice of my counsel and</p> <p>2 pursuant to my legal rights, I respectfully</p> <p>3 decline to answer that question.</p> <p>4 Q. Let me show you what is Exhibit 50</p> <p>5 -- 64, please.</p> <p>6 (Exhibit No. 64 marked for identification.)</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. McGrath, Exhibit 64 is an NPR</p> <p>9 release dated May 19, 2020, saying -- entitled,</p> <p>10 Maryland Reports Largest Rise yet in Coronavirus</p> <p>11 Cases Four Days After Reopening. It reports that</p> <p>12 the Department of Health reported 1,784 newly</p> <p>13 confirmed COVID cases that Tuesday.</p> <p>14 Were you aware of that at the time, sir?</p> <p>15 A. On the --</p> <p>16 MR. MARCUS: Which time? Just so</p> <p>17 we're clear, Mr. Coe?</p> <p>18 MR. COE: May of 20- --</p> <p>19 MR. MARCUS: At the time of the</p> <p>20 publication?</p> <p>21 MR. COE: Yes.</p>

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<p>1 MR. MARCUS: Thank you.</p> <p>2 Now, go ahead.</p> <p>3 THE WITNESS: On the advice of my</p> <p>4 counsel and pursuant to my legal rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 BY MR. COE:</p> <p>7 Q. I'm showing you next Exhibit 65.</p> <p>8 (Exhibit No. 65 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. This is a Baltimore Business Journal</p> <p>11 article dated May 14th, 2020, that says, "Maryland</p> <p>12 faces budget shortfall between 925 million and 1.1</p> <p>13 billion in the current fiscal year."</p> <p>14 Were you aware of that fact in May of 2020?</p> <p>15 A. On the advice of my counsel and</p> <p>16 pursuant to my legal rights, I respectfully</p> <p>17 decline to answer that question.</p> <p>18 Q. Let me next show you another copy of</p> <p>19 the May 28th, 2020, MES Board minutes. This is</p> <p>20 Exhibit 66.</p> <p>21 (Exhibit No. 66 marked for identification.)</p>	<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my legal rights, I respectfully</p> <p>3 decline to answer that question.</p> <p>4 MR. COE: Go down to the financial</p> <p>5 report.</p> <p>6 BY MR. COE:</p> <p>7 Q. Mr. Harris, during his financial</p> <p>8 report, reported that the accounts past due 90</p> <p>9 days was longer than usual; correct?</p> <p>10 That's correct, isn't it, Mr. McGrath?</p> <p>11 A. It appears to be.</p> <p>12 Q. He also made the statement that late</p> <p>13 payments are expected as customers have limited</p> <p>14 access to hard copy records and facilities due to</p> <p>15 the COVID-19 pandemic; correct?</p> <p>16 MR. MARCUS: Mr. Coe, just so we</p> <p>17 understand the context of the question, you are</p> <p>18 asking him whether the exhibit that is shown, No.</p> <p>19 60, contains that reference?</p> <p>20 MR. COE: I'm asking him -- yes,</p> <p>21 that's what I'm asking.</p>
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<p>1 BY MR. COE:</p> <p>2 Q. You chaired that meeting; correct?</p> <p>3 A. It would appear so.</p> <p>4 Q. I didn't hear the response.</p> <p>5 A. Mr. Coe, I said, it would appear so.</p> <p>6 MR. COE: Let's scroll down.</p> <p>7 BY MR. COE:</p> <p>8 Q. So the director's report was given</p> <p>9 by you; correct?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. Well, in the director's report, you</p> <p>14 made the statement, "The team remains cautious</p> <p>15 going forward as many clients will be seeing a</p> <p>16 decrease in revenue"; correct?</p> <p>17 A. On the advice of my counsel and</p> <p>18 pursuant to my legal rights, I respectfully</p> <p>19 decline to answer that question.</p> <p>20 Q. So was MES doing MDOT/MBA projects</p> <p>21 at the time?</p>	<p>1 THE WITNESS: You're asking me to</p> <p>2 confirm what's in front of me from this report?</p> <p>3 MR. COE: Yes.</p> <p>4 MR. MARCUS: That's it.</p> <p>5 THE WITNESS: To that, okay. And I</p> <p>6 apologize. Please repeat the question.</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. Harris also reported that late</p> <p>9 payments are expected as customers have limited</p> <p>10 access to hard copy records and facilities due to</p> <p>11 the COVID-19 pandemic.</p> <p>12 A. That's what it says there in the</p> <p>13 minutes.</p> <p>14 Q. He also reported that FY21 will be</p> <p>15 challenged?</p> <p>16 A. Yes.</p> <p>17 Q. It was on that date?</p> <p>18 A. It's right there in the notes.</p> <p>19 Q. And it was on that date that you</p> <p>20 requested and the Board approved your severance of</p> <p>21 a year's salary and other benefits; correct?</p>

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<p>1 A. On the advice of my counsel and</p> <p>2 pursuant to my legal rights, I respectfully</p> <p>3 decline to answer that question.</p> <p>4 Q. Mr. McGrath, in your op-ed of</p> <p>5 August 21st, 2020, you made the statement, "Some</p> <p>6 have incorrectly described both of my recent jobs</p> <p>7 as Chief of Staff for the State of Maryland and</p> <p>8 CEO at MES as State jobs. They were not."</p> <p>9 Do you believe that neither job was a State</p> <p>10 job?</p> <p>11 A. On the advice of my counsel and</p> <p>12 pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. Mr. McGrath, I'm going to show you</p> <p>15 Exhibit 67, which is the Maryland Natural</p> <p>16 Resources article an excerpt from it.</p> <p>17 Have you read that statute before?</p> <p>18 A. On the advice of counsel, pursuant</p> <p>19 to my legal rights, I respectfully decline to</p> <p>20 answer that question.</p> <p>21 Q. Well, Section 3-103(a) of the</p>	<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. And you previously stated,</p> <p>4 consistent with 3-301(b)1(i), that you were</p> <p>5 appointed by the Governor with the advice and</p> <p>6 consent of the Senate; correct?</p> <p>7 A. On the advice of my counsel,</p> <p>8 pursuant to my legal rights, I respectfully</p> <p>9 decline to answer that question.</p> <p>10 Q. Your title by statute was director;</p> <p>11 correct?</p> <p>12 MR. MARCUS: If you know.</p> <p>13 THE WITNESS: I can't confirm that,</p> <p>14 Mr. Coe.</p> <p>15 BY MR. COE:</p> <p>16 Q. Isn't that what it says in</p> <p>17 3-103(b)1(i)?</p> <p>18 MR. MARCUS: Mr. Coe, is the</p> <p>19 question, what is in -- what is written on this</p> <p>20 exhibit as being part of the statute?</p> <p>21 MR. COE: Yes.</p>
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<p>1 Natural Resources article says, "There's a body</p> <p>2 politic and corporate known as the Maryland</p> <p>3 Environmental Service." That's the entity that</p> <p>4 you were a director of; correct?</p> <p>5 MR. MARCUS: If the question is</p> <p>6 whether he was the director of Maryland</p> <p>7 Environmental Service, I think he can answer that</p> <p>8 question.</p> <p>9 THE WITNESS: Is that the question,</p> <p>10 Mr. Coe?</p> <p>11 BY MR. COE:</p> <p>12 Q. That's the question.</p> <p>13 A. Yes.</p> <p>14 Q. "The services and instrumentality of</p> <p>15 the State and a public corporation by that name,</p> <p>16 style, and title. And the exercise by the service</p> <p>17 of the powers conferred by the subtitle is the</p> <p>18 performance of an essential governmental function</p> <p>19 of the State."</p> <p>20 You were aware of that as director, right?</p> <p>21 A. On the advice of my counsel,</p>	<p>1 MR. MARCUS: Okay. And just so</p> <p>2 we're clear 3-103(b)1; is that the reference, sir?</p> <p>3 MR. COE: Yes.</p> <p>4 MR. MARCUS: Okay. Just --</p> <p>5 THE WITNESS: Mr. Coe, just to be</p> <p>6 clear, you're referring to the one that says the</p> <p>7 director shall be appointed by the Governor; is</p> <p>8 that correct?</p> <p>9 MR. COE: Yes.</p> <p>10 THE WITNESS: That's what it says.</p> <p>11 BY MR. COE:</p> <p>12 Q. You referred to yourself as CEO;</p> <p>13 correct?</p> <p>14 A. On the advice of counsel, pursuant</p> <p>15 to my legal rights, I respectfully decline to</p> <p>16 answer that question.</p> <p>17 Q. You directed MES employees to refer</p> <p>18 to you as CEO; correct?</p> <p>19 A. On the advice of my counsel,</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>

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<p>1 Q. You also referred to yourself as</p> <p>2 chairman; correct?</p> <p>3 A. On the advice of counsel, pursuant</p> <p>4 to legal rights, I respectfully decline to answer</p> <p>5 that question.</p> <p>6 Q. Let me show you what's been marked</p> <p>7 as Exhibit 45, Mr. McGrath.</p> <p>8 I'm sorry, Exhibit 18.</p> <p>9 (Exhibit No. 18 marked for identification.)</p> <p>10 MR. MARCUS: 18?</p> <p>11 MR. COE: Yes.</p> <p>12 MR. MARCUS: Thank you.</p> <p>13 BY MR. COE:</p> <p>14 Q. I'm showing you Exhibit 18, which is</p> <p>15 a brochure from the Young Jewish Professionals</p> <p>16 event that you spoke at, and you identify as</p> <p>17 Maryland Environmental Service director, CEO and</p> <p>18 Chairman; correct?</p> <p>19 A. On the advice of counsel, pursuant</p> <p>20 to my legal rights, I respectfully decline to</p> <p>21 answer that question.</p>	<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. In your op-ed piece, you make the</p> <p>4 statement that Mr. Harkins received a \$256,000</p> <p>5 severance payment. In fact, he only got a</p> <p>6 payment -- a severance payment of one year's</p> <p>7 salary in the amount of \$160,000; isn't that</p> <p>8 correct?</p> <p>9 A. On the advice of my counsel,</p> <p>10 pursuant to my legal rights, I respectfully</p> <p>11 decline to answer that question.</p> <p>12 Q. Mr. Harkins was director of MES for</p> <p>13 11 years, right?</p> <p>14 MR. MARCUS: If you know.</p> <p>15 THE WITNESS: I don't recall.</p> <p>16 BY MR. COE:</p> <p>17 Q. I want to show the Board of Director</p> <p>18 minutes for MES dated February 19, 2016, which are</p> <p>19 Exhibit 70.</p> <p>20 (Exhibit No. 70 marked for identification.)</p> <p>21 BY MR. COE:</p>
Page 67	Page 69
<p>1 Q. Did the Board ever appoint you as</p> <p>2 CEO and Chairman?</p> <p>3 A. On the advice of my counsel,</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. I want to refer to Exhibit 69.</p> <p>7 (Exhibit No. 69 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. This is a Facebook post by you after</p> <p>10 the Sun paper's article came out in August of</p> <p>11 2020; correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my legal rights, I respectfully</p> <p>14 decline to answer that question.</p> <p>15 Q. Well, in this entry, you make a</p> <p>16 statement. "In 2016 upon his departure, my</p> <p>17 predecessor received an exit package far larger</p> <p>18 than mine."</p> <p>19 You're referring to Jim Harkins there;</p> <p>20 correct?</p> <p>21 A. On the advice of my counsel and</p>	<p>1 Q. Do you see that in closed session</p> <p>2 the Board of Directors voted to pay Mr. Harkins a</p> <p>3 severance?</p> <p>4 MR. MARCUS: Yes or no as to whether</p> <p>5 you see it.</p> <p>6 THE WITNESS: I see it. I see</p> <p>7 reference to that, yes.</p> <p>8 BY MR. COE:</p> <p>9 Q. Okay. For your next, Exhibit No.</p> <p>10 71.</p> <p>11 (Exhibit No. 71 marked for identification.)</p> <p>12 BY MR. COE:</p> <p>13 Q. Janet Irvin was the finance director</p> <p>14 of MES at one point; correct?</p> <p>15 A. Yes.</p> <p>16 Q. And in her e-mail to Stephanie</p> <p>17 Acosta -- who's in the accounting department;</p> <p>18 correct?</p> <p>19 A. As I recall.</p> <p>20 Q. And her e-mail -- in Irvin's e-mail</p> <p>21 dated February 29th, 2016, she makes the statement</p>

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<p>1 that the amount was 160,000; correct?</p> <p>2 A. That's what it says on the screen</p> <p>3 there in the e-mail.</p> <p>4 Q. In your article, your op-ed piece,</p> <p>5 you made the statement that Mr. O'Neill received a</p> <p>6 severance of 79,000 after less than a year on the</p> <p>7 job.</p> <p>8 Do you recall that?</p> <p>9 A. On the advice of my counsel,</p> <p>10 pursuant to my legal rights, I respectfully</p> <p>11 decline to answer that question.</p> <p>12 Q. I want to show you Exhibit 72.</p> <p>13 (Exhibit No. 72 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. These are the Board of Director</p> <p>16 minutes for the closed session on August 16th,</p> <p>17 2017. You were present for that; correct?</p> <p>18 A. As I recall.</p> <p>19 Q. And you used the title director/CEO;</p> <p>20 correct?</p> <p>21 A. On the advice of counsel and</p>	<p>1 Q. And you also recommended that</p> <p>2 Mr. O'Neill be permitted to cash in on his unused</p> <p>3 annual leave totalling \$39,957; correct?</p> <p>4 A. On the advice of my counsel,</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. That was an amount that he was</p> <p>8 entitled to be paid for, the accumulated leave;</p> <p>9 correct?</p> <p>10 A. On the advice of my counsel,</p> <p>11 pursuant to my legal rights, I respectfully</p> <p>12 decline to answer that question.</p> <p>13 Q. And, in fact, Mr. O'Neill worked for</p> <p>14 MES for over 12 years; correct?</p> <p>15 MR. MARCUS: It's a yes or no.</p> <p>16 THE WITNESS: Again, I don't recall.</p> <p>17 BY MR. COE:</p> <p>18 Q. He was deputy director and acting</p> <p>19 director; correct?</p> <p>20 A. That's correct.</p> <p>21 Q. You also referred to Ms. Wojton in</p>
Page 71	Page 73
<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. So if you turn to your proposal</p> <p>4 regarding Mr. O'Neill's retirement, you propose</p> <p>5 that he receive his executive staff bonus, even</p> <p>6 though he will be leaving before the completion of</p> <p>7 the year, in the amount of \$30,560, right?</p> <p>8 MR. MARCUS: The question is, what's</p> <p>9 on the document, Mr. Coe?</p> <p>10 MR. COE: I'm asking him what he</p> <p>11 did.</p> <p>12 THE WITNESS: On the advice of my</p> <p>13 counsel, pursuant to my legal rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 BY MR. COE:</p> <p>16 Q. The executive staff bonus was</p> <p>17 calculated for the fiscal year that ended July 1st</p> <p>18 or June 30th, 2017; correct?</p> <p>19 A. On the advice of my counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 your op-ed piece as receiving a severance of</p> <p>2 \$150,000. I want to refer you to Exhibit 73. It</p> <p>3 shows the Board's minutes of June 25, 2020.</p> <p>4 (Exhibit No. 73 marked for identification.)</p> <p>5 BY MR. COE:</p> <p>6 Q. Do you know that the Board</p> <p>7 recommended that Ms. Wojton, the deputy director,</p> <p>8 be paid a severance of \$1,000 for each year that</p> <p>9 she had been with MES?</p> <p>10 MR. MARCUS: Again, Mr. Coe, are you</p> <p>11 asking him to just confirm what is written on this</p> <p>12 page?</p> <p>13 MR. COE: This time, yes.</p> <p>14 THE WITNESS: If you're referring to</p> <p>15 the first point on page 6, yes, a thousand dollars</p> <p>16 for each year employed.</p> <p>17 BY MR. COE:</p> <p>18 Q. And she had 32 years in service at</p> <p>19 MES, right?</p> <p>20 A. On the advice of counsel, pursuant</p> <p>21 to my legal rights, I respectfully decline to</p>

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<p>1 answer that question.</p> <p>2 Q. You consulted with Dr. Glass</p> <p>3 regarding her severance; correct?</p> <p>4 A. On the advice of counsel, pursuant</p> <p>5 to my legal rights, I respectfully decline to</p> <p>6 answer that question.</p> <p>7 Q. And when you described her severance</p> <p>8 in you're her op-ed piece, you added up her</p> <p>9 severance of \$32,000 and the value of her</p> <p>10 executive bonus for the year that was ending in</p> <p>11 one day and her annual leave accumulation;</p> <p>12 correct?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my legal rights, I respectfully</p> <p>15 decline to answer that question.</p> <p>16 Q. What you were doing in your op-ed</p> <p>17 was attempting to make your severance, after three</p> <p>18 and a half years on the job, look reasonable</p> <p>19 compared to a former director of 11 years, a</p> <p>20 former deputy director and acting director of</p> <p>21 12 years, and a former long-term employee of</p>	<p>1 Q. When you came to MES -- when you</p> <p>2 came to MES at the end of 2016, you transferred</p> <p>3 unused annual leave from the Governor's office to</p> <p>4 MES; correct?</p> <p>5 MR. MARCUS: Answer if you can.</p> <p>6 THE WITNESS: That's correct.</p> <p>7 BY MR. COE:</p> <p>8 Q. And you accumulated more annual</p> <p>9 leave at MES; correct?</p> <p>10 A. Yes.</p> <p>11 Q. And you transferred that accumulated</p> <p>12 leave back to the Governor's office when you</p> <p>13 became Chief of Staff on June 1st of 2020;</p> <p>14 correct?</p> <p>15 A. On the advice of my counsel,</p> <p>16 pursuant to my legal rights, I respectfully</p> <p>17 decline to answer that question.</p> <p>18 Q. And after you left the Governor's</p> <p>19 office on August 17, 2020, you were compensated</p> <p>20 for your accumulated annual leave; correct?</p> <p>21 A. On the advice of my counsel and</p>
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<p>1 33 years, who had been deputy director and acting</p> <p>2 director, right?</p> <p>3 A. Again, on the advice of my counsel,</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. So I'm showing you, Mr. McGrath,</p> <p>7 Exhibit 64 [sic], which shows the actual severance</p> <p>8 payments made to you, Ms. Wojton, Mr. O'Neill, and</p> <p>9 Mr. Harkins.</p> <p>10 MR. MARCUS: Mr. Coe, I think you</p> <p>11 said 64. I believe what I'm looking at is 74.</p> <p>12 MR. COE: You're correct. Thank</p> <p>13 you. Thank you.</p> <p>14 (Exhibit No. 74 marked for identification.)</p> <p>15 BY MR. COE:</p> <p>16 Q. It's Exhibit 74. Do you have any</p> <p>17 information that those figures are wrong in any</p> <p>18 way, Mr. McGrath?</p> <p>19 A. On the advice of my counsel,</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question.</p>	<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. And that was an entitlement under</p> <p>4 state law; correct?</p> <p>5 A. On the advice of my counsel and</p> <p>6 pursuant to my legal rights, I respectfully</p> <p>7 decline to answer that question.</p> <p>8 Q. When did you first meet Governor</p> <p>9 Hogan? It would have been before he had the title</p> <p>10 Governor, so I'll say Mr. Hogan.</p> <p>11 A. It was in the early 1990s.</p> <p>12 Q. What were the circumstances?</p> <p>13 A. Lieutenant Hogan at the time was a</p> <p>14 candidate for Congress, and I came to know him</p> <p>15 through his Congressional district seat.</p> <p>16 Q. Okay. So you first met him in</p> <p>17 connection with his run for the Congressional seat</p> <p>18 against Mr. Hoyer; correct?</p> <p>19 A. That's correct.</p> <p>20 Q. And you also worked on his campaign</p> <p>21 in 2014 for Governor?</p>

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<p>1 A. I didn't work on it, but I</p> <p>2 volunteered.</p> <p>3 Q. I want to show you Exhibit 75, which</p> <p>4 is information we have extracted from the --</p> <p>5 information from Maryland Campaign Information</p> <p>6 System.</p> <p>7 (Exhibit No. 75 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. These are contributions that you</p> <p>10 made; correct?</p> <p>11 A. On the advice of counsel, pursuant</p> <p>12 to my legal rights, I respectfully decline to</p> <p>13 answer that question.</p> <p>14 Q. The two six state central committee</p> <p>15 contributions in 2014, they were in connection</p> <p>16 with Mr. Hogan's campaign for Governor; correct?</p> <p>17 A. On the advice of counsel, pursuant</p> <p>18 to my legal rights, I respectfully decline to</p> <p>19 answer that question.</p> <p>20 Q. Would you describe your relationship</p> <p>21 with Governor Hogan as close?</p>	<p>1 Q. This is the job description for the</p> <p>2 internal auditor at Maryland Environmental</p> <p>3 Service; correct?</p> <p>4 MR. MARCUS: If you recognize it.</p> <p>5 THE WITNESS: I don't recognize it,</p> <p>6 Mr. Coe.</p> <p>7 BY MR. COE:</p> <p>8 Q. Do you recall that the internal</p> <p>9 auditor, among other duties, audited MES employee</p> <p>10 expenses for identification of those that violated</p> <p>11 MES's reimbursement policy?</p> <p>12 MR. MARCUS: It's a yes or no.</p> <p>13 THE WITNESS: I do not, no.</p> <p>14 BY MR. COE:</p> <p>15 Q. I wanted to refer you to the Board</p> <p>16 of Directors' minutes of April 19th, 2018, which</p> <p>17 is Exhibit 77.</p> <p>18 (Exhibit No. 77 marked for identification.)</p> <p>19 MR. COE: Scroll down to --</p> <p>20 BY MR. COE:</p> <p>21 Q. On April 19th, 2018, the Board</p>
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<p>1 A. On the advice of counsel, pursuant</p> <p>2 to my legal rights, I respectfully decline to</p> <p>3 answer that question.</p> <p>4 Q. Do you consider Governor Hogan a</p> <p>5 personal friend?</p> <p>6 A. On the advice of counsel, pursuant</p> <p>7 to my legal rights, I respectfully decline to</p> <p>8 answer that question.</p> <p>9 Q. Did you at any time consider him a</p> <p>10 personal friend?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my legal rights, I respectfully</p> <p>13 decline to answer that question.</p> <p>14 Q. So when you first became director of</p> <p>15 MES, there was a position for an internal auditor,</p> <p>16 and the auditor's name was Diana Olsen; correct?</p> <p>17 A. I don't recall.</p> <p>18 Q. Let me show you Exhibit 76, please.</p> <p>19 -- I'm sorry, 76.</p> <p>20 (Exhibit No. 76 marked for identification.)</p> <p>21 BY MR. COE:</p>	<p>1 discussed the resignation of a current employee</p> <p>2 and plans to reevaluate that position.</p> <p>3 That was when Ms. Diana Olsen resigned as</p> <p>4 internal auditor; correct?</p> <p>5 A. I don't recall, Mr. Coe.</p> <p>6 Q. You do recall, though, that there</p> <p>7 were plans to reevaluate the position of internal</p> <p>8 auditor, weren't there?</p> <p>9 A. I do not have such a recollection,</p> <p>10 no.</p> <p>11 Q. Well, you were opposed to hiring</p> <p>12 another internal auditor to replace the one that</p> <p>13 resigned, weren't you?</p> <p>14 MR. MARCUS: Do you have a time</p> <p>15 frame on that, or is that just at any point?</p> <p>16 MR. COE: Well, let's start any</p> <p>17 point.</p> <p>18 THE WITNESS: The answer is no.</p> <p>19 BY MR. COE:</p> <p>20 Q. On April 19th, 2018, were you</p> <p>21 opposed to hiring a replacement internal auditor?</p>

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<p>1 A. Not that I recall.</p> <p>2 Q. Okay. Let me refer you to a little</p> <p>3 earlier in the minutes --</p> <p>4 MR. COE: Where Harris is -- there</p> <p>5 it is.</p> <p>6 BY MR. COE:</p> <p>7 Q. You reported to the Board that</p> <p>8 Michael Harris was sworn in as treasurer at MES</p> <p>9 the day before this meeting; correct?</p> <p>10 A. That's what it says there on the</p> <p>11 minutes.</p> <p>12 Q. He wasn't -- you're aware that he</p> <p>13 was, in fact, treasurer of MES, right?</p> <p>14 A. Of course, yes.</p> <p>15 Q. I'm going to refer you to minutes</p> <p>16 dated October 22nd, 2020, which will be</p> <p>17 Exhibit 78.</p> <p>18 (Exhibit No. 78 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. The minutes under director's report,</p> <p>21 the third paragraph, state that Dr. Glass</p>	<p>1 think it was longer than a year.</p> <p>2 Q. You were personal friends with him;</p> <p>3 correct?</p> <p>4 A. I would say we were personal</p> <p>5 friends.</p> <p>6 Q. You recruited him to come to MES,</p> <p>7 didn't you?</p> <p>8 A. I wouldn't use the word "recruit."</p> <p>9 Q. You informed him of a job</p> <p>10 opportunity at MES, didn't you?</p> <p>11 A. I don't know how he became aware of</p> <p>12 the opportunity, but we did have a conversation</p> <p>13 about it.</p> <p>14 Q. You encouraged him to come to work</p> <p>15 for MES, didn't you?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my legal rights, I'm going to</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. How many former NACDS colleagues did</p> <p>20 you hire at MES?</p> <p>21 A. On the advice of counsel, pursuant</p>
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<p>1 introduced Ms. Winsome Condra to the Board. She</p> <p>2 is the new internal auditor for the agency.</p> <p>3 Between October -- strike that.</p> <p>4 Between April 19th, 2018, when you were</p> <p>5 director and October 22nd, 2020, when Dr. Glass</p> <p>6 was director, there was no internal auditor at</p> <p>7 MES, was there?</p> <p>8 A. I can't confirm those dates with</p> <p>9 you, Mr. Coe. I don't recall.</p> <p>10 Q. Can you identify any employee of MES</p> <p>11 who was the internal auditor after Diana Olsen</p> <p>12 resigned?</p> <p>13 A. I don't recall.</p> <p>14 Q. And the Mr. Harris that we just</p> <p>15 mentioned, he worked with you at NACDS; correct?</p> <p>16 A. That's correct.</p> <p>17 Q. For how long did he work with you at</p> <p>18 NACDS?</p> <p>19 A. That, I don't recall.</p> <p>20 Q. It was a number of years; correct?</p> <p>21 A. I can't say for certainly, but I</p>	<p>1 to my legal rights, I respectfully decline to</p> <p>2 answer that question.</p> <p>3 Q. When did you first meet</p> <p>4 Mr. Sherring?</p> <p>5 MR. MARCUS: Go ahead and answer</p> <p>6 that.</p> <p>7 THE WITNESS: I couldn't tell you.</p> <p>8 I don't recall exactly, Mr. Coe.</p> <p>9 BY MR. COE:</p> <p>10 Q. Do you remember the circumstances</p> <p>11 under which you met Mr. Sherring?</p> <p>12 A. I do not.</p> <p>13 Q. Was it before he came to work for</p> <p>14 NACDS?</p> <p>15 A. I don't recall.</p> <p>16 Q. He has been a personal friend of</p> <p>17 yours for a number of years; correct?</p> <p>18 A. Again, I would call him a friend,</p> <p>19 yes.</p> <p>20 Q. You became the Governor's Deputy</p> <p>21 Chief of Staff on July 1st, 2015, according to the</p>

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<p>1 Maryland Manual that we looked at earlier. And</p> <p>2 the Department of Housing and Community</p> <p>3 development was one of the agencies you oversaw;</p> <p>4 correct?</p> <p>5 A. That's correct.</p> <p>6 Q. And in July of 2015, Mr. Sherring</p> <p>7 was hired as a special assistant at the Department</p> <p>8 of Housing and Community Development; correct?</p> <p>9 A. I can't confirm dates.</p> <p>10 Q. You helped Mr. Sherring get that</p> <p>11 job; correct?</p> <p>12 A. On the advice of counsel, pursuant</p> <p>13 to my legal rights, I respectfully decline to</p> <p>14 answer that question.</p> <p>15 Q. So Governor Hogan announced your</p> <p>16 appointment as director of MES in December of</p> <p>17 2016, and you directed Beth Wojton to meet with</p> <p>18 Matthew Sherring regarding hiring him at MES,</p> <p>19 didn't you?</p> <p>20 A. I don't recall the circumstances,</p> <p>21 Mr. Coe.</p>	<p>1 A. I don't recall.</p> <p>2 Q. Well, you created the job of</p> <p>3 strategic partnership director for him, didn't</p> <p>4 you?</p> <p>5 A. No. The position was created.</p> <p>6 Q. Could you repeat that? I couldn't</p> <p>7 hear the last part of that answer?</p> <p>8 A. I said no, the position was created.</p> <p>9 Q. Was there a written job description</p> <p>10 of strategic partnership director at MES before he</p> <p>11 was hired?</p> <p>12 A. That, I don't recall.</p> <p>13 Q. Who was in the position of strategic</p> <p>14 partnership director before Mr. Sherring was</p> <p>15 hired?</p> <p>16 A. In the position or the title?</p> <p>17 Q. In the title. Who had that title?</p> <p>18 A. I don't believe that titled existed.</p> <p>19 Q. So you created the title for</p> <p>20 Mr. Sherring?</p> <p>21 A. The title was created for the role.</p>
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<p>1 Q. You advised Mr. Sherring that he</p> <p>2 could come to work at MES; didn't you?</p> <p>3 MR. MARCUS: You can answer.</p> <p>4 THE WITNESS: I'm sorry.</p> <p>5 MR. MARCUS: You can answer, please.</p> <p>6 THE WITNESS: I did not. I don't</p> <p>7 recall that I advised him, but there was</p> <p>8 conversation with him about the opportunities at</p> <p>9 MES.</p> <p>10 BY MR. COE:</p> <p>11 Q. Conversations between you and</p> <p>12 Mr. Sherring?</p> <p>13 A. Yes.</p> <p>14 Q. When did they take place?</p> <p>15 A. I don't recall.</p> <p>16 Q. Did you encourage him to come to</p> <p>17 work for MES?</p> <p>18 A. I'm not sure that I recall to be</p> <p>19 able to answer that specifically.</p> <p>20 Q. Did the conversations occur while</p> <p>21 you were director of MES?</p>	<p>1 Q. And Mr. Sherring was the first</p> <p>2 person that occupied or had the title?</p> <p>3 A. That's correct.</p> <p>4 Q. And you created that title for that</p> <p>5 role; correct?</p> <p>6 A. I don't recall that I personally</p> <p>7 created it.</p> <p>8 Q. You also worked with Dan Faoro at</p> <p>9 NACDS; correct?</p> <p>10 A. I did.</p> <p>11 Q. Did you become personal friends with</p> <p>12 him?</p> <p>13 A. Again, we were friendly. Personal</p> <p>14 friends is open to definition.</p> <p>15 Q. I couldn't understand what you said,</p> <p>16 Mr. McGrath.</p> <p>17 A. I said we were friendly, but the</p> <p>18 term personal friends is open to definition.</p> <p>19 Q. Did you offer him a job at MES in</p> <p>20 public relations?</p> <p>21 A. I don't know that I offered him a</p>

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<p>1 job. MES offered him a job.</p> <p>2 Q. Did you encourage Mr. Faoro to come</p> <p>3 to work for MES?</p> <p>4 A. I talked with Mr. Faoro about the</p> <p>5 opportunity at MES.</p> <p>6 Q. You also worked for Vishal Bhatia at</p> <p>7 NACDS; is that correct?</p> <p>8 A. That's correct.</p> <p>9 Q. Did you encourage him to join MES?</p> <p>10 A. I did.</p> <p>11 Q. Were there other NACDS -- former</p> <p>12 NACDS employees that you encouraged to join MES?</p> <p>13 A. Among our 850 employees, Mr. Coe,</p> <p>14 no, not that I recall.</p> <p>15 Q. While you were director of MES, you</p> <p>16 used a personal and an MES credit card to charge</p> <p>17 your expenses; correct?</p> <p>18 A. I was issued an MES credit card</p> <p>19 initially and ultimately used personal when we</p> <p>20 downsized the number of cards that were available</p> <p>21 to employees.</p>	<p>1 answer that question.</p> <p>2 Q. So Mr. Harkins, who was director for</p> <p>3 11 years, had total expenses of \$15,923.31. By my</p> <p>4 rough estimate, in three and a half years, you</p> <p>5 spent approximately nine times more on expenses</p> <p>6 than Mr. Harkins did in 11 years.</p> <p>7 Can you explain that to the Committee?</p> <p>8 A. On the advice of counsel, pursuant</p> <p>9 to my legal rights, I respectfully decline to</p> <p>10 answer that question at this time.</p> <p>11 Q. Mr. McGrath, I'm going to show you</p> <p>12 Exhibit No. 79.</p> <p>13 (Exhibit No. 79 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. I'm going to ask that this be</p> <p>16 scrolled down very slowly. That we have reviewed</p> <p>17 your expense reports, and we have listed them here</p> <p>18 by date, setting forth the amount of the</p> <p>19 reimbursement, giving the dates of the events in</p> <p>20 the expense reports themselves and identifying who</p> <p>21 approved them. And the Xes in the final column</p>
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<p>1 Q. And I want to show you Exhibit 9,</p> <p>2 please.</p> <p>3 (Exhibit No. 9 marked for identification.)</p> <p>4 BY MR. COE:</p> <p>5 Q. We have reviewed your expenses</p> <p>6 during your approximately three and a half years</p> <p>7 of service at MES, Mr. Sherring during his</p> <p>8 three-plus years of service, Mr. O'Neill's during</p> <p>9 his 11-plus years of service, and Mr. Harkins</p> <p>10 during his 11 years of service. Your total</p> <p>11 expenses were \$129,702.20 in three and a half</p> <p>12 years?</p> <p>13 Do you dispute that?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my legal rights, I respectfully</p> <p>16 decline to answer that question.</p> <p>17 Q. They're actually higher than that</p> <p>18 because Mr. Sherring paid some expenses for you;</p> <p>19 correct?</p> <p>20 A. On the advice of counsel, pursuant</p> <p>21 to my legal rights, I respectfully decline to</p>	<p>1 being expense reports included events that</p> <p>2 Mr. Sherring attended also. And that reaches the</p> <p>3 total of \$125,715.07.</p> <p>4 I want to proceed to ask you some questions</p> <p>5 about not all of these reports, but a few of them</p> <p>6 just to make sure I understand them and make sure</p> <p>7 that the Committee understands them.</p> <p>8 First, I'm going to show you Exhibit 80.</p> <p>9 (Exhibit No. 80 marked for identification.)</p> <p>10 MR. COE: Scroll down slowly,</p> <p>11 please.</p> <p>12 BY MR. COE:</p> <p>13 Q. This is an expense report seeking</p> <p>14 reimbursement for \$5,335.27. And that is your</p> <p>15 signature on the approved by line, isn't it?</p> <p>16 A. It appears to be. Could you scroll</p> <p>17 back up for just a moment?</p> <p>18 Okay. Thank you. It appears to be.</p> <p>19 Q. So you approved your own expense</p> <p>20 report in this instance?</p> <p>21 A. On the advice of counsel and</p>

<p style="text-align: right;">Page 94</p> <p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. And one of the events that you seek</p> <p>4 reimbursement for is the Disney's Approach to</p> <p>5 Leadership Excellence course in Orlando, Florida;</p> <p>6 correct?</p> <p>7 A. On the advice of counsel, pursuant</p> <p>8 to my legal rights, I respectfully decline to</p> <p>9 answer that question at this time.</p> <p>10 Q. So this is the second page of the</p> <p>11 report.</p> <p>12 MR. COE: Just stop right there.</p> <p>13 BY MR. COE:</p> <p>14 Q. The registration fee for the Disney</p> <p>15 Institute in Orlando was \$5,155, right?</p> <p>16 A. That looks to be correct.</p> <p>17 Q. And that was at the Grand Floridian</p> <p>18 Spa &amp; Resort at Disney World, right?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my legal rights, I respectfully</p> <p>21 decline to answer that question at this time.</p>	<p style="text-align: right;">Page 96</p> <p>1 Q. Whose signature is on the</p> <p>2 approved-by line? Is that Mr. Harris?</p> <p>3 A. I don't know. It might -- I'm going</p> <p>4 to stick with I don't know. I can't say for sure,</p> <p>5 Mr. Coe.</p> <p>6 Q. So if you'll scroll down.</p> <p>7 So on this trip, you spent three nights at</p> <p>8 the Disney Grand Floridian Resort &amp; Spa; correct?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my legal rights, I respectfully</p> <p>11 decline to answer that question.</p> <p>12 Q. And that place costs \$789 a night,</p> <p>13 right?</p> <p>14 A. Pursuant to -- sorry, on the advice</p> <p>15 of my counsel, pursuant to my legal rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. Did Mr. Sherring go to that event?</p> <p>18 A. He did not.</p> <p>19 MR. COE: Can you scroll down to the</p> <p>20 next hotel. Yes, keep going until you get to</p> <p>21 Grand Marriott.</p>
<p style="text-align: right;">Page 95</p> <p>1 Q. This next report is for March</p> <p>2 business travel to Orlando, and it's signed by you</p> <p>3 over on the left; correct?</p> <p>4 A. That appears to be.</p> <p>5 Q. Okay. And that's on August 27th,</p> <p>6 2018; correct?</p> <p>7 A. I'm having a little trouble reading</p> <p>8 that, but...</p> <p>9 Q. Okay. I'll just represent to you</p> <p>10 that it is.</p> <p>11 A. Okay.</p> <p>12 Q. The expenses were incurred in March</p> <p>13 of 2018; correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my legal rights, I respectfully</p> <p>16 decline to answer that question.</p> <p>17 Q. And Mr. Harris signed this as your</p> <p>18 immediate supervisor; is that right?</p> <p>19 A. On the advice of counsel, pursuant</p> <p>20 to my legal rights, I respectfully decline to</p> <p>21 answer that question.</p>	<p style="text-align: right;">Page 97</p> <p>1 BY MR. COE:</p> <p>2 Q. You also spent a fourth night at the</p> <p>3 Marriott Grand Lakes in Orlando; correct?</p> <p>4 A. On the advice of counsel, pursuant</p> <p>5 to my legal rights, I respectfully decline to</p> <p>6 answer that question at this time.</p> <p>7 Q. Why did you spend an extra night</p> <p>8 down in Orlando?</p> <p>9 A. On the advice of my counsel,</p> <p>10 pursuant to my legal rights, I respectfully</p> <p>11 decline to answer that question.</p> <p>12 Q. So by my calculation, MES spent</p> <p>13 \$10,490.27 to send you to the Disney course. You</p> <p>14 never told the Board of Directors that you were</p> <p>15 going to that course, did you?</p> <p>16 A. On the advice of counsel, pursuant</p> <p>17 to my legal rights, I respectfully decline to</p> <p>18 answer that question.</p> <p>19 Q. You didn't get any business for MES</p> <p>20 down there, did you?</p> <p>21 A. On the advice of counsel, pursuant</p>

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<p>1 to my legal rights, I respectfully decline to</p> <p>2 answer that question.</p> <p>3 Q. I'm going to show you Exhibit 81.</p> <p>4 (Exhibit No. 81 marked for identification.)</p> <p>5 BY MR. COE:</p> <p>6 Q. We have reviewed your expense</p> <p>7 reports for -- and created a summary of meals that</p> <p>8 you and Mr. Sherring shared while you were both</p> <p>9 MES employees.</p> <p>10 They run from June of 2017 until March of</p> <p>11 2020.</p> <p>12 MR. COE: Please just scroll down</p> <p>13 very slowly.</p> <p>14 BY MR. COE:</p> <p>15 Q. So by my count, there were 96</p> <p>16 occasions. The total was \$6,100.98, and it was</p> <p>17 \$1,706.20 over the per diem limitations.</p> <p>18 The per diem policy was never enforced</p> <p>19 against your expense reports, was it?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to legal rights, I respectfully decline</p>	<p>1 Q. I didn't hear your answer if you</p> <p>2 answered.</p> <p>3 A. I said yes.</p> <p>4 Q. You were an MES employee on</p> <p>5 June 14th, 2020?</p> <p>6 A. The question was, was I no longer an</p> <p>7 MES employee and my answer is yes. I was no</p> <p>8 longer an MES employee.</p> <p>9 Q. Okay. Thank you. Scroll down,</p> <p>10 please, to the approval. This expense report was</p> <p>11 approved by Michael Harris; correct?</p> <p>12 MR. MARCUS: Mr. Coe, you're going</p> <p>13 to have to help us because if it's --</p> <p>14 MR. COE: What's your question?</p> <p>15 MR. MARCUS: It's not apparent as to</p> <p>16 what you're looking for and --</p> <p>17 MR. COE: Okay. I'll point it out</p> <p>18 for you.</p> <p>19 MR. MARCUS: Thank you.</p> <p>20 BY MR. COE:</p> <p>21 Q. If you look at the approved line on</p>
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<p>1 to answer that question.</p> <p>2 Q. Next I want to show you Exhibit 82.</p> <p>3 (Exhibit No. 82 marked for identification.)</p> <p>4 BY MR. COE:</p> <p>5 Q. Mr. McGrath, this is one of the</p> <p>6 expense reports that you submitted on June 4th,</p> <p>7 2020 --</p> <p>8 MR. COE: Show the upper right-hand</p> <p>9 corner there.</p> <p>10 BY MR. COE:</p> <p>11 Q. -- isn't it?</p> <p>12 A. On the advice of counsel, pursuant</p> <p>13 to my legal rights, I respectfully decline to</p> <p>14 answer that question.</p> <p>15 Q. On June 4th, 2020, you were no</p> <p>16 longer an MES employee, were you?</p> <p>17 A. Could you repeat the question, Mr.</p> <p>18 Coe?</p> <p>19 Q. On June 4th, 2020, you were no</p> <p>20 longer an MES employee, were you?</p> <p>21 A. That's correct.</p>	<p>1 this expense report, it shows that Mr. Harris</p> <p>2 approved it; correct?</p> <p>3 A. That's what it looks like, yes.</p> <p>4 Q. And these are form MES expense</p> <p>5 reports that you're familiar with; correct?</p> <p>6 A. That's a report -- and I can't say</p> <p>7 that I'm familiar with that particular report.</p> <p>8 Q. Let's go back up to the March 22nd,</p> <p>9 2019, entry. So there is a charge for a hotel on</p> <p>10 March 22nd, 2019, in the amount of \$286.62. That</p> <p>11 was for staying overnight at the Four Seasons</p> <p>12 Hotel in Baltimore; correct?</p> <p>13 A. Yes.</p> <p>14 Q. Why did you stay overnight at the</p> <p>15 Four Seasons Hotel in Baltimore and charge it to</p> <p>16 MES?</p> <p>17 A. It says it right there.</p> <p>18 Q. Mr. McGrath, why did you stay at the</p> <p>19 Four Seasons on the night of March 22nd, 2019, and</p> <p>20 charge MES for it in the amount of \$282.62 --</p> <p>21 \$286.62?</p>

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<p>1 MR. MARCUS: Could you -- Mr. Coe,</p> <p>2 could you flip that back to the actual report,</p> <p>3 please, sir?</p> <p>4 MR. COE: Yes.</p> <p>5 MR. MARCUS: On that line. And the</p> <p>6 one that you're looking at, sir, is March 22nd,</p> <p>7 2019, where it says Climate Leadership Conference.</p> <p>8 MR. COE: Yes.</p> <p>9 MR. MARCUS: Is that the one that</p> <p>10 we're looking at?</p> <p>11 MR. COE: Yes.</p> <p>12 MR. MARCUS: Okay. All right.</p> <p>13 Mr. McGrath, you can read the document.</p> <p>14 THE WITNESS: Mr. Coe, the document</p> <p>15 says on March 22nd, 2019, there was a hotel charge</p> <p>16 for the Climate Leadership Conference in the</p> <p>17 amount of \$2 -- it looks like 86.92, maybe .62.</p> <p>18 It's like an eye test.</p> <p>19 BY MR. COE:</p> <p>20 Q. Is that your answer, Mr. McGrath?</p> <p>21 A. That's what it says on the report,</p>	<p>1 Q. Why did you spend the night at the</p> <p>2 Four Seasons and charge MES for it?</p> <p>3 A. On the advice of my counsel,</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question at this time.</p> <p>6 Q. So your records also show that you</p> <p>7 stayed overnight at the Annapolis Waterfront</p> <p>8 Hotel, the Westin Annapolis, the Baltimore</p> <p>9 Sheraton on Charles Street, and you charged MES</p> <p>10 for all of those stays.</p> <p>11 Why were you charging MES to spend the night</p> <p>12 in hotels in Baltimore and Annapolis?</p> <p>13 A. On the advice of counsel, pursuant</p> <p>14 to my legal rights, I respectfully decline to</p> <p>15 answer that question at this time.</p> <p>16 Q. Let's go to 83.</p> <p>17 (Exhibit No. 83 marked for identification.)</p> <p>18 BY MR. COE:</p> <p>19 Q. I'm next showing you Exhibit 83,</p> <p>20 which is an expense report submitted by you for</p> <p>21 expenses in January of 2018, the purpose being</p>
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<p>1 Mr. Coe, and I'm reading it.</p> <p>2 Q. Okay. Look at the Four Seasons</p> <p>3 receipt, please. Did you spend the night at the</p> <p>4 Four Seasons Hotel, Mr. McGrath?</p> <p>5 A. Can you zoom in a little bit</p> <p>6 further?</p> <p>7 MR. MARCUS: We are looking across</p> <p>8 the room, and it's very fuzzy as it's blown up.</p> <p>9 And unfortunately, the direct link to the site is</p> <p>10 a little slower than what we're doing right here.</p> <p>11 BY MR. COE:</p> <p>12 Q. Okay. Let me ask you this question,</p> <p>13 Mr. McGrath. Do you recall --</p> <p>14 MR. MARCUS: Thank you.</p> <p>15 BY MR. COE:</p> <p>16 Q. -- spending the night at the Four</p> <p>17 Seasons Hotel in Baltimore and charging MES for</p> <p>18 it?</p> <p>19 MR. MARCUS: Yes or no.</p> <p>20 THE WITNESS: Yes, I do.</p> <p>21 BY MR. COE:</p>	<p>1 breakfast business meeting in Baltimore County,</p> <p>2 and you have a hotel room charge of \$314.58 on it.</p> <p>3 A total expense of \$472.89.</p> <p>4 Scroll down.</p> <p>5 That's your signature on this report dated</p> <p>6 March 6, 2018; correct?</p> <p>7 A. It appears to be.</p> <p>8 Q. And Ms. Wojton approved it?</p> <p>9 A. That also appears to be the case.</p> <p>10 Q. And the hotel charge was for the</p> <p>11 Sagamore Pendry in Baltimore on January 23rd,</p> <p>12 2018; correct?</p> <p>13 That's correct, isn't it, Mr. McGrath?</p> <p>14 A. I'm trying to read what's on the</p> <p>15 screen, Mr. Coe. Help me for just a minute here.</p> <p>16 Could you repeat the question one more time?</p> <p>17 I just want to make sure I understood it</p> <p>18 correctly.</p> <p>19 Q. The hotel charge is for staying the</p> <p>20 night of January 23rd, 2018, at the Sagamore</p> <p>21 Pendry Hotel in Baltimore; correct?</p>

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<p>1 A. That looks to be the case.</p> <p>2 Q. Why did you charge MES for staying</p> <p>3 at the Sagamore Pendry in Baltimore on January</p> <p>4 23rd, 2018?</p> <p>5 A. On the advice of my counsel,</p> <p>6 pursuant to my legal rights, I respectfully</p> <p>7 decline to answer that question.</p> <p>8 Q. The receipt at the bottom of this</p> <p>9 page appears to show that you had a breakfast</p> <p>10 meeting the next day at the Towson Diner in</p> <p>11 Towson.</p> <p>12 Do you recall that?</p> <p>13 MR. MARCUS: Recall the breakfast or</p> <p>14 recall the document? I'm not sure which one we're</p> <p>15 asking.</p> <p>16 MR. COE: Thank you.</p> <p>17 BY MR. COE:</p> <p>18 Q. Do you recall attending the</p> <p>19 breakfast at the Towson Diner the next day?</p> <p>20 MR. MARCUS: That's a yes or no.</p> <p>21 THE WITNESS: Yes.</p>	<p>1 A. That appears to be what's on the</p> <p>2 receipt, sir.</p> <p>3 Q. I couldn't understand your question</p> <p>4 -- your answer, Mr. McGrath.</p> <p>5 A. I said yes, that appears to be</p> <p>6 what's on the receipt.</p> <p>7 Q. Did you say that you do recall</p> <p>8 spending the night at the Inn at Perry Cabin?</p> <p>9 MR. MARCUS: I'll interpret. I</p> <p>10 think he said that appears to be what's on the</p> <p>11 receipt.</p> <p>12 BY MR. COE:</p> <p>13 Q. Okay. I'm asking you if you recall</p> <p>14 spending the night at the Inn at Perry Cabin and</p> <p>15 charging MES for it?</p> <p>16 A. I recall spending one night at the</p> <p>17 Inn at Perry Cabin. I don't recall the dates.</p> <p>18 But based on what you have on the receipt, I'll</p> <p>19 assume it's correct.</p> <p>20 Q. Why did you spend the night at the</p> <p>21 Inn at Perry Cabin and charge MES for it?</p>
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<p>1 BY MR. COE:</p> <p>2 Q. So you spent the night at the Hotel</p> <p>3 Pendry at a cost of \$416.53 to have breakfast at</p> <p>4 the Towson Diner the next day?</p> <p>5 A. On the advice of counsel, pursuant</p> <p>6 to my legal rights, I respectfully decline to</p> <p>7 answer that question at this time.</p> <p>8 Q. Let me show you another part of this</p> <p>9 exhibit. This is an expense report -- portion of</p> <p>10 the expense report, also submitted on June 4th,</p> <p>11 2020.</p> <p>12 Hotel charge on October 21st, 2019, for the</p> <p>13 MEDA Fall Conference. What's MEDA?</p> <p>14 A. MEDA is an acronym for the Maryland</p> <p>15 Economic Development Association.</p> <p>16 Q. And that hotel charge was for</p> <p>17 staying at the Inn at Perry Cabin; correct?</p> <p>18 A. I can't answer that unless you have</p> <p>19 a receipt there, Mr. Coe.</p> <p>20 Q. Do you recall spending the night at</p> <p>21 the Inn at Perry Cabin and charging MES for it?</p>	<p>1 A. On the advice of counsel, pursuant</p> <p>2 to my legal rights, I respectfully decline to</p> <p>3 answer that question at this time.</p> <p>4 Q. Mr. Sherring also stayed at the Inn</p> <p>5 at Perry Cabin, too, didn't he?</p> <p>6 MR. MARCUS: If you know.</p> <p>7 THE WITNESS: Yes, he did.</p> <p>8 BY MR. COE:</p> <p>9 Q. Why did he stay there?</p> <p>10 A. On the advice of counsel, pursuant</p> <p>11 to my legal rights, I respectfully decline to</p> <p>12 answer that question at this time.</p> <p>13 Q. I'm going to show you a series of</p> <p>14 charts that summarize the different types of trips</p> <p>15 and events that you took and charged MES for.</p> <p>16 These are all parts of the total expenses that</p> <p>17 we've already shown that you incurred for MES.</p> <p>18 The first is Exhibit 84, which are</p> <p>19 international trips.</p> <p>20 (Exhibit No. 84 marked for identification.)</p> <p>21 BY MR. COE:</p>

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1 Q. So you took a trip in April of 2017  
 2 to Brussels and Paris to meet with SABELCO and  
 3 charged MES for it; correct?  
 4 A. Those were the airports involved,  
 5 but those were not the ultimate destinations in  
 6 both cases. We did not have a business meeting in  
 7 Paris.  
 8 Q. So you just went through to Charles  
 9 de Gaulle?  
 10 A. That's correct.  
 11 Q. And you spent time in Brussels;  
 12 correct?  
 13 A. We did.  
 14 Q. You also traveled to Italy in  
 15 October of 2017; correct?  
 16 A. That is correct. I can't say for  
 17 sure about the dates, but we did go to Italy and  
 18 -- we did go to Italy on one trip, correct.  
 19 Q. And you traveled to Israel in  
 20 November of 2019?  
 21 A. That's correct.

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1 Q. And then let me show you Exhibit 85.  
 2 (Exhibit No. 85 marked for identification.)  
 3 BY MR. COE:  
 4 Q. These are trips -- a list of trips  
 5 that you took within the United States?  
 6 MR. COE: Scroll down slowly.  
 7 BY MR. COE:  
 8 Q. There are a total of 24 out-of-state  
 9 trips with a total cost of \$35,907.90. Actually,  
 10 it's the total amount you were reimbursed for the  
 11 trips.  
 12 Do you have any reason to doubt that  
 13 information, sir?  
 14 A. On the advice of counsel, pursuant  
 15 to my legal rights, I respectfully decline to  
 16 answer that question at this point.  
 17 Q. I'm going to show you Exhibit 86.  
 18 A. Actually, Mr. Coe, I'll revise my  
 19 answer because I believe I saw at least an  
 20 inaccuracy.  
 21 Q. I couldn't understand the last part

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1 of your...  
 2 A. Disregard my statement. I'm  
 3 sticking with my answer.  
 4 On the advice of counsel, pursuant to my  
 5 legal rights, I respectfully decline.  
 6 Q. I'm showing you Exhibit 85 -- 86,  
 7 which are leadership conferences which you  
 8 attended.  
 9 (Exhibit No. 86 marked for identification.)  
 10 BY MR. COE:  
 11 Q. There were a -- go ahead.  
 12 MR. MARCUS: The problem is that  
 13 it's actually going faster than what --  
 14 MR. COE: Okay.  
 15 MR. MARCUS: -- you would like, and  
 16 it's not clear. Are you simply talking about the  
 17 two entries that are contained in the document,  
 18 one September 14th to September 15th of '17, and  
 19 November 17th to November 18th? Are those the  
 20 two?  
 21 MR. COE: No, I'm not.

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1 MR. MARCUS: Were there others?  
 2 BY MR. COE:  
 3 Q. I'm showing you now Exhibit 86,  
 4 which is a list of leadership conferences. I'm  
 5 just asking that this be scrolled down and  
 6 Mr. McGrath look at it, and then I'll ask him a  
 7 question.  
 8 MR. MARCUS: Okay. Thank you. Oh,  
 9 now -- the top of it was not apparent, but now it  
 10 is.  
 11 MR. COE: Okay.  
 12 MR. MARCUS: Thank you.  
 13 BY MR. COE:  
 14 Q. This is a list of 15 leadership  
 15 conferences which your expense report shows you  
 16 attended and that -- and received a total  
 17 reimbursement of \$14,464.33 for.  
 18 Do you have any reason to dispute that,  
 19 Mr. McGrath?  
 20 A. On the advice of counsel, pursuant  
 21 to my legal rights, I respectfully decline to

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<p>1 answer that question.</p> <p>2 Q. And Mr. Sherring attended all 15 of</p> <p>3 those conferences, too; correct?</p> <p>4 A. No.</p> <p>5 Q. Which ones did he -- one or ones did</p> <p>6 he not attend?</p> <p>7 A. Just on the page that you have up at</p> <p>8 the moment, I see one, two, partial -- at least</p> <p>9 half that list he didn't attend.</p> <p>10 Q. Okay. Let's go down it. Start at</p> <p>11 the top.</p> <p>12 Did he attend the first entry, leadership</p> <p>13 conference in Baltimore?</p> <p>14 A. I don't believe so.</p> <p>15 Q. How about the Leadership Maryland</p> <p>16 Conference?</p> <p>17 A. Again, no, I don't think so.</p> <p>18 Q. How about the YJP Leadership</p> <p>19 Conference in July?</p> <p>20 A. I couldn't say about that one</p> <p>21 without checking.</p>	<p>1 Q. Did he attend the YJP Conference in</p> <p>2 July of 2018 in New York City?</p> <p>3 A. I'm not sure.</p> <p>4 Q. Did he attend the July 2018 U.S.</p> <p>5 Chamber Conference in Philadelphia?</p> <p>6 A. That, I don't recall.</p> <p>7 Q. Did he attend the August 2018</p> <p>8 America Society Conference in Chicago?</p> <p>9 A. I don't recall on that one either.</p> <p>10 Q. Did he attend the February 2019 CEO</p> <p>11 Update in D.C.?</p> <p>12 A. I don't believe so.</p> <p>13 Q. Did he attend March 19th --</p> <p>14 MR. MARCUS: Mr. Coe, I'm not sure</p> <p>15 if Mr. McGrath had completed his answer.</p> <p>16 MR. COE: Sorry if I cut you off.</p> <p>17 MR. MARCUS: You may not have heard.</p> <p>18 MR. COE: I'm sorry if I cut you</p> <p>19 off.</p> <p>20 MR. MARCUS: No, it's quite all</p> <p>21 right. I understand the logistics. Go ahead,</p>
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<p>1 Q. How about the Chamber of Commerce at</p> <p>2 Villanova in July?</p> <p>3 A. That again -- that one I don't</p> <p>4 recall.</p> <p>5 Q. How about the American Association</p> <p>6 of Conference in Washington in September?</p> <p>7 A. I don't believe so.</p> <p>8 Q. The Leadership Maryland Conference</p> <p>9 in September?</p> <p>10 A. I don't believe he attended either</p> <p>11 of those.</p> <p>12 Q. The Leadership Maryland Conference</p> <p>13 in November?</p> <p>14 A. Again, I don't believe he attended</p> <p>15 Leadership Maryland events.</p> <p>16 Q. How about the U.S. Chamber of</p> <p>17 Commerce in Arizona in January of 2018?</p> <p>18 A. I'm not sure about that one.</p> <p>19 Q. Did he attend the June 2018</p> <p>20 conference in Madison?</p> <p>21 A. I believe he did.</p>	<p>1 sir.</p> <p>2 THE WITNESS: I started to say not</p> <p>3 that I recall, but there was an instance where I</p> <p>4 was unable to attend something, and he attended it</p> <p>5 in my place at the last minute. That might have</p> <p>6 been one of those events. So just for clarity, I</p> <p>7 wanted to make that point.</p> <p>8 BY MR. COE:</p> <p>9 Q. Which one was that, sir?</p> <p>10 A. But normally he would not.</p> <p>11 Q. Which?</p> <p>12 A. I think it's the one on February</p> <p>13 the 6th, the one you referred to as CEO update.</p> <p>14 Q. Okay. Did he attend the March 2019</p> <p>15 America Society Conference in Colorado Springs?</p> <p>16 A. He did not.</p> <p>17 Q. Did he attend the CEO Update in D.C.</p> <p>18 in February of 2020?</p> <p>19 A. Again, my answer is the same as on</p> <p>20 the February 6th event. I'm not sure -- he did</p> <p>21 attend, I think, one of those, but I don't recall,</p>

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<p>1 and it wasn't with me that I recall.</p> <p>2 MR. MARCUS: Mr. Coe, when you get</p> <p>3 to a convenient place to stop for just a few</p> <p>4 moments for a short break, that would be great.</p> <p>5 MR. COE: So Mr. Marcus, you can</p> <p>6 address that request to the Chairs who are running</p> <p>7 the meeting here.</p> <p>8 MR. MARCUS: I certainly did not</p> <p>9 mean to slight either of the two Co-Chairs.</p> <p>10 SENATOR LAM: Mr. Coe, could you, I</p> <p>11 guess, continue your question until a point where</p> <p>12 you feel comfortable giving us a quick break and</p> <p>13 we can recess for a few minutes.</p> <p>14 If that's not appropriate now, let</p> <p>15 us know, but otherwise, please finish your thought</p> <p>16 and line of questioning.</p> <p>17 MR. COE: I'm about to go on to</p> <p>18 something else, so it's fine now.</p> <p>19 SENATOR LAM: To my co-chair</p> <p>20 Chairman Barron, if you're comfortable with it, I</p> <p>21 think we can recess for maybe five minutes to give</p>	<p>1 Harkins, who was director of MES for 11 years and</p> <p>2 asked him how many leadership conferences he went</p> <p>3 to, and his response was that he didn't go to any</p> <p>4 because he thought Governor Ehrlich appointed him</p> <p>5 because he was a leader.</p> <p>6 You went to 15 leadership conferences while</p> <p>7 you were director of MES. Why did you go to them?</p> <p>8 SENATOR LAM: Mr. McGrath, you're</p> <p>9 muted if you're trying to say something.</p> <p>10 THE WITNESS: Mr. Coe, can you hear</p> <p>11 me?</p> <p>12 BY MR. COE:</p> <p>13 Q. Yes, I can.</p> <p>14 A. Okay. Did you hear my prior answer?</p> <p>15 Q. I didn't. You were muted.</p> <p>16 A. Okay. Didn't appear to be. I said</p> <p>17 on the advice of my counsel, pursuant to my legal</p> <p>18 rights, I respectfully decline to answer that</p> <p>19 question.</p> <p>20 Q. Did you believe that you had</p> <p>21 leadership skills when the Governor appointed you</p>
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<p>1 Mr. McGrath a few minutes.</p> <p>2 DELEGATE BARRON: Sure. A quick</p> <p>3 break is fine.</p> <p>4 SENATOR LAM: Okay. All right. So</p> <p>5 It looks like the time now is 3:15. Quick break</p> <p>6 for five minutes. We will return at 3:20.</p> <p>7 MR. COE: Thank you.</p> <p>8 MR. MARCUS: Thank you.</p> <p>9 (Short recess taken.)</p> <p>10 SENATOR LAM: I see that it's 3:21.</p> <p>11 Chairman Barron, are you there? Oh, there you</p> <p>12 are.</p> <p>13 DELEGATE BARRON: I'm back. Are we</p> <p>14 ready?</p> <p>15 SENATOR LAM: Yes. You ready to</p> <p>16 proceed?</p> <p>17 DELEGATE BARRON: Yes.</p> <p>18 SENATOR LAM: All right. Mr. Ward,</p> <p>19 carry on.</p> <p>20 BY MR. COE:</p> <p>21 Q. Mr. McGrath, we interviewed James</p>	<p>1 director of MES in December of 2016?</p> <p>2 A. On the advice of counsel, pursuant</p> <p>3 to my legal rights, I respectfully decline to</p> <p>4 answer that question.</p> <p>5 Q. Mr. McGrath, I'm going to show you</p> <p>6 Exhibit 87.</p> <p>7 (Exhibit No. 87 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. This exhibit contains six expense</p> <p>10 reports submitted by you for which you were</p> <p>11 reimbursed in the year 2018.</p> <p>12 I'm going to show you a page -- the front</p> <p>13 page of the report and the approved-by line. This</p> <p>14 is one for \$5,335.25, and your signature is on the</p> <p>15 approved-by line; correct?</p> <p>16 A. I believe we looked at this earlier,</p> <p>17 Mr. Coe, and I said at the time that that appears</p> <p>18 to be my signature, correct.</p> <p>19 Q. Let's look at the next one. This is</p> <p>20 one for the amount of \$277.89, and your signature</p> <p>21 is on the approved-by line; correct?</p>

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<p>1 A. It appears to be.</p> <p>2 Q. The next one is one for \$2,118.86,</p> <p>3 and you approved this one, didn't you?</p> <p>4 MR. MARCUS: Mr. Coe, could you</p> <p>5 identify which document that this is? Because I'm</p> <p>6 not sure that the record will necessarily reflect</p> <p>7 what's on the screen just so that we have a record</p> <p>8 as to which ones the questions relate to. I'm</p> <p>9 certainly not suggesting to tell you how to do</p> <p>10 your job, but just for clarity sake, if we could</p> <p>11 just do that, please.</p> <p>12 BY MR. COE:</p> <p>13 Q. I'm showing you an expense report,</p> <p>14 the calendar year 2018, with a total reimbursement</p> <p>15 sought of \$2,118.86 by you. And if you scroll</p> <p>16 down, that is your signature on the approved-by</p> <p>17 line; correct?</p> <p>18 A. Again, it appears to be.</p> <p>19 Q. And I'm showing you a report for</p> <p>20 expenses during 2018, submitted by you, for a</p> <p>21 total of \$2,020.54, and that's approved by you;</p>	<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question at this time.</p> <p>3 Q. For some expenses, it appears that</p> <p>4 both you and Mr. Sherring were reimbursed. Do you</p> <p>5 recall that ever happening?</p> <p>6 A. No.</p> <p>7 Q. Let's go to Exhibit 88, please.</p> <p>8 (Exhibit No. 88 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. On the left side of this exhibit is</p> <p>11 a portion of an expense report submitted by you on</p> <p>12 June 4th, 2020; correct?</p> <p>13 A. I can't really see that, Mr. Coe.</p> <p>14 Q. Do you see at the top it says</p> <p>15 overall process expense report, Roy McGrath on</p> <p>16 June 4th, 2020, for \$14,165.38?</p> <p>17 A. At the top of the report?</p> <p>18 Q. Yes.</p> <p>19 A. I do see that. Yep.</p> <p>20 Q. And do you see the date of June 4th,</p> <p>21 2020, at the top right of the report?</p>
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<p>1 correct?</p> <p>2 A. That appears to be my signature.</p> <p>3 Q. Next showing you a report for</p> <p>4 calendar year 2018 seeking expense reimbursement</p> <p>5 in the amount of \$859.85 that was approved by you;</p> <p>6 correct?</p> <p>7 A. Appears to be my signature or my</p> <p>8 approval.</p> <p>9 Q. Next showing you a report for 2018</p> <p>10 seeking reimbursement of \$1,562.72 approved by</p> <p>11 you; correct?</p> <p>12 A. It appears to be my initials on</p> <p>13 there.</p> <p>14 Q. I'm going to show you one more for</p> <p>15 2018 seeking reimbursement in the amount of</p> <p>16 \$289.68. That was approved by you; correct?</p> <p>17 A. Again, it appears to be my initials</p> <p>18 on that paperwork.</p> <p>19 Q. Why were you approving your own</p> <p>20 expense reports in 2018?</p> <p>21 A. On the advice of my counsel,</p>	<p>1 A. Yes.</p> <p>2 Q. And you see that the report seeks</p> <p>3 reimbursement for a dinner during ICDS [sic] in</p> <p>4 the amount of \$35.49?</p> <p>5 A. Okay.</p> <p>6 Q. And if you turn the page. Just</p> <p>7 scroll down.</p> <p>8 You had dinner at the Balthazar restaurant</p> <p>9 in New York on September 24th, 2019, at 7:46 p.m.;</p> <p>10 correct?</p> <p>11 A. That's what it appears to be from</p> <p>12 the receipt.</p> <p>13 Q. And the total was \$35.49; correct?</p> <p>14 A. On the receipt on the left, that's</p> <p>15 the amount that's on there, yes.</p> <p>16 Q. And that corresponds with -- let me</p> <p>17 scroll back up to the report, to the entry on your</p> <p>18 report for September 24th, 2019; correct?</p> <p>19 A. Sorry, I don't recall the date on it</p> <p>20 now, but did you want to bring the receipt back up</p> <p>21 or...</p>

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<p>1 Q. There it is, 35.49.</p> <p>2 A. September 24th?</p> <p>3 Q. September 24th.</p> <p>4 A. Yep.</p> <p>5 Q. 35.29 -- 49, September 24th, right?</p> <p>6 A. That's what it says.</p> <p>7 Q. Now, if you'll look at the report on</p> <p>8 the right, this is a report by Mr. Sherring dated</p> <p>9 October 14th, 2019. It seeks reimbursement -- and</p> <p>10 all of the report dates are the -- all of the</p> <p>11 dates in the left-hand column are the date of the</p> <p>12 report, but it seeks a dinner reimbursement in the</p> <p>13 amount of \$117.06. If you scroll down to the</p> <p>14 receipt, Mr. Sherring submitted receipts for</p> <p>15 dinner at the Balthazar on September 24th, 2019.</p> <p>16 The receipt on the right has 7:46, the same time</p> <p>17 as your receipt, the same date, for dinner in the</p> <p>18 amount of \$117.08. And he has both of your names</p> <p>19 written at the top, right?</p> <p>20 MR. MARCUS: So Mr. Coe, I'm not</p> <p>21 sure if the question was if they're the same time,</p>	<p>1 THE WITNESS: Okay.</p> <p>2 BY MR. COE:</p> <p>3 Q. Mr. Sherring's receipts, the first</p> <p>4 one on the left shows September 24th, 2019, 6:12</p> <p>5 p.m. It shows the order, including one goat tart,</p> <p>6 two petite steaks --</p> <p>7 MR. MARCUS: Right.</p> <p>8 BY MR. COE:</p> <p>9 Q. -- and a profiterole for \$98.08.</p> <p>10 Then the receipt on the right is the -- says a</p> <p>11 transaction time of 7:46 p.m., the same time --</p> <p>12 MR. MARCUS: The problem is, we</p> <p>13 can't see that. We're not able to see the one</p> <p>14 that's all the way to the right.</p> <p>15 SENATOR LAM: Have you tried</p> <p>16 scrolling further to the right? Is there a scroll</p> <p>17 bar at the bottom? Because we can see all of them</p> <p>18 here.</p> <p>19 MR. MARCUS: Okay.</p> <p>20 BY MR. COE:</p> <p>21 Q. So the one on the right shows the</p>
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<p>1 because they do not appear, at least based on what</p> <p>2 we're seeing here, that they are, in fact, at the</p> <p>3 same time. They're the same date, but they do not</p> <p>4 appear to be the same time. I'm not sure if that</p> <p>5 was part of the question or not.</p> <p>6 THE WITNESS: It's more than an</p> <p>7 hour.</p> <p>8 MR. COE: If you look at the receipt</p> <p>9 on the right, it is the exact same time as</p> <p>10 Mr. McGrath's --</p> <p>11 MR. MARCUS: It says 6:12 --</p> <p>12 MR. COE: -- 7:46 p.m.</p> <p>13 MR. MARCUS: Maybe we're not seeing</p> <p>14 it, but the one that I'm looking at, which is on</p> <p>15 the right, says it's 6:12 p.m. Now, I'm not sure</p> <p>16 if there is another time or that we're not seeing</p> <p>17 it, but it looks like it's highlighted. It's</p> <p>18 September 24th, '19, at 6:12 p.m., so I'm not sure</p> <p>19 if that's right or not.</p> <p>20 MR. COE: All right. I'll take you</p> <p>21 through the receipts.</p>	<p>1 \$99.08 --</p> <p>2 MR. MARCUS: Ah, good.</p> <p>3 BY MR. COE:</p> <p>4 Q. -- plus \$18 tip for a total of</p> <p>5 \$117.08.</p> <p>6 MR. MARCUS: That's correct. Thank</p> <p>7 you.</p> <p>8 THE WITNESS: Yeah.</p> <p>9 BY MR. COE:</p> <p>10 Q. It appears to be an order for two</p> <p>11 dinners.</p> <p>12 MR. MARCUS: And the one to the left</p> <p>13 is \$35.49?</p> <p>14 MR. COE: Right.</p> <p>15 MR. MARCUS: Our left. We need to</p> <p>16 get rid of that.</p> <p>17 BY MR. COE:</p> <p>18 Q. Can you tell me, Mr. McGrath, why</p> <p>19 you and Mr. Sherring were both submitting receipts</p> <p>20 and getting reimbursed for the same meal?</p> <p>21 MR. MARCUS: It's not the same meal.</p>

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1 THE WITNESS: Yeah, I'm not clear on  
2 this.  
3 BY MR. COE:  
4 Q. I couldn't hear an answer there.  
5 A. I said it's not clear, Mr. Coe, from  
6 what you're showing. It doesn't appear to be the  
7 same meal.  
8 Q. You have to speak up, Mr. McGrath.  
9 A. Mr. Coe, I said I can't answer your  
10 question based on what I'm looking at here, but it  
11 does not appear to be the same meal.  
12 Q. And why do you say that?  
13 A. Because you have two different sets  
14 of receipts for different amounts. I don't see  
15 how the one on the left corresponds with what's on  
16 the right. So it's obviously from another item or  
17 items on a different ticket.  
18 Q. Did you and Mr. Sherring both go to  
19 an ICDS event in New York in September of 2019?  
20 A. That sounds correct. We did attend  
21 the ICSD. I just can't --

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1 Q. Did you go to the Balthazar for  
2 dinner?  
3 A. I can only go by what's on the  
4 receipts here, but that appears to be the case.  
5 Q. Did you have dinner separately from  
6 Mr. Sherring?  
7 A. I don't recall the particulars or we  
8 wouldn't have spent this long on this  
9 unfortunately, Mr. Coe.  
10 Q. Let's go to the next exhibit.  
11 Actually, just hold off.  
12 On June 4th of 2020, when you were no longer  
13 an MES employee, you submitted four expense  
14 reports for a total of over \$55,000 for  
15 reimbursement from MES; correct?  
16 A. On the advice of counsel, pursuant  
17 to my legal rights, I respectfully decline to  
18 answer that question.  
19 Q. Mr. Harris approved them all;  
20 correct?  
21 A. On the advice of counsel, pursuant

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1 to my legal rights, I respectfully decline to  
2 answer that question at this time.  
3 Q. Beth Wojton on June 4th, 2020, was  
4 the acting director of MES; correct?  
5 MR. MARCUS: Yes or no.  
6 THE WITNESS: Yes.  
7 BY MR. COE:  
8 Q. You didn't notify Ms. Wojton, the  
9 acting director, that you were submitting over  
10 \$55,000 worth of expenses to get reimbursed on  
11 June 4th, 2020?  
12 A. On the advice of counsel, pursuant  
13 to my legal rights, I respectfully decline to  
14 answer that question.  
15 Q. You didn't advise any of the  
16 directors that you were doing that, did you?  
17 A. On the advice of counsel, pursuant  
18 to my legal rights, I respectfully decline to  
19 answer that question.  
20 Q. The expenses went all the way back  
21 to December of 2018; correct?

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1 A. Pardon me -- or that sounds correct,  
2 Mr. Coe.  
3 Q. At approximately 7:30 p.m. on  
4 June 4th, 2020, MES accounting employees were  
5 contacted by Mr. Harris to process those expense  
6 reports; correct?  
7 A. I don't recall. I wouldn't know  
8 that actually.  
9 Q. Well, you were experiencing errors  
10 in attempting to process some yourself; correct?  
11 A. On the advice of counsel, pursuant  
12 to my legal rights, I respectfully decline to  
13 answer that question.  
14 Q. And you still had access to the MES  
15 financial system; correct?  
16 MR. MARCUS: Yes or no.  
17 THE WITNESS: Yes.  
18 BY MR. COE:  
19 Q. And payroll day at MES was June 5th;  
20 correct?  
21 A. I don't -- I don't know that,

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<p>1 Mr. Coe.</p> <p>2 Q. Okay. Your expense reports totaling</p> <p>3 over \$55,000 had to be approved on June 4th;</p> <p>4 correct?</p> <p>5 A. Again, I don't recall the</p> <p>6 particulars.</p> <p>7 Q. Well, you were about to lose access</p> <p>8 to the financial system; correct?</p> <p>9 A. Mr. Coe, I don't recall the</p> <p>10 particulars of the timing of that.</p> <p>11 Q. I want to show you Exhibit 88. I'm</p> <p>12 sorry, 89.</p> <p>13 (Exhibit No. 89 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. So this is Expense Report A dated</p> <p>16 June 4th, 2020. It was submitted by you; correct?</p> <p>17 A. I can only confirm what I see on the</p> <p>18 screen, Mr. Coe, but the report has my name at the</p> <p>19 top of it.</p> <p>20 MR. COE: Scroll through all of the</p> <p>21 pages.</p>	<p>1 Brown. She's an employee in accounting of MES;</p> <p>2 correct?</p> <p>3 A. I don't know. I'm not familiar with</p> <p>4 Ms. Brown that I recall.</p> <p>5 Q. Okay. So she completed her work at</p> <p>6 8:36:32 on June 4th, and Mr. Harris approved the</p> <p>7 report at 8:39:10; correct?</p> <p>8 A. That appears to be the case based on</p> <p>9 the report, yes.</p> <p>10 Q. Okay. Let's go to Expense Report B.</p> <p>11 This is another report on June 4th, 2020.</p> <p>12 MR. COE: Scroll down so he can see.</p> <p>13 BY MR. COE:</p> <p>14 Q. All right. It was submitted by you,</p> <p>15 wasn't it, Mr. McGrath?</p> <p>16 A. I missed the top of the report,</p> <p>17 Mr. Coe, so I'm not sure. If you want to scroll</p> <p>18 back up, I can confirm that.</p> <p>19 My name is at the top of it.</p> <p>20 Q. Right. Your expense report;</p> <p>21 correct?</p>
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<p>1 BY MR. COE:</p> <p>2 Q. That is a report submitted by you on</p> <p>3 June 4th, 2020, isn't it, Mr. McGrath?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my legal rights, I respectfully</p> <p>6 decline to answer that question.</p> <p>7 Q. Did you have a conversation with</p> <p>8 Mr. Harris on that day about your submitting these</p> <p>9 reports?</p> <p>10 A. On the advice of counsel, pursuant</p> <p>11 to my legal rights, I respectfully decline to</p> <p>12 answer that question.</p> <p>13 Q. If you look at the process history</p> <p>14 part of this exhibit, it has -- three lines</p> <p>15 down -- expense report event, approval by finance</p> <p>16 executive, status approved. That was by Michael</p> <p>17 Harris; correct?</p> <p>18 A. That's what it says on the report,</p> <p>19 Mr. Coe.</p> <p>20 Q. Okay. And the first event is</p> <p>21 expense report event step completed by Jennifer</p>	<p>1 A. That's what it appears to be.</p> <p>2 MR. COE: Okay. Scroll down to the</p> <p>3 approval.</p> <p>4 BY MR. COE:</p> <p>5 Q. This expense report was completed by</p> <p>6 Ms. Brown at 8:02 p.m. on June 4th, correct, if</p> <p>7 you look across --</p> <p>8 A. That's what it looks like there,</p> <p>9 Mr. Coe.</p> <p>10 Q. And two lines down it was approved</p> <p>11 by Mr. Harris at 8:17; correct?</p> <p>12 A. That's what the report appears to</p> <p>13 show.</p> <p>14 Q. I'm showing you now on your expense</p> <p>15 report of June 4th, 2020, Expense Report C, for a</p> <p>16 total amount of \$6,413.74.</p> <p>17 MR. COE: Scroll down.</p> <p>18 BY MR. COE:</p> <p>19 Q. I'm referring to the processed</p> <p>20 history. Ms. Brown had it entered by 8:19 on</p> <p>21 June 4th; correct?</p>

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<p>1 A. That's what the report appears to</p> <p>2 reflect, yes.</p> <p>3 Q. And two lines down Mr. Harris</p> <p>4 approved it by 8:21; correct?</p> <p>5 A. Again, that's what the report</p> <p>6 reflects.</p> <p>7 Q. Let's go to the next one. This is</p> <p>8 your expense report of June 4th, 2020, Expense</p> <p>9 Report D, in the amount of \$14,165.38; correct?</p> <p>10 A. Is that a question, Mr. --</p> <p>11 Q. That's correct.</p> <p>12 A. It appears to be. It appears to be</p> <p>13 from the report.</p> <p>14 Q. And Ms. Brown completed her work on</p> <p>15 submitting this by 8:17. Mr. Harris approved it</p> <p>16 by 8:19; correct?</p> <p>17 A. I'm having a little trouble seeing</p> <p>18 that, but I think you're correct.</p> <p>19 Q. What was Mr. Harris's job in</p> <p>20 reviewing and approving these four reports, sir?</p> <p>21 A. Mr. Harris was the treasurer of the</p>	<p>1 A. I would describe it as -- his role</p> <p>2 as chief financial officer and treasurer was to,</p> <p>3 you know, process and consider and review and</p> <p>4 handle through normal procedures and, you know,</p> <p>5 routine processes, reviewer of expenses.</p> <p>6 Q. Was his job to review expenses to</p> <p>7 determine whether they complied with MES's</p> <p>8 reimbursement policy?</p> <p>9 A. That, I don't know.</p> <p>10 Q. What was your process in gathering</p> <p>11 all of these documents and receipts and submitting</p> <p>12 them in a total amount of over \$55,000 on one day?</p> <p>13 How did you do that?</p> <p>14 MR. MARCUS: If you're not sure, just</p> <p>15 do this.</p> <p>16 THE WITNESS: No, I'm glad to answer</p> <p>17 the question. The way it was done first off, it</p> <p>18 wasn't done over one day. It had to be</p> <p>19 accomplished over a couple of days while I was</p> <p>20 on-boarding with my new job.</p> <p>21 So, you know, made time to plow</p>
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<p>1 MES Board of Directors.</p> <p>2 Q. What was he supposed to do in</p> <p>3 reviewing and approving these reports?</p> <p>4 A. You need to direct that question to</p> <p>5 Mr. Harris, Mr. Coe.</p> <p>6 Q. He was an MES employee? He reported</p> <p>7 to you; correct?</p> <p>8 A. That is not correct.</p> <p>9 Q. Who did he report to?</p> <p>10 A. He reported to Ms. Wojton.</p> <p>11 Q. As finance director, he reported to</p> <p>12 the deputy director who reported to you?</p> <p>13 A. That is correct.</p> <p>14 Q. And, you know, as director, you</p> <p>15 can't tell us what Mr. Harris's job was?</p> <p>16 A. Well, you asked it in reference to</p> <p>17 his role as treasurer, I believe, and I think</p> <p>18 that's defined somewhere in the statute.</p> <p>19 Q. Can you, as former director of MES,</p> <p>20 describe what Mr. Harris's job was in reviewing</p> <p>21 your expense reports?</p>	<p>1 through this quantity of expenses that had</p> <p>2 accumulated since December of '18, as you pointed</p> <p>3 out. And, you know, through a series of</p> <p>4 considerable labor and effort, got them put into</p> <p>5 the system.</p> <p>6 BY MR. COE:</p> <p>7 Q. And how did you identify receipts</p> <p>8 that were legitimate MES expenses?</p> <p>9 A. On the advice of counsel, pursuant</p> <p>10 to my legal rights, I respectfully decline to</p> <p>11 answer that question.</p> <p>12 Q. I'm going to give you a couple of</p> <p>13 examples of expenses you sought reimbursement for</p> <p>14 and got in this June 4th submission.</p> <p>15 So you had a small hot fudge sundae with</p> <p>16 whipped cream for \$4.13 on April 11th, 2019, in</p> <p>17 Cumberland, and you had MES pay for that, right?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my legal rights, I respectfully</p> <p>20 decline to answer that question.</p> <p>21 Q. You had MES pay for a \$1 parking</p>

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<p>1 charge in Annapolis, right?</p> <p>2 A. Again, on the advice of counsel,</p> <p>3 pursuant to my legal rights, I respectfully</p> <p>4 decline to answer that question.</p> <p>5 Q. So on June 23rd, 2019, you had lunch</p> <p>6 at Sailor Oyster Bar in Annapolis with S. Crimm.</p> <p>7 Who is S. Crimm?</p> <p>8 A. S. Crimm is Steve Crimm.</p> <p>9 Q. Why were you having lunch with him</p> <p>10 on that date?</p> <p>11 A. On the advice of counsel, pursuant</p> <p>12 to my legal rights, I respectfully decline to</p> <p>13 answer that question.</p> <p>14 Q. What was Mr. Crimm's job at the</p> <p>15 time?</p> <p>16 A. I don't know or recall.</p> <p>17 MR. COE: Let's go to 43.</p> <p>18 (Exhibit No. 43 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. Mr. McGrath, I'm showing you</p> <p>21 Exhibit 43, which is an expense report submitted</p>	<p>1 That was for a course for you; correct?</p> <p>2 A. Yes. That's correct.</p> <p>3 Q. And why did Mr. Sherring pay for</p> <p>4 that course?</p> <p>5 A. On the advice of counsel, pursuant</p> <p>6 to my legal rights, I respectfully decline to</p> <p>7 answer that question at this time.</p> <p>8 Q. And the course was given on the</p> <p>9 dates of May 31st through June 26, 2020; correct?</p> <p>10 A. That is correct.</p> <p>11 Q. This is Mr. Sherring's actual</p> <p>12 expense report where he lists both total amounts.</p> <p>13 It's actually dated June 4th, 2020. And if you</p> <p>14 look at the expense report event approved by a</p> <p>15 manager, status approved on May 29th, 2020, you're</p> <p>16 at 2:26:22 p.m., by you; correct?</p> <p>17 A. That appears to be correct.</p> <p>18 Q. So you did approve Mr. Sherring</p> <p>19 being reimbursed in the amount of \$14,475 for</p> <p>20 paying Harvard tuition for you; correct?</p> <p>21 A. On the advice of counsel, pursuant</p>
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<p>1 by Mr. Sherring for a total amount of \$14,970 on</p> <p>2 May 29th, 2020.</p> <p>3 Have you seen that report before?</p> <p>4 A. I have not that I recall.</p> <p>5 Q. Do you recall that Mr. Sherring was</p> <p>6 submitting an expense report for reimbursement for</p> <p>7 a Harvard Executive Education Invoice and a GWBOT</p> <p>8 midwinter event around that time?</p> <p>9 A. I can't see the dates on it,</p> <p>10 Mr. Coe. I don't know if you'd like to zoom in or</p> <p>11 not.</p> <p>12 Q. So I'll tell you the dates are --</p> <p>13 the report date is May 29th, 2020.</p> <p>14 A. Okay. And again, the question is?</p> <p>15 Q. Did you discuss those expenses with</p> <p>16 Mr. Sherring?</p> <p>17 A. On the advice of counsel, pursuant</p> <p>18 to my legal rights, I respectfully decline to</p> <p>19 answer that question at this time.</p> <p>20 Q. One of the expenses is for an</p> <p>21 invoice from Harvard in the amount of \$14,475.</p>	<p>1 to my legal rights, I respectfully decline to</p> <p>2 answer that question at this time.</p> <p>3 Q. Can you tell me mechanically how you</p> <p>4 approved this? Did you do this online in the MES</p> <p>5 system?</p> <p>6 A. Again, on the advice of counsel,</p> <p>7 pursuant to my legal rights, I respectfully</p> <p>8 decline to answer that question at this time.</p> <p>9 Q. You didn't tell any Board member</p> <p>10 that you were attending a Harvard course at the</p> <p>11 cost of \$14,475, did you?</p> <p>12 A. I don't recall, Mr. Coe.</p> <p>13 Q. You didn't tell any MES employee</p> <p>14 that you were attending that course at that cost</p> <p>15 other than Sherring or Harris, did you?</p> <p>16 A. Again, I don't recall that I did or</p> <p>17 didn't.</p> <p>18 Q. You had Mr. Sherring pay for the</p> <p>19 course and seek reimbursement so that you would be</p> <p>20 in the position of approving it, didn't you?</p> <p>21 A. On the advice of counsel, pursuant</p>

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<p>1 to my legal rights, I respectfully decline to</p> <p>2 answer that question at this time.</p> <p>3 Q. You didn't attend any part of the</p> <p>4 course while you were an MES employee, did you?</p> <p>5 A. On the advice of counsel, pursuant</p> <p>6 to my legal rights, I respectfully decline to</p> <p>7 answer that question at this time.</p> <p>8 Q. You didn't tell anyone in the</p> <p>9 Governor's office that you were attending that</p> <p>10 course at the expense of \$14,475, did you?</p> <p>11 A. No, that's incorrect.</p> <p>12 Q. Who did you tell?</p> <p>13 A. As best as I can recall, I told my</p> <p>14 administrative assistant. I also shared it with</p> <p>15 Governor Hogan.</p> <p>16 Q. You told your administrative</p> <p>17 assistant. Who was that?</p> <p>18 A. Forgive me. We worked together a</p> <p>19 short period of time, so I'm drawing a blank on</p> <p>20 her name at the moment. It will come to me, and</p> <p>21 I'll be happy to share it with the Committee.</p>	<p>1 online program, and the transition from one job to</p> <p>2 the other happened around the same time.</p> <p>3 Q. And what was Governor Hogan's</p> <p>4 response?</p> <p>5 A. On the advice of counsel, pursuant</p> <p>6 to my legal rights, I respectfully decline to</p> <p>7 answer that question at this time.</p> <p>8 Q. Did you tell anyone else in the</p> <p>9 Governor's office?</p> <p>10 A. Yes, I indicated that prior.</p> <p>11 Q. Now I'm asking if there was anyone</p> <p>12 other than your assistant and Governor Hogan?</p> <p>13 A. I don't recall, Mr. Coe. I may</p> <p>14 have.</p> <p>15 Q. Did you tell Governor Hogan that</p> <p>16 Mr. Sherring had paid \$14,475 for you to attend</p> <p>17 this course?</p> <p>18 A. On the advice of counsel, pursuant</p> <p>19 to my legal rights, I respectfully decline to</p> <p>20 answer that question.</p> <p>21 Q. Did you tell Governor Hogan that</p>
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<p>1 Q. And did you say that you told</p> <p>2 someone else also other than your administrative</p> <p>3 assistant?</p> <p>4 A. I did. I shared it with Governor</p> <p>5 Hogan, and I may have shared it with other staff</p> <p>6 as well. It was something that I wasn't keeping</p> <p>7 to myself.</p> <p>8 Q. When did you share it with Governor</p> <p>9 Hogan?</p> <p>10 A. About the time that I started the</p> <p>11 job because they were concurrent.</p> <p>12 Q. Okay. So you told Mr. -- told</p> <p>13 Governor Hogan that you were attending a nearly</p> <p>14 month-long course at Harvard during your first</p> <p>15 month on the job as Chief of Staff?</p> <p>16 A. No. What I told Governor Hogan was</p> <p>17 that I had been scheduled to take this for about</p> <p>18 five months. And at the time, it happened to</p> <p>19 coincide with the transition to my new job. So</p> <p>20 originally the program had been scheduled for</p> <p>21 April. It was delayed due to COVID. It became an</p>	<p>1 Mr. Sherring got reimbursed \$14,475 by MES for you</p> <p>2 attending this course?</p> <p>3 A. On the advice of my counsel,</p> <p>4 pursuant to my legal rights, I respectfully</p> <p>5 decline to answer that question.</p> <p>6 Q. I'm going to show you Exhibit 90.</p> <p>7 (Exhibit No. 90 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. Mr. McGrath, this is the course</p> <p>10 schedule for the Harvard class, Senior Executive</p> <p>11 Fellows, May 31st to June 26, 2020. I'm going to</p> <p>12 ask that it be scrolled through slowly.</p> <p>13 Mr. McGrath, did you attend the classes that</p> <p>14 are listed on this course schedule?</p> <p>15 A. Mr. Coe, they're synchronous classes</p> <p>16 and asynchronous, meaning that some of them were</p> <p>17 self-study, so to speak. So I participated in the</p> <p>18 ones that I could. I did the asynchronous work in</p> <p>19 the evenings and on the weekends and things like</p> <p>20 that. And then there were also recordings of the</p> <p>21 session, which I was able to refer back to later.</p>

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<p>1 Unfortunately due to the new position</p> <p>2 timing, it wasn't possible for me to participate</p> <p>3 live in most of them with only a few exceptions.</p> <p>4 Q. Let me show you Exhibit 91.</p> <p>5 (Exhibit No. 91 marked for identification.)</p> <p>6 BY MR. COE:</p> <p>7 Q. Mr. McGrath, this is a copy of your</p> <p>8 calendar for June while the course is going on.</p> <p>9 Mr. McGrath, we've just shown you your calendar</p> <p>10 during your first month of Chief of Staff for the</p> <p>11 Governor which looks very, very busy.</p> <p>12 Can you estimate what percentage of the</p> <p>13 Harvard course you attended during that month</p> <p>14 while you were also keeping this calendar?</p> <p>15 A. No, Mr. Coe, I cannot.</p> <p>16 Q. Did you get any kind of certificate</p> <p>17 from Harvard?</p> <p>18 A. I did. I received a certificate of</p> <p>19 completion.</p> <p>20 Q. And why did you have MES pay for</p> <p>21 that course?</p>	<p>1 Q. Are you saying that you never took</p> <p>2 an MES vehicle home with you?</p> <p>3 A. No, I'm not saying that at all. I'm</p> <p>4 just saying not routinely.</p> <p>5 Q. You requested to take an MES vehicle</p> <p>6 with you to the Governor's office; correct?</p> <p>7 A. That's correct.</p> <p>8 Q. And who did you request that from?</p> <p>9 A. It was so -- the fleet was handled</p> <p>10 through our finance office, so the request would</p> <p>11 have gone to our CFO, Mr. Harris.</p> <p>12 Q. You requested Mr. Harris? That's</p> <p>13 not something that you requested of the Board;</p> <p>14 correct?</p> <p>15 A. No, the Board -- the Board of MES is</p> <p>16 not involved in operations at MES.</p> <p>17 Q. Well, you request the Board to</p> <p>18 authorize you to take the laptop and the cell</p> <p>19 phone, but not the vehicle?</p> <p>20 A. They were at different times -- no,</p> <p>21 there were different times, and one was supposed</p>
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<p>1 A. On the advice of counsel, pursuant</p> <p>2 to my legal rights, I respectfully decline to</p> <p>3 answer that question at this time.</p> <p>4 Q. I'm going to switch to another</p> <p>5 topic, Mr. McGrath. While you were at MES, you</p> <p>6 had the use of an MES vehicle; is that correct?</p> <p>7 A. Yes, I had a fleet of vehicles,</p> <p>8 Mr. Coe, and they were available to employees.</p> <p>9 Q. After the office closed in March</p> <p>10 because of the pandemic, you had the use of a</p> <p>11 vehicle until you left MES; correct?</p> <p>12 A. I had the use of a vehicle the</p> <p>13 entire time I was at MES, as did other office</p> <p>14 employees.</p> <p>15 Q. And you had it during the time of</p> <p>16 the pandemic too; correct?</p> <p>17 A. I believe so, yeah, as far as I</p> <p>18 recall.</p> <p>19 Q. Well, you took a vehicle home with</p> <p>20 you, didn't you?</p> <p>21 A. Not routinely, no.</p>	<p>1 to be ownership, and the other was in the</p> <p>2 governmental transfer of a vehicle, which was to</p> <p>3 MES.</p> <p>4 Q. How long did you have use of the</p> <p>5 vehicle while you were Chief of Staff for the</p> <p>6 Governor?</p> <p>7 A. I don't recall using the vehicle at</p> <p>8 all while I was Chief of Staff for the Governor.</p> <p>9 Q. Where was the MES vehicle when you</p> <p>10 were working for the Governor in June 2020?</p> <p>11 A. We had worked with the</p> <p>12 administration team to find a parking spot for the</p> <p>13 vehicle, and I think it had been -- it was moved</p> <p>14 around a couple times, but it was within the</p> <p>15 Indianapolis complex.</p> <p>16 Q. The vehicle never was transferred to</p> <p>17 the Governor's office; was it?</p> <p>18 A. That, I don't know.</p> <p>19 Q. Did you ever discuss returning the</p> <p>20 vehicle with Dr. Glass?</p> <p>21 A. I don't recall, Mr. Coe.</p>

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<p>1 Q. So Mr. McGrath, you were given a</p> <p>2 number of special projects by the Governor while</p> <p>3 you were MES director; is that correct?</p> <p>4 A. I would describe it a little</p> <p>5 differently, but I was asked by the administration</p> <p>6 to assist in a number of special projects.</p> <p>7 Q. One of them was you were asked to be</p> <p>8 on Operation Enduring Friendship; is that correct?</p> <p>9 A. There were things related to that</p> <p>10 effort that I was asked to support. I was never</p> <p>11 formally asked to be a part of that program, per</p> <p>12 se.</p> <p>13 Q. But Operation Enduring Friendship</p> <p>14 was the effort to procure coronavirus test kits</p> <p>15 from LabGenomics in South Korea; correct?</p> <p>16 A. I think that was part of it.</p> <p>17 Q. What was the other part of it?</p> <p>18 A. I think it was everything around the</p> <p>19 state's effort to secure additional COVID testing.</p> <p>20 Q. You, in fact, spearheaded the</p> <p>21 state's efforts to procure the \$500,000 LabGun</p>	<p>1 the entire Enduring Friendship -- Operation</p> <p>2 Enduring Friendship team; correct?</p> <p>3 A. There was a great number of people</p> <p>4 that he thanks.</p> <p>5 Q. Right. But he gives special thanks</p> <p>6 to Roy McGrath, the director of MES, who</p> <p>7 spearheaded our efforts, right?</p> <p>8 A. That is what the statement says,</p> <p>9 yes.</p> <p>10 Q. Are you saying that the statement is</p> <p>11 incorrect?</p> <p>12 A. No, I'm saying that Governor Hogan</p> <p>13 was very generous in his praise in that</p> <p>14 description.</p> <p>15 Q. I next want to show you Exhibit 94.</p> <p>16 This is Exhibit 94.</p> <p>17 (Exhibit No. 94 marked for identification.)</p> <p>18 BY MR. COE:</p> <p>19 Q. It's a Baltimore Sun article dated</p> <p>20 September 15, 2020. Have you seen this article</p> <p>21 before?</p>
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<p>1 test kits, didn't you?</p> <p>2 A. No, that's incorrect.</p> <p>3 Q. Let's look at 93.</p> <p>4 (Exhibit No. 93 marked for identification.)</p> <p>5 BY MR. COE:</p> <p>6 Q. I'm showing you Exhibit 93,</p> <p>7 Mr. McGrath, which is an April 20th, 2020,</p> <p>8 statement by Governor Hogan.</p> <p>9 Have you seen that statement before?</p> <p>10 A. I'm familiar with the statement,</p> <p>11 Mr. Coe. I haven't seen this particular document</p> <p>12 before that I recall.</p> <p>13 Q. Okay. I want to refer you to the</p> <p>14 next page of it. The paragraph that start, "I</p> <p>15 also want to thank LabGenomics," please read that.</p> <p>16 You don't have to read it to the Committee, just</p> <p>17 read it to yourself.</p> <p>18 Have you had an opportunity to read that</p> <p>19 paragraph?</p> <p>20 A. I think I got the gist.</p> <p>21 Q. There Governor Hogan gives thanks to</p>	<p>1 A. I believe I have.</p> <p>2 Q. Were you aware that the tests, the</p> <p>3 LabGun tests returned a spate of false positive</p> <p>4 results to nursing homes around the state?</p> <p>5 A. I don't have any recollection of</p> <p>6 that, Mr. Coe.</p> <p>7 Q. Let me show you Exhibit 95, please.</p> <p>8 (Exhibit No. 95 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. Were you aware that the University</p> <p>11 of Maryland Lab stopped using the test gun tests?</p> <p>12 A. Only from published reports.</p> <p>13 Q. LabGun testing.</p> <p>14 I'm showing you Exhibit 95. This is an</p> <p>15 article from the Washington Post dated</p> <p>16 November 20th, 2020.</p> <p>17 Have you seen that article before?</p> <p>18 A. I believe I -- I believe I saw it at</p> <p>19 this time, Mr. Coe.</p> <p>20 Q. Were you aware that the 500,000</p> <p>21 coronavirus tests were not used because they</p>

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1 turned out to be flawed?

2 A. I can't confirm the premise of your

3 question, Mr. Coe, but I've read what you've read.

4 Q. You don't have any additional

5 information on that?

6 A. I do not. I would suggest the

7 Department of Health.

8 Q. You were involved in procuring the

9 500,000 test kits -- the 500,000 test kits;

10 correct?

11 A. Well, I was not involved in the

12 procurement through the Department of General

13 Services, per se, so I guess the answer to your

14 question is no. That happened prior to my active

15 engagements in supporting this effort to get COVID

16 testing for the city.

17 Q. What involvement did you have with

18 the LabGun test kits?

19 A. That was primarily around

20 transportation and logistics to help facilitate

21 getting them to Maryland.

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1 Q. I want to go to Exhibit 96, please.

2 I'm showing you an e-mail from Dan Faoro to

3 Matthew Sherring dated August 12th, 2020.

4 (Exhibit No. 96 marked for identification.)

5 BY MR. COE:

6 Q. It's forwarding an e-mail from

7 Pamela Wood of the Baltimore Sun. On April 12th,

8 2020, Mr. Sherring told you about this contact

9 from the Baltimore Sun to Mr. Faoro; correct?

10 A. I don't recall, Mr. Coe.

11 Q. Do you recall that before the

12 Baltimore Sun August 14th, 2020, article came out,

13 Mr. Sherring contacted you that it was -- to

14 inform you it was coming out?

15 A. No, I do not.

16 Q. Do you recall telling Mr. Sherring

17 to instruct Dan Faoro not to tell Dr. Glass and

18 not to tell Sean Coleman, Counsel for MES?

19 A. On the advice of counsel and

20 pursuant to my legal rights, I respectfully

21 decline to answer that question at this time.

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1 Q. Just to give you the time

2 orientation, I want to show you the Baltimore Sun

3 article dated August 14th, 2020. Do you recall --

4 I'm sure what that -- reading that article when it

5 came out?

6 A. I recall -- I recall -- without

7 scrolling through the article, I don't recall if

8 it was that particular one, but I do recall

9 reading this.

10 Q. You were aware the article came out

11 on August 14th?

12 A. I can't say for certain that I was

13 aware on the 14th, but I was aware of the topic of

14 the article.

15 Q. On August 14th, you had called

16 Dan Faoro to give him talking points to respond to

17 the article; correct?

18 A. I don't recall the timing, Mr. Coe.

19 Q. Do you recall calling Dan Faoro

20 while he was in his car with his family and giving

21 him talking points for a release from MES?

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1 A. I do not.

2 Q. Let's go to the August 14th at 6:16.

3 I'm showing you an e-mail from Dan Faoro to

4 David Nevins, which states -- which is dated

5 August 14th, 2020, at 6:16 p.m. And it states, "I

6 just got off the phone with Matthew who just spoke

7 with Roy. They want to go on the offensive and

8 issue a press release tonight."

9 You did speak with Matthew on August 14th,

10 2020, about going on the offensive and issuing a

11 the press release, didn't you?

12 A. On the advice of counsel, pursuant

13 to my legal rights, I respectfully decline to

14 answer that question at this time.

15 Q. I'm showing you now an e-mail from

16 Dan Faoro to David Nevins dated August 14, 2020,

17 at 7:01 p.m. which says, "I have some talking

18 points from Roy. I'm adding to it and will

19 forward shortly."

20 You did provide Mr. Faoro with talking

21 points; correct?

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1 A. I don't recall, Mr. Coe.

2 Q. And Mr. Nevins was assisting in this

3 effort; is that correct?

4 A. I don't recall, Mr. Coe.

5 Q. When did you first develop a

6 relationship with Mr. Nevins?

7 A. I couldn't tell you exactly, but I'd

8 say within the last couple of years.

9 Q. And he was something you -- he was

10 someone you contacted frequently with respect to

11 public relations matters; correct?

12 A. No, I wouldn't say that.

13 Q. I want to show you Exhibit 97, which

14 is your cell log, and it highlights contacts with

15 Mr. Nevins.

16 (Exhibit No. 97 marked for identification.)

17 BY MR. COE:

18 Q. And I want to show you the

19 highlighted ones, just go through really slow.

20 Show the date.

21 So these are contacts between you and

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1 Mr. Nevins in June of 2020 by your chief of staff

2 for the Governor.

3 Did Mr. Nevins have a contract with the

4 Governor's office for public relations?

5 A. I don't know the answer to that.

6 Q. Why were there so many contacts with

7 you and Mr. Nevins during this period of time?

8 A. You know, I have a friendly

9 relationship with Mr. Nevins, and we communicated.

10 And, you know, as you can see from what's on the

11 screen, that's over a couple of days. But, you

12 know, you asked about frequently. We were not in

13 communication on a daily basis.

14 MR. COE: Okay. Scroll. Just

15 scroll through until you get to August. So these

16 are contacts in July.

17 UNIDENTIFIED SPEAKER: This is all

18 June.

19 MR. COE: Oh, it's still June?

20 UNIDENTIFIED SPEAKER: Yes.

21 BY MR. COE:

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1 Q. These are still contacts in June.

2 A. They appear to be over the same date

3 unless I'm misreading this.

4 Q. There is June 14th, June 15th.

5 A. I don't see the date.

6 Q. There is June 17th.

7 MR. MARCUS: Well, Mr. Coe,

8 scrolling this is -- other than being able to

9 identify a whole lot of highlighting -- is of

10 little utility, because there is no way that

11 anybody could possibly make sense of this in this

12 format. But, you know, we're happy to do the best

13 we can given the circumstances.

14 BY MR. COE:

15 Q. We'll go slowly and then I'll ask

16 him the question.

17 I'm going to show you the August cell log.

18 So go to the 14th. I'm going to show you

19 August 14th. Do you see that entry near the top

20 of the page?

21 A. Yes.

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1 Q. You and Mr. Nevins had frequent

2 contact on August 14th, the day this Sun paper's

3 article came out; correct?

4 A. Mr. Coe, I'm having a difficult time

5 interpreting what's on the screen, so I can't say

6 yes or no to the question.

7 Q. Just answer based on your

8 recollection. Do you recall having frequent

9 contact on August 14th with Mr. Nevins regarding

10 the subject matter of the Sun article?

11 A. Again, I guess frequent is up for

12 definition. I would not have described it as

13 frequent.

14 Q. On August 14th, you and Mr. Sherring

15 were trying to control the content of MES's press

16 release; correct?

17 A. On the advice of counsel, pursuant

18 to my legal rights, I respectfully decline to

19 answer that question at this time.

20 Q. And one of the efforts that you made

21 was to try to highlight the fact that other MES

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<p>1 employees had received severances; correct?</p> <p>2 A. On the advice of counsel, pursuant</p> <p>3 to my legal rights, I respectfully decline to</p> <p>4 answer that question.</p> <p>5 Q. I wanted to ask you some questions</p> <p>6 about your management of MES, and this comes from</p> <p>7 interviews with employees. When you went to the</p> <p>8 MES office, you regularly passed by the front</p> <p>9 entrance and went in the side entrance; correct?</p> <p>10 A. I took the entrance closest to my</p> <p>11 office on a regular basis, Mr. Coe. I did hear</p> <p>12 the testimony of Ms. Wojton, and that was very</p> <p>13 misleading. She used the same entrance I did.</p> <p>14 Q. And when I asked you the question,</p> <p>15 do you use the side entrance, that meant -- your</p> <p>16 answer meant you used the side entrance; correct?</p> <p>17 A. I used all of the entrances. There</p> <p>18 were three to the building, and I used whichever</p> <p>19 one was appropriate for wherever I was going</p> <p>20 inside the building.</p> <p>21 Q. Well, if you were going to your</p>	<p>1 was a reason for that, depending on what business</p> <p>2 I had at any particular time on the calendar.</p> <p>3 What I did routinely do was try to have a telework</p> <p>4 day a week in order to be product -- to be even</p> <p>5 more productive than I could be in the office when</p> <p>6 I was dealing with routine business.</p> <p>7 Q. When you traveled, you generally</p> <p>8 didn't tell other MES employees where you were</p> <p>9 going or how long you would be gone, did you?</p> <p>10 A. Did you say regularly?</p> <p>11 Q. Yes.</p> <p>12 A. Regularly, no. Why would I?</p> <p>13 Q. Who did you tell where you were</p> <p>14 traveling and how long you would be gone?</p> <p>15 A. Well, I reported to our Board of</p> <p>16 Directors routinely in those minutes that you</p> <p>17 referred to, as well as others, what my travels</p> <p>18 typically consisted of and what the purpose was</p> <p>19 and what the value was --</p> <p>20 Q. Are you --</p> <p>21 A. -- to the extent that we could with</p>
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<p>1 office, which was the one closest to your office?</p> <p>2 A. My office was immediately adjacent</p> <p>3 to a side entrance --</p> <p>4 Q. So you used the side entrance --</p> <p>5 A. -- as was Ms. Wojton's.</p> <p>6 Q. -- on a regular basis; correct?</p> <p>7 A. I would say that's fair.</p> <p>8 Q. You did that, according to</p> <p>9 employees, in order to avoid contact with the</p> <p>10 employees; is that correct?</p> <p>11 A. Absolutely not. Absolutely not.</p> <p>12 Q. Did you direct employees to contact</p> <p>13 you primarily by text message?</p> <p>14 A. Not that I recall, although I</p> <p>15 frequently communicated by text and phone calls</p> <p>16 and occasionally by e-mail.</p> <p>17 Q. Before -- even before the pandemic</p> <p>18 closed the office, you regularly worked remotely,</p> <p>19 including for many days in a row; correct?</p> <p>20 A. No, I don't believe that's correct,</p> <p>21 but I will say there may be exceptions where there</p>	<p>1 the time we had.</p> <p>2 Q. Are you saying, Mr. McGrath, that</p> <p>3 you regularly reported to the Board of Directors</p> <p>4 on your travel?</p> <p>5 A. Yes.</p> <p>6 Q. I want to show you Exhibit 98.</p> <p>7 (Exhibit No. 98 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. Mr. McGrath, Exhibit 98 is the</p> <p>10 July 22nd, 2020, e-mail from Beth Wojton to</p> <p>11 members of the Board.</p> <p>12 Have you seen that document before?</p> <p>13 A. Only in the hearings that were held.</p> <p>14 I didn't see it outside of that.</p> <p>15 Q. So you have seen it before?</p> <p>16 A. I believe so, yes.</p> <p>17 Q. Did someone at MES forward it to</p> <p>18 you?</p> <p>19 A. Not that I recall.</p> <p>20 Q. Where did you get to see it?</p> <p>21 A. It was in one of the hearings that</p>

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<p>1 the committee held. I can't say for certain if it</p> <p>2 was shared otherwise, but I do recall seeing it at</p> <p>3 the hearing.</p> <p>4 Q. In it, Ms. Wojton reports that she</p> <p>5 was unofficially told that the legislative</p> <p>6 auditors notified a finance group member that an</p> <p>7 anonymous complaint was received about the</p> <p>8 director's spending.</p> <p>9 "I was unofficially told that the agency was</p> <p>10 directed to investigate the allegation. I do not</p> <p>11 know the results of the investigation, but</p> <p>12 obviously this needs to be divulged to the</p> <p>13 auditors."</p> <p>14 When you were director of MES, did you know</p> <p>15 that Ms. Wojton was told that the legislative</p> <p>16 auditors notified a finance group member that a</p> <p>17 complaint had been made about your spending?</p> <p>18 MR. MARCUS: Could you try that</p> <p>19 question again?</p> <p>20 THE WITNESS: Yep, I wasn't</p> <p>21 following either.</p>	<p>1 A. I don't recall who the letter went</p> <p>2 to, Mr. Coe.</p> <p>3 Q. Who notified you?</p> <p>4 A. As far as I can recall, I believe</p> <p>5 our CFO let me know.</p> <p>6 Q. Mr. Harris?</p> <p>7 A. That's right.</p> <p>8 Q. And you told Mr. Harris that you</p> <p>9 would take care of it; correct?</p> <p>10 A. I'm sorry. Can you repeat that?</p> <p>11 Q. When Mr. Harris told you of the</p> <p>12 anonymous complaint reported by the auditors, you</p> <p>13 told Mr. Harris that you would take care of it,</p> <p>14 right?</p> <p>15 A. I'm not sure I understand the</p> <p>16 question. But no, I did not tell Mr. Harris I</p> <p>17 would take care of it, certainly not that I</p> <p>18 recall.</p> <p>19 Q. Okay. Did you understand that the</p> <p>20 auditors had directed the agency to investigate</p> <p>21 the allegation?</p>
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<p>1 BY MR. COE:</p> <p>2 Q. When you were director of MES,</p> <p>3 Mr. McGrath, did you know that the legislative</p> <p>4 auditors notified a finance group member of MES</p> <p>5 that a complaint had been made about your</p> <p>6 spending?</p> <p>7 A. I can't say for certain, Mr. Coe,</p> <p>8 that your statement's correct. I don't know that</p> <p>9 it referred to any particular individual's</p> <p>10 spending. But there was an anonymous complaint</p> <p>11 shared by the Office of the Legislative Auditors</p> <p>12 that had a reference to that in it as I recall.</p> <p>13 Q. When did that occur?</p> <p>14 A. It was around the time of our audit</p> <p>15 concluding, which would have been in</p> <p>16 October/November of last year if my memory serves</p> <p>17 me.</p> <p>18 Q. So sometime in the fall of 2019?</p> <p>19 A. I believe so.</p> <p>20 Q. And who was the -- who did the</p> <p>21 legislative auditors notify?</p>	<p>1 A. If you have the letter, I could</p> <p>2 confirm that, but absent the letter, my</p> <p>3 recollection was that they put it to the attention</p> <p>4 of our finance office. They said this is</p> <p>5 something that MES may want to investigate, look</p> <p>6 into. I don't remember what the language was.</p> <p>7 And as best I recall, that was done by our finance</p> <p>8 department. And as far as I knew reported up into</p> <p>9 Ms. Wojton, who oversaw finance.</p> <p>10 Q. And what's the basis of your</p> <p>11 knowledge that the investigation was done?</p> <p>12 A. Mr. Harris and I had a conversation</p> <p>13 about it, and he advised me that it would be</p> <p>14 considered and looked into, and there would be a</p> <p>15 disposition of it.</p> <p>16 Q. Did he ever -- did he ever give you</p> <p>17 a report of the investigation?</p> <p>18 A. He gave me a verbal update on it and</p> <p>19 said based on the facts at hand, there didn't</p> <p>20 appear to be merit to investigate it any further</p> <p>21 than what efforts he had already made, which he</p>

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<p>1 indicated that he'd look into, and that, I</p> <p>2 believe, tabled the matter for the time being.</p> <p>3 Q. Did Mr. Harris tell you what he did</p> <p>4 to investigate the allegation?</p> <p>5 A. I just recall him saying that he</p> <p>6 would look into it.</p> <p>7 Q. Did he tell you anything about the</p> <p>8 substance of what he investigated?</p> <p>9 A. Not that I recall.</p> <p>10 Q. Did he tell you whose expenses he</p> <p>11 examined?</p> <p>12 A. Again, Mr. Coe, it's a year ago, and</p> <p>13 the answer is, I don't recall.</p> <p>14 Q. Did he tell you whether he examined</p> <p>15 your expenses?</p> <p>16 A. He was familiar with my expenses</p> <p>17 since he was the person who would accumulate,</p> <p>18 review and approve them. And he expressed to me</p> <p>19 he didn't see any merit in his complaint, which</p> <p>20 goes back to my expenses.</p> <p>21 Q. Did you finish your answer, sir?</p>	<p>1 Q. This is a text message from you to</p> <p>2 Mr. Addison on July 24th, 2020. You say, "Hey,</p> <p>3 Billy. I just heard about the letter." You're</p> <p>4 referring to Beth Wojton's July 22nd letter;</p> <p>5 correct?</p> <p>6 A. On the advice of counsel, pursuant</p> <p>7 to my legal rights, I respectfully decline to</p> <p>8 answer that question.</p> <p>9 MR. COE: Go to the next one.</p> <p>10 BY MR. COE:</p> <p>11 Q. This is a text message on the same</p> <p>12 date to Dick Streett, another MES Board member.</p> <p>13 You're referring again to Ms. Wojton's letter;</p> <p>14 correct?</p> <p>15 A. I believe that's correct, Mr. Coe.</p> <p>16 Q. And did you discuss that with</p> <p>17 Ms. -- with Mr. Streett?</p> <p>18 A. That, I don't recall.</p> <p>19 Q. Did you discuss the letter with</p> <p>20 Mr. Addison?</p> <p>21 A. I do not recall.</p>
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<p>1 A. I did.</p> <p>2 Q. You said he knew about your</p> <p>3 expenses, but earlier we reviewed a number of</p> <p>4 expense reports submitted by you that you approved</p> <p>5 of.</p> <p>6 Did he tell you whether he investigated</p> <p>7 those?</p> <p>8 A. No. The answer to your question is</p> <p>9 no. I think showed a few examples. I suspect</p> <p>10 there was a bona fide reason why those were</p> <p>11 handled that way. But no, he did not as part of</p> <p>12 this conversation.</p> <p>13 Q. What was the bona fide reason why</p> <p>14 you handled your own expenses, approved your own</p> <p>15 expenses, Mr. McGrath?</p> <p>16 A. On the advice of counsel, pursuant</p> <p>17 to my legal rights, I'm going to respectfully</p> <p>18 decline to answer that question at this time.</p> <p>19 Q. I want to show you Exhibit 99.</p> <p>20 (Exhibit No. 99 marked for identification.)</p> <p>21 BY MR. COE:</p>	<p>1 Q. Are you aware that MES hired outside</p> <p>2 auditors to, among other things, examine your</p> <p>3 expenses?</p> <p>4 A. I'm aware that we had a standing</p> <p>5 contract with an auditor to routinely review MES</p> <p>6 expenses and other financial records and -- only</p> <p>7 through information that was shared with me that I</p> <p>8 understand that they did a review of expenses that</p> <p>9 have been submitted.</p> <p>10 Q. Have you ever seen the audit report?</p> <p>11 A. I have not that I recall.</p> <p>12 Q. So I'm going to show you</p> <p>13 Exhibit 100.</p> <p>14 (Exhibit No. 100 marked for identification.)</p> <p>15 BY MR. COE:</p> <p>16 Q. Mr. McGrath, this is an audit report</p> <p>17 by RSM regarding expense reports of certain</p> <p>18 managing directors at MES, and the attachment to</p> <p>19 the report, Attachment B, this is an audit report</p> <p>20 of exceptions just with respect to your \$55,000</p> <p>21 expense reimbursement on June 4th, 2020. And it</p>

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<p>1 shows that 89 of 269 individual items were</p> <p>2 requests for more than the appropriate amount</p> <p>3 based on policy.</p> <p>4 A. Is that the line, Mr. Coe, that says</p> <p>5 totaling \$3,600?</p> <p>6 Q. That's correct.</p> <p>7 A. Okay.</p> <p>8 Q. It shows that you didn't use state</p> <p>9 service contracts when booking hotels or flights</p> <p>10 on 106 of 289 [sic] individual items.</p> <p>11 It shows that you did not submit expenses</p> <p>12 within five days of incurring the expense while on</p> <p>13 travel in 69 of 269 items.</p> <p>14 It shows your expenses not listed as an</p> <p>15 acceptable expense within policies provided on 29</p> <p>16 of 269 items.</p> <p>17 It shows a receipt or applicable support was</p> <p>18 not provided on reimbursement submission on 52 of</p> <p>19 269.</p> <p>20 And it showed that you submitted the expense</p> <p>21 for reimbursement after leaving the service on 69</p>	<p>1 pursuant to my legal rights, I respectfully</p> <p>2 decline to answer that question.</p> <p>3 Q. When was the last time that you</p> <p>4 communicated with Governor Hogan?</p> <p>5 A. It would have been on the -- on the</p> <p>6 date my resignation was announced, which I believe</p> <p>7 was August the 20th.</p> <p>8 Q. That last part of your answer was</p> <p>9 muffled. I couldn't hear it.</p> <p>10 A. I said I believe, but without</p> <p>11 looking at a calendar, it was August the 20th, on</p> <p>12 the day I re- --</p> <p>13 MR. COE: That's my questions,</p> <p>14 Mr. Chairs. I'll turn it back to you.</p> <p>15 MR. LAM: Chairman Barron, do you</p> <p>16 want to start?</p> <p>17 DELEGATE BARRON: I actually think</p> <p>18 Mr. Coe has been pretty comprehensive, much like</p> <p>19 last week, so I don't have any further questions.</p> <p>20 Perhaps you or maybe other Committee members.</p> <p>21 SENATOR LAM: Sure. Any other</p>
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<p>1 of 269.</p> <p>2 Did you believe that when you were director</p> <p>3 of MES that you did not have to comply with MES</p> <p>4 expense reimbursement policies?</p> <p>5 A. On the advice of counsel, pursuant</p> <p>6 to my legal rights, I respectfully decline to</p> <p>7 answer that question at this time, Mr. Coe.</p> <p>8 Q. Mr. Sherring -- Mr. McGrath, when</p> <p>9 was the last time that you communicated with</p> <p>10 Mr. Sherring?</p> <p>11 A. I'd say within the last week.</p> <p>12 Did you hear my answer, Mr. Coe?</p> <p>13 Q. I did not hear your answer, sir. I</p> <p>14 don't know what happened there.</p> <p>15 A. I said that I would say sometime</p> <p>16 within the last week. It's been a number of days,</p> <p>17 but within the last week.</p> <p>18 Q. Okay. Did you communicate with</p> <p>19 Mr. Sherring about his testimony or your testimony</p> <p>20 before this Committee?</p> <p>21 A. On the advice of my counsel,</p>	<p>1 Committee members have questions?</p> <p>2 (No response.)</p> <p>3 SENATOR LAM: Okay. I do have some</p> <p>4 questions myself. I do appreciate the line of</p> <p>5 questions from Mr. Coe.</p> <p>6 EXAMINATION</p> <p>7 BY SENATOR LAM:</p> <p>8 Q. I had some questions to follow up</p> <p>9 on, Mr. McGrath, your involvement in the</p> <p>10 procurement of the South Korean tests. And I know</p> <p>11 that you had stated that your involvement was</p> <p>12 somewhat limited.</p> <p>13 I think it is important for us to see and</p> <p>14 understand what your involvement was because there</p> <p>15 was -- because this took place during your time at</p> <p>16 MES, and I'd like to actually include this, some</p> <p>17 material that we're bringing forward that if I</p> <p>18 could share my screen to Committee staff.</p> <p>19 UNIDENTIFIED SPEAKER: You should be</p> <p>20 good.</p> <p>21 BY SENATOR LAM:</p>

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<p>1 Q. So Mr. McGrath, this is the actual</p> <p>2 clip from that press conference that Governor</p> <p>3 Hogan referenced as to your involvement with the</p> <p>4 procurement of the South Korean testing. I just</p> <p>5 want to be clear. This is while you were at --</p> <p>6 still as the director of Maryland Environmental</p> <p>7 Service at MES.</p> <p>8 "And I want to personally thank</p> <p>9 President Moon Jae-in, Prime Minister Chung,</p> <p>10 Ambassador Lee, and Prime Minister Hong, the</p> <p>11 Director for Public Diplomacy, at the Ministry of</p> <p>12 Foreign Affairs, who is here representing the</p> <p>13 Republic of Korea today and who was there with us</p> <p>14 at BWI on Saturday.</p> <p>15 I also want to thank LabGenomics who</p> <p>16 developed and produced the tests, Samsung SDS for</p> <p>17 the logistical support, Korea Air for this very</p> <p>18 special charter flight, the Korea Trade Investment</p> <p>19 Promotion Agency, John S. Connor, Global</p> <p>20 Logistics, and our entire Operation Enduring</p> <p>21 Friendship team here in Maryland, especially Roy</p>	<p>1 with some of the supply chain and logistical</p> <p>2 challenges that surrounded what was a very urgent</p> <p>3 meeting and a complicated process of getting the</p> <p>4 tests that the state required from South Korea to</p> <p>5 Maryland, doing it in a safe way where it was not</p> <p>6 someone obscured by other parties, and that's --</p> <p>7 that was what I did.</p> <p>8 Q. So why did he credit you with</p> <p>9 spearheading this effort then? You say that</p> <p>10 that's a hyperbole?</p> <p>11 A. No, I'm not saying it's hyperbole.</p> <p>12 You have to keep in mind that this press</p> <p>13 conference was held, I believe, one or two days</p> <p>14 after the arrival of the Korea Air flight with all</p> <p>15 of the cargo on board at BWI Airport. And I</p> <p>16 played a -- not insignificant role in helping to</p> <p>17 facilitate the logistics for that process. But it</p> <p>18 is without question that my former colleagues at</p> <p>19 the Department of General Service and the</p> <p>20 Department of Health and others were the critical</p> <p>21 people, not only in finding and evaluating and</p>
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<p>1 McGrath, director of the MES, who spearheaded our</p> <p>2 efforts, along with Secretary Ellington Churchill</p> <p>3 and the Department of General Services, Deputy</p> <p>4 Secretary Fran Phillips and the Maryland</p> <p>5 Department of Health."</p> <p>6 So I just want to be very clear in</p> <p>7 understanding what your involvement was in</p> <p>8 procuring these tests. You were listed first,</p> <p>9 before Secretary Churchill, before Deputy</p> <p>10 Secretary Fran Phillips and cited as someone who</p> <p>11 had spearheaded the procurement of these</p> <p>12 LabGenomics tests.</p> <p>13 Can you be very clear about what your</p> <p>14 involvement was? What did you actually do to</p> <p>15 assist in the procurement of these tests?</p> <p>16 A. Again, Senator Lam, as I said</p> <p>17 earlier when Mr. Coe posed the question, I think</p> <p>18 Governor Hogan was very generous in his praise of</p> <p>19 me and the work that I did.</p> <p>20 But to be specific to your question in my</p> <p>21 response, my role, again, was to help facilitate</p>	<p>1 purchasing the test kits, but ultimately enabling</p> <p>2 them to get here and help us save Marylanders'</p> <p>3 lives.</p> <p>4 Q. Why was your role so critical to</p> <p>5 this effort? After all, you were the director of</p> <p>6 the Maryland Environmental Service at the time.</p> <p>7 This is a health-related procurement.</p> <p>8 A. It is and it isn't in a sense that a</p> <p>9 logistical challenge like the one that we thought</p> <p>10 was very possibly related to getting the test kits</p> <p>11 here was really a project management issue. And I</p> <p>12 spent decades doing project management and doing</p> <p>13 it successfully in different capacities. And so I</p> <p>14 believe that's why Governor Hogan tasked me to</p> <p>15 help specifically getting that facilitated.</p> <p>16 We also had as data points the fact that</p> <p>17 other states have tried to do similar things with</p> <p>18 PPE and other types of healthcare units, and those</p> <p>19 have been interfered with.</p> <p>20 So the Governor, Governor Hogan, I think</p> <p>21 rightly so, wanted to make sure we did all that we</p>

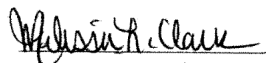
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<p>1 could in order to make sure that the test kits</p> <p>2 that they acquired got here.</p> <p>3 Q. Okay. And most recently, Acting</p> <p>4 Secretary Schrader had contended that these tests</p> <p>5 were clunky and that he acknowledged that the</p> <p>6 tests actually had to be returned back to South</p> <p>7 Korea at an additional 2.5 million dollars at</p> <p>8 taxpayers' expense, so that we could receive tests</p> <p>9 that actually worked and could be used in the lab.</p> <p>10 Now, it was put forward in this Washington</p> <p>11 Post article that I think you saw earlier as part</p> <p>12 of Mr. Coe's exhibits. Are you familiar with this</p> <p>13 article? Have you read it?</p> <p>14 A. I believe we covered this earlier,</p> <p>15 and I believe I'm familiar with that article.</p> <p>16 Q. Is there anything in the article</p> <p>17 that you contend is incorrect?</p> <p>18 A. I couldn't answer that at the</p> <p>19 moment, Senator Lam. I'm happy to go back and</p> <p>20 take another look at it, and if there is some</p> <p>21 feedback, I can share it for you with the</p>	<p>1 Q. What's your understanding of the</p> <p>2 problems with these tests since you were Chief of</p> <p>3 Staff at the time?</p> <p>4 A. Again, I don't think it's a question</p> <p>5 of problems with the tests. As Governor Hogan</p> <p>6 himself has said, there was an opportunity to</p> <p>7 secure a better testing solution through</p> <p>8 LabGenomics and the state took advantage.</p> <p>9 Q. Okay. And back in May at a hearing</p> <p>10 before Education Health and Environmental Affairs,</p> <p>11 Secretary Churchill was asked about the components</p> <p>12 of the tests, and he had cited the fact that each</p> <p>13 test kit had a catalog number as you see right</p> <p>14 here on the far left. And I actually at the time</p> <p>15 had asked him this question. I did not know at</p> <p>16 the time that the State's first batch had already</p> <p>17 been swapped.</p> <p>18 At the time the secretary declined to tell</p> <p>19 the Committee what the state was missing, nor did</p> <p>20 he inform the Committee that the initial tests</p> <p>21 received did not match the approved catalog number</p>
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<p>1 Committee. I'm happy to do so.</p> <p>2 Q. Were you aware at the time that you</p> <p>3 were either the director of MES or as the Chief of</p> <p>4 Staff to the Governor that there were concerns and</p> <p>5 problems with these tests, that they could not be</p> <p>6 used, and that they had to be returned back to</p> <p>7 South Korea at another cost of 2.5 million</p> <p>8 dollars?</p> <p>9 A. I wouldn't define them as problems,</p> <p>10 Senator Lam, but I'd have to defer to the</p> <p>11 Department of Health when it comes to the clinical</p> <p>12 efficacy of the tests. That's outside of my area</p> <p>13 of expertise.</p> <p>14 Q. So that was your understanding as to</p> <p>15 what was wrong with these tests, that there was</p> <p>16 some clinical efficacy problems, and is that how</p> <p>17 they were characterized most recently by Secretary</p> <p>18 Schrader as being clunky?</p> <p>19 A. No, sir. That's not what I said. I</p> <p>20 said I'd have to defer to the Department on that</p> <p>21 question.</p>	<p>1 as you see here on the far right. These two</p> <p>2 numbers did not match. And additionally, at the</p> <p>3 time Deputy Secretary Phillips told the COVID-19</p> <p>4 legislative work group that the tests were not</p> <p>5 missing any components.</p> <p>6 You were the Chief of Staff to the Governor</p> <p>7 at the time that the Committee had its hearing up</p> <p>8 to a few days prior to the hearing with Deputy</p> <p>9 Secretary Phillips. Why did this information</p> <p>10 about the swapping of the tests and the fact that</p> <p>11 these components did not match, why was this not</p> <p>12 disclosed in the General Assembly when there was a</p> <p>13 hearing about this back in May?</p> <p>14 Can you speak to that?</p> <p>15 A. I cannot unfortunately, Senator.</p> <p>16 Again, I'd refer you to the experts on the topic,</p> <p>17 which would be at General Services and the</p> <p>18 Department of Health, really primarily the</p> <p>19 Department of Health.</p> <p>20 Q. So the Department of Health has</p> <p>21 declined to answer a lot of these questions, and</p>

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<p>1 since you were the former Chief of Staff, I</p> <p>2 presume that you had some knowledge about why</p> <p>3 these tests were sent back.</p> <p>4 Was any effort made to have LabGenomics send</p> <p>5 us the proper tests without having to spend</p> <p>6 another 2.5 million dollars to swap them?</p> <p>7 A. Again, I'm not sure I can agree with</p> <p>8 the premise of the question. You said to send us</p> <p>9 proper tests. LabGenomics, to the best of my</p> <p>10 knowledge, sent proper tests, and then they were</p> <p>11 subsequently replaced with a newer version.</p> <p>12 Q. Then why did we not build into the</p> <p>13 contract that we would receive the newer version,</p> <p>14 which was only about a month later, at no</p> <p>15 additional cost since you were involved in the</p> <p>16 procurement?</p> <p>17 A. Well, yeah, again, I wouldn't</p> <p>18 describe it as involved in the procurement. It</p> <p>19 depends on how you define procurement. I was not</p> <p>20 involved in purchasing these. I was involved in,</p> <p>21 again, the supply chain part of it. But to answer</p>	<p>1 A. With respect to who all participated</p> <p>2 in the calls, I would think that that could be</p> <p>3 ascertained from taking a look at the meeting</p> <p>4 invitations.</p> <p>5 From what I'm reading on here, it was -- the</p> <p>6 bottom one was an invitation from former Chief of</p> <p>7 Staff Clark. I'm just trying to work through this</p> <p>8 here, Senator. But in terms of what was</p> <p>9 discussed, I can at least address that part of it.</p> <p>10 The agenda outlines it pretty clearly. This</p> <p>11 was a very laborious effort on behalf of the</p> <p>12 administration in order to do everything that we</p> <p>13 could to facilitate as much COVID testing in a</p> <p>14 thoughtful and quick way as possible, subject to</p> <p>15 the strategic plan that the Governor laid out for</p> <p>16 how we would approach COVID-19 testing.</p> <p>17 Q. And I guess my final question then</p> <p>18 is, Acting Secretary Schrader had told the Board</p> <p>19 of Publics Works that "we were under pressure"</p> <p>20 when negotiating with LabGenomics. And you were,</p> <p>21 obviously, part of those negotiations because they</p>
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<p>1 your question, I don't know why or what the</p> <p>2 process is of General Services for contracting</p> <p>3 under the emergency procurements when it comes to</p> <p>4 the specifics of the question that you just asked.</p> <p>5 Q. I'm sorry, you see Acting Secretary</p> <p>6 Schrader told the Board of Public Works recently</p> <p>7 that he was only just recently aware of some of</p> <p>8 the issues that the lab -- this slide shows the</p> <p>9 agendas that were obtained by the Washington Post</p> <p>10 for calls about testing capacity and deployment.</p> <p>11 It looks like you and Acting Secretary</p> <p>12 Schrader were on the agenda for these calls, and</p> <p>13 these calls were scheduled for May 11th, May 13th</p> <p>14 and 14th, which is relevant because Acting</p> <p>15 Secretary Schrader told the Board of Public Works</p> <p>16 the decisions about returning the first batch of</p> <p>17 tests occurred back in early May.</p> <p>18 Since you were on the agenda for these</p> <p>19 calls, can you provide any insight on who else</p> <p>20 participated in these calls and what was discussed</p> <p>21 in relation to these tests?</p>	<p>1 occurred while you were director of MES.</p> <p>2 Was the pressure that Acting Secretary</p> <p>3 Schrader -- referring to the concern from the</p> <p>4 Governor's office about the public learning that</p> <p>5 the initial batch of tests that landed at BWI had</p> <p>6 to be returned and subsequently resent new tests</p> <p>7 at additional taxpayer expense. Was that the</p> <p>8 pressure or concern that you and others who were</p> <p>9 involved in the procurement of this were concerned</p> <p>10 about?</p> <p>11 A. I don't know what pressure Secretary</p> <p>12 Schrader was referring to. That question is</p> <p>13 better posed to him, but I could tell you from my</p> <p>14 own perspective the pressure involved was in order</p> <p>15 to get as much COVID testing in a responsible way,</p> <p>16 as responsible and effective way as possible so we</p> <p>17 could save Marylanders' lives. And that's not --</p> <p>18 that's not a hyperbole or an overstatement. That</p> <p>19 is what we were trying to do.</p> <p>20 This was a life or death critical matter</p> <p>21 that since March was on everyone's plate, and this</p>

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<p>1 was Maryland's very effective and coordinated</p> <p>2 response to it.</p> <p>3 Q. Were you aware at the time that none</p> <p>4 of the original tests that were shipped were</p> <p>5 actually used on patients, that they were only</p> <p>6 used for calibration purposes and tried to -- in</p> <p>7 trying to use them in the lab before they all had</p> <p>8 to be returned back?</p> <p>9 A. I don't recall the particulars of,</p> <p>10 sort of, that clinical aspect of this</p> <p>11 conversation, Senator.</p> <p>12 Q. The last question, not related to</p> <p>13 this. Mr. Sherring was really new at the time in</p> <p>14 the organization, MES. But not long after he</p> <p>15 arrived as a staff person at MES that he</p> <p>16 immediately started going on trips with you,</p> <p>17 oftentimes as the only MES staffer.</p> <p>18 Was there a reason he was so integral to</p> <p>19 your work at MES?</p> <p>20 A. My answer to that, Senator, would be</p> <p>21 that Mr. Sherring was doing his job.</p>	<p>1 Q. Okay. Were there any many -- were</p> <p>2 there any other staffers at MES that took trips in</p> <p>3 conjunction with ones that you had taken to this</p> <p>4 number or degree as Mr. Sherring that you recall?</p> <p>5 A. Do you mind repeating that question</p> <p>6 one more time? I'm not sure I quite --</p> <p>7 Q. Was there any other staffer at MES,</p> <p>8 during your tenure as the director there, that</p> <p>9 took as many trips with you as Mr. Sherring?</p> <p>10 A. I couldn't say for sure. I don't</p> <p>11 think so. But again, no other staffer had the</p> <p>12 responsibilities that Mr. Sherring had, which were</p> <p>13 directly relevant to the efforts that we</p> <p>14 undertook.</p> <p>15 SENATOR LAM: Okay. All right.</p> <p>16 Thank you, Mr. McGrath. No further questions.</p> <p>17 Any other questions from the</p> <p>18 Committee.</p> <p>19 Delegate Korman?</p> <p>20 EXAMINATION</p> <p>21 BY DELEGATE KORMAN:</p>
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<p>1 Q. Did you ask him to come -- you asked</p> <p>2 him to come on all of these trips that he attended</p> <p>3 with you?</p> <p>4 A. I wouldn't say that I asked him to</p> <p>5 come on trips. That was a core function of</p> <p>6 Mr. Sherring's job for MES. His job initially was</p> <p>7 strategic partnership executive and later he took</p> <p>8 on additional responsibilities, including</p> <p>9 oversight of our entire partnerships operation and</p> <p>10 engaging with stakeholders, internally and</p> <p>11 externally, was a key critical component of his</p> <p>12 work.</p> <p>13 Q. I apologize if I missed this</p> <p>14 earlier, but did he report directly to you?</p> <p>15 A. He did from, I believe, October of</p> <p>16 last year on. Prior to that, he reported to</p> <p>17 Ms. Wojton. No, pardon me. Prior to that, he</p> <p>18 reported to Mr. Pennington, who was the head of</p> <p>19 strategic partnerships. And then immediately</p> <p>20 prior to that, he reported to Ms. Wojton as I</p> <p>21 recall.</p>	<p>1 Q. Thank you. Just a brief question</p> <p>2 about your successor at MES.</p> <p>3 Did you help with the selection of your</p> <p>4 successor at MES?</p> <p>5 A. I guess -- Hi, Delegate Korman.</p> <p>6 Nice to see you.</p> <p>7 I had a role in it as Chief of Staff in</p> <p>8 terms of working with the MES office. I would</p> <p>9 call it relatively routine for those types of</p> <p>10 placement. The Chief of Staff was involved in</p> <p>11 helping aggregate and put forward recommendations</p> <p>12 to the Governor for key positions in the</p> <p>13 administration, and that was one of them.</p> <p>14 Q. And aside from your role as Chief of</p> <p>15 Staff, obviously, as the former director of MES,</p> <p>16 did you have some interaction with the incoming</p> <p>17 director?</p> <p>18 A. We did. We did. I certainly filled</p> <p>19 an obligation to my successor to be available and</p> <p>20 responsive to him. And certainly I remember being</p> <p>21 candid, more so maybe than other positions,</p>

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<p>1 because I had institutional knowledge that others</p> <p>2 didn't have that could be helpful to him.</p> <p>3 So I tried to make myself as available as</p> <p>4 possible despite the fact that I was taking on</p> <p>5 this big new jobs and there were a lot of demands.</p> <p>6 Q. And do you recall in your</p> <p>7 conversations with Dr. Glass informing him that</p> <p>8 certain employees at MES were quote/unquote</p> <p>9 untouchable?</p> <p>10 A. No, I don't. And I've read that</p> <p>11 term used, and that word certainly didn't come out</p> <p>12 of my mouth. I don't use that kind of language.</p> <p>13 Some of the language I've seen reported troubles</p> <p>14 me. There was a text message talking about one</p> <p>15 employee disobeying another. Those are not words</p> <p>16 that I use, and that wasn't attributed to me. I'm</p> <p>17 just trying to make a point. There were no</p> <p>18 untouchable employees.</p> <p>19 Dr. Glass and I did have a conversation</p> <p>20 about various staff that were closed in with the</p> <p>21 Office of the Director. And, you know, I shared</p>	<p>1 can't say for sure where I heard that word, but</p> <p>2 that word troubled me because that certainly isn't</p> <p>3 a word that I use.</p> <p>4 Q. And did you ever communicate with</p> <p>5 Dr. Glass via text message?</p> <p>6 A. Yes.</p> <p>7 Q. And do you recall how you</p> <p>8 characterized the position as MES director or CEO</p> <p>9 as you would stylize it?</p> <p>10 A. I presume you're referring to a</p> <p>11 cushy gig (phonetic) comment. That was a little</p> <p>12 bit of a euphemism just to get the point across.</p> <p>13 We're in the big leagues. You know, Dr. Glass and</p> <p>14 I had had a friendly relationship, and I'm sure as</p> <p>15 many of you do to the people that you're friendly</p> <p>16 with, sometimes you take a little liberty in how</p> <p>17 you describe things. But I think by and large,</p> <p>18 our communications were very professional.</p> <p>19 Q. And as counsel went over very well,</p> <p>20 you referred to yourself as CEO. Is Dr. Glass the</p> <p>21 CEO at MES?</p>
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<p>1 insight with him about those positions.</p> <p>2 Q. Is it possible he was paraphrasing</p> <p>3 you and you might have used a different word?</p> <p>4 A. I could. I don't know.</p> <p>5 Q. So you're saying that Dr. Glass has</p> <p>6 a mistaken recollection of your comments to him</p> <p>7 about a couple of employees at MES?</p> <p>8 A. No, I'm not saying that because I</p> <p>9 don't recall his statement. I'm just saying that</p> <p>10 the conversation he and I had was around the</p> <p>11 people who work closely with the director and what</p> <p>12 their effectiveness was, how their -- you know,</p> <p>13 for him to be able to get up to speed as quickly</p> <p>14 as possible, who he could go -- who he could look</p> <p>15 to to help him.</p> <p>16 Q. A moment ago you said that you saw</p> <p>17 -- that you had read that. So did you read that</p> <p>18 statement that I referenced a few moments about,</p> <p>19 quote/unquote, untouchable?</p> <p>20 A. I don't -- I believe I saw it on a</p> <p>21 -- I may have seen it in one of the hearings. I</p>	<p>1 A. You'd have to ask him that. CEO,</p> <p>2 Chief Executive Officer --</p> <p>3 Q. So at no time did you determine what</p> <p>4 his title would be as the incoming head of MES?</p> <p>5 A. Well, the title -- the formal title</p> <p>6 was in statutes, but I heard this conversation</p> <p>7 about the term CEO. CEO stands for Chief</p> <p>8 Executive Officer. Not to be too rudimentary</p> <p>9 here, but that is a role, and that is the role</p> <p>10 that the director of the organization fills.</p> <p>11 The problem with director, and I share this</p> <p>12 constructively as you consider the future of MES,</p> <p>13 is that director, in most people's vocabulary that</p> <p>14 are the type that MES would view it as, is a mid-</p> <p>15 to low-level manager position.</p> <p>16 So it was misleading in a lot of cases to</p> <p>17 put the title director on something, they didn't</p> <p>18 understand you run the organization. So Chief</p> <p>19 Executive Officer is that role, as is chairman,</p> <p>20 since they're one and the same for that particular</p> <p>21 position. And for purposes of clarity, I chose to</p>

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<p>1 use all three depending on the circumstances.</p> <p>2 Q. Thank you. But you do not recall</p> <p>3 specifically instructing that Dr. Glass would not</p> <p>4 be referred to as CEO?</p> <p>5 A. I don't recall specifically</p> <p>6 referring to him not being called that. There was</p> <p>7 a communication from Matthew Sherring about the</p> <p>8 organization chart, and some changes have been</p> <p>9 made to it that were not appropriate, using</p> <p>10 Lieutenant Governor and some other things. And I</p> <p>11 think as part of that he asked me about the CEO</p> <p>12 title, and I said that it was not -- I was trying</p> <p>13 to communicate that it wasn't routine to use that</p> <p>14 title in those formats. And that was the message</p> <p>15 that I was trying to get across, not that he could</p> <p>16 or couldn't, that was up to him.</p> <p>17 DELEGATE KORMAN: Thank you,</p> <p>18 Mr. McGrath. Thank you, Mr. Chairs.</p> <p>19 SENATOR LAM: Thank you, Delegate</p> <p>20 Korman.</p> <p>21 If there are no other questions, we</p>	<p>1 Committee can make inferences about their answers</p> <p>2 or non-answers as they see fit, but it's very</p> <p>3 troublesome.</p> <p>4 We would have liked to have heard</p> <p>5 more from both witnesses, but I look forward to</p> <p>6 convening with the Committee further to see where</p> <p>7 we go from here. Thank you.</p> <p>8 SENATOR LAM: Thank you, Chairman</p> <p>9 Barron.</p> <p>10 I echo some of the similar concerns.</p> <p>11 I am concerned about the contraindication -- the</p> <p>12 contradictions, rather, that I've been hearing as</p> <p>13 part of these proceedings today. We have a duty</p> <p>14 to hold people accountable, and yet we hear on one</p> <p>15 hand Mr. McGrath has known Governor Hogan since</p> <p>16 the 1990s, but can't acknowledge if the Governor</p> <p>17 is a personal friend or even acknowledge, you</p> <p>18 know, what title that he had within MES.</p> <p>19 We have a contradiction in that it's</p> <p>20 become clear from the expenses that Mr. McGrath</p> <p>21 accumulated over just three years as head of this</p>
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<p>1 can proceed to closing remarks.</p> <p>2 Chairman Barron, do you have any</p> <p>3 remarks.</p> <p>4 DELEGATE BARRON: Thank you,</p> <p>5 Mr. Chair, just briefly.</p> <p>6 I mean, it seems to me we've heard a</p> <p>7 lot of evidence about large unwarranted,</p> <p>8 unprecedented payouts for a lateral move within</p> <p>9 state government. That evidence, I haven't heard</p> <p>10 much of any opposition to that or anything to</p> <p>11 counter that evidence. A lot of evidence about</p> <p>12 improper expenses and travel, not much, if any,</p> <p>13 explanation for those expenses. Not much to</p> <p>14 oppose much of the evidence that this Committee</p> <p>15 has gathered. And a lot of evidence from</p> <p>16 witnesses, previous witnesses and, you know, just</p> <p>17 really kind of a bad and toxic environment at this</p> <p>18 state agency.</p> <p>19 Again, not many answers from the two</p> <p>20 individuals who appear to be at the center of all</p> <p>21 of this, Mr. McGrath and Mr. Sherring. And the</p>	<p>1 agency, globetrotting throughout the U.S. and the</p> <p>2 world, that there seems to be very little</p> <p>3 justification and rationale for these additional</p> <p>4 expenses and additional benefit to MES. And so</p> <p>5 there is an inherent contradiction behind why his</p> <p>6 expenditures far exceeded those of his</p> <p>7 predecessor, to what end and to what benefit.</p> <p>8 Mr. McGrath has demonstrated that he</p> <p>9 does have quite a bit of attention to detail, such</p> <p>10 as calling himself the chairman and director and</p> <p>11 CEO, but not attention to detail when it comes to</p> <p>12 other important policies, like hiring a new</p> <p>13 internal auditor, like following internal</p> <p>14 reimbursement policies on approving his own</p> <p>15 expenditures.</p> <p>16 And so I do have concerns, and I</p> <p>17 continue to have concerns about this. For him to</p> <p>18 go on to become the Governor's Chief of Staff,</p> <p>19 this was not a position that's the run-of-the-mill</p> <p>20 state employee.</p> <p>21 Mr. McGrath, you were the</p>

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<p>1 highest-ranking representative of the Governor,  2 and as such, you should have held yourself to a  3 higher standard. Instead, you betrayed the public  4 trust for your own benefit, and I think for that  5 you should be ashamed.</p> <p>6 It's really disappointing to all of  7 the hardworking folks at -- within State  8 government who are working really, really hard,  9 incredible hours, during a pandemic, facing  10 financial challenges and a shortage of resources,  11 and yet you were globetrotting and spending and  12 receiving a wild severance benefit while leaving  13 one state agency to take a position in another.  14 That's really concerning.</p> <p>15 I want to also mention to the  16 employees at MES that this is not meant to  17 denigrate your agency at all. I think there are a  18 lot of hardworking employees at MES, folks who are  19 doing really critical and essential work for the  20 state and for local governments. And it's  21 unfortunate that Mr. McGrath's tenure as the head</p>	<p>1 great holiday.  2 Thank you.  3 (At 5:15 p.m., the virtual hearing concluded.)  4  5  6  7  8  9  10  11  12  13  14  15  16  17  18  19  20  21</p>
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<p>1 of MES is marred in this way. But I think this is  2 an agency that is important, that carries on  3 important functions, and would want to thank all  4 of the hardworking folks at MES who continue to  5 steer forward throughout some of these challenging  6 times.</p> <p>7 As Chairman Barron mentioned, we  8 hope to continue to get to the bottom of what  9 occurred here. I don't think we have complete  10 answers in terms of what was communicated to the  11 Governor and what the Governor acknowledged  12 knowing that Mr. McGrath would convey to the  13 Board.</p> <p>14 So I think there are still many  15 outstanding questions that we would like to have  16 answers to, and I think as next steps, as Chairman  17 Barron mentioned, we will investigate this further  18 and determine next steps to get at some of those  19 answers.</p> <p>20 So with that, why don't we close  21 this hearing. And everyone stay safe, and have a</p>	<p>1 CERTIFICATION  2 I HEREBY CERTIFY that I am a Court Reporter  3 and Notary Public.  4 I FURTHER CERTIFY that the witness was  5 sworn to testify to the truth.  6 I FURTHER CERTIFY that the following is,  7 to the best of my ability, a true and accurate  8 transcription of the testimony taken stenographically  9 by me at the time, place, and date herein before  10 set forth.  11 I FURTHER CERTIFY that I am neither a  12 relative, employee, attorney nor counsel to any of  13 the parties to the action, and that I am neither a  14 relative nor employee of such attorney or counsel  15 and that I am not financially interested in the  16 action.  17  18   19 Court Reporter  20 Melissa L. Clark  21</p>

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SEQ NO. 518  
In Chair: Mr. President

Calendar Date: Mar 10, 2017 11:41 AM  
Legislative Date: Mar 10, 2017

General Assembly of Maryland  
Senate of Maryland  
2017 Regular Session

Explanation of Motions & Actions

Special Orders
EXECUTIVE NOMINATIONS COMMITTEE
Report No. 2
Nominee S-23
Will the Senate Advise and Consent to the Nomination of the Executive?

47 Yeas    0 Nays    0 Not Voting    0 Excused (Absent)    0 Absent

Voting Yea - 47

<u>Mr. President</u>	<u>Jennings</u>	<u>Peters</u>
<u>Astle</u>	<u>Kagan</u>	<u>Pinsky</u>
<u>Bates</u>	<u>Kasemeyer</u>	<u>Ramirez</u>
<u>Benson</u>	<u>Kelley</u>	<u>Ready</u>
<u>Brochin</u>	<u>King</u>	<u>Reilly</u>
<u>Cassilly</u>	<u>Klausmeier</u>	<u>Robinson</u>
<u>Conway</u>	<u>Lee</u>	<u>Rosapepe</u>
<u>Currie</u>	<u>Madaleno</u>	<u>Salling</u>
<u>DeGrange</u>	<u>Manno</u>	<u>Serafini</u>
<u>Eckardt</u>	<u>Mathias</u>	<u>Simonaire</u>
<u>Edwards</u>	<u>McFadden</u>	<u>Smith</u>
<u>Feldman</u>	<u>Middleton</u>	<u>Waugh</u>
<u>Ferguson</u>	<u>Muse</u>	<u>Young</u>
<u>Guzzzone</u>	<u>Nathan-Pulliam</u>	<u>Zirkin</u>
<u>Hershey</u>	<u>Norman</u>	<u>Zucker</u>
<u>Hough</u>	<u>Oaks</u>	

Voting Nay - 0

Not Voting - 0

Excused from Voting - 0

Excused (Absent) - 0



Larry Hogan, Governor  
Boyd K. Rutherford, Lt. Governor

Roy McGrath, Director/CEO  
John J. O'Neill, Jr., Deputy Director

**BOARD OF DIRECTORS  
MINUTES  
MEETING 1-17  
January 23, 2017**

**LOCATION:** MES Headquarters, 259 Najoles Road, Millersville

**TIME:** 9:30 a.m.

**DIRECTOR'S PRESENT:** Roy McGrath, Director  
John O'Neill, Deputy Director (in at 9:38)  
Janet Irvin, Treasurer  
Richard P. Streett, Jr., V.M.D., Secretary  
Joseph Snee, Esq.  
Leslie Jackson-Jenkins, Esq.  
William B.C. Addison (phone)  
J.P. Smith  
Kevin Hedge (phone)

**DIRECTOR'S ABSENT:** None

**OTHERS PRESENT:**

Sean L. Coleman, Esq.  
Beth Wojton  
Cece Donovan  
John Kane  
Steve Tomczewski

Pamela Fuller  
Ellen Frketic  
Sharon Merkel (out at 9:40)  
Brian Krug (out at 9:40)  
James Jett (out at 9:40)

**CALL TO ORDER**

The meeting of the Board was called to order by Mr. McGrath at 9:33 a.m.

**INSPIRE**

Ms. Donovan and Mr. McGrath presented the Extraordinary Service award to Brian Krug for his work cleaning and recoating the leachate storage tank at Hawkins Point.

Ms. Donovan and Mr. McGrath presented the Extraordinary Service award to James Jett for his vegetation management work at Fairfield and Masonville Marine Terminals.

Mr. Krug, Mr. Jett, Ms. Merkel left the meeting at 9:40am. Mr. O'Neill joined the meeting at 9:38am.

### **MINUTES**

Mr. McGrath requested approval of the minutes of the meeting of December 15, 2016. Mr. Snee made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

### **DIRECTOR'S REPORT**

Mr. McGrath thanked the Board and staff for their assistance during his first two weeks. He thanked John O'Neill for his great stewardship over the last nine months. He thanked Beth Wojton for the many jobs she does at MES, including her work with the transition process. Ms. Wojton's title is being changed, effective immediately to "Managing Director." The Group Executive Director's titles will be changing in the future also, and some new staff members will be coming on board.

Mr. McGrath had a great first impression of the agency and wants to start his administration by setting a direction for the agency and creating short and long term goals. His first priority is to resolve of the MPA advances issues. He will be meeting with MPA tomorrow. He will also attempt to arrange a meeting with Fred Homan, from Baltimore County to see if there is any opportunity for the County to retain MES. /

The Short term, 30 day goals include:

- HR/Admin: Current personnel levels will be reviewed to make sure the right levels of staffing are present in each department. An analysis of benefits will be conducted, and diversity will be promoted.
- Communications – More emphasis will be placed on helping the public understand MES and the work it does. MES' work with the private sector will be highlighted.
- Finance – Janet Irvin and John O'Neill are looking at plans for capital needs, as well as overhead expenses in general. They will also be looking at the size of the MES fleet.
- IT – JD Edwards software is still being rolled out. The self-service modules will be the next step, allowing employees to enter their own timesheets and reducing redundant data entry.

The Long term, 90 day goals include:

- Agency Strategic Plan – The executive group has been asked to create a strategic plan.
- Client Competitiveness Assessment and Resolution – Competition with the private sector will be examined.

- Client, Team, and Board Engagement & Appreciation Programs will be reviewed and enhanced.

### **AGENCY ACTIVITY REPORT**

The Agency Activity Report was presented to the Board. Several questions were addressed.

### **BUSINESS DEVELOPMENT**

Mr. McGrath advised that the title, "Business Development" will be changing in the future. Ms. Wojton reported that she and Steve Tomczewski met with representatives from Sibelco. Sibelco contacted MES for advice and assistance with a glass recycling facility they are hoping to build in Maryland. There is currently no market for recycled glass in this area, and most of what is processed at the MRF's is being taken to landfills or transported to a facility near Pittsburgh. The counties are very interested in see their glass recycled into new products. Sibelco is looking at the Baltimore-Washington corridor. They would like MES to help with siting, permitting, and operating. They currently have eight facilities in Europe.

Ms. Wojton has also met with Coastal Companies regarding a potential water and wastewater plant, and with Evangelical Presbyterian Church which has requested MES help.

### **GROUP UPDATES**

Ms. Donovan discussed dredging work at Lake Linganore. The project has entered Phase II – procurement and construction. A procurement is due out in February.

Mr. Tomczewski discussed food waste composting at Western Branch in Prince George's County. The pilot project began in 2013, and is expected to double capacity this year. It will then be the largest food composting project in the State. The finished product is sold in bulk as Leafgro Gold ®.

Ms. Frketic discussed ENR upgrades at ECI WWTP. The initial construction bids exceeded the funded allocation. Revisions were made and the project split into 2 parts, then re-bid. New bids also came in over projections, so a value engineering study was conducted by Watek. More changes were made to plant capacity, and new permit limits will be negotiated with MDE.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 positions. The current vacancy rate is 3.41%, but will be 2.47% once new hires are brought on board in January and February.

Mr. Snee inquired into how many employees are at Poplar Island. Ms. Donovan reported after the meeting that there are 27 employees at Poplar.

### **FINANCIAL REPORT**

Ms. Irvin presented the December Financial reports. Labor sales are 2% higher than this time last year. Environmental Operations is up due to scrap tire projects and PG MRF. TES and WWW are both down slightly. Fringe and Overhead are both up, due to increased labor. Non-labor overhead is down compared to last year. In total net assets, unrestricted assets is higher than invested assets for the first time since 2013. The Cash graph is a snapshot of one day in time, December 31<sup>st</sup>, 2016. There are no accounts over 90 days past due.

### **PROCUREMENT ITEMS**

Mr. O'Neill introduced Item 1. The procurement is to purchase a John Deere Wheel Loader for Prince George's County Western Branch. Mr. Snee made the motion to approve the Item, Dr. Streett seconded. The motion passed unanimously, with the exception of Ms. Jenkins who abstained and did not participate in the discussion.

Mr. O'Neill introduced Item 2. The procurement is to renew for the third and final time the contract with Team Transport Inc. for yard trim hauling at the Montgomery County Yard Trim Compost Facility. Mr. Addison made the motion to approve the Item, Mr. Smith seconded. The motion passed unanimously.

Mr. O'Neill introduced Item 3. The procurement is to amend a previous approval, and allow for multiple awards to a competitive sealed bid for supply and delivery of fill material to Masonville DMCF for phase II dike construction. Ms. Jenkins made the motion to approve the Item, Mr. Smith seconded. The motion passed unanimously.

Mr. O'Neill introduced Item 4. The procurement is to approve change orders for George Miles and Buhr for engineering services to design ENR upgrades to the Freedom WWTP. Mr. Snee made the motion to approve the Item, Dr. Streett seconded. The motion passed unanimously, with the exception of Mr. Smith who abstained and did not participate in the discussion.

The Procurement Notifications are contained in the Board notebooks.

### **LEGAL REPORT**

Mr. Coleman advised that a trial has been scheduled for this summer in relation to a traffic accident involving an MES employee. The legal office remains involved in all the projects discussed today, as well as in legislative review and fiscal note responses.

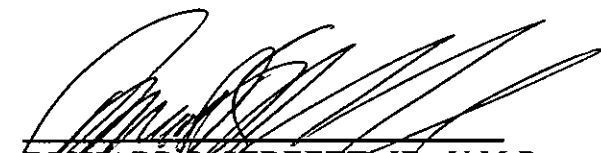
**OLD/NEW BUSINESS**

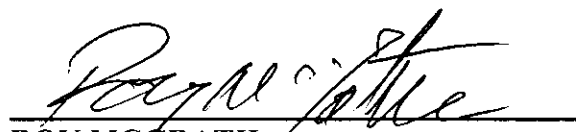
Mr. Snee inquired into the status of his request to rename the Inspire awards in dedication to Larry Shubnell. Ms. Wojton is working on that request.

The next meeting will be February 27, 2017 at MES headquarters. Mr. McGrath requested that all Board members sit for new portraits at the next meeting, so that their photos could join those in the lobby or another area. He then handed out small gifts to all Board members as a token of thanks.

**AJOURNMENT**

Upon motion by Mr. McGrath, the meeting adjourned at 10:53 am.

  
\_\_\_\_\_  
**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**

  
\_\_\_\_\_  
**ROY MCGRATH**  
**DIRECTOR**

Thanks calling

9/13/17, 8:37 AM

Morning!  
Could you please reply to the email Brent sent me this morning and let him know our meeting is still on 3:00-3:30, they're welcome to come business casual if they like, park in any unreserved spot and checkin to see you when they arrive  
Thanks

Done!

Thanks

9/14/17, 10:08 AM

#### THE HOTEL Rates:

All Standards are 2 queen beds at group rate: \$189

Suite with a king at group rate \$229 (upgraded standard room)

Executive suite (king) at group rate \$239  
(Upgraded amenities; and access to the executive lounge; comp breakfast)

Exec King thanks



Should the logo be centered up between this signature line and end of paper?

Hament would be glad to attend  
Updated list

4/12/18, 3:41 PM

Tuesday:  
2 separate vehicles leave MES at 9:15 a.m.

Kent County Meeting at 10:30 a.m

Travel to MES Cambridge Facility  
(Bring Pizzas)

Travel to OC

Check in at the (Marriott) Angie said she will book 4 rms unless you prefer to book your own?

Check out Marriott conference room

4pm Tasting at Dunes

Leave Wednesday at 8:00am

FYI - you will not be able to attend Mike's swearing in on Tuesday at 11am

Ok with everything?

Sounds fine. Angie can book: Ocean King rooms if available. I may take a lunch meeting in Easton (tbd) so we'll figure out the mid-day/Cambridge if that gets confirmed.

Ok

Was there any info about parking for the event tonight?

No but I called. He said the university house has parking and as long as he says he is a guest he should be fine

Or Stadium Drive Garage (there will be a shuttle)

Ok thanks!

3/22/19, 9:43 AM

Good morning! Could you please fill out that Pegasus spreadsheet and return it to Meredith for our four tickets: Roy McGrath, Beth Wojton, Steven and Karen Schupak (COO and spouse at MPT) thanks. No back up names for now

Good morning, will do!

Phone Call:  
Ovie Mughelli  
[REDACTED]

3/25/19, 9:56 AM

I moved the lunch mtg to near BWI... thought that would be easier for Tom. Can you be sure he saw the location change? Thx

Yes I will email him.

Liked "Yes I will email him. "

3/25/19, 3:43 PM

Phone Call:  
Dick Streett  
[REDACTED]

3/25/19, 6:05 PM

Liked "Phone Call:  
Dick Streett  
[REDACTED]"

3/26/19, 9:51 AM

Good morning,  
Phone Call:  
Ovie Mughelli  
[REDACTED]

Good morning! Can you let him know I've been tied up Matthew will call him back today

Ok

3/26/19, 4:07 PM

Pam Ruff said she didn't see your name on the MEDA hotel list  
Room rates go up tomorrow.  
Did you want me to take care of or you got it?

I'm all set. Her block didn't have any King rooms left. Booked my own. She will know how to pick up my room into her block directly with the hotel if she wants thanks

Great!

Will you be using the executive conference rm for Thomas Higgins? Procurement asked to use the rm for the north gate conowingo meeting There are no other rooms available

Who's in the Board Room?

Outreach program / training

If she can't it's ok, thought I'd check first

The procurement meeting should be in the Board room. I may stop by at the beginning to say hello. What time does it start? My meeting will be in exec conf rm.

Ok

10am

Great. I'll drop in around 10am for a minute

Ok, I'll let Hattie know

3/27/19, 8:55 AM

Morning! Could you please try to set up a short phone call with Sean Looney at Comcast? Only need about 10 minutes. He knows me. Thanks

No problem!

3/27/19, 11:26 AM

Can you please send me a photo of the final printed all star award certificate for today? Thanks

I need to take another meeting next Thursday at 2 PM. Can we see if Bethany could come in around 12-12:30 instead?

Yes, checking with her now

We are in Crofton traffic is still heavy call me when you're ready

Ok, waiting on one more

Call again please

Nevermind! We will wait for you to arrive. They are going over stuff to prepare to talk to you about

OK... I'm only about 10 minutes away

Perfect

7/24/19, 10:22 AM

Good morning Roy,  
Did you need anything printed for IOM?

Hi Shannon, I don't think so. Will circle back if something comes to mind.  
Thanks!

7/26/19, 1:47 PM

Do you plan on coming back, I'm still working on the IOM name plates.  
Should I give them to Noha?

To Noha please. Thanks for working on those. Luckily it's a small class!

Ok, no problem!  
If there is nothing on the back of the name plate... that means they did not have a mission statement listed on the webpage

Liked "Ok, no problem!  
If there is nothing on the back of the name plate... that means they did not have a mission statement listed on the webpage "

I don't need one but if you did one for me anyway it should be CEO and Chairman

Ok, I'll update it

Rule of thumb is: if it's for government related, use Director; if it's external (i.e - in the business community), use CEO and Chairman: if it's both government and external, use Director/CEO

Ok! Thank you

## Contact

[www.linkedin.com/in/roymcgrath](https://www.linkedin.com/in/roymcgrath)  
(LinkedIn)

## Top Skills

Leadership  
Business Development  
Strategic Planning

## Certifications

IOM (Institute for Organization Management)  
CAE® (Certified Association Executive)

## Honors-Awards

Maryland Public Television  
Champion Award (2018)  
State of Maryland Governor's  
Citation (2016)

# Roy McGrath, MBA, IOM, CAE

Executive Leadership | Innovation & Transformation | Business Strategist | Keynote Speaker  
Washington DC-Baltimore Area

## Summary

Roy McGrath has over 30 years of experience leading in complex, matrixed business organizations, including a top national trade association, a \$178-million revenue not-for-profit, and in state and federal government.

A recognized authority on the topic of not-for-profit business management, over nearly two decades, Mr. McGrath helped to significantly grow membership and revenue at one of the nation's leading pharmacy industry healthcare trade associations. Through collaborations with leading DFM retailers and CPG, pharmaceutical, logistics, and services companies, the organization achieved record business results.

Mr. McGrath holds the Certified Association Executive (CAE) designation from the American Society of Association Executives and the IOM certification from the four-year U.S. Chamber of Commerce Foundation Institute for Organization Management (IOM) program.

In 2014, Mr. McGrath departed his private-sector career for public service to join new Maryland Governor Larry Hogan's executive staff. He was again tapped by the governor in 2020 to serve on the state's coronavirus response team and later as the state of Maryland's chief of staff in the office of the governor.

His extensive work for the state has included a billion-dollar portfolio of business, healthcare, budget, transportation, and public safety responsibilities. His hands-on leadership experiences spanned the challenges of Baltimore's 2015 riots, natural disasters, and the recent COVID-19 public health pandemic.

In 2016, he was nominated by the governor and unanimously confirmed by the Maryland Senate to the role of CEO of the \$178-

million revenue, not-for-profit, Maryland Environmental Service. There, he led the organization to record-setting revenue growth and new business partnerships, advocated for the award of record employee profit-sharing, drove extensive digital transformation, and was a champion of mentorship, diversity, equity, inclusion and belonging.

In a 2016 press release, Governor Hogan said of him: “No one has worked harder or put in longer hours in the service to our state than my friend, Roy McGrath,” and in his 2020 memoir book, "Still Standing," the governor writes of Mr. McGrath’s “relentless” work on mitigating the coronavirus pandemic.

Mr. McGrath hold a BA from the flagship University of Maryland (UMD) campus, an MBA from the UMD Global Campus, and is a Senior Executive Fellow at the Harvard Kennedy School of Government. He serves as a volunteer on numerous boards and committees.

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## Experience

### State of Maryland

Chief of Staff • Coronavirus (COVID-19) Response Team | Office of the Governor

March 2020 - August 2020 (6 months)

Annapolis, Maryland

Coronavirus Response Team (March - May 2020) | Chief of Staff (June - August 2020)

### Maryland Environmental Service

CEO and Chairman

December 2016 - May 2020 (3 years 6 months)

Millersville, Maryland

As of 2020, this \$178.7 million self-sustaining, not-for-profit, public corporation grew to the largest size in its 50-year history. 850 teammates operate over 1,000 environmental projects throughout eight states and 228 cities and towns. Over the prior three years, the organization marked record-setting sales and revenue growth of \$24 million. A fee-for-service business model combines public-sector commitment with private-sector efficiency, responsiveness, and

flexibility. The organization proudly fosters a culture of diversity, inclusiveness, and teammate success.

## State of Maryland

Senior Advisor • Deputy Chief of Staff | Office of the Governor

January 2015 - January 2017 (2 years 1 month)

Annapolis, MD

As a member of the Governor's executive staff, provided oversight of more than 26,000 employees and \$7 billion in budgets across State of Maryland departments, agencies, and offices including: Commerce (with emphasis on biotechnology, defense and aerospace, cybersecurity, and hospitality), Transportation, Energy, Housing and Community Development, General Services, State Police, Public Safety and Correctional Services, Policy, Federal Relations, Emergency Management, Medical System Services, Military, Lottery and Gaming, Public Broadcasting, the Stadium Authority, and the University System of Maryland. Served as the Governor's Liaison to the Board of Public Works, with responsibility for review of \$9 billion in spending annually.

## National Association of Chain Drug Stores (NACDS)

18 years

Vice President, Business Development

2013 - 2015 (2 years)

Arlington, VA

NACDS is a leading, not-for-profit retail trade association and advocacy group representing 40,000 pharmacies worldwide. The \$40M-revenue 501(c)(6) employs nearly 80 staff at its Arlington, VA headquarters. NACDS focuses on advocating for pro-patient and pro-pharmacy public policy; communicating the value of community pharmacy; and fostering business community and solutions through effective meetings and other member programs.

NACDS represents traditional drug stores, supermarkets, and mass merchants with pharmacies – from regional chains to national and international ones. The NACDS membership also includes pharmacy and consumer goods manufacturers and service providers.

## Director, Business Development & Conventions

2011 - 2013 (2 years)

Alexandria, Virginia

## Director | Member Programs & Services

2004 - 2011 (7 years)

Alexandria, Virginia

Manager | Member Programs & Services

1998 - 2004 (6 years)

Alexandria, Virginia

Coordinator | Member Programs & Services

1997 - 1998 (1 year)

Alexandria, Virginia

August Communications

Principal

1993 - 1997 (4 years)

U.S. House of Representatives

Office of the Hon. Wayne T. Gilchrest

1991 - 1992 (1 year)

Washington, D.C.

United States Department of Defense

Office of the Inspector General

1989 - 1991 (2 years)

Arlington, VA

U.S. Department of Health and Human Services (HHS)

National Institutes of Health, National Institute on Aging

1987 - 1989 (2 years)

Bethesda, MD

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## Education

University of Maryland Global Campus

Master of Business Administration - MBA

The Wharton School

Certificate, Business Analytics

University of Maryland

Bachelor of Arts - BA, Government, Economics

MARYLAND GENERAL ASSEMBLY COMMITTEE ON  
FAIR PRACTICES & STATE PERSONNEL OVERSIGHT

IN RE: MATTHEW SHERRING :

:

:

HEARING

DATE: Thursday, December 10, 2020

TIME: 1:01 p.m.

LOCATION: Baltimore, Maryland  
Via Zoom Technology

BEFORE: Delegate Erek L. Barron  
Senator Clarence Lam  
Delegate Marc Korman  
Senator Jill P. Carter  
Delegate Jeff Ghrist

REPORTER: Melissa L. Clark

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1	APPEARANCES:
2	GALLAGHER, EVELIUS & JONES, LLP
3	BY: WARD B. COE, III, ESQ.
4	218 North Charles Street
5	Suite 400
6	Baltimore, Maryland 21201
7	(410) 951-1421
8	wcoe@gejlaw.com
9	-- For the Committee
10	KRAMON & GRAHAM, P.A.
11	BY: DAVID B. IRWIN, ESQ.
12	301 North Pennsylvania Avenue
13	Towson, Maryland 21204
14	(410) 752-6030
15	dirwin@kg-law.com
16	-- For Mr. Matthew Sherring
17	
18	ALSO PRESENT: Jake Weissman
19	Alex Hughes
20	Shane Breighner
21	Joanne Benson

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<p>1</p> <p>2 * * *</p> <p>3</p> <p>4 P R O C E E D I N G S</p> <p>5</p> <p>6 * * *</p> <p>7</p> <p>8 DELEGATE BARRON: All right. I'll</p> <p>9 call the meeting to order. Good afternoon.</p> <p>10 Welcome to the Joint Committee on Fair Practices</p> <p>11 and State Personnel Oversight. I am Delegate Ere</p> <p>12 Barron. I'm joined by my Co-Chair, Senator</p> <p>13 Clarence Lam.</p> <p>14 Today we are continuing our review</p> <p>15 and investigation of the Maryland Environmental</p> <p>16 Service Personnel and Board Practices.</p> <p>17 Now, since our last meeting the</p> <p>18 Co-Chairs, along with Delegate Marc Korman and</p> <p>19 Senator Jill Carter, presented our initial</p> <p>20 findings to the Legislature Policy Committee.</p> <p>21 We outlined to the Policy Committee</p> <p>the facts surrounding pressure on the MES Board to</p> <p>approve of an unusual and large cash payment and</p> <p>expense reimbursements to Mr. Roy McGrath, the</p> <p>director of MES, on his way out the door to be the</p>	<p>1 by Mr. McGrath and his close associate,</p> <p>2 Mr. Sherring.</p> <p>3 If the Joint Committee is to</p> <p>4 complete its work, we have to hear from</p> <p>5 Mr. Sherring and Mr. McGrath.</p> <p>6 Now, after the Joint Committee</p> <p>7 presentation, the Policy Committee voted</p> <p>8 unanimously to authorize the issuance of subpoenas</p> <p>9 for the continuance of the investigation. We then</p> <p>10 engaged independent counsel, Mr. Ward Coe, to</p> <p>11 assist the Joint Committee with its work.</p> <p>12 I am hopeful that we can learn more</p> <p>13 details from Mr. Sherring today about who is</p> <p>14 telling the truth about who knew of and approved</p> <p>15 Mr. McGrath's so-called severance package and more</p> <p>16 information about what appear to be pervasive and</p> <p>17 extravagant expenses and travel.</p> <p>18 These issues touch on much broader</p> <p>19 questions about the appointments process generally</p> <p>20 and oversight of state agencies by the executive</p> <p>21 branch.</p>

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<p>1 Thank you.</p> <p>2 Mr. Co-Chair?</p> <p>3 SENATOR LAM: Thank you, Chairperson</p> <p>4 Barron. I appreciate that.</p> <p>5 And I just want to echo the remarks</p> <p>6 of my Co-Chair. I think this is a matter that we</p> <p>7 take very seriously. It is not an action that we</p> <p>8 undertake lightly. There are a lot of outstanding</p> <p>9 questions when it comes to this severance,</p> <p>10 particularly because it conveys matters of</p> <p>11 taxpayers' funds, accountability, misleading</p> <p>12 information, differing accounts, and potential</p> <p>13 malfeasance. These are all very grave, obviously.</p> <p>14 There has been significant</p> <p>15 discrepancy between what the Governor has</p> <p>16 contended and what Mr. McGrath has conveyed to the</p> <p>17 MES Board and what he's been saying to the press.</p> <p>18 One account is true, the other is not.</p> <p>19 Because of the seriousness of this</p> <p>20 matter, the Legislative Policy Committee met</p> <p>21 several weeks ago and voted unanimously to issue</p>	<p>1 Gallagher Evelius &amp; Jones.</p> <p>2 As the Co-Chairs have stated, the</p> <p>3 Legislative Policy Committee voted on</p> <p>4 September 23rd, 2020, to require Mr. McGrath and</p> <p>5 Mr. Sherring to appear before the Joint Committee</p> <p>6 on Fair Practices and State Personnel Oversight on</p> <p>7 mutually agreed dates pursuant to its review of</p> <p>8 the operation of the Maryland Environmental</p> <p>9 Service. Both had not appeared voluntarily in</p> <p>10 response to invitations from the Joint Committee.</p> <p>11 Mr. Sherring has been subpoenaed and</p> <p>12 is here today by Zoom with his attorney, David B.</p> <p>13 Irwin, Esquire, of the Law Firm of Kramon &amp;</p> <p>14 Graham.</p> <p>15 Mr. Sherring and Mr. Irwin, I</p> <p>16 understand, are both in Mr. Irwin's offices in</p> <p>17 Towson connected by Zoom.</p> <p>18 I will ask the court reporter to</p> <p>19 have Mr. Sherring sworn as a witness, and then I</p> <p>20 will ask him questions. He was employed by MES</p> <p>21 from February of 2017 to August of 2020. I will</p>
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<p>1 these subpoenas. And I think that speaks to the</p> <p>2 graveness of the concerns that this body has that</p> <p>3 this was a bipartisan unanimous vote. And so I</p> <p>4 urge you to cooperate with this to the extent that</p> <p>5 it's possible, and urge you to be truthful,</p> <p>6 because the truth will eventually come to light.</p> <p>7 And as we've seen with many other instances, the</p> <p>8 coverup can oftentimes be worse than the</p> <p>9 transgression.</p> <p>10 So I urge you to be forthcoming to</p> <p>11 this Committee, and we will continue our effort to</p> <p>12 get at the truth.</p> <p>13 With that, let me turn it over to</p> <p>14 Chairperson Barron.</p> <p>15 DELEGATE BARRON: Thank you,</p> <p>16 Mr. Chair.</p> <p>17 I think we're ready for counsel.</p> <p>18 Mr. Coe?</p> <p>19 MR. COE: Good afternoon, Co-Chairs</p> <p>20 Senator Lam and Delegate Barron, members of the</p> <p>21 Committee. I'm Ward Coe of the law firm of</p>	<p>1 show him a number of documents, which will be</p> <p>2 shown to the Committee by screen sharing. And the</p> <p>3 documents will be identified by exhibit number.</p> <p>4 As I understand the procedure, the</p> <p>5 Co-Chairs and members of the Joint Committee will</p> <p>6 then have an opportunity to question the witness.</p> <p>7 If you wish to have an exhibit displayed during</p> <p>8 your questioning, we will bring it up for you and</p> <p>9 if you will just refer to the exhibit number.</p> <p>10 With that, I believe we are ready to</p> <p>11 proceed with the testimony, and I ask Madam Court</p> <p>12 Reporter to please swear in the witness, Matthew</p> <p>13 Sherring.</p> <p>14 SENATOR LAM: Madam Court Reporter,</p> <p>15 you're on mute.</p> <p>16 THE REPORTER: Raise your right</p> <p>17 hand, please.</p> <p>18 Do you swear or affirm that the</p> <p>19 testimony you're about to give in this matter be</p> <p>20 it the truth, the whole truth and nothing but the</p> <p>21 truth?</p>

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<p>1 MR. SHERRING: I do.</p> <p>2 THE REPORTER: Thank you.</p> <p>3 * * *</p> <p>4 MATTHEW SHERRING, having been duly sworn,</p> <p>5 was examined and testified as follows:</p> <p>6 EXAMINATION</p> <p>7 BY MR. COE</p> <p>8 Q. Good afternoon, Mr. Sherring. Will</p> <p>9 you state your name for the record, please.</p> <p>10 A. Good afternoon, Mr. Coe Matthew</p> <p>11 Sherring.</p> <p>12 Q. And is your address 2125 14th Street</p> <p>13 Northwest, Washington, D.C. 20009?</p> <p>14 A. Yes, it is.</p> <p>15 Q. That was your residence address</p> <p>16 during your employment at MES; is that correct?</p> <p>17 A. Yes.</p> <p>18 Q. Do you have any other residence</p> <p>19 addresses?</p> <p>20 A. I do not.</p> <p>21 Q. Okay. Can you tell the Committee</p>	<p>1 try to help you as much as I can, Mrs. Clark.</p> <p>2 BY MR. COE:</p> <p>3 Q. Who was the carrier for that cell</p> <p>4 phone, Mr. Sherring?</p> <p>5 A. Verizon.</p> <p>6 Q. Do you also have a landline phone</p> <p>7 number?</p> <p>8 A. I personally do not.</p> <p>9 Q. Do you have an e-mail address?</p> <p>10 A. A personnel one?</p> <p>11 Q. Yes.</p> <p>12 A. Yes.</p> <p>13 Q. What is that?</p> <p>14 A. matthew.sherring@gmail.com.</p> <p>15 Q. Did you have that while you worked</p> <p>16 at MES?</p> <p>17 A. Yes.</p> <p>18 Q. Do you have any other e-mail</p> <p>19 addresses?</p> <p>20 A. Yes.</p> <p>21 Q. I did not hear your answer. I'm</p>
Page 15	Page 17
<p>1 your cell phone number, please.</p> <p>2 A. (202) 527-3877.</p> <p>3 Q. Is that the cell phone number that</p> <p>4 you had while you worked for MES?</p> <p>5 A. Yes.</p> <p>6 Q. Do you have any other cell phone or</p> <p>7 iPhone numbers?</p> <p>8 A. Not currently.</p> <p>9 Q. Did you while you worked at MES?</p> <p>10 A. Yes.</p> <p>11 Q. Could you give the Committee those</p> <p>12 cell phone or iPhone numbers, please.</p> <p>13 A. I believe it was (443) 618-4875.</p> <p>14 UNIDENTIFIED SPEAKING: Mr. Coe, Mr.</p> <p>15 Sherring, I'm sorry to interrupt. We're getting a</p> <p>16 significant amount of feedback. I think it's</p> <p>17 because the speaker on Mr. Irwin's computer is</p> <p>18 generating that feedback.</p> <p>19 MR. IRWIN: I'm going to turn my</p> <p>20 volume down, which might help out for the court</p> <p>21 reporter. Since my wife's a court reporter, I'll</p>	<p>1 sorry.</p> <p>2 A. Yes.</p> <p>3 Q. Could you give those to the</p> <p>4 Committee, please.</p> <p>5 A. mattsherring@yahoo.com.</p> <p>6 Q. Is that it?</p> <p>7 A. That I can remember, yes.</p> <p>8 Q. Did you have that at MES?</p> <p>9 A. I had it during my time at MES,</p> <p>10 correct.</p> <p>11 Q. Do you have a Facebook account?</p> <p>12 A. I do.</p> <p>13 Q. And under what name is your Facebook</p> <p>14 account?</p> <p>15 A. I believe it's Matthew Sherring.</p> <p>16 Q. Do you have a profile on the</p> <p>17 account?</p> <p>18 A. I did have the normal profile if</p> <p>19 that's your question, yes.</p> <p>20 Q. Is it a public account?</p> <p>21 A. I don't know the difference between</p>

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<p>1 the two to be quite honest.</p> <p>2 Q. Do you have a Twitter account?</p> <p>3 A. No.</p> <p>4 Q. Do you have an Instagram account?</p> <p>5 A. No.</p> <p>6 Q. Did you have either a Twitter or</p> <p>7 Instagram account while you worked for MES?</p> <p>8 A. No.</p> <p>9 (Exhibit No. 1 marked for identification.)</p> <p>10 BY MR. COE:</p> <p>11 Q. Your LinkedIn page is Exhibit 1, and</p> <p>12 we're going to bring that up for you for the</p> <p>13 Committee.</p> <p>14 I understand that you're a graduate of</p> <p>15 Skidmore College, Class of 2002; is that right?</p> <p>16 A. Correct.</p> <p>17 Q. And you received a BS in business</p> <p>18 management and marketing?</p> <p>19 A. Correct.</p> <p>20 Q. And your LinkedIn page shows that</p> <p>21 your first job after college was with Union</p>	<p>1 Q. And they are an entity that does</p> <p>2 lobbying; correct?</p> <p>3 A. That's one of the things that they</p> <p>4 do, correct.</p> <p>5 Q. And you did telemarketing and sold</p> <p>6 exhibit space; is that right?</p> <p>7 A. Correct.</p> <p>8 Q. And why did you leave FMI?</p> <p>9 A. I joined another organization, it</p> <p>10 was a growth opportunity.</p> <p>11 Q. And that was NACDS?</p> <p>12 A. Yes.</p> <p>13 Q. The National Association of Chain</p> <p>14 Drug Stores?</p> <p>15 A. Yes.</p> <p>16 Q. And you worked for them from July of</p> <p>17 2007 until April of 2014; is that right?</p> <p>18 A. Yes, I did.</p> <p>19 Q. And you worked in member programs</p> <p>20 and services; correct?</p> <p>21 A. Yes.</p>
Page 19	Page 21
<p>1 Privilege in 2000- -- April of 2005 to September</p> <p>2 2006 -- September 2005?</p> <p>3 A. Yes.</p> <p>4 Q. And that's an AFLCIO entity; is that</p> <p>5 correct?</p> <p>6 A. Yes.</p> <p>7 Q. And you worked in communications for</p> <p>8 them?</p> <p>9 A. I did.</p> <p>10 Q. And what did you do from graduation</p> <p>11 in 2002 until your Union Privilege job?</p> <p>12 A. I spent a couple years in the</p> <p>13 restaurant industry.</p> <p>14 Q. Where was that?</p> <p>15 A. In New Jersey.</p> <p>16 Q. Your LinkedIn page shows that you</p> <p>17 went to work for the Food Marketing Institute in</p> <p>18 June of 2006; is that correct?</p> <p>19 A. September of 2005.</p> <p>20 Q. And what did you do for them?</p> <p>21 A. I was a coordinator of exhibits.</p>	<p>1 Q. That's also an organization that</p> <p>2 does lobbying; correct?</p> <p>3 A. That's one of the things they do,</p> <p>4 yes.</p> <p>5 Q. And did you know Roy McGrath before</p> <p>6 you went to work at NACDS?</p> <p>7 A. Yes.</p> <p>8 Q. When did you first meet him?</p> <p>9 A. When I began at NACDS.</p> <p>10 Q. Well, I thought you understood that</p> <p>11 you -- I thought I understood you to say that you</p> <p>12 knew him before you went there; is that correct?</p> <p>13 A. No, I -- not until NACDS did I know</p> <p>14 Mr. McGrath.</p> <p>15 Q. How did you meet Mr. McGrath?</p> <p>16 A. We were colleagues at NACDS.</p> <p>17 Q. Did you work together?</p> <p>18 A. Yes.</p> <p>19 Q. What was his position at the time</p> <p>20 that you joined NACDS?</p> <p>21 A. Can you repeat your question,</p>

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1 please?

2 Q. What was his position when you

3 joined NACDS?

4 A. I think it was director of -- I

5 don't know the rest of it. It was director of

6 administration and exhibits, something like that.

7 Q. Did you report to him?

8 A. No.

9 Q. Did you ever report to him during

10 your tenure at NACDS?

11 A. I did.

12 Q. And when was that?

13 A. I don't know the exact times, but it

14 was at some point during my tenure there.

15 Q. For how long?

16 A. I just don't recall the exact

17 timing. I think, you know, it could have been a

18 few years.

19 Q. Did you develop a friendship with

20 Mr. McGrath while you were at NACDS?

21 A. I did.

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1 Q. Would you socialize together?

2 A. We would, yes.

3 Q. Okay. How frequently?

4 A. During, you know, business events

5 and things like that.

6 Q. Did you also get to know Michael

7 Harris at NACDS?

8 A. Not at NACDS.

9 Q. Did you know Vishal Bhatia at NACDS?

10 A. Yes.

11 Q. How did you know him?

12 A. We were colleagues at NACDS.

13 Q. And Vishal Bhatia was also hired by

14 Mr. McGrath to work at MES, right?

15 A. I believe so, yes.

16 Q. Did you know Dan Faoro at NACDS?

17 A. I did.

18 Q. Did you work with him?

19 A. We did.

20 Q. And he was also hired by Mr. McGrath

21 at MES; correct?

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1 A. Yes.

2 MR. IRWIN: If you know, Matt.

3 BY MR. COE:

4 Q. Did you know Craig Renner at NACDS?

5 A. I did not.

6 Q. NACDS would have a presence at the

7 ICSC meetings; correct?

8 A. I don't recall.

9 Q. You know that the ICSC is the

10 International Counsel of Shopping Centers;

11 correct?

12 A. I do.

13 Q. And they hold an annual event in Las

14 Vegas every year?

15 A. I'm aware.

16 Q. Did you attend those events when you

17 were at NACDS?

18 A. No.

19 Q. Did Mr. McGrath?

20 A. I don't know.

21 Q. Why did you leave NACDS on April 2nd

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1 of 2014?

2 A. Well, I felt like there was not

3 opportunity to develop there, so I decided to

4 leave the organization.

5 Q. In 2014, there was a gubernatorial

6 election in Maryland. Were you aware of that?

7 A. Yes.

8 Q. Did you know Governor Hogan at that

9 time?

10 A. No.

11 Q. Did you know that Mr. McGrath knew

12 Governor Hogan?

13 A. I did.

14 Q. And what did Mr. McGrath tell you

15 about his relationship with Governor Hogan?

16 MR. IRWIN: Hang on a second.

17 THE WITNESS: Can you repeat the

18 question, please?

19 BY MR. COE:

20 Q. What did Mr. McGrath tell you about

21 his relationship with Governor Hogan?

<p style="text-align: right;">Page 26</p> <p>1 A. Because there are ongoing</p> <p>2 multi-agency investigations in this matter, it is</p> <p>3 with regret that I am unable to answer your and</p> <p>4 the Committee's questions at this time.</p> <p>5 On the advice of my attorney, I am invoking</p> <p>6 my rights under the Maryland Declaration of Rights</p> <p>7 and the United States Constitution and</p> <p>8 respectfully decline at this time to answer the</p> <p>9 question, being the truthful answer might tend to</p> <p>10 incriminate me.</p> <p>11 Q. Did Mr. McGrath inform you that he</p> <p>12 had a long-standing relationship with Ms. -- with</p> <p>13 Governor Hogan? And I'm talking about 2014 when</p> <p>14 the gubernatorial election was going on.</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my constitutional -- Constitutional</p> <p>17 rights, I respectfully decline to answer the</p> <p>18 question.</p> <p>19 Q. Okay. Did you do any work on the</p> <p>20 Hogan campaign in 2014?</p> <p>21 (Technical difficulties. Reporter not in</p>	<p style="text-align: right;">Page 28</p> <p>1 (Attorney Irwin and Witness speak sotto voce.)</p> <p>2 MR. COE: Thank you, Ms. Clark, for</p> <p>3 telling us where we dropped off. The same thing</p> <p>4 happened to me in a three-day federal court case</p> <p>5 in June.</p> <p>6 THE REPORTER: Yes, I don't know</p> <p>7 what happened. That's never happened to me</p> <p>8 before.</p> <p>9 MR. COE: It's the new world we live</p> <p>10 in. That's all I can say.</p> <p>11 THE REPORTER: Yes. Sorry about</p> <p>12 that.</p> <p>13 MR. COE: That's okay.</p> <p>14 BY MR. COE:</p> <p>15 Q. So Mr. Sherring, I'm going to go</p> <p>16 back to where we left off and just go through the</p> <p>17 questions before very quickly. I just want to --</p> <p>18 we all heard your answers but we have to get them</p> <p>19 recorded?</p> <p>20 I asked you if you worked on the campaign in</p> <p>21 2014 for Governor Hogan.</p>
<p style="text-align: right;">Page 27</p> <p>1 hearing.)</p> <p>2 THE REPORTER: Wait a minute. This</p> <p>3 is the court reporter. I got kicked out a while</p> <p>4 back. I don't know how I got kicked out, but I</p> <p>5 got kicked out a while back.</p> <p>6 The last question that I got said,</p> <p>7 "Did you do any work on the Hogan campaign in</p> <p>8 2014"?</p> <p>9 MR. COE: Thank you for telling us</p> <p>10 that.</p> <p>11 THE REPORTER: Is there a number</p> <p>12 where I can call into because I'm not sure why I</p> <p>13 got kicked out.</p> <p>14 UNIDENTIFIED SPEAKER: Ms. Clark, we</p> <p>15 can give you a number. We can also give you the</p> <p>16 link to the YouTube for this.</p> <p>17 THE REPORTER: There is a YouTube</p> <p>18 stream?</p> <p>19 UNIDENTIFIED SPEAKER: Yes, ma'am.</p> <p>20 THE REPORTER: Okay. I can get it</p> <p>21 off there if that's okay with you.</p>	<p style="text-align: right;">Page 29</p> <p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. I also asked you if you were aware</p> <p>5 that Mr. McGrath worked on the campaign.</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. Okay. And I asked you if you</p> <p>10 contributed to the Hogan campaign in 2014?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. Then I asked you if you worked for</p> <p>15 Sherring Energy Consultants in 2014, 2015?</p> <p>16 A. Yes, I did.</p> <p>17 Q. Okay. And your father owns that</p> <p>18 company; is that correct?</p> <p>19 A. Yes.</p> <p>20 Q. And you worked as a consultant for</p> <p>21 him?</p>

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<p>1 A. Yes.</p> <p>2 Q. And you left in July of 2015 to</p> <p>3 become special assistant to the Deputy Director of</p> <p>4 Maryland Department of Housing and Community</p> <p>5 Development; correct?</p> <p>6 A. Yes.</p> <p>7 Q. And who was that Deputy Director?</p> <p>8 A. Mr. John Mandeville.</p> <p>9 Q. Did Mr. McGrath inform you about</p> <p>10 that job?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. And what were your job duties as</p> <p>15 special assistant?</p> <p>16 A. I had a variety of duties, including</p> <p>17 working on the neighborhood with Business Works</p> <p>18 Program.</p> <p>19 Q. Was that the job -- was the special</p> <p>20 assistant job a job that was created for you?</p> <p>21 A. On the advice of counsel and</p>	<p>1 Q. Okay. I'm going to show you</p> <p>2 Exhibit 3, which is a series of e-mails.</p> <p>3 (Exhibit No. 3 marked for identification.)</p> <p>4 BY MR. COE:</p> <p>5 Q. The first one starts with an</p> <p>6 exchange between you and Beth Wojton. She was</p> <p>7 employed by MES in January of 2017; correct?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. Okay. Your e-mail of January 14th,</p> <p>12 2017, to Ms. Wojton, thanks her for meeting with</p> <p>13 you the previous day. You did meet with Ms.</p> <p>14 Wojton on January 13, 2017; correct?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. You knew that Mr. McGrath was</p> <p>19 promoting you for a position at MES with</p> <p>20 Ms. Wojton; correct?</p> <p>21 A. On the advice of counsel and</p>
Page 31	Page 33
<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. Next, I asked you if you were aware</p> <p>4 that Governor Hogan announced that Mr. McGrath was</p> <p>5 going to be appointed Director of the Maryland</p> <p>6 Environmental Service in December of 2015?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. And then we showed you Exhibit 2,</p> <p>11 and I asked you if you saw that announcement, and</p> <p>12 I believed you said that you did not recall?</p> <p>13 (Exhibit No. 2 marked for identification.)</p> <p>14 THE WITNESS: That's correct, I did</p> <p>15 not recall.</p> <p>16 BY MR. COE:</p> <p>17 Q. When did you first communicate with</p> <p>18 Mr. McGrath about coming to work at MES?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>	<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. Let's go to Exhibit 4, please.</p> <p>4 (Exhibit No. 4 marked for identification.)</p> <p>5 BY MR. COE:</p> <p>6 Q. Mr. Sherring, I'm showing you a</p> <p>7 February 4th, 2017, letter from Ms. Wotjon to you,</p> <p>8 and you can scroll down to the signatures.</p> <p>9 That is your signature at the bottom above</p> <p>10 signature and date; correct?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. You accepted a job in a position of</p> <p>15 strategic partnerships executive at MES on</p> <p>16 February 4th, 2017; correct?</p> <p>17 A. That's correct.</p> <p>18 Q. Go to Exhibit 5, please.</p> <p>19 (Exhibit No. 5 marked for identification.)</p> <p>20 BY MR. COE:</p> <p>21 Q. Exhibit 5 is a copy of your</p>

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<p>1 employment contract with Maryland Environmental</p> <p>2 Service; correct?</p> <p>3 A. It appears to be.</p> <p>4 Q. That's your signature on page 10;</p> <p>5 correct?</p> <p>6 A. It appears to be.</p> <p>7 Q. And your -- if you go back to</p> <p>8 paragraph 2, your contract started on</p> <p>9 February 15th, 2017; correct?</p> <p>10 A. Yes.</p> <p>11 Q. And the position of strategic</p> <p>12 partnerships executive was a new position created</p> <p>13 for you; correct?</p> <p>14 A. Can you repeat the question, please?</p> <p>15 Q. The position of strategic</p> <p>16 partnerships executive was a new position created</p> <p>17 for you; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. You did not interview with anyone</p>	<p>1 or any other location for the position that you</p> <p>2 took at MES, was there?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. And the policy requires interviews</p> <p>7 to be conducted by a panel of MES staff, including</p> <p>8 the hiring supervisor and two other diverse,</p> <p>9 qualified staff members, that -- you never had</p> <p>10 such an interview, did you?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. Go to the next -- the personnel</p> <p>15 policy and procedure, please. Scroll down to --</p> <p>16 well, Mr. McGrath [sic], this is the MES personnel</p> <p>17 policies and procedures relating to hiring and</p> <p>18 employment.</p> <p>19 Have you ever reviewed that document before?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>
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<p>1 other than Ms. Wojton for that position, did you?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. I'm going to bring up Exhibit 6,</p> <p>6 please.</p> <p>7 (Exhibit No. 6 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. Mr. Sherring, this is the Maryland</p> <p>10 Environmental Service employee handbook. As an</p> <p>11 employee of MES, did you ever review that</p> <p>12 handbook?</p> <p>13 A. Can you repeat the question, please?</p> <p>14 Q. As an employee at MES, did you ever</p> <p>15 review the MES employee handbook?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my Constitutional rights, I</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. Turn to the next page there in the</p> <p>20 application, the hiring process. Mr. Sherring,</p> <p>21 there was never a vacancy posted on MES's website</p>	<p>1 respectfully decline to answer that question.</p> <p>2 Q. Okay. While you were at MES,</p> <p>3 Mr. McGrath regularly went outside of the MES</p> <p>4 personnel policies to hire employees, didn't he?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. There was no written job description</p> <p>9 for strategic partnership executive, was there?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. What were your duties as strategic</p> <p>14 partnership executive?</p> <p>15 A. Repeat the question, please.</p> <p>16 Q. What were your duties as strategic</p> <p>17 partnership executive?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. When you were strategic partnership</p>

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<p>1 executive, who did you report to?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. While you were a strategic</p> <p>6 partnership executive, there were no MES employees</p> <p>7 who reported to you, were there?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. Let me go to Exhibit No. 7, please.</p> <p>12 (Exhibit No. 7 marked for identification.)</p> <p>13 BY MR. COE:</p> <p>14 Q. Mr. Sherring, I'm showing you an</p> <p>15 October 7th, 2019, memo from Roy McGrath to direct</p> <p>16 reports and executive office staff.</p> <p>17 This memo documents a promotion for you at</p> <p>18 MES; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>	<p>1 position of director?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. Let me show you Exhibit 8, please.</p> <p>6 Mr. McGrath -- Mr. Sherring, I apologize.</p> <p>7 (Exhibit No. 8 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. I'm showing you an August 20th,</p> <p>10 2020, letter to you from Dr. Glass. That is the</p> <p>11 letter that terminated your employment at MES;</p> <p>12 correct?</p> <p>13 A. That's correct.</p> <p>14 Q. So your -- I think we've</p> <p>15 established -- we can go back and look if you</p> <p>16 want. From your contract, you started on</p> <p>17 February 15th, 2017. And from this letter, your</p> <p>18 employment ended on August 20th, 2020; correct?</p> <p>19 A. That's correct.</p> <p>20 Q. So it's a little over three and a</p> <p>21 half years.</p>
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<p>1 Q. Okay. From the date October 7th,</p> <p>2 2019 on, you were director of operations for the</p> <p>3 executive office at MES; correct?</p> <p>4 A. I'm sorry. Can you repeat the</p> <p>5 question? I lost you there for a few seconds.</p> <p>6 Q. Sure. From October 7th, 2019, on,</p> <p>7 until you're at the end of your tenure at MES, you</p> <p>8 were the director of operations for the executive</p> <p>9 office at MES; correct?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. And you were the primary point of</p> <p>14 contact for employees of MES who wanted to be in</p> <p>15 contact with Mr. McGrath; correct?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my Constitutional rights, I</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. Were you ever advised by Mr. McGrath</p> <p>20 that he considered you untouchable and that you</p> <p>21 could not be fired, even after he left the</p>	<p>1 Now, I'm going to show you -- well, let me</p> <p>2 ask you this question. Did you know Jim Harkins?</p> <p>3 A. Can you repeat the question, please?</p> <p>4 Q. Did you know Jim Harkins?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. Just for the record, you're aware</p> <p>9 that Mr. Harkins was director of MES for 11 years,</p> <p>10 and he preceded your time at MES; correct?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. Did you know -- you did know John</p> <p>15 O'Neill; correct?</p> <p>16 A. Can you repeat the question there?</p> <p>17 Q. You did know John O'Neill, didn't</p> <p>18 you?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional Right, I</p> <p>21 respectfully decline to answer that question.</p>

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<p>1 Q. For the record you're aware, aren't</p> <p>2 you, that John O'Neill was deputy director of MES</p> <p>3 for 12 years?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. So we have reviewed a number of</p> <p>8 expense reports at MES for you, Roy McGrath, Jim</p> <p>9 Harkins, and John O'Neill while each was an</p> <p>10 employee at MES.</p> <p>11 And we've composed an exhibit that shows you</p> <p>12 the totals for those expenses among you,</p> <p>13 Mr. McGrath, John O'Neill, and James Harkins. And</p> <p>14 I'm showing you Exhibit No. 9.</p> <p>15 (Exhibit No. 9 marked for identification.)</p> <p>16 BY MR. COE:</p> <p>17 Q. I ask you to take whatever time you</p> <p>18 need to look at that document.</p> <p>19 Just for the record, it shows that Mr.</p> <p>20 McGrath, who worked there for three years and</p> <p>21 three months, had -- well, I'll explain the chart</p>	<p>1 \$17,963.47. And the total for Jim Harkins with 11</p> <p>2 years of services as director was \$15,923.31.</p> <p>3 Can you explain why you had more than five</p> <p>4 times the amount of expenses in three and a half</p> <p>5 years as an employee at MES as Mr. Harkins did as</p> <p>6 director in 11 years?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 (Exhibit No. 10 marked for identification.)</p> <p>11 BY MR. COE:</p> <p>12 Q. I'm next going to show you Exhibit</p> <p>13 No. 10, which is a timeline of trips and events</p> <p>14 you attended while you were an employee at MES.</p> <p>15 MR. COE: Just scroll though it.</p> <p>16 Give everybody, like, a minute with one page and</p> <p>17 then scroll.</p> <p>18 BY MR. COE:</p> <p>19 Q. So you took your first trip from</p> <p>20 April 11th to April 14, 2017, within two months of</p> <p>21 being hired; correct?</p>
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<p>1 first. The blue part of the chart is MES credit</p> <p>2 card charges. And for a while, you had had an</p> <p>3 MES-issued credit card; correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. Okay. And then the orange is</p> <p>8 reimbursed expenses paid for by employees on their</p> <p>9 own credit cards or with cash that were reimbursed</p> <p>10 by MES. And you had some expenses that were</p> <p>11 incurred that way and reimbursed; correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. Let's just review the numbers here.</p> <p>16 The total expenses for Roy McGrath during the</p> <p>17 three years and three months of service were</p> <p>18 \$129,702.20. The total for you for three and a</p> <p>19 half years of service was \$91,610.67.</p> <p>20 The total for John O'Neill with more than</p> <p>21 11 years' service as deputy director was</p>	<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. So the trips started in April of</p> <p>5 2017, and the last one, March 15th, 2020, that was</p> <p>6 actually cancelled because of COVID; correct?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. By my count, which does not include</p> <p>11 that cancelled trip, there were 55 trips and</p> <p>12 events that you attended during your three and a</p> <p>13 half years of employment at MES; is that correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. Mr. Sherring, I'm going to ask you</p> <p>18 about some particular expense reimbursements that</p> <p>19 you received, and I'm going to do it by category.</p> <p>20 You accompanied Mr. McGrath to a number of</p> <p>21 leadership conferences. The first one appears to</p>

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<p>1 have been to New York City from July 25th, 2017,</p> <p>2 to July 29th, 2017, to an entity called the Young</p> <p>3 Jewish Professionals Leadership Innovation and</p> <p>4 Diversity Symposium?</p> <p>5 Do you recall going to that?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. From the records that I have seen,</p> <p>10 MES employees had not previously attended Young</p> <p>11 Jewish Professional Leadership events.</p> <p>12 Are you aware of any others who did besides</p> <p>13 you and Mr. McGrath?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. The expense report which you</p> <p>18 submitted for that event seeks reimbursement in</p> <p>19 the amount of \$371.50; correct?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>	<p>1 of the Board of Directors' minutes for their</p> <p>2 meeting of July 24th, 2017. And I'm going to ask</p> <p>3 you to scroll down to the last --</p> <p>4 second-to-the-last paragraph of the director's</p> <p>5 report.</p> <p>6 This was the week of the Young Jewish</p> <p>7 Professionals conference, and the minutes report</p> <p>8 that Mr. McGrath will be traveling to New York to</p> <p>9 speak at the Leadership Innovation and Diversity</p> <p>10 Symposium. He will be discussing sustainable</p> <p>11 green building projects.</p> <p>12 Have you seen these minutes before,</p> <p>13 Mr. Sherring?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. The minutes do not report that you</p> <p>18 attended the symposium; do they?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>
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<p>1 respectfully decline to answer that question.</p> <p>2 Q. If you would turn the page to the</p> <p>3 next one. For this particular trip, you flew to</p> <p>4 New York; correct?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. Do you know whether Mr. McGrath flew</p> <p>9 to New York for this event?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. What did you do at the Young Jewish</p> <p>14 Professionals Conference, Mr. Sherring?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. Let's go to Exhibit 12, please.</p> <p>19 (Exhibit No. 12 marked for identification.)</p> <p>20 BY MR. COE:</p> <p>21 Q. Exhibit 12, Mr. Sherring, is a copy</p>	<p>1 Q. Do you recall Mr. McGrath giving a</p> <p>2 speech at the symposium?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. The records -- your expense</p> <p>7 reimbursement exhibit shows that you were there</p> <p>8 from July 25th to July 29th. Mr. McGrath didn't</p> <p>9 give a speech that lasted four days, did he?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. Did Mr. McGrath tell you to go to</p> <p>14 the Young Jewish Professionals Conference?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. Okay. Let's bring up Exhibit 13,</p> <p>19 please.</p> <p>20 (Exhibit No. 13 marked for identification.)</p> <p>21 BY MR. COE:</p>

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<p>1 Q. Mr. Sherring, I'm showing you an</p> <p>2 expense report submitted by you, seeking</p> <p>3 reimbursement in the amount of \$1,381.14, which</p> <p>4 was paid. I believe it was for attending the 2018</p> <p>5 U.S. Chamber of Commerce IOM Midwest Institute.</p> <p>6 You went to that conference from June 3rd to</p> <p>7 June 7th of 2018; correct?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. IOM stands for Institute for</p> <p>12 Organization Management; correct?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my Constitutional rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 Q. I'm going to show you now Exhibit</p> <p>17 Number 14.</p> <p>18 (Exhibit No. 14 marked for identification.)</p> <p>19 BY MR. Coe:</p> <p>20 Q. This is informational material about</p> <p>21 the Institute for Organization Management.</p>	<p>1 the Chamber of Commerce event in Madison,</p> <p>2 Wisconsin; correct?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. So from the records that I've seen,</p> <p>7 MES had not previously sent employees to IOM</p> <p>8 programs. Why did you and Mr. McGrath attend this</p> <p>9 one?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. Let's go to No. 15, please. Go back</p> <p>14 to 14, sorry. Scroll down to the fee.</p> <p>15 Mr. Sherring, the Chamber of Commerce</p> <p>16 charges a fee for attending the Institution for</p> <p>17 Organization Management programs; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. And MES paid that fee for you and</p>
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<p>1 Have you seen this material before?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. And just to summarize it for the</p> <p>6 Committee, the Institute for Organization</p> <p>7 Management is a -- provides course instruction for</p> <p>8 professional development; correct?</p> <p>9 A. I'm sorry, is that question to me?</p> <p>10 Q. The Institute for Organization</p> <p>11 Management provides course instruction for</p> <p>12 professional development; correct?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my Constitutional rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 Q. You spent four days in Madison,</p> <p>17 Wisconsin at this event; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Mr. McGrath directed you to go to</p>	<p>1 Mr. McGrath; correct?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 (Exhibit No. 15 marked for identification.)</p> <p>6 BY MR. COE:</p> <p>7 Q. If you'll scroll down to Exhibit 15,</p> <p>8 the Maryland section, please.</p> <p>9 So Mr. McGrath graduated from the</p> <p>10 Institution for Organization Management in 2018;</p> <p>11 correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. And Mr. Sherring, when you graduate</p> <p>16 from the Institute for Organization Management,</p> <p>17 you get to put the IOM designation after your</p> <p>18 name; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>

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<p>1 MR. COE: Go to 16, please.</p> <p>2 (Exhibit No. 16 marked for identification.)</p> <p>3 BY MR. COE:</p> <p>4 Q. Mr. McGrath [sic], I'm showing you</p> <p>5 what's been marked as Exhibit 16, the prospective</p> <p>6 Student Toolkit for Institution for Organization</p> <p>7 Management.</p> <p>8 Is this a document that you've seen before?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. I'm going to ask to scroll down to</p> <p>13 page 3, the reasons to attend. This summarizes</p> <p>14 their view of the reasons for you or Mr. McGrath</p> <p>15 to attend.</p> <p>16 The first bullet is, you will receive</p> <p>17 instruction from and engage in discussion with</p> <p>18 leading industry experts who understand how to</p> <p>19 help you be successful in your career; correct?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>	<p>1 trip; correct?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. Please bring up Exhibit 18.</p> <p>6 (Exhibit No. 18 marked for identification.)</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. Sherring, Exhibit 18 is your</p> <p>9 expense report seeking reimbursement of \$791.16</p> <p>10 for going to New York from July 25th to 26th,</p> <p>11 2018. And the purpose is stated representing MES</p> <p>12 at Young Jewish Professionals CEO Leadership and</p> <p>13 Innovation Symposium.</p> <p>14 You submitted that report; correct?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. And who approved your submission of</p> <p>19 this report?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>
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<p>1 respectfully decline to answer that question.</p> <p>2 Q. It also says you will develop a</p> <p>3 network of peers throughout the country; correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. Let's go to Exhibit 17.</p> <p>8 (Exhibit No. 17 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. These are the board minutes for MES</p> <p>11 dated July 23rd, 2018, and I want you to scroll</p> <p>12 down to the director's report. It states, Mr.</p> <p>13 McGrath has been invited to be a panelist at an</p> <p>14 executive-level program conference sponsored by</p> <p>15 the Young Jewish Professionals Group in New York.</p> <p>16 You were aware of that at the time, correct,</p> <p>17 Mr. Sherring?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. You accompanied Mr. McGrath on that</p>	<p>1 respectfully decline to answer that question.</p> <p>2 Q. Following the report are a number of</p> <p>3 receipts. I don't propose to go through them all,</p> <p>4 but the first one is just for a lunch at Junior's</p> <p>5 where there are notes on it, "business lunch with</p> <p>6 you and Mr. McGrath"; is that correct?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. And we scroll down, please. Whose</p> <p>11 notes are these at the bottom about the per diem</p> <p>12 limit?</p> <p>13 A. Can you repeat the question, please?</p> <p>14 Q. Whose notes are these at the bottom</p> <p>15 of the page about the per diem limit? Whose</p> <p>16 handwriting is it?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. And if you'll go back to the</p> <p>21 preceding page, you can see that despite the note</p>

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<p>1 about exceeding the per diem limit, the entire</p> <p>2 cost of the dinner is approved; correct?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. In fact, that is something that</p> <p>7 happened regularly with your trips with</p> <p>8 Mr. McGrath, isn't it, that meals exceeded per</p> <p>9 diem limits, but were approved anyway?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. So will you turn to YJP insert on</p> <p>14 this. Mr. Sherring, who is Katie Tessier?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. In her e-mail to you of</p> <p>19 September 16th, 2017, in response to your expense</p> <p>20 report, she sends you a copy of the travel policy</p> <p>21 about per diem meal allowances; correct?</p>	<p>1 August 23rd, 2018, seeking reimbursement in the</p> <p>2 amount of \$1,046.52. This was for an inaugural</p> <p>3 business leadership conference in Annapolis.</p> <p>4 Can you explain to the Committee, what that</p> <p>5 was?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. How far is the MES office from</p> <p>10 Annapolis?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. You commuted on an almost daily</p> <p>15 basis from Washington, D.C. to the MES offices to</p> <p>16 work; correct?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. On your expense report for this</p> <p>21 event, you seek reimbursement for a hotel room you</p>
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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. Now go to the YJP.</p> <p>5 These are the Young Jewish Professional</p> <p>6 materials regarding the event, and it identifies</p> <p>7 Mr. McGrath; correct?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. Did Mr. McGrath describe himself as</p> <p>12 Director, CEO, and Chairmen of Maryland</p> <p>13 Environmental Service?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. Let's go to -- let's go to 19.</p> <p>18 (Exhibit No. 19 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. Mr. McGrath [sic], I'm showing you</p> <p>21 an expense report of yours which you signed on</p>	<p>1 stayed in in Annapolis; correct?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. Let's go to 20.</p> <p>6 (Exhibit No. 20 marked for identification.)</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. Sherring, I'm going to show you</p> <p>9 Exhibit 20. This report signed by you</p> <p>10 September 14th, 2018, seeks reimbursement for</p> <p>11 \$1,712.98 for an ASAE annual meeting and</p> <p>12 exposition in Chicago.</p> <p>13 You attended that from August 18th to</p> <p>14 August 21st of 2018; correct?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. What is the ASAE?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>

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<p>1 Q. Go to the last page of the exhibit.</p> <p>2 Mr. Sherring, I'm showing you an ASAE annual</p> <p>3 meeting and exposition statement about the</p> <p>4 conference that more than 6,000 professionals and</p> <p>5 industry partners gathered in Chicago and -- for</p> <p>6 the conference and briefly describes what took</p> <p>7 place at this conference. You were one of the</p> <p>8 attendees, weren't you?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. And Mr. McGrath attended the</p> <p>13 conference with you; correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. I show you Exhibit No. 21.</p> <p>18 (Exhibit No. 21 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. Mr. Sherring, on this expense</p> <p>21 report, which is dated August 15th, 2019, you seek</p>	<p>1 Q. MES on your behalf paid \$1,395 for</p> <p>2 you to go to this event; correct?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. So these leadership conference</p> <p>7 events that we reviewed, Mr. Sherring, the</p> <p>8 Maryland Environmental Service didn't get any</p> <p>9 business from you and Mr. McGrath going to those</p> <p>10 conferences, did they?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. So you and Mr. McGrath also took</p> <p>15 some trips which arguably could be classified as</p> <p>16 potential business development, and I want to show</p> <p>17 you Exhibit 22, please.</p> <p>18 (Exhibit No. 22 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. This is an expense reimbursement</p> <p>21 report of yours, which you signed on April 21st,</p>
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<p>1 reimbursement for expenses again related to a U.S.</p> <p>2 Chamber of Commerce IOM conference in 2008 --</p> <p>3 2019; correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. This one Mr. McGrath also went to;</p> <p>8 correct?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. And this event was in Conshohocken,</p> <p>13 Pennsylvania; is that correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. You spent three nights there at a</p> <p>18 hotel; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>	<p>1 2017, where you traveled to Belgium for the</p> <p>2 SABELCO trip.</p> <p>3 Do you recall that trip?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. And you sought reimbursement for</p> <p>8 \$3,065.78?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. And were you exploring SABELCO'S</p> <p>13 glass recycling facility?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. No business resulted for Maryland</p> <p>18 Environmental Services as a result of this trip;</p> <p>19 correct?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>

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<p>1 respectfully decline to answer that question.</p> <p>2 Q. Let's go to Exhibit 23, please.</p> <p>3 (Exhibit No. 23 marked for identification.)</p> <p>4 BY MR. COE:</p> <p>5 Q. They're director's minutes for</p> <p>6 April 27, 2017. Mr. Sherring, I'm showing you the</p> <p>7 Board of Directors' minutes for April 27th, 2017,</p> <p>8 after the SABELCO trip. And there is an entry</p> <p>9 under the director's report about it.</p> <p>10 Do you see that it reports -- the director,</p> <p>11 Mr. McGrath, reports that he, Ms. Wojton, and</p> <p>12 Mr. Tomczewski recently traveled to Belgium and</p> <p>13 France for meetings with SABELCO. It doesn't</p> <p>14 mention that you went, but you did go, didn't you?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. Do you know why Mr. McGrath would</p> <p>19 not report your presence on that trip to the Board</p> <p>20 along with the presence of Ms. Wojton and Mr.</p> <p>21 Tomczewski?</p>	<p>1 Q. The expense report includes</p> <p>2 reimbursement for a flight to Tel Aviv on</p> <p>3 November 16th and back on November 21st; correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. So you spent five days in Israel and</p> <p>8 got reimbursed by MES; correct?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. How many people from MES went on the</p> <p>13 trip besides you and Mr. McGrath?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. What was your role on that trip?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Mr. McGrath told you to go on that</p>
Page 67	Page 69
<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. Okay. Let's go to Exhibit 24,</p> <p>5 please.</p> <p>6 (Exhibit No. 24 marked for identification.)</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. McGrath, I'm showing you --</p> <p>9 A. Mr. Sherring.</p> <p>10 Q. -- an expense -- excuse me, Mr.</p> <p>11 Sherring, I apologize.</p> <p>12 I'm showing you Exhibit 24, which is your</p> <p>13 expense reimbursement report dated December 23rd,</p> <p>14 2019, in which you seek \$6,149.36 in expense</p> <p>15 reimbursement. If you'll turn the page to the</p> <p>16 next page, please. Stop there.</p> <p>17 This expense report was approved by</p> <p>18 Mr. McGrath; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>	<p>1 trip; correct?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. I will next show you the MES policy</p> <p>6 on meal reimbursement, Exhibit 25.</p> <p>7 (Exhibit No. 25 marked for identification.)</p> <p>8 BY MR. COE:</p> <p>9 Q. Have you seen that document before,</p> <p>10 Mr. Sherring?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. The last entry on the policy, Item</p> <p>15 I, says that requests for meal reimbursements had</p> <p>16 to be submitted to finance with necessary</p> <p>17 documentation within the pay period when the</p> <p>18 expense was incurred. You regularly missed that</p> <p>19 deadline, but got reimbursed anyway; correct?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>

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<p>1 respectfully decline to answer that question.  2 (Exhibit No. 26 marked for identification.)  3 BY MR. COE:  4 Q. I'm next going to show you  5 Exhibit 26, which is the MES travel, advance, and  6 expense reimbursement procedure.  7 Are you familiar with that document,  8 Mr. Sherring?  9 A. On the advice of counsel and  10 pursuant to my Constitutional rights, I  11 respectfully decline to answer that question.  12 Q. The last entry in this policy is  13 that expense reports are due within five business  14 days of the completion of travel. You regularly  15 missed that deadline, but were reimbursed anyway;  16 correct?  17 A. On the advice of counsel and  18 pursuant to my Constitutional rights, I  19 respectfully decline to answer that question.  20 Q. And I'm going to show you  21 Exhibit 27, please.</p>	<p>1 representing MES at the Maryland Clean Energy  2 Center Summit and Maryland Israel Water Conference  3 in College Park, Maryland, and you seek  4 reimbursement for \$469.63; correct?  5 A. On the advice of counsel and  6 pursuant to my Constitutional rights, I  7 respectfully decline to answer that question.  8 Q. Mr. McGrath also went to this  9 conference; correct?  10 A. On the advice of counsel and  11 pursuant to my Constitutional rights, I  12 respectfully decline to answer that question.  13 Q. If you go to the next page, you  14 spent the night at the College Park Marriott;  15 correct?  16 A. On the advice of counsel and  17 pursuant to my Constitutional rights, I  18 respectfully decline to answer that question.  19 Q. And on the D.C. Metro, how long does  20 it take to get from College Park back to your home  21 in D.C.?</p>
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<p>1 (Exhibit No. 27 marked for identification.)  2 BY MR. COE:  3 Q. Mr. Sherring, this is an expense  4 reimbursement report that you submitted for a trip  5 from February 6th to February 8th to Phoenix  6 representing MES at Greenbiz 18 conference;  7 correct?  8 A. On the advice of counsel and  9 pursuant to my Constitutional rights, I  10 respectfully decline to answer that question.  11 Q. Mr. McGrath also attended this  12 event; correct?  13 A. On the advice of counsel and  14 pursuant to my Constitutional rights, I  15 respectfully decline to answer that question.  16 Q. I'm next going to show you  17 Exhibit 28, please.  18 (Exhibit No. 28 marked for identification.)  19 BY MR. COE:  20 Q. This is an expense reimbursement  21 submitted by you, signed October 29, 2018, for</p>	<p>1 A. On the advice of counsel and  2 pursuant to my Constitutional rights, I  3 respectfully decline to answer that question.  4 Q. Let's go to Exhibit 29, please.  5 (Exhibit No. 29 marked for identification.)  6 BY MR. COE:  7 Q. Mr. Sherring, I'm showing you an  8 expense report you submitted on November 6th of  9 2018 for travel reimbursement representing MES at  10 MEDA's session at Salisbury University.  11 What is MEDA? M-E-D-A.  12 A. On the advice of counsel and  13 pursuant to my Constitutional rights, I  14 respectfully decline to answer that question.  15 Q. In any event, your report shows that  16 you spent the night of October 25th, 2018, at the  17 Hyatt Regency in Cambridge for \$182.43. And very  18 next expense report shows that you went to MEDA  19 conference on October 21st and 22nd, 2018, in  20 western Maryland and spent the night out there in  21 a hotel in Cumberland; correct?</p>

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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. And Mr. McGrath went on both of</p> <p>5 those trips; correct?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. Let's go to Exhibit 30, please.</p> <p>10 (Exhibit No. 30 marked for identification.)</p> <p>11 BY MR. COE:</p> <p>12 Q. Mr. Sherring, I'm showing you</p> <p>13 Exhibit 30, which is an expense report submitted</p> <p>14 by you dated March 12th, 2019, where you seek</p> <p>15 reimbursement for \$2,339.71. And the event is</p> <p>16 representing MES at Greenbiz conference in</p> <p>17 Arizona.</p> <p>18 What is the Greenbiz conference?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>	<p>1 October 14, 2019, seeking reimbursement for</p> <p>2 \$1,160.35. And this was for going to something</p> <p>3 called an ICSD conference in New York, correct, at</p> <p>4 Columbia University?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. The event took place in New York</p> <p>9 from September 23rd to September 25th; correct?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. And within this package of</p> <p>14 reimbursement, if you look at this particular</p> <p>15 receipt, you seek reimbursement for staying on the</p> <p>16 night of October 1st, 2019, at the Residence Inn</p> <p>17 in Columbia, Maryland; correct?</p> <p>18 A. On of the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Why were you staying at the</p>
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<p>1 Q. On this trip, you spent three nights</p> <p>2 in a hotel at \$336.59 a night; is that correct?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. Will you turn the page to the next</p> <p>7 page? Mr. McGrath also went on this trip;</p> <p>8 correct?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 Q. You paid for Mr. McGrath's airline</p> <p>13 ticket; is that correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. Let's go to Exhibit 31.</p> <p>18 (Exhibit No. 31 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. Mr. Sherring, I'm going to show you</p> <p>21 Exhibit 31. It's an expense report dated</p>	<p>1 Residence Inn in Columbia?</p> <p>2 A. I'm sorry, you got cut off there a</p> <p>3 little bit.</p> <p>4 Q. Why were you staying the night at</p> <p>5 the Residence Inn in Columbia on October 1st,</p> <p>6 2019?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. And the -- stop there -- the hotel</p> <p>11 charge for Columbia of \$122.04 was included in</p> <p>12 your reimbursement submission; correct?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my Constitutional rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 Q. If you look in the lower right-hand</p> <p>17 corner of this page, it was approved by Roy</p> <p>18 McGrath; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>

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1 Q. Exhibit 32.  
 2 (Exhibit No. 32 marked for identification.)  
 3 BY MR. COE:  
 4 Q. I'm showing you Exhibit 32,  
 5 Mr. Sherring. This appears to be the syllabus for  
 6 the -- and course schedule for the ICSD event at  
 7 Columbia University in New York.  
 8 Did you attend any of the sessions on this  
 9 agenda?  
 10 A. On the advice of counsel and  
 11 pursuant to my Constitutional rights, I  
 12 respectfully decline to answer that question.  
 13 Q. Let's go to 33, please.  
 14 (Exhibit No. 33 marked for identification.)  
 15 BY MR. COE:  
 16 Q. I'm showing you an expense report  
 17 submitted on October 21st, 2019. If you look in  
 18 the lower right-hand corner of the report, it's  
 19 approved by Mr. McGrath. It has a note to put  
 20 more description in; correct?  
 21 A. On the advice of counsel and

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1 pursuant to my Constitutional rights, I  
 2 respectfully decline to answer that question.  
 3 Q. This expense report shows that you  
 4 attended a Chamber of Commerce summer event in the  
 5 District of Columbia on October 16th and 17th,  
 6 2019, and a Maryland Municipal League event at the  
 7 Hyatt in Cambridge on October 13th through 15th,  
 8 2019.  
 9 Do you recall doing that?  
 10 A. On the advice of counsel and  
 11 pursuant to my Constitutional rights, I  
 12 respectfully decline to answer that question.  
 13 Q. And Mr. McGrath attended those  
 14 events too; correct?  
 15 A. On the advice of counsel and  
 16 pursuant to my Constitutional rights, I  
 17 respectfully decline to answer that question.  
 18 Q. I'm going to show you Exhibit 34,  
 19 Mr. Sherring.  
 20 (Exhibit No. 34, marked for identification.)  
 21 BY MR. COE:

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1 Q. This is a brief description of the  
 2 COC event in D.C. that your expense report seeks  
 3 reimbursement for attending. It's a summit for  
 4 small and growing business.  
 5 Do you see that?  
 6 A. I see it.  
 7 Q. Can you explain why MES was sending  
 8 employees to a summit for small and growing  
 9 business?  
 10 A. On the advice of counsel and  
 11 pursuant to my Constitutional rights, I  
 12 respectfully decline to answer that question.  
 13 Q. I'm going to show you Exhibit 35.  
 14 (Exhibit No. 35 marked for identification.)  
 15 BY MR. COE:  
 16 Q. Sir, this is an expense report of  
 17 yours submitted on December 4th, 2019, seeking  
 18 reimbursement in the amount of \$3,826.90. And if  
 19 you'll scroll down, it was approved by  
 20 Mr. McGrath; correct?  
 21 A. On the advice of counsel and

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1 pursuant to my Constitutional rights, I  
 2 respectfully decline to answer that question.  
 3 Q. So the first entry on the expense  
 4 report is hotel for MEDA fall conference; correct?  
 5 A. On the advice of counsel and  
 6 pursuant to my Constitutional rights, I  
 7 respectfully decline to answer that question.  
 8 Q. If you'll go to the first receipt  
 9 for the MEDA fall conference on October 21st, 2019  
 10 -- or October 20th, 2019, you stayed at the Inn at  
 11 Perry Cabin in St. Michaels; correct?  
 12 A. On the advice of counsel and  
 13 pursuant to my Constitutional rights, I  
 14 respectfully decline to answer that question.  
 15 Q. And that cost \$348.60 for a night?  
 16 A. Is that a question?  
 17 Q. Yes. It cost -- the Inn at Perry  
 18 Cabin cost \$348.60 for one night, right?  
 19 A. On the advice of counsel and  
 20 pursuant to my Constitutional rights, I  
 21 respectfully decline to answer that question.

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<p>1 Q. Okay. And if you'll go to the next 2 receipt. And you and Mr. McGrath had dinner that 3 night at Limoncellos in St. Michaels; correct? 4 A. On the advice of counsel and 5 pursuant to my Constitutional rights, I 6 respectfully decline to answer that question. 7 Q. You also went to something called 8 the SWANA Waste Conference in Arizona; correct? 9 A. On the advice of counsel and 10 pursuant to my Constitutional rights, I 11 respectfully decline to answer that question. 12 Q. What is the SWANA Waste Conference? 13 A. On the advice of counsel and 14 pursuant to my Constitutional rights, I 15 respectfully decline to answer that question. 16 MR. COE: Let's go to 36, please. 17 (Exhibit No. 36 marked for identification.) 18 BY MR. COE: 19 Q. Mr. Sherring, I'm showing you 20 Exhibit No. 36, the May 15th -- or May 11, 2020, 21 expense report where you seek reimbursement for</p>	<p>1 respectfully decline to answer that question. 2 Q. I want you to scroll down to 3 Ms. Tessier's e-mail, please. 4 I'm showing you an e-mail dated May 11th, 5 2020, from Katherine Tessier, who is a senior 6 physical associate in MES, asking Mr. Harris for 7 approval of certain expenses of yours that exceed 8 the per diem. Had you seen that document before? 9 A. On the advice of counsel and 10 pursuant to my Constitutional rights, I 11 respectfully decline to answer that question. 12 Q. In any event, all of those were 13 approved, correct, by Mr. Harris? 14 A. On the advice of counsel and 15 pursuant to my Constitutional rights, I 16 respectfully decline to answer that question. 17 Q. Exhibit 37, please. 18 (Exhibit No. 37 marked for identification.) 19 BY MR. COE: 20 Q. Mr. Sherring, this is the same 21 expense report, but it includes information about</p>
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<p>1 \$4,734.70. 2 This reimbursement report, which was 3 approved by Mr. McGrath, seeks work reimbursement 4 for attending a P3 conference in Dallas-Fort 5 Worth. 6 What is the P3 conference? 7 A. On the advice of counsel and 8 pursuant to my Constitutional rights, I 9 respectfully decline to answer that question. 10 Q. It also seeks reimbursement for 11 attending a Global Waste Symposium in Indian 12 Wells, California, from February 23rd to 26, 2020. 13 What is the Global Waste Symposium? 14 A. On the advice of counsel and 15 pursuant to my Constitutional rights, I 16 respectfully decline to answer that question. 17 Q. It also seeks reimbursement for a 18 rental car and shows that you drove to Palm 19 Springs. Why did you drive to Palm Springs? 20 A. On the advice of counsel and 21 pursuant to my Constitutional rights, I</p>	<p>1 the P3C public private conference in Dallas-Forth 2 Worth on March 2nd and March 4th, 2020. 3 Have you seen this description of the 4 conference before? 5 A. On the advice of counsel and 6 pursuant to my Constitutional rights, I 7 respectfully decline to answer that question. 8 Q. Can you explain why MES was paying 9 for employees to go to this conference? 10 A. On the advice of counsel and 11 pursuant to my Constitutional rights, I 12 respectfully decline to answer that question. 13 Q. Let's go to Exhibit 38, please. 14 (Exhibit No. 38 marked for identification.) 15 BY MR. COE: 16 Q. This again is the same expense 17 report, but it has materials with it that describe 18 the Responsible Business Summit in New York. Can 19 you explain why MES was paying for its employees 20 to go to a Responsible Business Summit in New 21 York?</p>

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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. Let's go to Exhibit 39, please.</p> <p>5 (Exhibit No. 39 marked for identification.)</p> <p>6 BY MR. COE:</p> <p>7 Q. Mr. Sherring, this is an expense</p> <p>8 report submitted by you dated May 31st, 2017, to</p> <p>9 be reimbursed \$898.74 for representing MES at</p> <p>10 Maryland event during RECON. And it shows you</p> <p>11 went to Nevada from May 21st to the 23rd, 2017.</p> <p>12 What was that event?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my Constitutional rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 Q. Did Mr. McGrath direct you to go to</p> <p>17 that event?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. I want you to turn to the Spree</p>	<p>1 (Exhibit No. 40 marked for identification.)</p> <p>2 BY MR. COE:</p> <p>3 Q. This is an expense report dated</p> <p>4 February 12th, 2019, that you submitted for</p> <p>5 reimbursement for \$70.25, and it's approved by</p> <p>6 Steve Pennington; correct?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. Steve Pennington was the person you</p> <p>11 reported to for a while at MES; correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. Mr. Pennington was hired after you</p> <p>16 were hired at MES; is that correct?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. Was there a period of time when</p> <p>21 Mr. Pennington was your supervisor that</p>
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<p>1 Recon pamphlet in this exhibit. It says, "This is</p> <p>2 the pamphlet for the ICSC Spree Recon event in Las</p> <p>3 Vegas which you attended."</p> <p>4 Have you seen this document before, Mr.</p> <p>5 Sherring?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. Can you explain why MES would be</p> <p>10 paying for its employees to go to this event?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. And then I'm going to ask you to</p> <p>15 turn to the next expense report, please. This is</p> <p>16 your expense report for the same event the next</p> <p>17 year; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Let's go to Exhibit 40, please.</p>	<p>1 Mr. McGrath did not talk to you?</p> <p>2 A. On the advice of counsel and</p> <p>3 pursuant to my Constitutional rights, I</p> <p>4 respectfully decline to answer that question.</p> <p>5 Q. Was there a period of time when</p> <p>6 Mr. McGrath was angry with you?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. The receipt that accompanies this</p> <p>11 expense report is for dinner at Old Ebbitt Grill</p> <p>12 in D.C.</p> <p>13 Are you familiar with that restaurant?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. And the dinner was just you and</p> <p>18 Mr. McGrath; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>

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<p>1 Q. And despite the fact that it</p> <p>2 exceeded the per diem allowance, it was approved;</p> <p>3 correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. Let's go to Exhibit 41, please.</p> <p>8 (Exhibit No. 41 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. This is an expense report submitted</p> <p>11 by you, again approved by Steve Pennington. It's</p> <p>12 for \$176.99, and this was for more meals with</p> <p>13 Mr. McGrath; correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. I want to show you Exhibit 42.</p> <p>18 (Exhibit No. 42 marked for identification.)</p> <p>19 BY MR. COE:</p> <p>20 Q. We have reviewed the records and</p> <p>21 compiled this timeline of conferences which you</p>	<p>1 yours, Mr. Sherring. It's for a total amount of</p> <p>2 \$14,970.</p> <p>3 And the first entry I want to ask you about</p> <p>4 is the GWBOT mid-winter event. What is GWBOT?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. If you turn to the next page, there</p> <p>9 is a ticket to an event on February 27th, 2020,</p> <p>10 did you attend that event?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. Okay. The next is an invoice dated</p> <p>15 May -- well, excuse me, dated May 21st, 2020, from</p> <p>16 the Harvard Kennedy School in the amount of</p> <p>17 \$14,475.</p> <p>18 Did you pay that invoice?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>
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<p>1 attended, and unless otherwise noted, Mr. McGrath</p> <p>2 also attended these.</p> <p>3 The green ones are international trips. The</p> <p>4 blue ones are Maryland-based events. The gray</p> <p>5 ones are subject matter events outside of</p> <p>6 Maryland. The yellow are leadership, and the red</p> <p>7 are just other, like ICSC.</p> <p>8 From April of 2017 until March of 2020, you</p> <p>9 attended 24 such events; correct?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. And all but one of them, the last</p> <p>14 event, Mr. McGrath also attended; correct?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. Let's go to Exhibit 43, please.</p> <p>19 (Exhibit No. 43 marked for identification.)</p> <p>20 BY MR. COE:</p> <p>21 Q. This is another expense report of</p>	<p>1 Q. At the top of the invoice it's</p> <p>2 billed to Roy McGrath, P.O. Box 476, Edgewater,</p> <p>3 Maryland 21037.</p> <p>4 Did Mr. McGrath give you this invoice?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. Did Mr. McGrath tell you that he was</p> <p>9 attending the Harvard Kennedy School executive</p> <p>10 education course?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. Did you pay this invoice on behalf</p> <p>15 of Mr. McGrath?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my Constitutional rights, I</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. Well, Mr. Sherring, you requested</p> <p>20 that MES reimburse you for this invoice. Doesn't</p> <p>21 that mean that you paid it?</p>

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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. If you could turn to the expense</p> <p>5 report, please. Okay. Right there.</p> <p>6 This is the expense report submitted by you</p> <p>7 on June 4th, 2020, which includes both the GWBOT</p> <p>8 event and something called the training</p> <p>9 registration in January for April program delayed</p> <p>10 due to COVID to June in the amount of \$14,475.</p> <p>11 That's the Harvard tuition; correct?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. And if you look down at the approval</p> <p>16 entry, Mr. McGrath approved this expense; correct?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. Mr. McGrath approved you spending</p> <p>21 \$14,475 for him to attend Harvard; correct?</p>	<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. Your expense report was approved and</p> <p>4 you were reimbursed for the Harvard tuition;</p> <p>5 correct?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. Has Mr. McGrath ever shown you a</p> <p>10 diploma or any certificate he got from the Harvard</p> <p>11 school?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. Okay. Let's show Exhibit 44.</p> <p>16 (Exhibit No. 44 marked for identification.)</p> <p>17 BY MR. COE:</p> <p>18 Q. This is a letter from the Harvard</p> <p>19 Kennedy School. It's Exhibit 44, and it confirms</p> <p>20 the participation of Mr. McGrath on the program --</p> <p>21 in the program from May 31st to June 26, 2020, and</p>
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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. Now, the Harvard --</p> <p>5 MR. COE: If we go on to the</p> <p>6 transaction details, please.</p> <p>7 BY MR. COE:</p> <p>8 Q. Mr. Sherring, this is the receipt</p> <p>9 that you submitted, proving that you paid the</p> <p>10 Harvard invoice; correct?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. The Harvard course, in fact, took</p> <p>15 place in June after McGrath had left MES; correct?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my Constitutional rights, I</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. Have you ever discussed with</p> <p>20 Mr. McGrath whether he attended the course or not?</p> <p>21 A. On the advice of counsel and</p>	<p>1 the fact that he was granted a certificate of</p> <p>2 completion for his matriculation.</p> <p>3 Did he ever show you that certificate of</p> <p>4 completion?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. So when did Mr. McGrath tell you</p> <p>9 that he was leaving MES to be the Governor's Chief</p> <p>10 of Staff?</p> <p>11 A. On the advice of counsel and</p> <p>12 pursuant to my Constitutional rights, I</p> <p>13 respectfully decline to answer that question.</p> <p>14 Q. During the months of March, April,</p> <p>15 and May, Mr. McGrath was working on matters</p> <p>16 directly for the Governor, including the COVID</p> <p>17 epidemic; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Did Mr. McGrath tell you anything</p>

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<p>1 about his role in procuring masks on behalf of the</p> <p>2 State of Maryland?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 Q. When was the last day that you went</p> <p>7 to the office at MES?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 MR. COE: Let's show Mr. Sherring</p> <p>12 Exhibit 45, please.</p> <p>13 (Exhibit No. 45 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. Mr. Sherring, these are the Board of</p> <p>16 Directors' minutes of May 28, 2020, and you</p> <p>17 attended that meeting; correct?</p> <p>18 You're listed as others present. You</p> <p>19 attended by phone.</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>	<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. Did he tell you that the Governor</p> <p>4 had approved his receiving a year's salary as</p> <p>5 severance from MES?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 MR. COE: Turn to the closed</p> <p>10 session, please.</p> <p>11 BY MR. COE:</p> <p>12 Q. The Board on May 28, 2020, went into</p> <p>13 closed session to discuss compensation of</p> <p>14 employees. Do you see that from the minutes? And</p> <p>15 you were not in attendance at the closed session,</p> <p>16 were you?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. Do you know who Pam Fuller is, an</p> <p>21 employee of MES, don't you?</p>
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<p>1 respectfully decline to answer that question.</p> <p>2 Q. So if you'll turn to the director's</p> <p>3 report, please. You see in the last paragraph of</p> <p>4 the director's report it states, Mr. McGrath</p> <p>5 announced he has accepted a position of Chief of</p> <p>6 Staff for the State of Maryland in the Office of</p> <p>7 the Governor and will start his new role on</p> <p>8 Monday, June 1st. You were there for that</p> <p>9 announcement, weren't you?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. You knew he was going to be Chief of</p> <p>14 Staff before he announced it at that directors'</p> <p>15 meeting; correct?</p> <p>16 A. On the advice of counsel and</p> <p>17 pursuant to my Constitutional rights, I</p> <p>18 respectfully decline to answer that question.</p> <p>19 Q. Did he tell you at any time that he</p> <p>20 expected a year's salary as severance from MES?</p> <p>21 A. On the advice of counsel and</p>	<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. Pam Fuller is a paralegal at MES who</p> <p>5 helps prepare Board minutes; correct?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. Let me show you Exhibit 46, please.</p> <p>10 (Exhibit No. 46 marked for identification.)</p> <p>11 BY MR. COE:</p> <p>12 Q. Mr. Sherring, these are a series of</p> <p>13 e-mails between you and Ms. Fuller. It starts on</p> <p>14 June 16th, 2020, with an e-mail from you to Ms.</p> <p>15 Fuller.</p> <p>16 You were asking Ms. Fuller to share the</p> <p>17 Board minutes; correct?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Well, the reason you were doing that</p>

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<p>1 is because you wanted to share them with Mr.</p> <p>2 McGrath and jointly edit the Board minutes;</p> <p>3 correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. So let's go to Ms. Fuller's</p> <p>8 response. She responds to you that Beth, who is</p> <p>9 Beth Wojton, and Sean, who is Sean Coleman,</p> <p>10 Counsel to MES have already reviewed the minutes.</p> <p>11 And she says, if you have any corrections, just</p> <p>12 let me know and she'll fix them on her copy;</p> <p>13 correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. Let's go to your response. You say,</p> <p>18 it's much easier to process -- much easier to edit</p> <p>19 the Word version and asked her to share the Word</p> <p>20 document, right?</p> <p>21 A. On the advice of counsel and</p>	<p>1 BY MR. COE:</p> <p>2 Q. You say to Mr. McGrath, we're</p> <p>3 preparing for the Board meeting 6/25. Would you</p> <p>4 like to review the Board meeting minutes from May?</p> <p>5 And Mr. McGrath replies, yes, offline.</p> <p>6 What does offline mean?</p> <p>7 A. On the advice of counsel and</p> <p>8 pursuant to my Constitutional rights, I</p> <p>9 respectfully decline to answer that question.</p> <p>10 Q. Now, how did you share the minutes</p> <p>11 with Mr. McGrath?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 MR. COE: Let's go to the e-mail.</p> <p>16 BY MR. COE:</p> <p>17 Q. This is an e-mail from you to</p> <p>18 Ms. Fuller dated June 27th, 2020, with edits to</p> <p>19 the Board minutes; correct?</p> <p>20 A. On the advice of counsel and</p> <p>21 pursuant to my Constitutional rights, I</p>
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<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. You wanted to share the Word</p> <p>4 document, which she did, so that you could forward</p> <p>5 it to Mr. McGrath and jointly edit it; correct?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. And you go on to say -- ask her to</p> <p>10 share it via One Drive because you didn't have</p> <p>11 access to his K drive, right?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. Well, you did share the minutes with</p> <p>16 Mr. McGrath; correct? These are text messages</p> <p>17 between you and Mr. McGrath, aren't they?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 MR. COE: So stop there.</p>	<p>1 respectfully decline to answer that question.</p> <p>2 Q. You and Mr. McGrath have conferred</p> <p>3 on edits to the Board minutes; correct?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 MR. COE: And will you scroll down</p> <p>8 to the closed session, please.</p> <p>9 BY MR. COE:</p> <p>10 Q. So you and Mr. McGrath edited the</p> <p>11 closed session, which neither one of you attended,</p> <p>12 except Mr. McGrath attended the first part of it;</p> <p>13 correct?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. And Mr. Coleman largely rejected</p> <p>18 your edits; correct?</p> <p>19 A. On the advice of counsel and</p> <p>20 pursuant to my Constitutional rights, I</p> <p>21 respectfully decline to answer that question.</p>

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<p>1 Q. After Mr. McGrath left MES, did you</p> <p>2 stay in contact with him by phone, e-mail, and</p> <p>3 text?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. I'm going to show you Exhibit 47.</p> <p>8 (Exhibit No. 47 marked for identification.)</p> <p>9 BY MR. COE:</p> <p>10 Q. This is a series of text messages</p> <p>11 between you and Mr. McGrath, isn't it?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 MR. COE: Scroll down to that end,</p> <p>16 will you.</p> <p>17 BY MR. COE:</p> <p>18 Q. One of the things that you and</p> <p>19 Mr. McGrath discussed in this series of</p> <p>20 communications is the organizational chart at MES;</p> <p>21 correct?</p>	<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. The first thing I'm showing you is a</p> <p>5 communication from Mr. Faoro to you. He said he</p> <p>6 got a voicemail from a reporter at the Sun asking</p> <p>7 about Roy's compensation agreement. That was on</p> <p>8 August 12th 2020, at 4:18 p.m.; correct?</p> <p>9 A. On the advice of counsel and</p> <p>10 pursuant to my Constitutional rights, I</p> <p>11 respectfully decline to answer that question.</p> <p>12 MR. COE: Go to the next one.</p> <p>13 BY MR. COE:</p> <p>14 Q. Next, on the same day, August 12th,</p> <p>15 Mr. Faoro forwarded to you an e-mail from the Sun</p> <p>16 paper reporter, Pamela Wood; correct?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. Now, at 10:58 p.m., Mr. Faoro</p> <p>21 e-mails to you, "Matthew, understood from our</p>
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<p>1 A. On the advice of counsel and</p> <p>2 pursuant to my Constitutional rights, I</p> <p>3 respectfully decline to answer that question.</p> <p>4 Q. And the communication, it says,</p> <p>5 would remove CEO and COO references going forward,</p> <p>6 that was an exception. That came from</p> <p>7 Mr. McGrath; correct?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. I want to go to August of 2020 and</p> <p>12 Exhibit No. 50, please.</p> <p>13 (Exhibit No. 50 marked for identification.)</p> <p>14 BY MR. COE:</p> <p>15 Q. Dan Faoro is the communications</p> <p>16 director at MES; correct?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. She reported to you during August of</p> <p>21 2020; correct?</p>	<p>1 conversation and your follow-up voicemail, no</p> <p>2 response for now. Would suggest notifying</p> <p>3 counsel."</p> <p>4 You and Mr. Faoro had a conversation about</p> <p>5 this contact from the Sun, right?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 Q. You told Mr. Faoro not to respond,</p> <p>10 not to tell Dr. Glass and not to tell Sean</p> <p>11 Coleman, counsel for MES, didn't you?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 (Exhibit No. 48 marked for identification.)</p> <p>16 BY MR. COE:</p> <p>17 Q. So on August 14th, this article,</p> <p>18 which is part of the same exhibit, it's part of</p> <p>19 Exhibit 48, appeared in the Baltimore Sun.</p> <p>20 Do you recall that?</p> <p>21 A. On the advice of counsel and</p>

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1 pursuant to my Constitutional rights, I  
 2 respectfully decline to answer that question.  
 3 Q. After that article appeared, you and  
 4 Mr. McGrath began preparing responses to it;  
 5 correct?  
 6 A. On the advice of counsel and  
 7 pursuant to my Constitutional rights, I  
 8 respectfully decline to answer that question.  
 9 Q. I'm showing you now an e-mail from  
 10 Dan Faoro to David Nevins.  
 11 Can you identify David Nevins?  
 12 A. On the advice of counsel and  
 13 pursuant to my Constitutional rights, I  
 14 respectfully decline to answer that question.  
 15 Q. On August 14th, 2020, Mr. Faoro  
 16 informs Mr. Nevins, who was -- runs a public  
 17 relation firm and had a contract with MES, that he  
 18 just got off the phone with Matthew, who spoke to  
 19 Roy. They now want to go on the offensive and  
 20 issue a press release tonight.  
 21 At this time, it's Friday, August 14th,

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1 6:16 p.m. They are sending over some language  
 2 they want to include. Please call me on my cell  
 3 when you get this. Thank you.  
 4 So you and Mr. McGrath were working on  
 5 language for a press report which went on the  
 6 offensive about the Sun article; correct?  
 7 A. On the advice of counsel and  
 8 pursuant to my Constitutional rights, I  
 9 respectfully decline to answer that question.  
 10 Q. So on August 14th at 6:42, Mr. Faoro  
 11 forwards to Dr. Glass a draft from Roy/Matthew.  
 12 You provided Mr. Faoro with that draft; correct?  
 13 A. On the advice of counsel and  
 14 pursuant to my Constitutional rights, I  
 15 respectfully decline to answer that question.  
 16 Q. On the same night at 7:01, Mr. Faoro  
 17 provides Mr. Nevins some talking points from Roy.  
 18 Mr. McGrath actually called Mr. Faoro while he was  
 19 in his car and dictated talking points to him,  
 20 didn't he?  
 21 A. On the advice of counsel and

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1 pursuant to my Constitutional rights, I  
 2 respectfully decline to answer that question.  
 3 Q. Eventually Dr. Glass took charge of  
 4 issuing -- composing the press release from MES;  
 5 is that correct?  
 6 A. On the advice of counsel and  
 7 pursuant to my Constitutional rights, I  
 8 respectfully decline to answer that question.  
 9 Q. So go to Exhibit 49, please.  
 10 (Exhibit No. 49 marked for identification.)  
 11 BY MR. COE:  
 12 Q. Mr. Sherring, Exhibit 49 is an op-ed  
 13 piece authored by Mr. McGrath which appeared in  
 14 the Sun on August 21st, 2020.  
 15 Did you read that article?  
 16 A. On the advice of counsel and  
 17 pursuant to my Constitutional rights, I  
 18 respectfully decline to answer that question.  
 19 Q. Did you assist Mr. McGrath in  
 20 composing that article?  
 21 A. On the advice of counsel and

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1 pursuant to my Constitutional rights, I  
 2 respectfully decline to answer that question.  
 3 Q. The article does not mention that  
 4 the Governor approved his severance package, does  
 5 it?  
 6 A. On the advice of counsel and  
 7 pursuant to my Constitutional rights, I  
 8 respectfully decline to answer that question.  
 9 Q. So you had a number of  
 10 communications during this period of time when the  
 11 Sun articles were being published about McGrath's  
 12 severance. You had a number of communications  
 13 with Mr. McGrath himself; correct?  
 14 A. On the advice of counsel and  
 15 pursuant to my Constitutional rights, I  
 16 respectfully decline to answer that question.  
 17 Q. Did Mr. McGrath ever say to you in  
 18 August of 2020 that the Governor approved his  
 19 severance package?  
 20 A. On the advice of counsel and  
 21 pursuant to my Constitutional rights, I

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<p>1 respectfully decline to answer that question.</p> <p>2 Q. Did Mr. McGrath ever say to you at</p> <p>3 any time that the Governor or Governor's office</p> <p>4 approved his severance package?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. So please go to Exhibit 50.</p> <p>9 (Exhibit No. 50 marked for identification.)</p> <p>10 BY MR. COE:</p> <p>11 Q. Mr. Sherring, this is a press</p> <p>12 release from the Governor's office. Have you seen</p> <p>13 this document before?</p> <p>14 A. On the advice of counsel and</p> <p>15 pursuant to my Constitutional rights, I</p> <p>16 respectfully decline to answer that question.</p> <p>17 Q. So the second paragraph of this</p> <p>18 release says, and it's a quote. "To be clear, I</p> <p>19 did not approve, recommend, or have any</p> <p>20 involvement whatsoever in any of the decisions</p> <p>21 made by the Board of Directors of MES with respect</p>	<p>1 Did you receive any professional or</p> <p>2 educational designations for attending those</p> <p>3 conferences?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. Mr. Sherring, Exhibit 9, the</p> <p>8 comparison of expenses of you, Mr. McGrath,</p> <p>9 Mr. O'Neill, and Mr. Harkins shows your total</p> <p>10 expenses for three and a half years worth</p> <p>11 \$91,610.67. And Exhibit 10 shows that you</p> <p>12 attended 55 events or trips during your three and</p> <p>13 a half years at MES. And with respect to</p> <p>14 questions about your 55 MES-sponsored trips and</p> <p>15 MES's reimbursement of expenses for them, and your</p> <p>16 total reimbursement of expenses in the amount of</p> <p>17 \$91,610.61, your explanation to this Committee is</p> <p>18 that you decline to answer about those trips and</p> <p>19 expenses because the answers may tend to</p> <p>20 incriminate you; is that correct?</p> <p>21 A. On the advice of counsel and</p>
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<p>1 to the former director, Roy McGrath, or any other</p> <p>2 individual."</p> <p>3 Do you know whether that statement is true</p> <p>4 or not?</p> <p>5 A. On the advice of counsel and</p> <p>6 pursuant to my Constitutional rights, I</p> <p>7 respectfully decline to answer that question.</p> <p>8 Q. Did you and Mr. McGrath ever discuss</p> <p>9 this release?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. Have you continued to communicate</p> <p>14 with Mr. McGrath since August of 2020?</p> <p>15 A. On the advice of counsel and</p> <p>16 pursuant to my Constitutional rights, I</p> <p>17 respectfully decline to answer that question.</p> <p>18 Q. Mr. Sherring, during your three and</p> <p>19 a half years at MES, the service paid for you to</p> <p>20 go to a number of leadership or professional</p> <p>21 conferences with Mr. McGrath.</p>	<p>1 pursuant to my Constitutional rights, I</p> <p>2 respectfully decline to answer that question.</p> <p>3 Q. And you, in fact, have invoked that</p> <p>4 right 136 times in this hearing, which has gone on</p> <p>5 less than two and a half hours; is that correct?</p> <p>6 A. On the advice of counsel and</p> <p>7 pursuant to my Constitutional rights, I</p> <p>8 respectfully decline to answer that question.</p> <p>9 MR. COE: I yield back to the</p> <p>10 co-chairs, sir.</p> <p>11 SENATOR LAM: Thank you, Mr. Coe,</p> <p>12 for your work and your questioning.</p> <p>13 We'll proceed to questions from the</p> <p>14 Committee at this point. Let me turn it over to</p> <p>15 my co-chairman, Delegate Barron for his questions.</p> <p>16 MR. IRWIN: Excuse me, Delegate</p> <p>17 Barron. This is David Irwin, and I've been</p> <p>18 silent. Can we take a quick break before you</p> <p>19 start your questions, just a quick --</p> <p>20 DELEGATE BARRON: Sure. How long do</p> <p>21 you need?</p>

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1 MR. IRWIN: Two minutes.

2 MR. BARRON: Okay. We'll take a

3 two-minute break.

4 (Short recess taken.)

5 MR. IRWIN: Thank you very much,

6 Mr. Chairman or both of you.

7 SENATOR LAM: Thank you. Mr. Coe is

8 back, I think we can go ahead and proceed.

9 Chairman Barron.

10 DELEGATE BARRON: Thank you,

11 Chairman Lam. I think counsel was pretty

12 thorough, but I'm sure that members have a few

13 questions. I'll get us -- kick us off.

14 EXAMINATION

15 BY DELEGATE BARRON:

16 Q. Mr. Sherring, where do you live?

17 A. In Washington, D.C., Delegate

18 Barron.

19 Q. What's your address?

20 A. 2125 14th Street, Northwest,

21 Washington, D.C.

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1 Q. And did you live there in 2014?

2 A. Yes.

3 Q. So counsel asked a question sometime

4 earlier, sometime when we started, about political

5 contributions in 2014.

6 I'm just going to ask you again. Did you

7 make any political contributions, campaign

8 contributions to the Governor in 2014?

9 A. On the advice of counsel and

10 pursuant to my Constitutional rights, I

11 respectfully decline to answer that question.

12 Q. So I'm looking at public records

13 here, the Maryland Campaign Finance Website, and

14 it has you down for two contributions in 2014 to

15 the Hogan Rutherford Committee to Change Maryland.

16 One for 1,000 in July of 2014, and another for \$50

17 in October of 2014. Those are your contributions

18 to the Hogan Rutherford campaign, right?

19 A. On the advice of counsel and

20 pursuant to my Constitutional rights, I

21 respectfully decline to answer that question.

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1 Q. And there are various other records

2 on the Maryland Campaign Finance website that note

3 your political contributions, has your name,

4 Matthew Sherring, your address that you just

5 noted, and two of them even have your employment

6 with the Maryland Environmental Services.

7 So, for example, in 2017, two contributions,

8 one for \$250 and another for \$1,000, those are

9 you, your contributions, right?

10 A. On the advice of counsel and

11 pursuant to my Constitutional rights, I

12 respectfully decline to answer that question.

13 Q. You were also asked about your state

14 employment, your employment with the Maryland

15 Environmental Service. You were employed there,

16 right?

17 A. That's correct.

18 Q. And what positions did you have

19 there again?

20 A. On the advice of counsel and

21 pursuant to my Constitutional rights, I

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1 respectfully decline to answer that question.

2 Q. You can't tell us what positions you

3 had at the Maryland Environmental Service? Can

4 you tell us -- and I think you've declined to

5 answer this, but I just want to be sure. Can you

6 tell us who your direct report was? Who did you

7 report to?

8 A. On the advice of counsel and

9 pursuant to my Constitutional rights, I

10 respectfully decline to answer that question.

11 Q. Can you tell us that you reported to

12 Mr. McGrath, but you reported to Mr. McGrath even

13 after he was no longer director of the MES; isn't

14 that right?

15 A. On the advice of counsel and

16 pursuant to my Constitutional rights, I

17 respectfully decline to answer that question.

18 Q. Counsel also asked you about

19 statements by Mr. McGrath and statements by the

20 Governor related to the severance, the so-called

21 severance or severance package. And he read a

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<p>1 statement from the Governor from August 25th of</p> <p>2 this year, and I will begin where the Governor</p> <p>3 says, "To be clear, I did not approve, recommend,</p> <p>4 or have any involvement whatsoever in any of these</p> <p>5 decisions made by the Board of Directors of MES</p> <p>6 with respect to the former director, Roy McGrath,</p> <p>7 or any other individual."</p> <p>8 Were you aware of that statement? Do you</p> <p>9 recall that statement?</p> <p>10 A. On the advice of counsel and</p> <p>11 pursuant to my Constitutional rights, I</p> <p>12 respectfully decline to answer that question.</p> <p>13 Q. You decline to even tell us if you</p> <p>14 were aware of that statement or are aware of that</p> <p>15 statement and the statement that was a response</p> <p>16 from Mr. McGrath the next day, August 26th of this</p> <p>17 year. The statement yesterday, he's referring to</p> <p>18 the Governor's statement that I just read. "The</p> <p>19 statement yesterday is being misinterpreted, can</p> <p>20 you please say something about us discussing</p> <p>21 severance, that it was okay for me to handle with</p>	<p>1 something beyond the severance, were you privy to</p> <p>2 any conversations between the Governor and</p> <p>3 Mr. McGrath?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. When Mr. McGrath left and he was</p> <p>8 Chief of Staff, and then I think somewhere around</p> <p>9 June of this year, June 27th of this year, and</p> <p>10 counsel asked you about this issue of the Board</p> <p>11 minutes and you getting the Board minutes for</p> <p>12 Mr. McGrath so that you-all could make some edits</p> <p>13 to the Board minutes, this was an effort to --</p> <p>14 this was an effort to kind of hide what happened</p> <p>15 with the severance and how it was approved; isn't</p> <p>16 that right?</p> <p>17 A. On the advice of counsel and</p> <p>18 pursuant to my Constitutional rights, I</p> <p>19 respectfully decline to answer that question.</p> <p>20 Q. While you were working at MES, did</p> <p>21 you do any work for the State outside of your</p>
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<p>1 MES, only what we agreed. Without your support,</p> <p>2 it looks like I mislead MES. I did not."</p> <p>3 Did you ever become aware of that statement?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. Is Mr. McGrath's statement true?</p> <p>8 A. On the advice of counsel and</p> <p>9 pursuant to my Constitutional rights, I</p> <p>10 respectfully decline to answer that question.</p> <p>11 Q. Governor's statement true?</p> <p>12 A. On the advice of counsel and</p> <p>13 pursuant to my Constitutional rights, I</p> <p>14 respectfully decline to answer that question.</p> <p>15 Q. Okay. Outside of this -- the</p> <p>16 severance issue, I've asked you about, Counsel's</p> <p>17 asked you about your being aware of conversations</p> <p>18 with the Governor and Mr. McGrath, or whether</p> <p>19 McGrath has made statements to you about the</p> <p>20 severance, were you ever privy to conversations --</p> <p>21 whether they were regarding the severance or</p>	<p>1 duties with the -- with MES?</p> <p>2 Did you have any other duties related to the</p> <p>3 State?</p> <p>4 A. On the advice of counsel and</p> <p>5 pursuant to my Constitutional rights, I</p> <p>6 respectfully decline to answer that question.</p> <p>7 Q. So what I'm getting at, this is not</p> <p>8 related to the severance, but counsel asked about</p> <p>9 -- or referred to McGrath was -- I think in early</p> <p>10 March he was appointed to the Governor's response,</p> <p>11 COVID response team.</p> <p>12 Were you aware of that?</p> <p>13 A. On the advice of counsel and</p> <p>14 pursuant to my Constitutional rights, I</p> <p>15 respectfully decline to answer that question.</p> <p>16 Q. Did you assist Mr. McGrath in his</p> <p>17 duties as a member of the COVID response team?</p> <p>18 A. On the advice of counsel and</p> <p>19 pursuant to my Constitutional rights, I</p> <p>20 respectfully decline to answer that question.</p> <p>21 Q. Some of Mr. McGrath's duties as a</p>

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1 member of the COVID response team had to do with  
 2 Operation Enduring Freedom.  
 3 Are you familiar with Operation Enduring  
 4 Freedom -- or Enduring Friendship? Excuse me.  
 5 A. On the advice of counsel and  
 6 pursuant to my Constitutional rights, I  
 7 respectfully decline to answer that question.  
 8 Q. In addition to being a director of  
 9 MES and a member of the response team, apparently  
 10 Mr. McGrath, according to the Governor,  
 11 spearheaded -- quote spearheaded our efforts with  
 12 respect to Operation Enduring Friendship.  
 13 Were you aware of that?  
 14 A. On the advice of counsel and  
 15 pursuant to my Constitutional rights, I  
 16 respectfully decline to answer that question.  
 17 Q. Did you help Mr. McGrath in his  
 18 spearheading of Operation Enduring Friendship?  
 19 A. On the advice of counsel and  
 20 pursuant to my Constitutional rights, I  
 21 respectfully decline to answer that question.

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1 DELEGATE BARRON: Mr. Co-Chair, if  
 2 we could move to another member for questions. I  
 3 may have some when we circle back around.  
 4 EXAMINATION  
 5 BY SENATOR LAM:  
 6 Q. I have one follow-up question to  
 7 that last line of questioning and then pass it on  
 8 to other members of the Committee as well.  
 9 We also have come across the fact that the  
 10 Governor did, at a prior press conference, cite  
 11 the fact that Mr. McGrath had been involved and --  
 12 in the procurement of the South Korean tests and  
 13 actually publicly thanked him for that at the  
 14 press conference.  
 15 Do you have any awareness, Mr. Sherring, of  
 16 his involvement, and to what extent Mr. McGrath  
 17 was involved in these procurements -- in the  
 18 procurement of the South Korean tests?  
 19 A. On the advice of counsel and  
 20 pursuant to my Constitutional rights, I  
 21 respectfully decline to answer that question.

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1 SENATOR LAM: Okay. Turn it over to  
 2 other members of the Committee for questions.  
 3 Other members of the Committee, either raise your  
 4 hand or raise your hands in the chat.  
 5 Delegate Carter came on. Do you  
 6 have any -- there we go. All right. Delegate  
 7 Carter -- sorry, Senator Carter. Your earlier  
 8 picture on the House floor confused me for a  
 9 second. Go ahead, Senator Carter.  
 10 SENATOR CARTER: Thank you, Mr.  
 11 Chair.  
 12 EXAMINATION  
 13 BY SENATOR CARTER:  
 14 Q. Mr. Sherring, I have just one  
 15 question. You testified earlier that you worked  
 16 for the Department of Housing and Community  
 17 Development from 2015 to 2017.  
 18 In fact, you testified that your title, your  
 19 job title was special assistant to the Deputy  
 20 Director of Multi-family Housing and Neighborhood  
 21 Business Works; correct?

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1 A. That's correct.  
 2 Q. What was your salary at that job?  
 3 A. That was \$75,000 when I started.  
 4 Q. Thank you.  
 5 Were you raised while you were there in two  
 6 years?  
 7 A. I'm sorry. What was the first part  
 8 of that question?  
 9 Q. You started at 75,000. Did you  
 10 receive a raise while you were there over that  
 11 two-year period?  
 12 A. I did.  
 13 Q. So what was your salary at the time  
 14 that you ended?  
 15 A. If I remember, it was 85,000.  
 16 SENATOR CARTER: Thank you. That's  
 17 it.  
 18 SENATOR LAM: Thank you, Senator  
 19 Carter.  
 20 Questions from other members of the  
 21 Committee.

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<p>1 Delegate Barron, do you see any</p> <p>2 other hands?</p> <p>3 DELEGATE BARRON: I don't. I think</p> <p>4 Delegate Korman had to step away. I don't see any</p> <p>5 hands.</p> <p>6 SENATOR LAM: Okay.</p> <p>7 DELEGATE BARRON: If I could follow</p> <p>8 up again. I may have missed --</p> <p>9 EXAMINATION</p> <p>10 BY DELEGATE BARRON:</p> <p>11 Q. You were being asked about salary.</p> <p>12 What was your -- Mr. Sherring, what was your</p> <p>13 salary at MES? I may have missed that.</p> <p>14 A. 95,000 when it began.</p> <p>15 Q. What was your final salary?</p> <p>16 A. I believe approximately, I want to</p> <p>17 say, 119 or 120,000.</p> <p>18 Q. So at some point you got a raise, or</p> <p>19 was this like an automatic -- were these automatic</p> <p>20 bumps?</p> <p>21 How did you go from one to the other?</p>	<p>1 questions in the face of a lot of evidence. In</p> <p>2 fact, he won't even say how he got the position as</p> <p>3 a State employee or who he reported to as a State</p> <p>4 employee or even who gave him a raise. And yet</p> <p>5 we've seen, as presented by our counsel,</p> <p>6 Mr. Sherring and Mr. McGrath took great advantage</p> <p>7 of their State employment, perhaps, wasteful and</p> <p>8 fraudulent advantage of their State employment, of</p> <p>9 their taxpayer-funded positions.</p> <p>10 I'm reminded, Mr. Chair, of one of</p> <p>11 our prior hearings where we had a text message, a</p> <p>12 series of text messages between Mr. McGrath and</p> <p>13 the now current director of MES where he says,</p> <p>14 "Welcome to the big leagues."</p> <p>15 And throughout the course of this</p> <p>16 hearing, it appears that Mr. Sherring was a part</p> <p>17 of that -- a part of what -- at least Mr.</p> <p>18 McGrath's definition of the big leagues. We still</p> <p>19 aren't clear on, you know, this discrepancy</p> <p>20 between what the Governor says and knew about the</p> <p>21 severance package versus what Mr. McGrath said and</p>
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<p>1 A. Yes, raise.</p> <p>2 Q. Who gave you the raise?</p> <p>3 A. On the advice of counsel and</p> <p>4 pursuant to my Constitutional rights, I</p> <p>5 respectfully decline to answer that question.</p> <p>6 DELEGATE BARRON: I think that's all</p> <p>7 I have, Mr. Chair.</p> <p>8 SENATOR LAM: Thank you. I think I</p> <p>9 will decline to ask any further questions as well.</p> <p>10 It's become clear that Mr. Sherring probably will</p> <p>11 not answer any of them.</p> <p>12 So I think we can proceed in the</p> <p>13 agenda, and we've come to the chair's closing</p> <p>14 remarks.</p> <p>15 Chairman Barron, do you want to go</p> <p>16 first.</p> <p>17 DELEGATE BARRON: Sure. Thank you.</p> <p>18 I'll be brief.</p> <p>19 Today we had a high-level</p> <p>20 politically-connected former State employee that</p> <p>21 won't answer questions. Won't answer very basic</p>	<p>1 knew. You know, I expect that we'll continue to</p> <p>2 pursue that.</p> <p>3 We have a lot more information about</p> <p>4 the expenses and reimbursements. And if you look</p> <p>5 at the -- or recall Exhibit 9, I believe it is, it</p> <p>6 describes visually very well how much Mr. Sherring</p> <p>7 and Mr. McGrath, as State employees, took</p> <p>8 advantage of their positions to the detriment of</p> <p>9 taxpayers.</p> <p>10 So I'll leave it there. I expect</p> <p>11 that we'll continue to pursue the answers to</p> <p>12 questions that we have yet to find out. And I'll</p> <p>13 leave it there and defer it to you, Senator Lam.</p> <p>14 Thank you.</p> <p>15 SENATOR LAM: Thank you, Chairman</p> <p>16 Barron. I echo your disappointment with the lack</p> <p>17 of candor that's come before the Committee on this</p> <p>18 very important issue. It's clear that</p> <p>19 Mr. Sherring unfortunately declined to answer even</p> <p>20 the most basic questions that were presented to</p> <p>21 him by this Committee, refusing to answer on even</p>

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<p>1 the most basic facts, and I think that in itself</p> <p>2 speaks volumes. The fact that Mr. Sherring has</p> <p>3 invoked the Fifth Amendment over 100 times, I</p> <p>4 think, points to grave concerns that this</p> <p>5 Committee has that still go unanswered.</p> <p>6 The expenses that Mr. Coe pointed</p> <p>7 out at the beginning are troubling when you add up</p> <p>8 the fact that the reimbursements and credit card</p> <p>9 expenditures totalled over \$91,000.</p> <p>10 That Mr. Sherring could not answer</p> <p>11 almost any of the questions related to them and --</p> <p>12 at least from the perspective of this -- at least</p> <p>13 from my perspective, and potentially from folks</p> <p>14 that I have heard of from in, as well as</p> <p>15 constituents, it has become clear that Mr. McGrath</p> <p>16 used Maryland Environmental Services as a slush</p> <p>17 fund to pay for many expenses of which the</p> <p>18 justification he could not answer. And I'm</p> <p>19 disappointed by Mr. Sherring's inability to answer</p> <p>20 and justify these expenses, even the most basic</p> <p>21 questions about the trips.</p>	<p>1 McGrath represent everything that is wrong with</p> <p>2 state government. And it's really a breach of</p> <p>3 trust, whether it's these types of expenses out of</p> <p>4 Maryland Environmental Services, costs that went</p> <p>5 into the South Korean tests, or the contracts that</p> <p>6 went to procure PPE.</p> <p>7 This seems to continue a line of</p> <p>8 concern with expenditures out of this</p> <p>9 administration that is deeply troubling, so this</p> <p>10 is very disappointing. We know that the truth</p> <p>11 will come out, and we want to get to the bottom of</p> <p>12 this very serious matter concerning the quarter</p> <p>13 million dollar severance. Unfortunately, the</p> <p>14 answers today have not been very forthcoming, and</p> <p>15 we will continue this line of examination,</p> <p>16 investigation with further hearings, and the next</p> <p>17 one will take place next week.</p> <p>18 Let me turn it over -- I think</p> <p>19 that's it then. If there are no other comments</p> <p>20 from my co-chair, we will go ahead and adjourn</p> <p>21 this meeting.</p>
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<p>1 That leads us to assume that there</p> <p>2 was something untoward or inappropriate about</p> <p>3 these expenses. Unfortunately, these responses or</p> <p>4 lack of response from Mr. Sherring speak for</p> <p>5 themselves.</p> <p>6 I'm disappointed because of the</p> <p>7 tremendous expense that was -- the tremendous</p> <p>8 expense to Maryland Environmental Services while</p> <p>9 we are, as a state, in very troubling and</p> <p>10 challenging financial times, where I hear from</p> <p>11 constituents who are losing their homes because</p> <p>12 they're not even receiving the small Unemployment</p> <p>13 benefits from the State. And how do we go back to</p> <p>14 our constituents and justify that reimbursements</p> <p>15 were paid to Mr. Sherring here over \$61,000 and to</p> <p>16 Mr. McGrath at over \$125,000?</p> <p>17 I am disappointed. You know, I</p> <p>18 think this is deeply troubling, and I think</p> <p>19 whether your expenses, Mr. Sherring, are in</p> <p>20 accordance with the law or up to others to decide,</p> <p>21 but in the court of public opinion, you and Mr.</p>	<p>1 We will reconvene next week on</p> <p>2 Wednesday, December 16th at 1:00 p.m. and expect</p> <p>3 that Mr. McGrath will appear before this Committee</p> <p>4 then.</p> <p>5 Thank you.</p> <p>6 (At 3:49 p.m., the hearing adjourned.)</p> <p>7</p> <p>8</p> <p>9</p> <p>10</p> <p>11</p> <p>12</p> <p>13</p> <p>14</p> <p>15</p> <p>16</p> <p>17</p> <p>18</p> <p>19</p> <p>20</p> <p>21</p>

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## CERTIFICATION

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I HEREBY CERTIFY that I am a Court Reporter  
and Notary Public.

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I FURTHER CERTIFY that the witness was  
sworn to testify to the truth.

8

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10

I FURTHER CERTIFY that the following is,  
to the best of my ability, a true and accurate  
transcription of the testimony taken stenographically

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by me at the time, place, and date herein before  
set forth.

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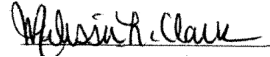
18

I FURTHER CERTIFY that I am neither a  
relative, employee, attorney nor counsel to any of  
the parties to the action, and that I am neither a  
relative nor employee of such attorney or counsel  
and that I am not financially interested in the  
action.

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Melissa L. Clark

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**From:** [Sean Coleman](#)  
**To:** [Sam Cowin](#); [Collin Wojciechowski](#); [Pamela Fuller](#)  
**Subject:** [EXTERNAL] RE: Matthew Sherring  
**Date:** Tuesday, August 24, 2021 11:39:00 AM  
**Attachments:** [image001.png](#)  
[image002.jpg](#)  
[image003.jpg](#)  
[image277418.jpg](#)  
[JD Edwards Details for M Sherring\\_Redacted.pdf](#)  
[AD-Director Strategic Partnerships 8.23.2021.docx](#)

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Good morning all.

I met with Laura Younker of MES HR. She confirmed that Sherring's position was not advertised and no other candidates were interviewed. She also confirmed that while he was hired in February, 2017, his job description was not prepared until July 2018. Ms. Younker went into MES' old JD Edward accounting system and made screen shots of items related to Sherring's hiring. They are attached and annotated. In order to show how a typical hiring would look, she also made some screen shots of a couple of other hiring transactions. We redacted the names of the applicants for the other hiring.

Please let me know if you have any questions about this material.

Best regards,

Sean



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**Subject:** RE: Matthew Sherring

Thanks Sean.

**Sam Cowin**

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Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** [EXTERNAL] RE: Matthew Sherring

Sam – I am meeting tomorrow morning with one of the HR employees who processed Sherring when he was first hired. I will have more information for you tomorrow.

Sean



**Sean Coleman**

*Assistant Attorney General*

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**To:** Sean Coleman <[scoleman@menv.com](mailto:scoleman@menv.com)>; Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>;  
Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** RE: Matthew Sherring

Sean: We just need the information confirmed by email.

Thanks,  
Sam

**Sam Cowin**

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**Sent:** Monday, August 23, 2021 2:50 PM

**To:** Sam Cowin <[scowin@gejlaw.com](mailto:scowin@gejlaw.com)>; Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>;  
Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** [EXTERNAL] RE: Matthew Sherring

Hi Sam. Do you just need the information confirmed, or do you want something in writing from MES Human Resources?

Sean



**Sean Coleman**

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Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** Matthew Sherring

Sean/Pam: I hope you both had a good weekend. As you can probably guess, we are tying up loose ends as we finalize our report. Would the MES HR department be able to confirm that (1) MES did

not publicly advertise the Strategic Partnerships Executive position that Mr. Sherring filled in 2017, (2) no other individuals interviewed for that position, and (3) no written job description for the Strategic Partnerships Executive position was created until after Mr. Sherring was hired?

Thanks as always.

Sam

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**From:** Sean Coleman <[scoleman@menv.com](mailto:scoleman@menv.com)>

**Sent:** Friday, July 16, 2021 9:52 AM

**To:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Cc:** Sam Cowin <[scowin@gejlaw.com](mailto:scowin@gejlaw.com)>

**Subject:** [EXTERNAL] RE: Bahtia and Ahmed

Good morning Colin and Sam. We checked with MES HR, and also reviewed our notes to the Joint Committee interviews held with Ms. Ahmed and Mr. Bahtia. Here is what we have been able to pull together:

1. Typically the HR file for each MES employee would document who interviewed the candidate, and when that interview occurred. The files for Ms. Ahmed and Mr. Bahtia do not contain this information. Ms. Ahmed stated in her Joint Committee interview that after being contacted by Mr. McGrath about a position in the MES Strategic Partnerships Group she met with Mr. McGrath and Mr. Sherring. Mr. Bahtia stated in his Joint Committee interview that he met with Beth Wojton before being offered a position.
- 2 & 3. There was no advertisement for Mr. Bahtia's position. He was offered the position on March 20, 2017. His starting date was April 17, 2017. His employment application is dated April 19, 2017. There were no references found in his file.
- Ms. Ahmed's position was advertised on the MES website from October 9 to October 13, 2017. Her application was dated November 1, 2017, and she was hired November 29, 2017. There were no references found in her file.
4. Neither position existed before they were hired. Prior to Mr. Bahtia being hired the MES IT Group was managed by Nick Kuba, who held the position of Chief of IT. This was not an

executive position. Mr. McGrath created the new position of Managing Director for Information Technology and Innovation, which was made an executive position. On September 22, 2017 Mr. Bahtia recommended that Mr. Kuba's position as Chief of IT be eliminated. Mr. Kuba's employment was terminated on September 26, 2017. A copy of that memo is attached. Ms. Ahmed was hired as a Manager, Strategic Partnerships. The Strategic Partnerships Group was created by Mr. McGrath. Her position was created shortly before she was hired.

5. Bahtia: \$149,000; Ahmed: \$60,000.

Please let me know if you have additional questions. Hope you have a pleasant (and cool!) weekend.

Sean



**Sean Coleman**

*Assistant Attorney General*

Office of the Attorney General

Maryland Environmental Service

259 Najoles Road | Millersville, MD21108

[scoleman@menv.com](mailto:scoleman@menv.com)

[410.729.8240](tel:410.729.8240) (office)

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**From:** Collin Wojciechowski

**Sent:** Wednesday, July 14, 2021 11:55 AM

**To:** Sean Coleman

**Cc:** Sam Cowin ; Collin Wojciechowski

**Subject:** Bahtia and Ahmed

Sean: Hope all is well and that you are having a nice summer. I was hoping you could help me answer a few quick questions about Vishal Bahtia and Noha Ahmed.

1. In the course of their hiring process, did they meet with anyone other than Mr. McGrath?
2. Did they submit formal employment applications or references?
3. Was there a written job advertisement they would have seen for their posts?
4. Did their posts exist before they joined MES?
5. What was their starting salary?

Much appreciated.

Collin

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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## Requisition for M Sherring Position:

ORACLE® JD Edwards Home Refresh Print Star Yunker, Laura E. [JPD020]

Open Applications Home Work With Requisitions Recent Reports Favorites Manage Favorites Position Entry Requisition Information Applicant Information Employee Information Enrollment Overrides Employee Salary History

### Requisition Information - Work With Requisitions

Query: All Records Filter Help Close

✓ Search Save Cancel Row Form Tools

Home Business Unit  Fiscal Year

Position ID

Requisition Number

Requisition Status

Job Type/Step

**Position Master**

Records 1 - 1 Print Export Import

Req No.	Home Business Unit	Req Status	Requisition Status	Position ID	Job Type	Job Step	Description	Request By	Request By	FY
11842	1111-1111	99	Filled and Closed	100173	STPEXE		Director,StrategicPartnerships	5021	Wojton, Beth S.	1

**Requisition Activity** **Supplemental Data Entry** **Supplemental Data Inquiry**

Requisition information for M Sherring's position: (We used the "additional work needed" justification for any position that was newly created position/not a replacement for someone).

Requisition Information - Requisition Information

Work With Requisitions

Requisition Information

✓

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⚙️ Req. Activity

📄 Form

⏪

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⚙️ Tools

Requisition Number11842

Primary Information

Secondary Information

Additional Information

Category Codes

Requisition Status

99

Filled and Closed

Requisition Date

02/14/2017

Fiscal Year

16

Effective From Date

02/14/2017

Effective Thru Date

Home Business Unit \*

1111-1111

Executive

Security Business Unit \*

1111-1111

Executive

Position ID

100173

Strategic Partnerships Exec

Job Type/Step

STPEXE

Director,StrategicPartnerships

Requested By \*

5021

Wojton, Beth S.

Headcount

1

Approved By

76856

McGrath, Roy C.

Approval Date

02/14/2017

Justification of Need/Refusal

Additional work needed

If there was any advertisement information for this position, it would have been typed out here to show dates, locations, etc.:

**Requisition Information - Requisition Information**

Work With Requisitions   **Requisition Information**

✓ ✗ ⚙️ Req. Activity 📄 Form < > ⚙️ Tools

Requisition Number 11842

Primary Information   Secondary Information   **Additional Information**   Category Codes

Text1 🗨️

🏠 ⬅️ ➡️ **B** *I* U ~~S~~ *I*<sub>x</sub>   📏 : 📏 : 📏 : 📏 : 📏 : 📏 : 📏 : 📏   **A** ▾ **A** ▾   Font ▾   Size ▾

<<

The advertisement location codes would also be keyed in here if the position was advertised (i.e., MEN for MENV website):

Requisition Information - Requisition Information

Work With Requisitions

Requisition Information

✓

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⚙️ Req. Activity

📄 Form

<

>

⚙️ Tools

Requisition Number11842

Primary Information

Secondary Information

Additional Information

Category Codes

Req Code 01

.

Advertise In

NAN

Not applicable

Advertise In

NAN

Not Applicable

Advertise In

NAN

Not Applicable

Req Code 05

.

Req Code 06

.

Req Code 07

.

Twitter

N

No

Facebook

N

No

LinkedIn

N

No

Requisition Activity for M Sherring position (if other candidates had applied and been interviewed, this information would be listed here under Matthew's name):

[illegible]

## Applicant details for M Sherring:

### Applicant Information - Applicant Information

[Work With Applicants](#)
[Applicant Information](#)

✓
✗
⚙️ Applicant National
 ⚙️ Hire
 ⚙️ Initiate Hire
 🔍 Form
 ⏪
⏩
⚙️ Tools

This form has 1 Errors 0 Warnings
 ✓ Enable Error Pop-ups

Issues (click each label for more information):  
 ▶ [Invalid Position ID](#) ▶

Please look for the highlighted fields or use Go To Error links to move the focus to the control with the error, correct the entries, and resubmit your request.
 [Go to error..](#)

Applicant Number	77022	Sherring, Matthew C.	
Applicant Status / Date	<div>71</div> <div>02/15/2017</div>	Hired	
Home Business Unit	1111-1111	Executive	
Security Business Unit	1111-1111	Executive	

Position ID	100173		
Job Type/Step	STPEXE		
Asking Salary		Application Date	02/15/2017
Hours Available		Date Available	02/15/2017
Date of First Interview	02/01/2017		

Date of Birth	05/24/1980	Gender	M	Male
Ethnic Code	01	White (Not of Hispanic Origin)		
Country Code	US	United States		

Here is an example of a requisition that shows multiple candidates who applied and their associated status. Applicant means applied and not interviewed and candidate means applied and interviewed.

**Requisition Information - Requisition Activity**

✓ 🔍 🗑️ ✕ ⏮️ Row ⚙️ Tools

Requisition Number: 11658 Search Type: \* Applicant Status: \* Candidate Req Status: ☒ All ☐ Filled ☐ Candidate ☐ Rejected

Requisition Status: 99 Headcount: 1 Filled Headcount: 1

Home Business Unit: 3911-2760 GIS Services Fiscal Year: 16

Position ID: 300836 GIS Specialist III

Job Type/Step: GISIII GIS Specialist III

Requested By: 44151 Manen, Michael D.

Records 1 - 49

	Req No.	Sch Typ	Address Number	Alpha Name	Candidate Req Status	Description	Requisition Status Date	Date Avail.
<input checked="" type="radio"/>	11658	A	49590		APP	Applicant	02/08/2017	
<input type="radio"/>	11658	A	70644		APP	Applicant	02/03/2017	
<input type="radio"/>	11658	E	71231		EF	Externally Filled	10/18/2017	10/18/2017
<input type="radio"/>	11658	A	71664		APP	Applicant	06/26/2017	
<input type="radio"/>	11658	A	72609		APP	Applicant	03/07/2017	
<input type="radio"/>	11658	A	72618		UNQ	Unqualified	07/06/2017	
<input type="radio"/>	11658	A	72991		APP	Applicant	03/16/2017	
<input type="radio"/>	11658	A	73002		APP	Applicant	03/07/2017	
<input type="radio"/>	11658	A	76041		APP	Applicant	06/30/2017	
<input type="radio"/>	11658	A	76894		UNQ	Unqualified	03/07/2017	
<input type="radio"/>	11658	A	76938		UNQ	Unqualified	02/06/2017	
<input type="radio"/>	11658	A	76941		APP	Applicant	01/26/2017	

<input type="radio"/>	11658	A	78895		UNQ	Unqualified	06/30/2017
<input type="radio"/>	11658	A	78896		APP	Applicant	06/30/2017
<input type="radio"/>	11658	A	78897		CAN	Candidate	07/06/2017
<input type="radio"/>	11658	A	78919		UNQ	Unqualified	06/30/2017
<input type="radio"/>	11658	A	78927		UNQ	Unqualified	06/30/2017
<input type="radio"/>	11658	A	78928		APP	Applicant	06/30/2017
<input type="radio"/>	11658	A	78929		UNQ	Unqualified	06/30/2017
<input type="radio"/>	11658	A	78930		APP	Applicant	07/06/2017
<input type="radio"/>	11658	A	78931		UNQ	Unqualified	07/06/2017
<input type="radio"/>	11658	A	78932		APP	Applicant	07/06/2017
<input type="radio"/>	11658	A	78933		CAN	Candidate	07/06/2017

And this is the example showing a position that was advertised and that information being tracked in JD Edwards:

**Requisition Information - Requisition Information**

Work With Requisitions   Requisition Information

✓ ✗ ⚙️ Req. Activity ⚙️ Form < > ⚙️ Tools

Requisition Number: 11658

Primary Information   Secondary Information   **Additional Information**   Category Codes

Text1

Posted on MES site - 1/24/17 - 2/7/17  
 Posted with ZipRecruiter and online package with Balt Sun - 1/24/17 - 2/24/17  
 Posted on AfroAmerican online - 2/6/17-3/6/17  
  
 Re-advertised on 6/20/17 - 7/4/17  
 Posted on CareerBuilder - 6/20/17 - 7/20/17  
 Posted on Indeed - 6/20/17 - 7/20/17

### Requisition Information - Requisition Information

[Work With Requisitions](#)
[Requisition Information](#)

Req. Activity
 Form
 

 Tools

Requisition Number 11658

[Primary Information](#)
[Secondary Information](#)
[Additional Information](#)
[Category Codes](#)

Req Code 01	<input type="text" value=""/>	.
Advertise In	<input type="text" value="MEN"/>	MENV.com
Advertise In	<input type="text" value="IND"/>	Indeed
Advertise In	<input type="text" value="BAS"/>	Baltimore Sun/CareerBuilder
Req Code 05	<input type="text" value=""/>	.
Req Code 06	<input type="text" value=""/>	.
Req Code 07	<input type="text" value=""/>	.
Twitter	<input type="text" value="N"/>	No
Facebook	<input type="text" value="N"/>	No
LinkedIn	<input type="text" value="N"/>	No

## **MARYLAND ENVIRONMENTAL SERVICE**

### **JOB DESCRIPTION**

**Job Title:** Director, Strategic Partnerships

**FLSA Status/Grade:** Exempt/10

**Group:** Administration

### **POSITION SUMMARY**

Identifies and develops partnership opportunities; Agency leader in CRM software and processes.

### **ESSENTIAL FUNCTIONS**

Qualifies, researches, tracks, and develops leads and ideas into specific partnership opportunities.

Through on-going research and customer contact, maintains awareness of internal and external factors that have the potential to affect MES's client-base.

Leads internal and external teams during new partnership opportunity evaluation and due diligence to assure that MES's objectives are met.

Leads internal team to set-up and utilize CRM software

Develops strategies and plans to assure that clients and potential clients are aware of services MES provides.

Establishes and maintains relationships with customers and potential customers with the purpose of assuring that the customers' needs are met and that MES considered for additional opportunities if available and appropriate.

Develops partnerships and strong relationships with the private sector for the purpose of protecting and enhancing the environment for the benefit of the people of Maryland.

### **OTHER RESPONSIBILITIES**

Performs other work-related duties as assigned.

**SUPERVISORY REQUIREMENTS**

Plans, assigns and directs work; appraises employee performance; rewards and disciplines employees; addresses complaints and resolves problems.

**EDUCATION, EXPERIENCE**

Bachelor's degree from an accredited college or university plus 8 years of progressively responsible administrative or professional experience, 3 years of which included responsibility for program direction and development.

**LICENSES, CERTIFICATIONS**

Possession of a valid driver's license meeting the requirements of Maryland law, the MES Fleet Policy and other MES Policies.

**KNOWLEDGE, SKILLS AND ABILITIES**

Must be able to pass a standard physical exam for this job.

Proficient with CRM software.

Ability to demonstrate leadership and communication skills.

Ability to effectively work autonomously with minimal management oversight and be comfortable taking initiative and managing time effectively.

High degree of professionalism and strong interpersonal skills that encourage team cooperation and promotes enthusiasm.

Rapport-building and relationship management skills and the ability to influence and persuade to achieve desired outcomes.

Ability to travel to meet partners and potential partners.

**PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly in an office environment. Is required to speak, read, use personal computer, attend meetings and interact with potential partners.

**WORK ENVIRONMENT**

Major portion of time is in office environment; however, may visit work sites where exposed to outdoor environment.

7/2018

## MES Salary Card - 2017

Grade		Minimum	Mid	Maximum
1	Annual	\$26,620.00	\$33,275.00	\$46,585.00
	Hourly	\$12.79	\$15.99	\$22.40
	Bi-weekly	\$1,023.85	\$1,279.81	\$1,791.74
2	Annual	\$32,915.63	\$39,087.84	\$57,602.05
	Hourly	\$15.83	\$18.79	\$27.70
	Bi-weekly	\$1,265.99	\$1,503.38	\$2,215.47
3	Annual	\$36,206.83	\$42,996.14	\$63,362.86
	Hourly	\$17.40	\$20.67	\$30.46
	Bi-weekly	\$1,392.57	\$1,653.70	\$2,437.03
4	Annual	\$39,828.36	\$47,295.27	\$69,698.42
	Hourly	\$19.15	\$22.74	\$33.51
	Bi-weekly	\$1,531.86	\$1,819.05	\$2,680.71
5	Annual	\$43,810.47	\$52,025.16	\$76,669.23
	Hourly	\$21.07	\$25.01	\$36.86
	Bi-weekly	\$1,685.01	\$2,000.97	\$2,948.81
6	Annual	\$48,191.88	\$57,228.16	\$84,335.79
	Hourly	\$23.17	\$27.51	\$40.55
	Bi-weekly	\$1,853.53	\$2,201.08	\$3,243.68
7	Annual	\$53,011.31	\$62,950.25	\$92,769.49
	Hourly	\$25.49	\$30.26	\$44.61
	Bi-weekly	\$2,038.89	\$2,421.17	\$3,568.06
8	Annual	\$58,312.32	\$69,245.88	\$102,046.56
	Hourly	\$28.04	\$33.29	\$49.06
	Bi-weekly	\$2,242.78	\$2,663.30	\$3,924.87
9	Annual	\$64,143.31	\$76,170.71	\$112,250.49
	Hourly	\$30.83	\$36.62	\$53.97
	Bi-weekly	\$2,467.05	\$2,929.64	\$4,317.32
10	Annual	\$70,557.52	\$83,787.66	\$123,475.66
	Hourly	\$33.92	\$40.28	\$59.37
	Bi-weekly	\$2,713.76	\$3,222.60	\$4,749.06
11	Annual	\$77,613.03	\$92,165.70	\$135,823.71
	Hourly	\$37.31	\$44.31	\$65.30
	Bi-weekly	\$2,985.11	\$3,544.84	\$5,223.99
12	Annual	\$85,375.18	\$101,382.27	\$149,405.96
	Hourly	\$41.04	\$48.74	\$71.83
	Bi-weekly	\$3,283.67	\$3,899.31	\$5,746.38

Revised 09.26.2017

## Julie R. Pfanstiel

---

**From:** Pamela Fuller <pfuller@menv.com>  
**Sent:** Thursday, July 22, 2021 12:22 PM  
**To:** Sam Cowin; Sean Coleman  
**Cc:** Collin Wojciechowski  
**Subject:** [EXTERNAL] RE: MES Investigation

Attached are the answers to your questions:

- Can you please confirm that the attached history of MES is accurate? - Sean has already spoken to Colin about this item.
- Can you please confirm that Mr. Snee is no longer a member of the MES Board? Is the MES website's Board of Directors page up to date (<https://menv.com/about/board-of-directors/>)? - Yes, the MES website is correct and was updated after the July 2021 Board meeting. Mr. Snee's last day on the Board was June 30, 2021.
- Is Steve Pennington still employed by MES? And what was Mr. Pennington's last position at MES? Mr. Pennington's last day of employment was 9/15/2020. His title at termination was Managing Director, Strategic Partnerships & Industry Relations.
- Can you please confirm that Cece Donovan's position at MES was Executive Director of Technical and Environmental Services? That was her title from 6/4/2012 to 1/23/2017. Her title from 1/23/2017 until she retired on 2/2/2018 was Managing Director, TES.
- We would like to learn a little more about the circumstances of Diana Olson's departure from MES in April 2018. We understand that she resigned suddenly to accept another position. Would it be possible to set up a short call with Ms. Olson if you have her contact information? The number we have on file for Ms. Olson is [REDACTED].
- We understand from the documents that Mr. Sherring's starting salary was \$95,000, Mr. Harris' starting salary was \$154,265, and Mr. Bahtia's starting salary was \$149,000. A few questions on this score:
  - We understand that Mr. McGrath created Messrs. Sherring's, Harris', and Bahtia's initial positions at MES. How were their starting salaries determined? – There is nothing in their personnel files that would explain this. The salary would have been provided by Mr. McGrath. Current staff was not involved in the salary determinations
  - Does MES have a pay scale or pay steps, and if so, where did Messrs. Sherring's, Harris', and Bahtia's salaries fit in the MES pay scale? I have attached a copy of the standard MES Salary Scale. We do have a pay scale for grades 1-12. Mr. Sherring was hired on that pay scale as a grade 10. The scale at the time for a grade 10 was \$64,143.20 - \$112,250.60. Mr. Bhatia and Mr. Harris were hired on the Executive Pay scale (EP) which currently is \$100,006.40 to \$224,999.84.
  - How did Mr. Harris' starting salary compare with Janet Irwin's salary at the time? Ms. Irwin's final salary was \$154,265 (her last day was 1/26/18). Mr. Harris' starting salary was \$154,265 (his starting date was 10/19/17).
  - How did Mr. Bahtia's starting salary compare with the MES Chief of IT's salary at the time? The MES Chief of IT was Nick Kuba, his salary in 2017 was \$142,480. Mr. Bhatia started 4/19/17. His starting salary was \$149,000 and his title was Managing Director, IT & Innovation.
  - What were Messrs. Sherring's, Harris', and Bahtia's salaries when they departed MES? How many salary increases did they receive while they were at MES? At separation, these are their salaries: Mr. Sherring, \$119,748.58; Mr. Harris, \$166,036; Mr. Bhatia, \$198,476.71. They received several salary increases. See

attached. Each salary history consists of 2 tabs, 1 tab is data from the JD Edwards system, the other tab is from the Workday system.

The Salary histories can be found here: [https://itservicesmenv-my.sharepoint.com/:f:/g/personal/pfuller\\_menv\\_com/EnaDRYj3k31El9CwnRIZqLMBZVwdMRala6LP3YbjHKvdgQ?e=PCdRSB](https://itservicesmenv-my.sharepoint.com/:f:/g/personal/pfuller_menv_com/EnaDRYj3k31El9CwnRIZqLMBZVwdMRala6LP3YbjHKvdgQ?e=PCdRSB)

Please do not hesitate to contact us if you need anything else.



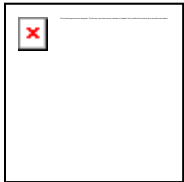
**Pamela Fuller**

Senior Paralegal

259 Najoles Road, Millersville, MD 21108

[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)

410.729.8243 (office)



[Click here to complete a three question customer experience survey.](#)

**From:** Sam Cowin <[scowin@gejlaw.com](mailto:scowin@gejlaw.com)>

**Sent:** Wednesday, July 21, 2021 2:00 PM

**To:** Sean Coleman <[scolem@menv.com](mailto:scolem@menv.com)>; Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Cc:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Subject:** MES Investigation

Sean/Pam:

Hope you're doing well. As we wrap up our investigation, we have a few loose ends we were hoping you could help us address.

- Can you please confirm that the attached history of MES is accurate?
- Can you please confirm that Mr. Snee is no longer a member of the MES Board? Is the MES website's Board of Directors page up to date (<https://menv.com/about/board-of-directors/>)?
- Is Steve Pennington still employed by MES? And what was Mr. Pennington's last position at MES?
- Can you please confirm that Cece Donovan's position at MES was Executive Director of Technical and Environmental Services?
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  - Does MES have a pay scale or pay steps, and if so, where did Messrs. Sherring's, Harris', and Bahtia's salaries fit in the MES pay scale?
  - How did Mr. Harris' starting salary compare with Janet Irwin's salary at the time?
  - How did Mr. Bahtia's starting salary compare with the MES Chief of IT's salary at the time?
  - What were Messrs. Sherring's, Harris', and Bahtia's salaries when they departed MES? How many salary increases did they receive while they were at MES?

Thanks,  
Sam

**Sam Cowin**

TEL: 410 347 1369 / CELL: 847 772 1626 / FAX: 410 468 2786  
218 N Charles Street, Suite 400, Baltimore, MD 21201  
[scowin@gejlaw.com](mailto:scowin@gejlaw.com)



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### M. Sherring E1 Salary Information

Hourly Rate	Annual Salary	Date Updated	Effective Date	Change Reason	Change Reason Description	User ID
51.619	\$ 107,367.52	07/10/2018	07/04/2018	133	Performance Based Comp Increas	LBRENT
49.161	\$ 102,254.88	07/10/2018	07/04/2018	020	In-Grade Salary Adjustment	LBRENT
47.044	\$ 97,851.52	08/10/2017	07/05/2017	133	Performance Based Comp Increas	LBRENT
45.674	\$ 95,001.92	02/22/2017	02/15/2017	001	Employed	LYOUNKER

### M. Sherring WD Salary Information

#### Pay Change History

Effective Date	Compensation Action	Reason	Total Salary & Allowances	Total Base Pay	Currency	Frequency
10/9/2019	Ad-hoc Compensation Change	Request Compensation Change > Salary Review Adjustment > In Grade Salary Adjustment	\$119,748.58	\$119,478.58	USD	Annual
7/3/2019	Ad-hoc Compensation Change	Request Compensation Change > Salary Review Adjustment > PBC 2019	\$111,932.22	\$111,662.22	USD	Annual
7/4/2018	Ad-hoc Compensation Change	Request Compensation Change > Conversion > Conversion	\$107,637.52	\$107,367.52	USD	Annual

1 MARYLAND GENERAL ASSEMBLY COMMITTEE ON  
2 FAIR PRACTICES & STATE PERSONNEL OVERSIGHT  
3

4 IN RE: MICHAEL HARRIS :

5 :

6 :

7 HEARING  
8

9 DATE: Thursday, June 10, 2021

10 TIME: 1:00 p.m.

11 LOCATION: Baltimore, Maryland via Zoom Technology

12 BEFORE: Senator Clarence Lam

13 Delegate Erek L. Barron

14 Senator Joann C. Benson

15 Delegate Marc Korman

16 Senator Jill P. Carter

17 Senator Adelaide C. Eckardt  
18  
19  
20

21 REPORTER: Danielle E. Lawrence

Page 2		Page 4	
1	A P P E A R A N C E S	1	I N D E X T O E X H I B I T S
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<p style="text-align: right;">Page 6</p> <p>1                   * * *</p> <p>2                   P R O C E E D I N G S</p> <p>3                   * * *</p> <p>4           SENATOR LAM: Thank you for joining us this</p> <p>5 afternoon. This is a meeting of the Joint Committee on</p> <p>6 Fair Practices in State Personnel Oversight and I'm</p> <p>7 joined by my house co-chair, Delegate Barron as well.</p> <p>8 It has been a few months since this committee has</p> <p>9 convened. Obviously, we had a very busy 2021</p> <p>10 legislative session intervening in between and many of</p> <p>11 us on this committee as legislators were very active</p> <p>12 during that time and as part of that effort.</p> <p>13       However, as most folks will recall Mr. Ward Coe</p> <p>14 was brought on board to continue this investigation as</p> <p>15 part of the committee's effort and he has certainly been</p> <p>16 very busy in the interm as well. As most folks will</p> <p>17 recall, this is a very serious matter as it pertains to</p> <p>18 the severance of the former director of MES, who went on</p> <p>19 to serve as the chief of staff for the Governor, and the</p> <p>20 legislature did take steps to address some of the issues</p> <p>21 that came forward as part of our earlier parts of this</p>	<p style="text-align: right;">Page 8</p> <p>1       Particularly, if there was nothing untoward that</p> <p>2 was occurring why would there be such a difficult effort</p> <p>3 -- a challenging effort to change the official record.</p> <p>4 So, with that, let me turn it over to my house co-chair</p> <p>5 for his remarks, and then we'll continue on. Delegate</p> <p>6 Barron.</p> <p>7       DELEGATE BARRON: Thank you, Senator, and good</p> <p>8 afternoon everyone. I thought it might be nice to just</p> <p>9 very briefly summarize for anyone and those in the</p> <p>10 public who are only just now tuning in and may not be</p> <p>11 privy to our work this year and last year and how this</p> <p>12 started.</p> <p>13       Last year, the house speaker and the Senate</p> <p>14 president and the bipartisan legislative policy</p> <p>15 committee asked this panel, this committee, to look into</p> <p>16 why Mr. McGrath, Mr. Roy McGrath, was allowed to take a</p> <p>17 substantial amount of money along with other allegations</p> <p>18 of waste fraud and abuse as he left the Maryland</p> <p>19 Environmental Service and went to the governor's office.</p> <p>20       The Maryland Environmental Service is an</p> <p>21 independent state agency. Specifically, we were tasked</p>
<p style="text-align: right;">Page 7</p> <p>1 investigation that came to our awareness, and we did</p> <p>2 pass legislation that our colleagues have sponsored and</p> <p>3 also championed to be able to address some of the</p> <p>4 shortcomings that we found back then.</p> <p>5       But it's still important to have a full</p> <p>6 understanding and accounting of what had occurred and so</p> <p>7 we appreciate Mr. Coe's continued efforts in this</p> <p>8 regard, and that's why we're continuing to have this</p> <p>9 hearing. You know, from our perspective, I think the</p> <p>10 allegations that were alleged earlier are concerning as</p> <p>11 we learn more and as more of the investigation has</p> <p>12 pulled back some of the curtains behind what had</p> <p>13 occurred, I think there are more concerns that we</p> <p>14 continue to have.</p> <p>15       And, so what we will see, I think, is expanded</p> <p>16 testimony from Mr. Harris, who's come forward before as</p> <p>17 well as a concerted effort to doctor the meeting minutes</p> <p>18 of the MES board, which is deeply disturbing</p> <p>19 particularly as a legal document and official record of</p> <p>20 what was discussed. It certainly appears to point to an</p> <p>21 effort to subvert the truth and intention to deceive.</p>	<p style="text-align: right;">Page 9</p> <p>1 to review why this was permitted to occur and who</p> <p>2 reviewed this, quote, severance package, and what</p> <p>3 constraints should be put in place to prevent this from</p> <p>4 happening at any independent state agency in the future.</p> <p>5 This past session, as you heard from Senator Lam, with</p> <p>6 the support of the residing officers the general</p> <p>7 assembly, moved aggressively to pass House Bill 2 which</p> <p>8 is sponsored by one of our committee members, Delegate</p> <p>9 Marc Korman and cross filed by Senator Cory McCray.</p> <p>10       That bill mandates a series of reforms to this</p> <p>11 agency, the Maryland Environmental Service, and those</p> <p>12 reforms are already underway, but we still don't have</p> <p>13 the entire picture of what happened and we hope to learn</p> <p>14 more today from the committee's outside counsel, Mr.</p> <p>15 Ward Coe, and today's witness. So, with that Mr. Coe,</p> <p>16 if you and your team are ready, can you start us off</p> <p>17 with an update.</p> <p>18       MR. COE: Yes. Thank you Chairman Lam, Chairman</p> <p>19 Barron, members of the Maryland General Assembly</p> <p>20 Committee on Fair Practices and State Personnel</p> <p>21 Oversight. We have subpoenaed Michael Harris, former</p>

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<p>1 treasurer and managing director of finance of MES to</p> <p>2 testify today, and he is here remotely with his</p> <p>3 attorney, Stuart Berman, from the firm of Lerch Early &amp;</p> <p>4 Brewer. I'm going to give you a brief update on some of</p> <p>5 the investigative steps we've taken in this interim.</p> <p>6 We've interviewed a number of MES and former MES</p> <p>7 employees.</p> <p>8 They include additional interviews of acting</p> <p>9 director and deputy director Beth Wojton and board</p> <p>10 member Joseph Snee. We obtained some of Mr. McGrath's</p> <p>11 phone records and Ms. Wojton and Mr. Snee voluntarily</p> <p>12 provided us with their records from May of 2020. With</p> <p>13 these records and interviews it is clear that prior to</p> <p>14 the May 28, 2020 board meeting of MES when Mr. McGrath's</p> <p>15 severance was approved.</p> <p>16 Mr. McGrath called both Ms. Wojton and Mr. Snee</p> <p>17 and brought up the issue of his severance. He began</p> <p>18 with a call on May 22nd to Ms. Wojton and talked to her</p> <p>19 for a specified duration of some length to advise Ms.</p> <p>20 Wojton that he was leaving to become the governor's</p> <p>21 chief of staff. That he expected a severance of a</p>	<p>1 compensation as the chief of staff, and the governor's</p> <p>2 office cooperated and produced the documents.</p> <p>3 They show that, in fact, Mr. McGrath negotiated</p> <p>4 for a salary successfully equal to his MES salary and</p> <p>5 received an offer letter confirming that salary on May</p> <p>6 20, 2020 before his communications with Ms. Wojton, that</p> <p>7 he would be taking a pay cut. Ms. Wojton communicated</p> <p>8 that information about the pay cut to other members of</p> <p>9 the human resources committee. Finally, after Mr.</p> <p>10 Harris testifies I will briefly present to you a</p> <p>11 timeline and some exhibits showing an attempt by Mr.</p> <p>12 Sherring and Mr. McGrath to alter the MES board minutes</p> <p>13 dated May 28, 2020.</p> <p>14 Both the open session minutes and the closed</p> <p>15 session minutes relating to the Board's approval of Mr.</p> <p>16 McGrath's severance and the representation that the</p> <p>17 Governor knew about it and had no objection. With that,</p> <p>18 I think we're ready to proceed, if there are no</p> <p>19 questions at this point, to testimony by Mr. Harris.</p> <p>20 And I would request that he be sworn as a witness.</p> <p>21 Madam Court Reporter, can you swear Mr. Harris as a</p>
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<p>1 year's salary, that the Governor was aware of the</p> <p>2 proposed severance and did not object. He called Mr.</p> <p>3 Snee the next day, May 23rd, a Saturday, and had a</p> <p>4 lengthy conversation with him on that day.</p> <p>5 He had numerous additional conversations with</p> <p>6 Ms. Wojton about the severance all prior to the MES</p> <p>7 Human Resources Committee meeting on May 27, 2020, at</p> <p>8 which meeting the severance was discussed and prior to</p> <p>9 the board meeting on May 28th, where that information,</p> <p>10 the fact that the Governor was aware of the severance</p> <p>11 and had no objection to it was imparted to other</p> <p>12 directors and became material to their decision to</p> <p>13 approve the severance.</p> <p>14 We also have determined that Mr. McGrath advised</p> <p>15 Ms. Wojton prior to the board vote on the severance that</p> <p>16 he would be taking a pay cut by moving from director of</p> <p>17 MES to the chief of staff position for the Governor, and</p> <p>18 he said that in the context of discussing his severance.</p> <p>19 We interviewed former chief of staff for the Governor,</p> <p>20 Matt Clark, and requested documents from the governor's</p> <p>21 office related to McGrath's communications regarding his</p>	<p>1 witness.</p> <p>2 Having been duly sworn, MICHAEL HARRIS testifies</p> <p>3 as follows:</p> <p>4 EXAMINATION</p> <p>5 BY MR. COE:</p> <p>6 Q. Thank you Madam Court Reporter. Good afternoon,</p> <p>7 Mr. Harris.</p> <p>8 A. Hello, Mr. Coe.</p> <p>9 Q. Thank you for being here today. I understand</p> <p>10 your attorney, Mr. Stuart Berman, is also here with you</p> <p>11 and you are in his office today?</p> <p>12 A. That is correct.</p> <p>13 Q. Okay. And, for the record, will you simply</p> <p>14 state your name?</p> <p>15 A. Michael C. Harris.</p> <p>16 Q. And you were the managing director of finance at</p> <p>17 the Maryland Environmental Service during the period</p> <p>18 October of 2017 to October 2020, correct?</p> <p>19 A. I was the managing director of financial</p> <p>20 performance initially in October of 2017, and then was</p> <p>21 promoted to the managing director of finance around</p>

<p style="text-align: right;">Page 14</p> <p>1 March of 2018.</p> <p>2 Q. Okay. And continued in that position until</p> <p>3 October of 2020?</p> <p>4 A. That is correct.</p> <p>5 Q. And you were also treasurer of the Maryland</p> <p>6 Environmental Service from April of 2018 until the end</p> <p>7 of your tenure there, correct?</p> <p>8 A. That is correct.</p> <p>9 Q. You graduated from Virginia Commonwealth</p> <p>10 University in 2001 with a degree in accounting, is that</p> <p>11 right?</p> <p>12 A. That is correct.</p> <p>13 Q. I'm going to have presented to you on the screen</p> <p>14 Exhibit 1, which I believe is a resume of yours.</p> <p>15 A. Yes, that is my resume.</p> <p>16 (Exhibit 1 marked for identification, and</p> <p>17 retained by attorney.)</p> <p>18 Q. Okay. I want to go down to the third page of</p> <p>19 the resume. Your first job after graduating from</p> <p>20 Virginia Commonwealth -- there it is. Your first job</p> <p>21 was as an accounts receivable accountant for PRA</p>	<p style="text-align: right;">Page 16</p> <p>1 during that period of time, correct?</p> <p>2 A. Not that period of time. I did not meet Mr.</p> <p>3 Sherring until years after I left the National</p> <p>4 Association of Chain Drug Stores. I'm not sure how long</p> <p>5 between the period that I left and meeting Mr. Sherring,</p> <p>6 but I did not meet with Mr. Sherring or work with him at</p> <p>7 the National Association of Chain Drug Stores.</p> <p>8 Q. You met Mr. Sherring through Mr. McGrath,</p> <p>9 correct?</p> <p>10 A. That's correct.</p> <p>11 Q. After you left NACDS you stayed in touch with</p> <p>12 Mr. McGrath, correct?</p> <p>13 A. Periodically, sometimes six months, sometimes a</p> <p>14 year, maybe two. Not too frequently it just depended on</p> <p>15 his timing.</p> <p>16 Q. Okay. And after NACDS you worked as a senior</p> <p>17 accountant at the National Industries for the Severely</p> <p>18 Handicapped?</p> <p>19 A. Yes, sir.</p> <p>20 Q. That was for about five months?</p> <p>21 A. Yes.</p>
<p style="text-align: right;">Page 15</p> <p>1 International?</p> <p>2 A. Yes, sir.</p> <p>3 Q. For about eight months, is that right?</p> <p>4 A. Yes, sir.</p> <p>5 Q. And then your next job was as a staff accountant</p> <p>6 for Armed Forces Benefits Association for about a year</p> <p>7 and eight months, is that right?</p> <p>8 A. Yes, sir.</p> <p>9 Q. And then you became a staff accountant for Deva</p> <p>10 for about eight months?</p> <p>11 A. Yes, sir.</p> <p>12 Q. And then you became a staff accountant at the</p> <p>13 National Association of Chain Drug Stores for about two</p> <p>14 and a half years.</p> <p>15 A. Yes, sir.</p> <p>16 Q. Okay. And at NACDS you met Mr. McGrath,</p> <p>17 correct?</p> <p>18 A. Yes, sir, that is correct.</p> <p>19 Q. And you became social friends with him?</p> <p>20 A. Yes.</p> <p>21 Q. He also introduced you to Matthew Sherring</p>	<p style="text-align: right;">Page 17</p> <p>1 Q. Then you worked as a senior accountant for</p> <p>2 Rushmark Properties from February of 2007 until August</p> <p>3 of 2010?</p> <p>4 A. That is correct.</p> <p>5 Q. Okay. And that was in the real estate business,</p> <p>6 correct?</p> <p>7 A. Yes, sir.</p> <p>8 Q. You next worked as a senior accountant for</p> <p>9 Fulcrum IT Services for about four and a half years?</p> <p>10 A. Yes, sir.</p> <p>11 Q. And I guess from the name that's the information</p> <p>12 technology business?</p> <p>13 A. It is a governmental contractor and, yes, in the</p> <p>14 information technology setting.</p> <p>15 Q. And from January of 2015 to April of 2017, you</p> <p>16 worked as the director of finance and operations for</p> <p>17 Community Care of Northwest -- excuse me, Community Care</p> <p>18 Network in Virginia?</p> <p>19 A. Yes, sir.</p> <p>20 Q. And that's in the hospital and health care</p> <p>21 industry?</p>

<p style="text-align: right;">Page 18</p> <p>1 A. Yes.</p> <p>2 Q. That was essentially a one person finance</p> <p>3 accounting position?</p> <p>4 A. Yes, it was.</p> <p>5 Q. And I understand the annual revenue was about 5</p> <p>6 million, is that right?</p> <p>7 A. I'm not one hundred percent sure but I guess</p> <p>8 that sounds about right.</p> <p>9 Q. Okay. And there were about 30 employees?</p> <p>10 A. Yes, approximately.</p> <p>11 Q. Okay. And then from May of 2017 until October</p> <p>12 of 2017 when you went to work for MES, you worked for</p> <p>13 Gateway Homes, which actually is not on this resume?</p> <p>14 A. That's correct.</p> <p>15 Q. Okay. And that provides transitional</p> <p>16 residential treatment for mental health services,</p> <p>17 correct?</p> <p>18 A. Correct.</p> <p>19 Q. And its revenue is around 11 million dollars a</p> <p>20 year, is that right?</p> <p>21 A. I would assume so, I'm not one hundred percent</p>	<p style="text-align: right;">Page 20</p> <p>1 A. Yes.</p> <p>2 Q. Do you know why that is?</p> <p>3 A. I'm not for certain why I didn't.</p> <p>4 Q. In July of 2017 you and Mr. McGrath began</p> <p>5 discussing your potentially coming to work at MES, is</p> <p>6 that correct?</p> <p>7 A. I believe so.</p> <p>8 Q. And who contacted whom?</p> <p>9 A. I'm not one hundred percent as to who contacted</p> <p>10 who in July. I think it was him contacting me in July,</p> <p>11 but I might have sent him my resume at some prior date.</p> <p>12 Q. Understand. Let's go to Exhibit 3. Mr. Harris,</p> <p>13 these are text messages between you and Mr. McGrath in</p> <p>14 the July of 2017 time period which you provided through</p> <p>15 your attorney, Mr. Berman, correct?</p> <p>16 A. Yes.</p> <p>17 (Exhibit 3 marked for identification, and</p> <p>18 retained by attorney.)</p> <p>19 Q. Let's go to page MH72 starting down at the</p> <p>20 bottom, okay. The first entry, there's a redacted</p> <p>21 portion there and then a response from Mr. McGrath that</p>
<p style="text-align: right;">Page 19</p> <p>1 certain.</p> <p>2 Q. Okay. And approximately 15 to 20 employees, is</p> <p>3 that right?</p> <p>4 A. There are actually more than that but I'm not</p> <p>5 sure of the amount right now.</p> <p>6 Q. No more than 30?</p> <p>7 A. I'm not one hundred percent certain, I don't</p> <p>8 know.</p> <p>9 Q. You were director of finance there, is that</p> <p>10 right?</p> <p>11 A. Yes.</p> <p>12 Q. I want to show you Exhibit 2. This is your</p> <p>13 LinkedIn page, is that right?</p> <p>14 A. I believe so.</p> <p>15 (Exhibit 2 marked for identification, and</p> <p>16 retained by attorney.)</p> <p>17 Q. Okay. Can you scroll down, please. It shows at</p> <p>18 the top your position at MES, is that correct?</p> <p>19 A. Yes.</p> <p>20 Q. And it shows the Community Care position. It</p> <p>21 does not show the Gateway position?</p>	<p style="text-align: right;">Page 21</p> <p>1 he looks forward to seeing you. Did you contact Mr.</p> <p>2 McGrath and ask to talk to him about a job at MES?</p> <p>3 A. I do not remember. I don't recall.</p> <p>4 Q. Okay. Did Mr. McGrath tell you that there were</p> <p>5 jobs available at MES for you?</p> <p>6 A. Around the time frame of July he didn't say a</p> <p>7 particular job was available. He said he might have an</p> <p>8 opportunity, I think.</p> <p>9 Q. Could you speak up just a little bit. The</p> <p>10 audio's a little blurry.</p> <p>11 A. Mr. McGrath didn't say he had a specific</p> <p>12 position open for me but he did express a potential</p> <p>13 opportunity. Not a job opening as I'm aware of at that</p> <p>14 time.</p> <p>15 Q. Did he say what the opportunity was?</p> <p>16 A. It would be around the area of finance.</p> <p>17 Q. Okay. Let's go to 071, these are more text</p> <p>18 messages between you and Mr. McGrath, and I wanted to</p> <p>19 focus you to a McGrath text saying you headed up yet,</p> <p>20 and your response, yes just left. You and Mr. McGrath</p> <p>21 arranged to meet around July 28, 2017, correct?</p>

<p style="text-align: right;">Page 22</p> <p>1 A. Yes, I assume based on that text, yes.</p> <p>2 Q. Okay. And if you scroll down to the top of page</p> <p>3 72, at the top this is a continuation of the text on</p> <p>4 July 28th. Your text is I'm in the poker room, I'll</p> <p>5 wrap it up when you get up. And a little below that you</p> <p>6 ask where he is, where McGrath is, and he responds</p> <p>7 craps. So, were you at a casino?</p> <p>8 A. The MGM, I think.</p> <p>9 Q. Where is that located, sir?</p> <p>10 A. National Harbor.</p> <p>11 Q. So, you arranged to meet Mr. McGrath at the</p> <p>12 casino at National Harbor?</p> <p>13 A. I guess that's where we said we would meet and</p> <p>14 talk.</p> <p>15 Q. Again, could you speak up a little bit?</p> <p>16 A. I think that's where we said we would meet and</p> <p>17 talk.</p> <p>18 Q. Where did you meet at the National Harbor?</p> <p>19 A. At the MGM.</p> <p>20 Q. So, actually in the casino?</p> <p>21 A. Yes.</p>	<p style="text-align: right;">Page 24</p> <p>1 A. Yes, a little.</p> <p>2 Q. Did he express dissatisfaction with Janet Irwin,</p> <p>3 the CFO and treasurer?</p> <p>4 A. Yes.</p> <p>5 Q. What did he say, what was his objection to her?</p> <p>6 A. He didn't really say -- he didn't go into any</p> <p>7 detail. I just could tell he was not satisfied with</p> <p>8 her.</p> <p>9 Q. Did he say he was looking to replace her?</p> <p>10 A. He might have brought that up.</p> <p>11 Q. At some point he did bring that up, correct?</p> <p>12 A. Yes, he did.</p> <p>13 Q. Did he say why he wanted to replace her?</p> <p>14 A. No.</p> <p>15 Q. Let's go to MH70, please. These are additional</p> <p>16 texts which show you following up in August with Mr.</p> <p>17 McGrath, and I wanted to focus on the one where you say</p> <p>18 on August 22nd, good morning, I just want to remind you</p> <p>19 to send a copy of the financials?</p> <p>20 A. Yes.</p> <p>21 Q. Do you see that?</p>
<p style="text-align: right;">Page 23</p> <p>1 Q. And was it just you and Mr. McGrath?</p> <p>2 A. I think he had a friend of his with him.</p> <p>3 Q. Who was that?</p> <p>4 A. Ms. Laura Bruner.</p> <p>5 Q. Could you say the name again, please?</p> <p>6 A. Laura Bruner.</p> <p>7 Q. Was she an MES employee?</p> <p>8 A. No.</p> <p>9 Q. Okay. Did she participate in the discussion</p> <p>10 with you?</p> <p>11 A. No, Mr. McGrath and I talked and she was off to</p> <p>12 the side.</p> <p>13 Q. Okay. What did you and Mr. McGrath talk about?</p> <p>14 A. Just a potential opportunity.</p> <p>15 Q. What did Mr. McGrath say the potential</p> <p>16 opportunity was?</p> <p>17 A. Like I said, something in the area of finance.</p> <p>18 Q. Was he any more specific than that?</p> <p>19 A. I don't recall.</p> <p>20 Q. Okay. Did he express any dissatisfaction with</p> <p>21 the current employees of MES in the finance area?</p>	<p style="text-align: right;">Page 25</p> <p>1 A. Yes, I do.</p> <p>2 Q. And Mr. McGrath did send you the financials,</p> <p>3 correct?</p> <p>4 A. Yes, he did.</p> <p>5 Q. Okay. Let's go to page MH105, he also sent you</p> <p>6 the organizational chart?</p> <p>7 A. Yes.</p> <p>8 Q. Did he ever explain to you where you would fit</p> <p>9 in on this chart?</p> <p>10 A. If, you know, I guess eventually possibly in the</p> <p>11 treasurer/CFO spot.</p> <p>12 Q. Possibly in what?</p> <p>13 A. Possibly in the chief financial officer</p> <p>14 position.</p> <p>15 Q. Okay.</p> <p>16 A. But he didn't guarantee me that job.</p> <p>17 Q. But he said that that was an opportunity?</p> <p>18 A. A possibly opportunity. He didn't say for</p> <p>19 certain it was, not that I can remember.</p> <p>20 Q. And there's no position here for managing</p> <p>21 director of financial performance, is there?</p>

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<p>1 A. No.</p> <p>2 Q. Okay. Eventually you were offered a job for a</p> <p>3 position of managing director of financial performance?</p> <p>4 A. That is correct.</p> <p>5 Q. And that job was created for you by Mr. McGrath,</p> <p>6 correct?</p> <p>7 A. Yes, it was.</p> <p>8 Q. The next several pages are financial documents</p> <p>9 from MES. Those were documents Mr. McGrath sent to you?</p> <p>10 A. I believe so, looks familiar.</p> <p>11 Q. Do you know why he sent these particular</p> <p>12 financial pages?</p> <p>13 A. He was giving me an overview, a snapshot of the</p> <p>14 financials related to MES.</p> <p>15 Q. Did you find them useful?</p> <p>16 A. Yes, usually when you look at financials you can</p> <p>17 tell basically how the organization is operating from a</p> <p>18 financial perspective.</p> <p>19 Q. When did Mr. McGrath offer you the job as</p> <p>20 managing director of financial performance?</p> <p>21 A. I do not recall.</p>	<p>1 correct?</p> <p>2 A. I would assume so. I couldn't remember the</p> <p>3 dates, like I said, it's been too long.</p> <p>4 Q. I understand. I don't expect you -- that's why</p> <p>5 we have the documents to help you. And at that point</p> <p>6 had you meant anyone else from MES?</p> <p>7 A. No, not that I recall.</p> <p>8 Q. Okay. And then if you scroll up to the first</p> <p>9 entry on September 6th, he tells you, hey, Mike, we have</p> <p>10 an all staff meeting confirmed for 9-27, 8:30 to 1 in</p> <p>11 Glen Burnie near BWI. If you could make it, it would be</p> <p>12 worth while. So, he was inviting you to an all staff</p> <p>13 meeting, correct?</p> <p>14 A. Yes, sir.</p> <p>15 Q. And you actually attended that meeting, correct?</p> <p>16 A. Yes, I did.</p> <p>17 Q. How many people attended that meeting?</p> <p>18 A. I would say it was all of the MES's staff.</p> <p>19 Q. All executive staff did you say?</p> <p>20 A. It was all staff.</p> <p>21 Q. It was all staff, so 800 employees attended?</p>
Page 27	Page 29
<p>1 Q. Was it on the phone?</p> <p>2 A. I mean, I don't recall, we're talking 2017. I</p> <p>3 know I got an offer letter but I don't know if he -- if</p> <p>4 the offer letter preceded -- was after the phone call or</p> <p>5 after a phone call.</p> <p>6 Q. Okay.</p> <p>7 A. But I know I received an offer letter on</p> <p>8 September 28th.</p> <p>9 Q. We'll get to the offer letter in a minute, but</p> <p>10 let's go to, in Exhibit 3, MH68, and I want the entry</p> <p>11 with Mr. McGrath are we still planning on 10-18, do you</p> <p>12 have that, okay. Mr. Harris, I want you to look at this</p> <p>13 entry, Mike, are we still planning on 10-18, if so three</p> <p>14 weeks is 9-27, have to you a day or two before, just a</p> <p>15 formality at this point. That's talking about the offer</p> <p>16 letter, correct?</p> <p>17 A. Yes, I would assume so.</p> <p>18 Q. And I believe the date of this is September 6,</p> <p>19 2017, if you scroll up. So, prior to that he had</p> <p>20 offered you the job as managing director of financial</p> <p>21 performance and the offer letter was a formality,</p>	<p>1 A. I wouldn't say all quite 800, but probably close</p> <p>2 to it.</p> <p>3 Q. Hundreds of employees attended?</p> <p>4 A. Yes.</p> <p>5 Q. And there he introduced you as the new managing</p> <p>6 director of financial performance, correct?</p> <p>7 A. Yes, he did.</p> <p>8 Q. What did he say about you?</p> <p>9 A. I can't recall.</p> <p>10 Q. And you actually had never met any of the other</p> <p>11 MES employees before that meeting, correct?</p> <p>12 A. No, sir.</p> <p>13 Q. My question was ambiguous. I don't know whether</p> <p>14 your no sir means you have --</p> <p>15 A. No, I have not. I have not, I did not meet any</p> <p>16 other MES employees prior to that date.</p> <p>17 Q. Did you meet Janet Irwin at that meeting?</p> <p>18 A. I wouldn't say -- I guess briefly.</p> <p>19 Q. Okay. Did you meet Beth Wojton?</p> <p>20 A. I did meet Beth at that meeting.</p> <p>21 Q. And she was the chief of staff, is that right?</p>

<p style="text-align: right;">Page 30</p> <p>1 A. I think so.</p> <p>2 Q. Okay. Let's go to Exhibit 4, please. So, you</p> <p>3 mentioned an offer letter. I'm showing you a letter</p> <p>4 from Ms. Wojton to you dated September 28, 2017. Is</p> <p>5 this the offer letter that you were referring to?</p> <p>6 A. It looks like it, yes, sir.</p> <p>7 (Exhibit 4 marked for identification, and</p> <p>8 retained by attorney.)</p> <p>9 Q. And on the next page in this exhibit actually</p> <p>10 has your signature on it. I'm sorry, two pages, that's</p> <p>11 your signature on the offer letter, correct?</p> <p>12 A. Yes.</p> <p>13 Q. Okay. And you started work on October 18, 2017,</p> <p>14 is that right?</p> <p>15 A. That's correct.</p> <p>16 Q. I want to show you Exhibit 5, please. That's</p> <p>17 actually your application for employment at MES,</p> <p>18 correct?</p> <p>19 A. Can you scroll down? I'm not -- yes, that is my</p> <p>20 application.</p> <p>21 (Exhibit 5 marked for identification, and</p>	<p style="text-align: right;">Page 32</p> <p>1 record directly to Mr. McGrath?</p> <p>2 A. I reported to Mr. McGrath, yes.</p> <p>3 Q. And he actually signs your application down at</p> <p>4 the bottom, right?</p> <p>5 A. I would assume -- I'm not sure whose signature</p> <p>6 that is, Mr. Coe.</p> <p>7 Q. Okay. When did Mr. McGrath tell you that he</p> <p>8 intended to replace Janet Irwin with you?</p> <p>9 A. I do not recall, but Ms. Irwin left voluntarily</p> <p>10 and took another position sometime in early 2018.</p> <p>11 Q. Right, she left in January of 2018 but at some</p> <p>12 point Mr. McGrath told you that he intended to appoint</p> <p>13 you treasurer, correct?</p> <p>14 A. Not treasurer. I don't know if that was</p> <p>15 discussed. I know the chief financial officer position</p> <p>16 was discussed and I would assume the treasurer came as</p> <p>17 part of that position. So, and I'm not certain on when</p> <p>18 it was discussed, you know, the timing around that.</p> <p>19 Q. Okay. Did he tell you that the Governor had to</p> <p>20 approve your appointment as treasurer of MES?</p> <p>21 A. I don't recall that being discussed.</p>
<p style="text-align: right;">Page 31</p> <p>1 retained by attorney.)</p> <p>2 Q. Okay. If you'll scroll down to the third page,</p> <p>3 please, that's your signature on the third page,</p> <p>4 correct?</p> <p>5 A. Yes.</p> <p>6 Q. Okay. And you actually filled out the</p> <p>7 application for employment on your first day of work,</p> <p>8 right?</p> <p>9 A. Yes, I did.</p> <p>10 Q. Who asked you to do that?</p> <p>11 A. Probably human resources. This is something</p> <p>12 that I've seen a lot over my career where an employee's</p> <p>13 offered a job and then they fill out the application as</p> <p>14 part of the paperwork when they start their initial</p> <p>15 start date.</p> <p>16 Q. Okay. And then if you'll scroll down to two</p> <p>17 more pages. Here, your supervisor is identified as Roy</p> <p>18 McGrath, correct.</p> <p>19 A. That is correct.</p> <p>20 Q. So, you were managing director of financial</p> <p>21 performance but you didn't report to Ms. Irwin. You</p>	<p style="text-align: right;">Page 33</p> <p>1 Q. By December of 2017 did you know Governor Hogan?</p> <p>2 A. No, not personally, no.</p> <p>3 Q. And you --</p> <p>4 A. I mean, I know who he was.</p> <p>5 Q. Right. We all know who he is. But you're a</p> <p>6 Virginia resident, right?</p> <p>7 A. That is correct.</p> <p>8 Q. And you voted in Virginia, right?</p> <p>9 A. That is correct.</p> <p>10 Q. Did Mr. McGrath inform you of Governor Hogan's</p> <p>11 fundraiser on December 7, 2017 at the Baltimore Hilton?</p> <p>12 A. Yes, he did.</p> <p>13 Q. Did he tell you that you should attend and</p> <p>14 contribute to Mr. Hogan?</p> <p>15 A. No, he told me I should attend. I guess</p> <p>16 whatever the amount was, was a ticket price or a</p> <p>17 contribution. I'm not quite sure what it is but he did</p> <p>18 ask me to attend.</p> <p>19 Q. Okay. And you did attend that event, correct?</p> <p>20 A. That is correct.</p> <p>21 Q. Okay. And if you'll go to Exhibit 6, please,</p>

<p style="text-align: right;">Page 34</p> <p>1 you can scroll down to the contribution page. This</p> <p>2 shows a contribution to Larry Hogan for Governor in the</p> <p>3 amount of \$1,000 on December 14, 2017, correct?</p> <p>4 A. Yes.</p> <p>5 (Exhibit 6 marked for identification, and</p> <p>6 retained by attorney.)</p> <p>7 Q. That's a contribution you made?</p> <p>8 A. Yes.</p> <p>9 Q. And if you'll scroll up to the entry just before</p> <p>10 the large redacted portion there, this is an additional</p> <p>11 text exchange between you and Mr. McGrath. It's</p> <p>12 redacted above it so I'm not sure what the date is but</p> <p>13 in it you say, good morning. You wrote, Roy, I took</p> <p>14 care of my donation this morning. Hope you're feeling</p> <p>15 better, Mike. You're advised Mr. McGrath of your</p> <p>16 donation to Governor Hogan, correct?</p> <p>17 A. Yes, sir.</p> <p>18 Q. And that was because he solicited that donation,</p> <p>19 correct?</p> <p>20 A. He asked me to attend, yes, sir.</p> <p>21 Q. And did he also, if you can scroll back down,</p>	<p style="text-align: right;">Page 36</p> <p>1 asked by Mr. McGrath?</p> <p>2 A. Correct.</p> <p>3 Q. Did Mr. Sherring also join in, in asking you to</p> <p>4 make contributions?</p> <p>5 A. I'm not sure, I don't remember. I don't</p> <p>6 remember if he did but I know he was at the 12-14-2017</p> <p>7 event.</p> <p>8 Q. Did Mr. McGrath make it clear to you that you</p> <p>9 should make these contributions if you wanted to</p> <p>10 maintain your job at MES?</p> <p>11 A. No, he didn't say that but I just felt like, you</p> <p>12 know, if your supervisor asks you to contribute or be a</p> <p>13 party to attend an event then you should do it.</p> <p>14 Q. Okay. Let's turn to Exhibit 7, please. So</p> <p>15 Exhibit 7 is the board minutes for the Maryland</p> <p>16 Environmental Service meeting on April 19, 2018, and I</p> <p>17 just wanted to scroll down. I'm just doing this for</p> <p>18 chronological purposes, Mr. Harris.</p> <p>19 A. All right.</p> <p>20 (Exhibit 7 marked for identification, and</p> <p>21 retained by attorney.)</p>
<p style="text-align: right;">Page 35</p> <p>1 did Mr. McGrath also solicit the \$250 donation and</p> <p>2 \$2,000 donation?</p> <p>3 A. Yes.</p> <p>4 Q. Did he tell you why you should make those</p> <p>5 donations?</p> <p>6 A. No, he didn't tell me why, not that I can</p> <p>7 remember but at that point he was my superior. He did</p> <p>8 ask me to attend these events and I think it would have</p> <p>9 probably put me in an awkward position if I said no.</p> <p>10 Q. Okay. And why do you say that?</p> <p>11 A. I just think because your superior's asking you</p> <p>12 to go somewhere and I'm fairly new at that point in my</p> <p>13 job, especially in December. So, I didn't know how that</p> <p>14 would be received and when you go down to the other, the</p> <p>15 1-25-2019 --</p> <p>16 Q. Right?</p> <p>17 A. -- actually, I was asked along with other</p> <p>18 leadership within Maryland Environmental Service to</p> <p>19 attend, and I wasn't able to attend because I had</p> <p>20 pneumonia at the time.</p> <p>21 Q. Right. When you say you were asked, you were</p>	<p style="text-align: right;">Page 37</p> <p>1 Q. To align just before agency activity reported.</p> <p>2 So, I'm looking at the line Michael Harris was sworn in</p> <p>3 as treasurer of MES yesterday, and that's correct, you</p> <p>4 became treasure in April of 2018, correct?</p> <p>5 A. I'm not sure of the date but that sounds about</p> <p>6 right.</p> <p>7 Q. Okay. And as treasurer you would, from then on,</p> <p>8 you would attend board meetings?</p> <p>9 A. Yes.</p> <p>10 Q. Okay. So, your job included at some point</p> <p>11 approving Mr. McGrath's expense reports, correct?</p> <p>12 A. That is correct.</p> <p>13 Q. And Mr. McGrath told you that you would have</p> <p>14 that job, is that right?</p> <p>15 A. He asked me to do that, yes, sir.</p> <p>16 Q. At one point Ms. Irwin had been approving his</p> <p>17 expense reports, correct?</p> <p>18 A. I'm not sure who approved his expense reports</p> <p>19 prior.</p> <p>20 Q. When did you start approving his expense</p> <p>21 reports?</p>

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<p>1 A. Time period of 2018, 2019, I can't remember</p> <p>2 specifically.</p> <p>3 Q. We'll show you the specific reports and get that</p> <p>4 date.</p> <p>5 A. Okay.</p> <p>6 Q. When he told you that you would be approving his</p> <p>7 expense reports did he tell you why he wanted you to do</p> <p>8 it?</p> <p>9 A. No, he didn't tell me why.</p> <p>10 Q. Did he tell you what authority you had to reject</p> <p>11 any of his requested reimbursements?</p> <p>12 A. No, he did not. I assumed that him being my</p> <p>13 supervisor he did not report to me, so I assumed that I</p> <p>14 was only checking for receipts and back up, not</p> <p>15 approving where he traveled, when he traveled or what</p> <p>16 was spent.</p> <p>17 Q. So, you told Mr. McGrath that?</p> <p>18 A. No, that's what I assumed.</p> <p>19 Q. Okay.</p> <p>20 A. He didn't tell me anything.</p> <p>21 Q. Did Mr. McGrath tell you any criteria you should</p>	<p>1 A. Definitely not.</p> <p>2 Q. You never questioned him about any expenses</p> <p>3 nexus to MES business, did you?</p> <p>4 A. No, I did not.</p> <p>5 Q. And you didn't believe you had any authority to</p> <p>6 disapprove an expense because it wasn't in compliance</p> <p>7 with MES policies, right?</p> <p>8 A. No, I didn't think I had the authority and, you</p> <p>9 know, based on past history I don't know of anyone who's</p> <p>10 ever rejected an expense report from Mr. McGrath. I</p> <p>11 mean, I could be missing something but I'm not sure</p> <p>12 anyone has rejected an expense report.</p> <p>13 Q. When you say based on past history, what are you</p> <p>14 referring to?</p> <p>15 A. Ms. Irwin was approving his expenses for a</p> <p>16 period of time and I'm not sure if she rejected</p> <p>17 anything.</p> <p>18 Q. Did Ms. Irwin tell you what criteria she was</p> <p>19 allowed to use --</p> <p>20 A. No.</p> <p>21 Q. -- in reviewing the expense reports?</p>
Page 39	Page 41
<p>1 use in approving this expense reports?</p> <p>2 A. No.</p> <p>3 Q. Did he tell you what kinds of expenses he would</p> <p>4 incur?</p> <p>5 A. No.</p> <p>6 Q. Did he ever tell you anything about his</p> <p>7 philosophy on spending for the organization?</p> <p>8 A. No.</p> <p>9 Q. Did he ever tell you he believed in being</p> <p>10 frugal?</p> <p>11 A. He was definitely -- I was more frugal than he</p> <p>12 was, I can say that.</p> <p>13 Q. Okay. Why do you say that?</p> <p>14 A. Just because that's just in my nature.</p> <p>15 Q. So, you believed your role was limited to</p> <p>16 determining whether there was appropriate back up?</p> <p>17 A. Yes.</p> <p>18 Q. You didn't think you had any authority to</p> <p>19 approve it or disapprove an expense reimbursement</p> <p>20 because there was no apparent nexus to MES business,</p> <p>21 right?</p>	<p>1 A. I know there were -- they exceeded, Mr. McGrath</p> <p>2 exceeded per diem and Ms. Irwin had to put her initials</p> <p>3 on any receipt where he exceeded per diem. Other than</p> <p>4 that, she didn't give me any other criteria and she</p> <p>5 didn't give me criteria anyway because she was gone when</p> <p>6 I stepped into the role.</p> <p>7 Q. Again, it may be the equipment but your voice is</p> <p>8 dropping off a little bit.</p> <p>9 A. Where did I lose you, Mr. Coe?</p> <p>10 Q. No, it was okay. I just --</p> <p>11 A. Okay.</p> <p>12 Q. When your answer goes on it tends to drop off a</p> <p>13 little bit.</p> <p>14 A. I'll make sure I lean into the computer screen.</p> <p>15 Q. Good, thank you. You never did reject a</p> <p>16 reimbursement request from Mr. McGrath for any reason,</p> <p>17 did you?</p> <p>18 A. No, sir.</p> <p>19 Q. So, let me show you Exhibit 8. This is the MES</p> <p>20 meal reimbursement policy, correct?</p> <p>21 A. Yes.</p>

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<p>1 (Exhibit 8 marked for identification, and 2 retained by attorney.) 3 Q. Okay. And I guess the point of meal 4 reimbursements is that if you're out of town or work 5 overtime during meal times you're entitled to have the 6 organization pay your meal up to a per diem, right? 7 A. That's what the policy states, yes, sir. 8 Q. It's not intended to cover everything you 9 consume other than at meals, is it? 10 A. Not based on this policy. 11 Q. Okay. Let me just refer you to 1A -- I'm sorry, 12 roman numeral 4A. It states that meal reimbursements 13 are not to exceed the rates established by the State of 14 Maryland Budget and Management for state employees on 15 travel status. You didn't hold Mr. McGrath to that 16 standard, did you? 17 A. No, when I stepped into the role, as I 18 mentioned, prior to me it was initialled by our prior 19 CFO when Mr. McGrath exceeded per diem. So, I don't 20 think anyone held him to said standard. 21 Q. That last statement, I could not hear. Could</p>	<p>1 travel reimbursement policy for MES, correct? 2 A. Yes, that's what it states. 3 (Exhibit 9 marked for identification, and 4 retained by attorney.) 5 Q. And, again, portions of this were not applied to 6 Mr. McGrath, correct? 7 A. That is correct. 8 Q. Okay. Specifically number 5, he wasn't strictly 9 held to the back up requirement, was he? 10 A. For items that -- most items that I saw, I think 11 they had receipts on them, they had receipts attached. 12 I don't recall if there were any other instances of 13 that. 14 Q. And look at 8 and 9, again, he wasn't required 15 to comply with the time policy, correct? 16 A. No, he did not comply with the time policy. 17 Q. Okay. So, I wanted to just give your 18 observations of Mr. McGrath in the office. At first, 19 you reported directly to him, is that right? 20 A. Yes, for a few months I reported to him and 21 prior, I think like I said around January it might have</p>
Page 43	Page 45
<p>1 you -- 2 A. I don't think anyone held him to that standard. 3 The prior CFO initialed receipts that came in for meal 4 reimbursements and other items and they exceeded per 5 diem as well. So, I'm not -- it was a policy that 6 seemed to be a little loose as far as I'm concerned. 7 Q. And was that for all employees or just the 8 director? 9 A. I'm not sure about other employees because I 10 never really saw their expenses. I saw Mr. Sherring's 11 when I initial receipts when he had meal reimbursements 12 the same way. 13 Q. The same way meaning exceeding per diem? 14 A. Yes, sir. 15 Q. Okay. And let's go down to roman numeral 4I, 16 Mr. McGrath was not held to the time requirements for 17 submitting for reimbursement either, correct? 18 A. Yes, that was another loose policy Mr. Coe. 19 Most employees were given flexibility. Not as much as 20 Mr. McGrath but they weren't held to that standard. 21 Q. And then let's go to Exhibit 9, this is the</p>	<p>1 been sooner, I started reporting to Ms. Wojton. 2 Q. Did that continue until Ms. Wojton left? 3 A. It continued until the end of her tenure. 4 Q. Okay. And with respect to Mr. McGrath, before 5 the pandemic I think you told us in an interview that he 6 was in the office between 0 and 5 times a week? 7 A. That's a correct depiction. I mean, it just 8 depends on week to week. I mean, some weeks you didn't 9 see him and some weeks he was there maybe one, two days. 10 So, it just depended from week to week. 11 Q. And you attempted to meet with him at least once 12 a month to review finances, correct? 13 A. Correct. 14 Q. And sometimes that happened and sometimes it 15 didn't, right? 16 A. That is correct. 17 Q. Okay. He directed that communications with him 18 be by text, that's correct? 19 A. That is correct. 20 Q. Okay. And after the pandemic, you communicated 21 with him less than once a week by text, right?</p>

<p style="text-align: right;">Page 46</p> <p>1 A. Yes, I mean some weeks I didn't communicate at  2 all, but my primary communication was with Ms. Wojton  3 because she was my direct supervisor. So, unless he and  4 I were sharing, you know, financial information once a  5 month or he reached out to me for something specific, I  6 wouldn't have much communication with him.  7 Q. It was MES's policy that employees had to have  8 expenses reviewed and approved by someone other than  9 themselves, right?  10 A. I would assume so, yes.  11 Q. Okay. And after -- well, can you tell the  12 committee what Workday is?  13 A. So, Workday was our financial HR platform that  14 was adopted in -- or that we implemented around June of  15 2018 or '19, I'm not sure on that, and what that did,  16 Workday tracked or took expense reports. We paid our  17 bills through Workday, we billed our clients, we hired  18 and recruited employees with Workday, so a number of  19 items.  20 Q. Okay. So, let me show you Exhibit 10, this may  21 help you with the date, and let's just scroll through</p>	<p style="text-align: right;">Page 48</p> <p>1 not back to Mr. McGrath?  2 A. Yes, and that was for audit purposes.  3 Q. That was for what?  4 A. That was for our financial audit purposes when  5 they do a test they see an expense report going to an  6 employee for approval, for self-approval then that could  7 flag an audit concern or write up.  8 Q. You also approved him time sheets, right?  9 A. That is correct.  10 Q. Let's go to some expense reports. First of all,  11 I'm not going to go through all the e-mail traffic but  12 you, on a regular basis, reminded Mr. McGrath to turn in  13 his expense reports and time sheets, right?  14 A. Very regular.  15 Q. Okay. And he was slow on doing both, right?  16 A. Yes.  17 Q. And what he would do is save up expenses for a  18 long period of time and then turn a whole batch in at  19 once?  20 A. That's correct.  21 Q. So, let's go to Exhibit 11, please. So this</p>
<p style="text-align: right;">Page 47</p> <p>1 this from the beginning. Who is Katie Tessier?  2 A. Katie was an accountant working in accounts  3 payable.  4 (Exhibit 10 marked for identification, and  5 retained by attorney.)  6 Q. Okay. And if you go to her e-mail dated July  7 24, 2019, here she points out that after Workday was  8 installed Roy's expenses were circling back to him for  9 approval?  10 A. That is correct.  11 Q. It should go to you instead?  12 A. Mr. McGrath requested that I approve his expense  13 reports, and the way workday is set up he was located at  14 the top of the organizational chart with no supervisor  15 above him. So, everything went to him for approval. He  16 had no one in a supervisory role approving his items.  17 Q. Scroll up to Mr. Harris's e-mail on July 24,  18 2019, so you sent an e-mail straightening that out and  19 it was straightened out, correct?  20 A. Yes.  21 Q. So, the expenses came to you for approval and</p>	<p style="text-align: right;">Page 49</p> <p>1 whole package is a series of expense reports and I just  2 want to make sure that the -- I understand and the  3 committee understands what happens here. On this  4 occasion in the date column August 27, 2018, Mr. McGrath  5 submitted eight different expense reports, right?  6 A. Yes, it looks like it.  7 (Exhibit 11 marked for identification, and  8 retained by attorney.)  9 Q. Okay. And the total was \$15,942.64?  10 A. Yes.  11 Q. And he was reimbursed for all of them?  12 A. Yes.  13 Q. Okay. So, if you go to the first report which  14 is the next page, report number 699560, it shows that he  15 submitted it on August 27, 2018 and you approved it on  16 that date, right?  17 A. That is correct.  18 Q. And as I understand from your prior testimony  19 you didn't review any of these expenses for a nexus to  20 MES business?  21 A. No, they were input by the accounts payable</p>

<p style="text-align: right;">Page 50</p> <p>1 department and they just -- like I said, they didn't</p> <p>2 look at them to see where he went, where he was going.</p> <p>3 They did indicate if per diems were exceeded, but it</p> <p>4 wasn't in any of their purview to approve or deny based</p> <p>5 on business purposes because we weren't privy to that</p> <p>6 information.</p> <p>7 Q. So, just so we understand mechanically how it</p> <p>8 would occur, Mr. McGrath would somehow transmit to the</p> <p>9 accounts payable department his receipts, is that right?</p> <p>10 A. He would give them directly to an employee in</p> <p>11 accounts payable. She actually put together the expense</p> <p>12 reports for Mr. McGrath. He signed off of it and then I</p> <p>13 would approve it.</p> <p>14 Q. And who was the employee?</p> <p>15 A. Katie Tessier put together the expense report at</p> <p>16 the request of Mr. McGrath.</p> <p>17 Q. Okay. Just to give you an example here of just</p> <p>18 a couple of incidental expenses, just go down to the</p> <p>19 Walgreens receipt. So, I'm just showing you a Walgreens</p> <p>20 receipt for a bottle of water and a dental kit. Are</p> <p>21 those typical expenses that employees at MES would seek</p>	<p style="text-align: right;">Page 52</p> <p>1 when you reviewed this?</p> <p>2 A. No, I did not.</p> <p>3 Q. Okay. So, let's go down and look at an airline</p> <p>4 ticket. This is an airline ticket from BWI to JFK and</p> <p>5 back to DC on June 23rd and June 25th. Do you know why</p> <p>6 Mr. McGrath was traveling to New York on that date?</p> <p>7 A. Not that I can recall.</p> <p>8 Q. Okay. And if you look at the next receipt, it's</p> <p>9 the W Hotel. So, this is a receipt for a stay at the W</p> <p>10 Hotel on Albany Street in New York City on June 24th and</p> <p>11 25th, do you know why he was staying there?</p> <p>12 A. I don't remember.</p> <p>13 Q. Okay. And the number of guests is two, do you</p> <p>14 know why -- do you know who else was with him?</p> <p>15 A. No, I don't.</p> <p>16 Q. Do you know why he was charging a room for two</p> <p>17 people to MES on that date?</p> <p>18 A. I'm not sure.</p> <p>19 Q. If you'll scroll down to another receipt, I'm</p> <p>20 showing you a Sauce and Barrel receipt, apparently a</p> <p>21 restaurant, in New York on June 25, 2018 where there are</p>
<p style="text-align: right;">Page 51</p> <p>1 reimbursement for?</p> <p>2 A. I'm not sure. I'm not for certain but I don't</p> <p>3 think they would.</p> <p>4 Q. Okay. Let's go to report number 699561, so this</p> <p>5 is another in the package where the report was submitted</p> <p>6 by McGrath on August 7, 2018 and you approved it on that</p> <p>7 date?</p> <p>8 A. Correct.</p> <p>9 Q. Okay. Let's go to 699562, this again was</p> <p>10 submitted by Mr. McGrath on August 27th, and you</p> <p>11 approved it on that date?</p> <p>12 A. Yes, sir.</p> <p>13 Q. And then 699563 same thing, submitted and</p> <p>14 approved on August 27, 2018?</p> <p>15 A. That is correct.</p> <p>16 Q. So, on this particular one, if you'll scroll up</p> <p>17 just a little bit, there's a purpose of travel section</p> <p>18 which lists events on June 3rd, June 10th, June 13th,</p> <p>19 June 14th. But up on the columns there's reimbursement</p> <p>20 sought for June 23rd and June 25th, but there's no</p> <p>21 purpose of travel on that date. Did you notice that</p>	<p style="text-align: right;">Page 53</p> <p>1 two guests. Do you know who Mr. McGrath's guest was?</p> <p>2 A. Not that I can remember. I know I went -- I</p> <p>3 don't know if that was the period of time when we went</p> <p>4 to New York for the bond issuance. So, I'm not sure but</p> <p>5 if that's not the date then I'm not sure who was with</p> <p>6 him.</p> <p>7 Q. Okay. Mr. McGrath didn't discuss the purpose of</p> <p>8 his travels with you, did he?</p> <p>9 A. No.</p> <p>10 Q. Let's go to 699573, please. Again, that was</p> <p>11 submitted and approved on August 27, 2018, right?</p> <p>12 A. Yes.</p> <p>13 Q. Next is 699585 -- I'm sorry, 584.</p> <p>14 A. Yes.</p> <p>15 Q. Again, submitted and approved on August 27,</p> <p>16 2018. So, this was -- the purpose of this travel was</p> <p>17 March business travel to Orlando. Were you aware that</p> <p>18 this was a trip to attend the Disney Leadership</p> <p>19 Conference?</p> <p>20 A. No.</p> <p>21 Q. In Orlando. It actually was a four-day trip.</p>

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<p>1 You can see that from this report, right?</p> <p>2 A. Yes, looks like a four-day.</p> <p>3 Q. I want to scroll down to a particular receipt</p> <p>4 that was of interest. This is August 27, 2018. These</p> <p>5 are two receipts here, they're not for a lot of money,</p> <p>6 but one's named Pinocchio's and the other's Main Street</p> <p>7 Bakery in Disney Parks. And if you look at the next</p> <p>8 page which is his hotel receipt, the two items are</p> <p>9 listed, they're both in Magic Kingdom Park. That's</p> <p>10 actually -- I don't know this because I've never been</p> <p>11 there but in research we have, that's actually a park</p> <p>12 inside Disney World. Were you aware of any MES nexus to</p> <p>13 Mr. McGrath going to Disney World and charging MES for</p> <p>14 food there?</p> <p>15 A. No, sir.</p> <p>16 Q. Okay. And his time sheet for that day showed 12</p> <p>17 hours of work for MES, were you aware of that?</p> <p>18 A. No, I don't recall.</p> <p>19 Q. Okay. Let's take a look at 699585, please.</p> <p>20 Again this is submitted and approved on August 27, 2018?</p> <p>21 A. Yes.</p>	<p>1 A. I do not recall.</p> <p>2 Q. It shows, there's some back up that shows an MBA</p> <p>3 -- course was for an MBA at the University of Maryland.</p> <p>4 Were you aware he was taking a course there?</p> <p>5 A. Yes, I was aware he was.</p> <p>6 Q. Let's go to Exhibit 13, please. This is an</p> <p>7 expense reimbursement request for \$4,802.20 for</p> <p>8 leadership meeting expenses that you approved. Do you</p> <p>9 know what that was for?</p> <p>10 A. I don't recall.</p> <p>11 (Exhibit 13 marked for identification, and</p> <p>12 retained by attorney.)</p> <p>13 Q. And, again, you relied on Ms. Tessier to make</p> <p>14 sure appropriate back up was present?</p> <p>15 A. Yes.</p> <p>16 Q. So, when you learned that Mr. McGrath was moving</p> <p>17 on to the chief of staff position for the Governor, you</p> <p>18 knew that he had not submitted any expense reports for</p> <p>19 quite a long time, correct?</p> <p>20 A. That's correct.</p> <p>21 Q. And you communicated with him to get the expense</p>
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<p>1 Q. And then the last is 699586, which is the same</p> <p>2 thing, correct?</p> <p>3 A. Yes.</p> <p>4 Q. Okay. And just to summarize, you delegated to</p> <p>5 Katie Tessier in accounting the responsibility to make</p> <p>6 sure that appropriate receipts were there, and if they</p> <p>7 were you would sign off on these forms approving Mr.</p> <p>8 McGrath's reimbursement requests, correct?</p> <p>9 A. That is correct.</p> <p>10 Q. And you never questioned Mr. McGrath about any</p> <p>11 of them?</p> <p>12 A. No.</p> <p>13 Q. Okay. Let's go to Exhibit 12, please, so,</p> <p>14 scroll down to the approval page. This is a</p> <p>15 reimbursement request for an amount of \$4,164 for</p> <p>16 tuition. It was submitted again by Katherine Tessier</p> <p>17 and approved by you, correct?</p> <p>18 A. Yes.</p> <p>19 (Exhibit 12 marked for identification, and</p> <p>20 retained by attorney.)</p> <p>21 Q. Okay. And do you know what that course was for?</p>	<p>1 reports in and get his time sheets in, correct?</p> <p>2 A. On a constant basis.</p> <p>3 Q. Okay. Let's go to Exhibit 14, please and go to</p> <p>4 the second page here. So I'm looking at, again, your</p> <p>5 text messages with Mr. McGrath, and this is June 1,</p> <p>6 2020. The one Mike, I just got a Workday termination</p> <p>7 message. So, Mr. McGrath's last day of work for MES was</p> <p>8 May 31st of 2020, right?</p> <p>9 A. I'm not sure of the exact date on that. I don't</p> <p>10 want to say yes, I'm not one hundred percent certain.</p> <p>11 (Exhibit 14 marked for identification, and</p> <p>12 retained by attorney.)</p> <p>13 Q. Okay. What does it mean that he got a Workday</p> <p>14 termination message?</p> <p>15 A. Well, Ms. Wojton and myself, we talked about</p> <p>16 terminating him in the system because he could not stay</p> <p>17 in our Workday system after he left the agency or left</p> <p>18 the organization. He advised that he needed to have his</p> <p>19 account left open because he needed to submit his</p> <p>20 expense reports.</p> <p>21 I encouraged him to possibly revert back to the</p>

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<p>1 paper. He insisted that he wanted to do it</p> <p>2 electronically, so that's what that means. And when we</p> <p>3 terminate, the entire termination process started</p> <p>4 because -- and that was around his severance. In order</p> <p>5 to process a severance payment an employee has to be</p> <p>6 terminated. There's certain steps you have to go</p> <p>7 through to terminate them out of the system.</p> <p>8 Q. I understand. So, he communicated to you that</p> <p>9 he wanted to keep his access to Workday open?</p> <p>10 A. Until he finished his expense reports.</p> <p>11 Q. Okay. And you encouraged him to do it by paper</p> <p>12 but he insisted on doing it electronically?</p> <p>13 A. Yes.</p> <p>14 Q. Okay. And just scrolling down, you continue to</p> <p>15 discuss this subject. But down to your June 4th</p> <p>16 communication to him, can you explain what you're saying</p> <p>17 to Mr. McGrath here? He still hadn't gotten his expense</p> <p>18 reports in, right?</p> <p>19 A. No, he has not and at that point we were running</p> <p>20 close on our payroll deadline and if we did not get all</p> <p>21 of those items taken care of related to Mr. McGrath it</p>	<p>1 up for some odd reason, so I asked Ms. Brown and Ms.</p> <p>2 Acosta for their assistance in getting those done so we</p> <p>3 could prepare and get ready for payroll.</p> <p>4 Q. So, what was happening was Mr. McGrath was</p> <p>5 electronically submitting his expenses, Acosta and Brand</p> <p>6 were working on putting them into reports and --</p> <p>7 A. Well, he keyed those himself, Mr. Coe.</p> <p>8 Q. I'm sorry, I didn't hear that.</p> <p>9 A. He keyed those in, those items into the system</p> <p>10 himself. They were just checking receipts and things</p> <p>11 like that.</p> <p>12 Q. But who was actually generating the reports?</p> <p>13 A. The report is generated once he completes the</p> <p>14 receipt and once -- I mean, I'm sorry, complete the</p> <p>15 receipts. Once he completes inputting the information a</p> <p>16 report is generated and then it's forwarded through the</p> <p>17 process for approval.</p> <p>18 Q. Okay. And this was occurring on the evening of</p> <p>19 June 4th, right?</p> <p>20 A. Very late in the evening, yes.</p> <p>21 Q. You were the one to inform Ms. Acosta and Ms.</p>
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<p>1 would have held up payroll for the rest of the employees</p> <p>2 of MES.</p> <p>3 Q. So, basically you're telling him he's got to get</p> <p>4 the reports in ASAP?</p> <p>5 A. Yes.</p> <p>6 Q. Now, this was June 4th at 7:47 a.m., and I want</p> <p>7 you to identify a couple of employees. You've already</p> <p>8 identified Catherine Tessier. Who's Stephanie Acosta?</p> <p>9 A. She's the managing accountant -- she's the</p> <p>10 accounting manger and she manages payroll and accounts</p> <p>11 payable.</p> <p>12 Q. Okay. Who is Jennifer Brand?</p> <p>13 A. She works in accounts payable.</p> <p>14 Q. Again, Mr. Harris, could you keep your voice up?</p> <p>15 A. She works in accounts payable.</p> <p>16 Q. Okay. And did you inform them and Ms. Tessier</p> <p>17 that Mr. McGrath would be submitting expenses on June</p> <p>18 4th, and that they would have to process them?</p> <p>19 A. Well, Ms. Tessier was out on vacation. Mr.</p> <p>20 McGrath submitted those expenses in the electronic form.</p> <p>21 Something was going on in the system and they were held</p>	<p>1 Brown they'd have to work to get it done?</p> <p>2 A. Well, I didn't tell them they had to work to get</p> <p>3 it done. I asked them for some assistance to get it</p> <p>4 done so we can complete payroll.</p> <p>5 Q. Right, okay. So, I want to show you Exhibit 15,</p> <p>6 which is an expense report number 1704. This is one of</p> <p>7 the expense reports on June 4, 2020, as for tuition in</p> <p>8 the amount of \$5,250?</p> <p>9 A. That's correct.</p> <p>10 (Exhibit 15 marked for identification, and</p> <p>11 retained by attorney.)</p> <p>12 Q. Okay. And you approved that report, correct?</p> <p>13 A. Yes, because it was part of the large process.</p> <p>14 Q. And it was -- this tuition was the tuition</p> <p>15 approved by the MES board as part of Mr. McGrath's</p> <p>16 severance, right?</p> <p>17 A. That's correct.</p> <p>18 Q. Okay. Do you know what it was for?</p> <p>19 A. No, not right offhand. I would assume it's for</p> <p>20 the MBA program that he was pursuing at the University</p> <p>21 of Maryland.</p>

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<p>1 Q. Okay. And I want to scroll down to the next</p> <p>2 page to Stephanie Acosta's e-mail to you dated June 4th,</p> <p>3 do you see that?</p> <p>4 A. Yes.</p> <p>5 Q. So, she asked you the question what should be</p> <p>6 included regarding the board of director's approval?</p> <p>7 A. Yes.</p> <p>8 Q. And then your response is?</p> <p>9 A. She could use the e-mail as approval until I got</p> <p>10 my hand on the receipt.</p> <p>11 Q. Okay.</p> <p>12 A. Because it was approved by the MES board.</p> <p>13 Q. Okay. Why did you make the statement, there</p> <p>14 shouldn't be anything included in reference to the</p> <p>15 board?</p> <p>16 A. I didn't want to include the board minutes in</p> <p>17 there because there was sensitive information in there,</p> <p>18 so that's what I meant by that.</p> <p>19 Q. Okay. Let's go to Exhibit 16, go ahead and</p> <p>20 scroll down to the -- actually, let's get the top here</p> <p>21 where it says expense report A. So, what I'm showing</p>	<p>1 can be submitted to you for approval?</p> <p>2 A. Yes.</p> <p>3 Q. Okay. And you approve it at 8:39, correct?</p> <p>4 A. Yes.</p> <p>5 Q. Okay. And you didn't review, actually review,</p> <p>6 the report at all, did you?</p> <p>7 A. I actually did a cursory review. We were on the</p> <p>8 phone at the time and we all were in the system from</p> <p>9 what I can recall. So, it wasn't like she submitted it</p> <p>10 and I took like three minutes. I looked through some of</p> <p>11 the receipts.</p> <p>12 Q. When you say we were on the phone at the time,</p> <p>13 who are you talking about?</p> <p>14 A. I was talking to Ms. Acosta and Ms. Brown.</p> <p>15 Q. Were you also communicating with Mr. McGrath</p> <p>16 during this?</p> <p>17 A. I don't recall.</p> <p>18 Q. Okay. And the actual receipts in report A range</p> <p>19 from December 22nd of 2018 to March 26th of 2020,</p> <p>20 correct?</p> <p>21 A. Yes.</p>
Page 63	Page 65
<p>1 you now, Mr. Harris, is expense report A, which is one</p> <p>2 of the four major expense reports that Mr. McGrath</p> <p>3 submitted on June 4, 2020 in the evening, and you're</p> <p>4 familiar with that document, aren't you?</p> <p>5 A. Yes.</p> <p>6 (Exhibit 16 marked for identification, and</p> <p>7 retained by attorney.)</p> <p>8 Q. And then -- and this was generated in the way</p> <p>9 that you described with Mr. McGrath electronically</p> <p>10 submitting the expenses, Ms. Brown and Acosta reviewing</p> <p>11 what he was submitting, and the report being generated</p> <p>12 for your approval, right?</p> <p>13 A. That's correct.</p> <p>14 Q. Let's go to where the approvals are. So, on</p> <p>15 this expense report A, down at the bottom here there's</p> <p>16 an expense report event status step completed by</p> <p>17 Jennifer Brown at 8:36 in the evening, right?</p> <p>18 A. That's correct, yes.</p> <p>19 Q. Step completed means the review is complete?</p> <p>20 A. I would -- I'm not one hundred percent certain.</p> <p>21 Q. In any event, the report is in a form that it</p>	<p>1 Q. And the total was \$21,697.43?</p> <p>2 A. That's correct.</p> <p>3 Q. So, let's go to Exhibit 17, please. So this is</p> <p>4 expense report B on June 4, 2020, and if you scroll down</p> <p>5 to the approval, the report was completed by 8:02 p.m.,</p> <p>6 right?</p> <p>7 A. Yes.</p> <p>8 (Exhibit 17 marked for identification, and</p> <p>9 retained by attorney.)</p> <p>10 Q. And it was approved by you at 8:17?</p> <p>11 A. That's correct.</p> <p>12 Q. Okay. And the date range for these receipts</p> <p>13 were June 19, 2019 to November 25, 2019?</p> <p>14 A. Can you scroll up?</p> <p>15 Q. Sure.</p> <p>16 A. Yes.</p> <p>17 Q. Okay. And the total amount was \$13,611.77?</p> <p>18 A. That's correct.</p> <p>19 Q. Let's go to 18, please. This is report C on</p> <p>20 June 4, 2020 right?</p> <p>21 A. Yes.</p>

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<p>1 (Exhibit 18 marked for identification, and</p> <p>2 retained by attorney.)</p> <p>3 Q. And let's scroll down to the approval, the</p> <p>4 expense report was completed at 8:19 p.m.?</p> <p>5 A. Yes.</p> <p>6 Q. And your approval was 8:21?</p> <p>7 A. Yes.</p> <p>8 Q. Okay. And the receipt dates on this range from</p> <p>9 February 6, 2019 to the December 10, 2019?</p> <p>10 A. Can you scroll up?</p> <p>11 Q. Yes.</p> <p>12 A. Yes.</p> <p>13 Q. Okay. And the amount was \$6,413.74?</p> <p>14 A. Yes, sir.</p> <p>15 Q. And let's go to report D, this was completed on</p> <p>16 June 4th at 8:17, correct?</p> <p>17 (Exhibit 19 marked for identification, and</p> <p>18 retained by attorney.)</p> <p>19 A. Can you scroll down?</p> <p>20 Q. Sure.</p> <p>21 A. Yes.</p>	<p>1 exhibit -- no, I'm sorry, third from the end, it's</p> <p>2 Friday June 5, 2020. So this is again text message</p> <p>3 exchanges with Mr. McGrath?</p> <p>4 A. Yes.</p> <p>5 Q. And you report to him on Friday, June 5th, hi,</p> <p>6 Roy, we processed your expense reports and you should</p> <p>7 see those funds in your account today, thanks, Mike, is</p> <p>8 that right?</p> <p>9 A. Yes, that is correct.</p> <p>10 Q. So, he would have gotten his reimbursement on</p> <p>11 Friday, June 5th, not only of the A, B, C, and D</p> <p>12 expenses but also the tuition reimbursement?</p> <p>13 A. That's correct.</p> <p>14 Q. Now switching to another topic, did Mr. McGrath</p> <p>15 ever tell you that he was taking an executive education</p> <p>16 course at Harvard for a cost of \$14,475?</p> <p>17 A. He did not mention that to me. The first I</p> <p>18 heard of that was when, I guess, Mr. Sherring might have</p> <p>19 submitted a report and it was part of that expense</p> <p>20 report.</p> <p>21 Q. Okay. So, why don't we show you that report</p>
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<p>1 Q. Okay. And your approval was 8:19 on that date?</p> <p>2 A. Yes, just as the case with the others, I was</p> <p>3 looking through, like I said, doing a cursory review and</p> <p>4 then when they were finally submitted I hit the approve</p> <p>5 button.</p> <p>6 Q. And that cursory review as just simply to see</p> <p>7 that there were appropriate receipts?</p> <p>8 A. Yes.</p> <p>9 Q. In this report the charges were from March 8th</p> <p>10 of 2019 to April 23rd of 2020?</p> <p>11 A. That's correct.</p> <p>12 Q. Okay. And the total amount of \$14,160.38?</p> <p>13 A. Yes, sir.</p> <p>14 Q. So, on June 4, 2020 between -- I'm just going</p> <p>15 back through the times -- between 8:02 p.m. when report</p> <p>16 B was submitted and 8:39 p.m. when report A was</p> <p>17 approved, McGrath's reports were completed and approved</p> <p>18 in a total amount of \$55,888.32?</p> <p>19 A. Yes.</p> <p>20 Q. And I want to refer you back to Exhibit Number</p> <p>21 14, please. The last -- the next to last page of the</p>	<p>1 then. This is Exhibit 20. Is this the report you're</p> <p>2 referring to?</p> <p>3 A. I think it may be, yes.</p> <p>4 (Exhibit 20 marked for identification, and</p> <p>5 retained by attorney.)</p> <p>6 Q. Why don't we scroll down so you can be sure.</p> <p>7 There's the Harvard invoice, and there's the -- go down</p> <p>8 Sherring's, go down to the approval, next one. This is</p> <p>9 Mr. Sherring's expense report that includes the Harvard</p> <p>10 tuition?</p> <p>11 A. Yes.</p> <p>12 Q. Okay. So, I just wanted to go through this with</p> <p>13 you. Originally -- well, the first line here is step</p> <p>14 completed by Matthew Sherring on May 29, 2020, do you</p> <p>15 see that?</p> <p>16 A. Yes.</p> <p>17 Q. So, that means he had submitted this expense for</p> <p>18 reimbursement?</p> <p>19 A. Yes, sir.</p> <p>20 Q. And then the approval by manager is by Roy</p> <p>21 McGrath?</p>

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<p>1 A. Yes.</p> <p>2 Q. Okay. So, he was approving his own Harvard</p> <p>3 tuition?</p> <p>4 A. In essence, yes.</p> <p>5 Q. Okay. And then if you go down about half way</p> <p>6 there's an expense report event which is status</p> <p>7 withdrawn, what happened there?</p> <p>8 A. I think one on that last expense didn't have the</p> <p>9 receipt and Ms. Tessier flagged it and might have</p> <p>10 rejected it. Then they had to resubmit it.</p> <p>11 Q. Okay.</p> <p>12 A. I approved that one for \$400, I think it was.</p> <p>13 Q. And then -- so, that was just for the \$495</p> <p>14 expense?</p> <p>15 A. Yes.</p> <p>16 Q. Okay. Then two lanes farther down is approval</p> <p>17 by manager, status reassigned, and then Ray Rubio.</p> <p>18 Which expense was he approving?</p> <p>19 A. Ray Rubio wasn't approving. He didn't approve</p> <p>20 anything.</p> <p>21 Q. Okay.</p>	<p>1 sure if he took the course then or not.</p> <p>2 Q. Okay. At any time have you ever talked to Mr.</p> <p>3 McGrath about this course?</p> <p>4 A. Not that I can recall.</p> <p>5 Q. Let's go to Exhibit 21, please. So, Mr. Harris</p> <p>6 these are the minutes for the board of directors meeting</p> <p>7 on May 28, 2020 and you attended that meeting, correct?</p> <p>8 A. Yes, sir.</p> <p>9 (Exhibit 21 marked for identification, and</p> <p>10 retained by attorney.)</p> <p>11 Q. Okay. I want to refer you to the last page of</p> <p>12 the minutes, the paragraph that starts with Mr. Snee.</p> <p>13 Now, there's the paragraph that says Mr. Snee, as chair</p> <p>14 of the human resources committee of the Board initiated</p> <p>15 a discussion regarding the compensation of a director</p> <p>16 who would be leaving his position. Can you just read</p> <p>17 that paragraph to yourself?</p> <p>18 A. I've completed it.</p> <p>19 Q. That's an accurate description of the action</p> <p>20 taken by the Board on May 28, 2020, isn't it?</p> <p>21 A. Yes, sir.</p>
Page 71	Page 73
<p>1 A. He just is reassigned because it looks like Mr.</p> <p>2 McGrath might have been terminated from the system at</p> <p>3 that point because the note in the right kind of midway</p> <p>4 through the page said McGrath no longer works for the</p> <p>5 agency.</p> <p>6 Q. Right, so why is Mr. Rubio on the approval by</p> <p>7 manager line?</p> <p>8 A. I'm not sure.</p> <p>9 Q. Okay.</p> <p>10 A. And it might be because he worked in IT and he</p> <p>11 had the reassign the approval steps in the approval</p> <p>12 process, but he didn't approve anything.</p> <p>13 Q. Okay. Did you ever discuss with Mr. McGrath why</p> <p>14 he was attending a course at Harvard that cost \$14,475?</p> <p>15 A. No.</p> <p>16 Q. Do you know whether he actually attended?</p> <p>17 A. No, I do not know.</p> <p>18 Q. And in any event on this date he was no longer</p> <p>19 an MES employee when MES was paying for this tuition?</p> <p>20 A. That is correct, but I think the date of the</p> <p>21 invoice is during the period where he was, so I'm not</p>	<p>1 Q. Let's go to Exhibit 22, please. So these are</p> <p>2 the closed session minutes for May 28, 2020 and you</p> <p>3 attended that closed session, correct?</p> <p>4 A. Yes, sir.</p> <p>5 (Exhibit 22 marked for identification, and</p> <p>6 retained by attorney.)</p> <p>7 Q. And I want, again, to refer you to the paragraph</p> <p>8 on the second page that starts Mr. Snee is chair of the</p> <p>9 human resources committee, okay. So, I want you to read</p> <p>10 that paragraph to yourself.</p> <p>11 A. Mr. Coe, I'm sorry, this is the paragraph where</p> <p>12 Mr. Snee --</p> <p>13 Q. Let me just read the paragraph, okay?</p> <p>14 A. If it's Mr. Snee is chair of the human resources</p> <p>15 committee, I read that one.</p> <p>16 Q. Okay. You've read that paragraph?</p> <p>17 A. Yes.</p> <p>18 Q. Okay. Thank you. That paragraph is also an</p> <p>19 accurate description of what took place at the closed</p> <p>20 session, isn't it?</p> <p>21 A. Yes, sir.</p>

<p style="text-align: right;">Page 74</p> <p>1 Q. And specifically it's accurate that Mr. Snee  2 stated Mr. McGrath requested the Board approve his  3 severance payment like the severance that the Board had  4 approved for the two prior directors. And then Mr. Snee  5 stated that he had told Mr. McGrath that he would not  6 recommend that a severance payment be made unless the  7 Governor was aware of the proposed severance and did not  8 object. That portion is accurate, isn't it?  9 A. It is accurate.  10 Q. And it's also accurate that Mr. Snee stated Mr.  11 McGrath had assured Mr. Snee that the Governor was aware  12 of the proposed severance payment and did not object?  13 A. I think that is an accurate depiction. I don't  14 remember if -- it did not object, if that wording was  15 used, but I know Governor being aware was used.  16 Q. Okay.  17 A. That language was used.  18 Q. And before these meetings you actually talked  19 with Beth Wojton, the deputy director, about Mr.  20 McGrath's request for a years severance, correct?  21 A. Yes, I did.</p>	<p style="text-align: right;">Page 76</p> <p>1 e-mails but I provided them to you prior to this  2 session. Starting with Mr. Schatz's e-mail on May 8,  3 2020, take whatever time you need to look at it. Mr.  4 Schatz basically states because of the economic impact  5 of the pandemic he asks Mr. McGrath whether MES can  6 agree to delay or suspend or extend payment terms for  7 government entity partners, right?  8 A. Yes, that's what that e-mail states.  9 (Exhibit 23 marked for identification, and  10 retained by attorney.)  11 Q. And Mr. McGrath responds -- take whatever time  12 you need but I'll summarize it. He responds no,  13 basically because of MES's cash position.  14 A. Okay.  15 Q. Do you agree with that?  16 A. I think MES had a strong cash position at that  17 time. I think the uncertainty of the pandemic, you  18 know, left some things into question but when I spoke  19 with Ms. Wojton in regard to the severance related to  20 Mr. McGrath, the information that I had at the time was  21 that MES did have sufficient case to pay that severance</p>
<p style="text-align: right;">Page 75</p> <p>1 Q. And you were surprised about the request because  2 he was going directly to the Governor office, correct?  3 A. Initially I was.  4 Q. And later did you change your mind about that?  5 MR. BERMAN: Did he change his mind about being  6 surprised? Can you just clarify the questions, please?  7 BY MR. COE:  8 Q. Yeah, you said you were initially surprised.  9 Did that impression change later?  10 A. Not that I can think of.  11 Q. Okay. Beth Wojton also told you that Mr.  12 McGrath said the Governor was aware of the request for  13 the severance and approved of it, correct?  14 A. I think that is an accurate depiction.  15 Q. And on May 28th, you voted in favor of the  16 severance because you believed the Governor was aware  17 and approved of it, right?  18 A. That's accurate, yes.  19 Q. Let's me show you Exhibit 23. This is an e-mail  20 exchange between Mr. McGrath and Steven Schatz in the  21 Governor's office, and you are not included on these</p>	<p style="text-align: right;">Page 77</p> <p>1 payment.  2 Q. Well, I'm not asking you about the severance.  3 What I'm asking you about here is Mr. McGrath's response  4 to Mr. Schatz of he essentially refuses Mr. Schatz's  5 request because of MES's cash position, right?  6 A. Yes, he does. I apologize.  7 Q. Were you aware of this exchange at the time?  8 A. No.  9 Q. Do you agree with Mr. McGrath's response here?  10 A. No, but MES did have cash at the time.  11 Q. Okay. So, there was an all team meeting at MES  12 on May 26, 2020, correct?  13 A. I believe so.  14 Q. And at that meeting Mr. McGrath announced to all  15 staff that he was moving on to the Governor's office as  16 chief of staff, right?  17 A. I believe so.  18 Q. And you gave a report on the financials and  19 prospects for 2021 at that meeting, right?  20 A. I believe so, yes, based on what you've said.  21 Q. I want to just play a little excerpt of that</p>

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<p>1 presentation that you did, Mr. Harris.</p> <p>2 (Exhibit 24 marked for identification, and</p> <p>3 retained by attorney.)</p> <p>4 (Video with Mr. Harris speaking is played.)</p> <p>5 VIDEO AUDIO: Now, we're in the planning stages</p> <p>6 of our fiscal year '21 budget. As Beth mentioned, a</p> <p>7 result of the COVID-19 crisis is that many of our</p> <p>8 partners have been deeply impacted both operationally</p> <p>9 and financially. This will undoubtedly impact our</p> <p>10 fiscal year '21 budgets and possibly beyond. We must</p> <p>11 continue to find ways to operate more efficiently to</p> <p>12 help our customers meet their budgets and therefore we</p> <p>13 must remain diligent in our approach.</p> <p>14 There are a number of actions we must take to</p> <p>15 ensure we continue to remain financially strong. The</p> <p>16 first and most important is to hold back on all</p> <p>17 non-essential spending. This will allow us to reduce</p> <p>18 expenses and minimize the impact of our partner budget</p> <p>19 reductions on MES.</p> <p>20 (Video with Mr. Harris speaking is stopped.)</p> <p>21 BY MR. COE:</p>	<p>1 A. I believe it was a Ford Fusion.</p> <p>2 Q. And on his last day an MES did he request to you</p> <p>3 that the vehicle be assigned to him to go to the</p> <p>4 Governor's office?</p> <p>5 A. Yes, he said he was going to take the car with</p> <p>6 him.</p> <p>7 Q. Okay. He said he was going to take the car with</p> <p>8 him?</p> <p>9 A. Yes.</p> <p>10 Q. Did he tell you that?</p> <p>11 A. Yes.</p> <p>12 Q. Okay. And what was your response?</p> <p>13 A. I don't remember my response but I did let Ms.</p> <p>14 Wojton know and she encouraged me to get something in</p> <p>15 writing telling us to transfer the car to him in his new</p> <p>16 position.</p> <p>17 Q. Okay. And so what did you do?</p> <p>18 A. I requested that he send an e-mail to state --</p> <p>19 Q. I'm sorry, again, could you keep your voice up?</p> <p>20 A. I requested that he send some type of</p> <p>21 communication, an e-mail, that stated that he wanted to</p>
Page 79	Page 81
<p>1 Q. Okay. That's good, thank you. Mr. Harris,</p> <p>2 prior to that -- that was about 2021 -- prior to that,</p> <p>3 you had reported that 2020 also on the results so far in</p> <p>4 2020 that it had been -- was going to be a record year,</p> <p>5 I believe. But that was your, that little clip, was</p> <p>6 your statement about proceeding into 2021, correct?</p> <p>7 A. Yes, sir.</p> <p>8 Q. And your statement to staff was that you needed</p> <p>9 to hold back on all non-essential spending, correct?</p> <p>10 A. Yes, sir.</p> <p>11 Q. And at that very time Mr. McGrath was asking for</p> <p>12 a severance of a year's salary from MES?</p> <p>13 A. That's correct.</p> <p>14 Q. Let me -- there's another issue that came up</p> <p>15 right just prior to Mr. McGrath leaving MES, and that</p> <p>16 was the vehicle. Mr. McGrath had a vehicle assigned to</p> <p>17 him at MES, is that right?</p> <p>18 A. I don't know if it was assigned to him</p> <p>19 personally but it was the vehicle that he had driven the</p> <p>20 most.</p> <p>21 Q. What was the vehicle?</p>	<p>1 transfer that car out of MES's pool into the pool where</p> <p>2 he was going with his new chief of staff position.</p> <p>3 Q. Okay. Did anybody at MES have to approve the</p> <p>4 transfer of the vehicle?</p> <p>5 A. I recall in the final paperwork that it had to</p> <p>6 be the director and this was during the time where Dr.</p> <p>7 Glass was the director and he did not approve it.</p> <p>8 Q. He did not approve it?</p> <p>9 A. That's correct.</p> <p>10 Q. So, the vehicle was eventually recovered?</p> <p>11 A. Yes.</p> <p>12 Q. And I want to show you some text messages</p> <p>13 between you and someone named Don.</p> <p>14 A. Yes.</p> <p>15 Q. This is Exhibit 25. Who is Don?</p> <p>16 A. Don worked in our fleet department.</p> <p>17 (Exhibit 25 marked for identification, and</p> <p>18 retained by attorney.)</p> <p>19 Q. At MES?</p> <p>20 A. Yes.</p> <p>21 Q. Okay. I'm going to refer to the July 14, 2020</p>

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<p>1 text. I think it's from Don to you, got an idea if Roy  2 parks his car at government house, do you see that text?  3 He goes on to say, puts me on list to pick up car for  4 cleaning. Does that mean that Mr. McGrath was having  5 Don, an MES employee, clean his car after he left MES?  6 A. Yes.  7 Q. And reading this text, does it mean -- do I  8 understand that he would actually take another MES  9 vehicle and make it available for Mr. McGrath while he  10 cleaned Mr. McGrath's vehicle and then switch them back?  11 A. Based on that text, yes.  12 Q. Were you aware that that was going on?  13 A. Based on his text.  14 Q. Were you aware of any other services MES was  15 providing to Mr. McGrath after he left?  16 A. I want to say he called me about something  17 regarding where the car was parked, and it being towed  18 but I'm not aware -- I don't recall any additional  19 services.  20 Q. Okay. So, in August of 2020, there was a Sun  21 article about Mr. McGrath's severance and he actually</p>	<p>1 A. It was one of the receipts that was missing in  2 the expense report, the batch of expense reports that he  3 submitted that was discovered and I told him that we  4 needed too.  5 Q. Do you know -- is that the receipt that he --  6 A. Yes.  7 Q. Okay.  8 A. Looks like the receipt.  9 Q. So, let me go to Exhibit 27, please. Mr.  10 Harris, on November 1, 2019, Julia King from the Office  11 of Legislative Audits e-mailed Mr. McGrath with a copy  12 to you enclosing a letter to Mr. McGrath dated October  13 31, 2019, do you recall that?  14 A. Yes.  15 (Exhibit 27 marked for identification, and  16 retained by attorney.)  17 Q. And this related to two allegations received by  18 the Office of Legislative Audit's hotline regarding MES,  19 right?  20 A. That's correct.  21 Q. Okay. And one of the allegations was an</p>
Page 83	Page 85
<p>1 communicated with you to get some information from MES  2 and how to respond to that, do you recall that?  3 A. He did ask me about several severance payments,  4 yes.  5 Q. Okay. So, let's turn to Exhibit 26, please.  6 There's a text dated August 19th where he asks you when  7 O'Neil left, do you know who O'Neil is?  8 A. Mr. John O'Neil, the former deputy director.  9 (Exhibit 26 marked for identification, and  10 retained by attorney.)  11 Q. Okay. And you provided him with that  12 information?  13 A. I said he left in 2017, yes.  14 Q. And he also asked for confirmation of Beth  15 Wojton's severance, is that right?  16 A. That's correct.  17 Q. Did you provide that information?  18 A. I told him it was not 153,000, yes.  19 Q. There's another text above that on August 24th  20 where you say, hi, Roy, any luck locating the receipt we  21 talked about for \$105.28, do you know what that's about?</p>	<p>1 allegation on potentially unnecessary travel expenses by  2 an executive employee, right?  3 A. Yes.  4 Q. And that employee was Mr. McGrath, right?  5 A. It didn't say specifically who they were  6 referring to, but I would think it would be Mr. McGrath.  7 Q. Okay. Let's look at Exhibit 28, please. On  8 November 1, Mr. McGrath responded that you would be  9 designated to review the matter, correct?  10 A. Yes.  11 (Exhibit 28 marked for identification, and  12 retained by attorney.)  13 Q. And he copied you on that?  14 A. That's correct.  15 Q. And you were either out of the office at the  16 time or for the next week, but you understood you were  17 designated to look into the matter?  18 A. I was designated to get the details of the  19 matter.  20 Q. Okay. Well, it says you are designated to  21 review the anonymous matter with you on our behalf?</p>

<p style="text-align: right;">Page 86</p> <p>1 A. Yes.</p> <p>2 Q. Okay. That means review it with Ms. King,</p> <p>3 right?</p> <p>4 A. That's correct.</p> <p>5 Q. And Ms. King, in fact, contacted you and</p> <p>6 discussed the matter with you, right?</p> <p>7 A. Yes.</p> <p>8 Q. Okay. And I want to refer you to Exhibit Number</p> <p>9 29, this is an e-mail from Ms. King internally at the</p> <p>10 Office of Legislative Audits where she refers to her</p> <p>11 conversation with you. She made it clear that the</p> <p>12 complaint about unnecessary travel expenses were about</p> <p>13 Mr. McGrath, correct?</p> <p>14 A. I don't recall one hundred percent if she did,</p> <p>15 but she did go into detail around the specific</p> <p>16 allegations and the letter, and I don't know Mr.</p> <p>17 McGrath's name was mentioned or not.</p> <p>18 (Exhibit 29 marked for identification, and</p> <p>19 retained by attorney.)</p> <p>20 Q. Again you're fading out.</p> <p>21 A. I don't recall if Mr. McGrath's name was</p>	<p style="text-align: right;">Page 88</p> <p>1 was something related to the contract with a former</p> <p>2 board member, and then the other was related to -- I</p> <p>3 can't remember what that one was related to.</p> <p>4 Q. And you say you discussed this directly with Mr.</p> <p>5 McGrath?</p> <p>6 A. Yes.</p> <p>7 Q. And who else?</p> <p>8 A. Ms. Wojton.</p> <p>9 Q. Were they together at the time?</p> <p>10 A. No.</p> <p>11 Q. When you discussed it with Mr. McGrath was it</p> <p>12 shortly after your conversation with Ms. King?</p> <p>13 A. I believe so.</p> <p>14 Q. What did he say to do about it?</p> <p>15 A. He didn't tell me to do anything about it.</p> <p>16 Q. Did you ask him what you should do about it?</p> <p>17 A. I presented the findings to him and I don't</p> <p>18 recall saying what should I do about it.</p> <p>19 Q. Well, you say you presented the findings. You</p> <p>20 presented what Ms. King communicated to you --</p> <p>21 A. Yes.</p>
<p style="text-align: right;">Page 87</p> <p>1 mentioned directly but he was the only executive at the</p> <p>2 time that traveled more than others so I would assume it</p> <p>3 was him.</p> <p>4 Q. She also said it was MES's responsibility to</p> <p>5 investigate, correct?</p> <p>6 A. I found that out in the summer, the past summer</p> <p>7 that I left in 2020. From my understanding that's what</p> <p>8 it was, MES was supposed to investigate.</p> <p>9 Q. Well, didn't she tell you in the phone</p> <p>10 conversation with you that it was MES's responsibility</p> <p>11 to investigate these allegations?</p> <p>12 A. I don't recall.</p> <p>13 Q. Did you report to Mr. McGrath on your</p> <p>14 conversations with Ms. King?</p> <p>15 A. I reported to Mr. McGrath and Ms. Wojton on</p> <p>16 those times.</p> <p>17 Q. What did you tell them?</p> <p>18 A. I gave them the specifics of the allegations.</p> <p>19 Q. And what specifics were they?</p> <p>20 A. From what I can remember excess executive</p> <p>21 travel, increased overhead spending, contracts, and it</p>	<p style="text-align: right;">Page 89</p> <p>1 Q. -- as to the complaints?</p> <p>2 A. Yes.</p> <p>3 Q. Did you recommend that MES look into it?</p> <p>4 A. I spoke with Ms. Wojton and it was around not</p> <p>5 only -- I think not only those complaints but we had</p> <p>6 just wrapped up a legislative audit, and said that it</p> <p>7 would be a good idea, she and I agreed it would be a</p> <p>8 good idea to at least contract and have an internal</p> <p>9 audit done.</p> <p>10 Q. And when did you have that conversation with Ms.</p> <p>11 Wojton?</p> <p>12 A. She and I had that conversation, it was after</p> <p>13 these allegations and shortly after the Office of</p> <p>14 Legislative Audits issued the audit findings as a result</p> <p>15 of the legislative audit. And then we started talking</p> <p>16 to an audit firm around March of 2020 about some</p> <p>17 possible things we might could look into on an internal</p> <p>18 audit.</p> <p>19 Q. And who was that audit firm?</p> <p>20 A. RSM.</p> <p>21 Q. Okay. Who at RSM?</p>

<p style="text-align: right;">Page 90</p> <p>1 A. I think it was Valerie but I don't remember her  2 last name, and another person that was responsible for  3 doing or conducting internal audits.  4 Q. And when you said we talked to them, you're  5 talking about Ms. Wojton and you?  6 A. Well, I think it was primarily me talking to  7 them at the time.  8 Q. But Ms. Wojton agreed that you should be talking  9 to RSM about this?  10 A. She agreed that she would be doing an internal  11 audit since we didn't have an internal auditor.  12 Q. Did you either you or Ms. Wojton clear that with  13 Mr. McGrath?  14 A. Not that I can recall.  15 Q. Okay. What became of the potential engagement  16 with RSM in March of 2020?  17 A. Well, we never engaged with them because that  18 was during the time that COVID has just happened and we  19 were moving everyone home. So, we never circled back  20 with them on that engagement.  21 Q. So, after you reported the King conversation to</p>	<p style="text-align: right;">Page 92</p> <p>1 chain. This is an e-mail exchange among Ms. Leslie  2 Jackson-Jenkins. She was chair of the audit committee  3 at MES, is that right?  4 A. Yes, sir.  5 (Exhibit 30 marked for identification, and  6 retained by attorney.)  7 Q. And you and Dr. Glass in July of 2020 following  8 Ms. Wojton's e-mail?  9 A. Yes.  10 Q. And it begins with an e-mail dated July 27th  11 from Ms. Jackson-Jenkins to Valerie Coleman at RSM  12 regarding the potential audit, correct?  13 A. Yes.  14 Q. Okay. So, in this e-mail chain you have an  15 e-mail dated July 29, 2020. This is both to Charles,  16 Dr. Glass and Ms. Jackson-Jenkins where you say that you  17 should add the deputy director and managing director  18 travel reimbursement in FY20 consistent with the  19 information received from Roy. What are you referring  20 to when you say information received from Roy?  21 A. I do not recall.</p>
<p style="text-align: right;">Page 91</p> <p>1 Mr. McGrath, did Mr. McGrath ever check back with you  2 about whether anything -- there had been any  3 investigation of the allegations?  4 A. Not that I can recall.  5 Q. Did he have any comment to make about what the  6 allegations, about the substance of the allegations?  7 A. I don't remember if he had any reaction to the  8 substance. I don't...  9 Q. Did he have any response to the comment that  10 there was excess executive travel?  11 A. Not that I can recall. Might have, but I don't  12 recall.  13 Q. So, do you recall that after Ms. Wojton left she  14 sent an e-mail to the board regarding concerns about Mr.  15 McGrath's expenses?  16 A. Yes.  17 Q. And the board became concerned and hired RSM to  18 do an audit?  19 A. Yes, sir.  20 Q. And let me refer you to Exhibit Number 30,  21 please. Let's just start back at the beginning of this</p>	<p style="text-align: right;">Page 93</p> <p>1 Q. Okay.  2 A. I know --  3 Q. I'm sorry.  4 A. I know he -- I don't know if it was through Mr.  5 Sherring or someone else found out about the audit,  6 might have even been because he talked to a board  7 member, but he said that we needed to include everyone  8 not just his.  9 Q. Mr. Sherring said that?  10 A. Mr. McGrath said that.  11 Q. Okay. Who did he say that to?  12 A. He might have said it to me. I'm not sure if he  13 said it to Dr. Glass or not.  14 Q. But this was when he was chief of staff for the  15 Governor?  16 A. Yes.  17 Q. Okay. And did he say why it should be  18 everybody?  19 A. No.  20 Q. Who came up with limiting it to FY2020?  21 A. I'm not sure who came up with that.</p>

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<p>1 Q. In any event, RSM proceeded to do the audit?</p> <p>2 A. Yes, sir.</p> <p>3 Q. And were you still at MES while the audit was</p> <p>4 going on?</p> <p>5 A. Yes, I believe so.</p> <p>6 Q. Were you there when the audit results were</p> <p>7 reported?</p> <p>8 A. I'm not sure, possibly.</p> <p>9 Q. Well, I want to show you Exhibit 31. This is</p> <p>10 portions of the RSM audit. It's only related to Mr.</p> <p>11 McGrath, and have you seen this document before?</p> <p>12 A. Yes, I remember seeing this. Yes, I remember</p> <p>13 seeing it.</p> <p>14 (Exhibit 31 marked for identification, and</p> <p>15 retained by attorney.)</p> <p>16 Q. And if you go to the fourth page of the</p> <p>17 document, I'm not going to go through the details of the</p> <p>18 inceptions, but this position of the documents relates</p> <p>19 to the employee, former director CEO, that's Mr.</p> <p>20 McGrath, correct?</p> <p>21 A. Yes.</p>	<p>1 with him?</p> <p>2 A. It's probably the same. I think I might have</p> <p>3 spoke with Mr. Sherring earlier this year but, no, I</p> <p>4 have not remained in contact.</p> <p>5 MR. COE: Mr. Harris, thank you very much. I'm</p> <p>6 turning it back over to the Chairs and the committee</p> <p>7 members may have questions for you but I appreciate your</p> <p>8 appearing and answering my questions. Thank you, sir.</p> <p>9 SENATOR LAM: All right, thank you Mr. Coe. I</p> <p>10 think we are going to open it up now to questions from</p> <p>11 the members of the committee. We'll start with the</p> <p>12 Chairs. I'll go ahead and ask some questions first and</p> <p>13 then we'll proceed to Chairman Barron.</p> <p>14 EXAMINATION</p> <p>15 BY SENATOR LAM:</p> <p>16 Q. So, Mr. Harris, you had said that you had known</p> <p>17 Mr. McGrath for a while and had been in touch with him</p> <p>18 even before you were offered the position to serve as an</p> <p>19 employee at MES, right, and did Mr. McGrath tell you</p> <p>20 that you at some point would be replacing Janet Irwin as</p> <p>21 the new financial officer in that role before you were</p>
Page 95	Page 97
<p>1 Q. And the amount \$55,889.12, that's reports A</p> <p>2 through D to be submitted on June 4th, 2020, right?</p> <p>3 A. That's correct.</p> <p>4 Q. So, it didn't go any further back than those</p> <p>5 particular reports?</p> <p>6 A. No.</p> <p>7 Q. Were you surprised that there were multiple</p> <p>8 exceptions that RSM found with respect to those expense</p> <p>9 reports?</p> <p>10 A. No, not after I really dug in and reviewed the</p> <p>11 reports around the time of Ms. Wojton's e-mail, I was</p> <p>12 not surprised.</p> <p>13 Q. Have you continued to be in contact with Mr.</p> <p>14 McGrath since you left MES?</p> <p>15 A. Not recently.</p> <p>16 Q. When was the last time you were in contact with</p> <p>17 him?</p> <p>18 A. I may have spoken with him by phone in 2020</p> <p>19 around September, October. Since then he sent me a</p> <p>20 birthday text and I didn't respond to it.</p> <p>21 Q. How about Mr. Sherring, have you been in contact</p>	<p>1 hired or was that sometime after you were already an</p> <p>2 employee there?</p> <p>3 A. I mean, I don't recall but we might have spoken</p> <p>4 briefly before I was hired, because he was not satisfied</p> <p>5 with her.</p> <p>6 Q. Did he give any reason why he was not satisfied</p> <p>7 with her?</p> <p>8 A. Not that I can recall, Senator Lam.</p> <p>9 Q. And did Ms. Irwin, did you and Ms. Irwin overlap</p> <p>10 at any time and I mean as did she give you any advice or</p> <p>11 convey any information about how she was handling these</p> <p>12 expenses for Mr. McGrath and other directors there?</p> <p>13 A. When we overlapped I was in a different capacity</p> <p>14 so, no, she did not give me any advice or any guidance</p> <p>15 on how she handled the expenses for anyone in the</p> <p>16 executive office at MES.</p> <p>17 Q. Okay. So, she did not give you any advice and</p> <p>18 you were not privy to why Mr. McGrath had a preference</p> <p>19 to remove her as the financial officer and to have</p> <p>20 someone new come into that role?</p> <p>21 A. No, I was not.</p>

<p style="text-align: right;">Page 98</p> <p>1 Q. Okay. You also said that you had no -- you felt</p> <p>2 like you had no purview or authority to disapprove of</p> <p>3 any of these expenses. Why was that?</p> <p>4 A. Because, you know, I come from an environment</p> <p>5 where if a person's the CEO or the executive director</p> <p>6 they report to the Board. The Board tells them, you</p> <p>7 know, approves their expense and they submit travel</p> <p>8 items to the Board. Typically the chairman of the</p> <p>9 Board, but there, he being not even his direct</p> <p>10 subordinate, I don't feel like I had the authority.</p> <p>11 Q. So, even though in Workday you were listed as</p> <p>12 the approver, correct?</p> <p>13 A. That's correct.</p> <p>14 Q. You didn't feel that you had the authority even</p> <p>15 though you were listed formally in the Workday system,</p> <p>16 the HR management system, that you had the authority to</p> <p>17 be able to question or disapprove of any of the</p> <p>18 expenditures?</p> <p>19 A. That is correct. It was from a process</p> <p>20 standpoint. I was even listed as his supervisor in</p> <p>21 Workday.</p>	<p style="text-align: right;">Page 100</p> <p>1 via any other kind of written or digital or electronic</p> <p>2 written form of communication?</p> <p>3 A. That is correct. It also came in the form of a</p> <p>4 phone call.</p> <p>5 Q. Okay. You also mentioned that you would remind</p> <p>6 Mr. McGrath to submit his reimbursement on a, quote,</p> <p>7 constant basis. I think those were your words?</p> <p>8 A. Yes.</p> <p>9 Q. How often would you characterize as constant?</p> <p>10 A. At least a couple times a month. Could have</p> <p>11 been more some months, some weeks but when I saw him I</p> <p>12 did remind him regarding his expense reports.</p> <p>13 Q. So, couple times a month is almost weekly. You</p> <p>14 said sometimes more often, right, so something on</p> <p>15 average like maybe weekly?</p> <p>16 A. Could be.</p> <p>17 Q. Would you say that's fair?</p> <p>18 A. Could be, yes.</p> <p>19 Q. How would he respond to that?</p> <p>20 A. He said he would get them to me.</p> <p>21 Q. And he would take you seriously?</p>
<p style="text-align: right;">Page 99</p> <p>1 Q. Okay. So, you felt like that was just a</p> <p>2 formality because there needed to be someone listed in</p> <p>3 that role and initially it sounded like it was actually</p> <p>4 Mr. McGrath himself, which was then corrected to be you,</p> <p>5 I guess. But you still didn't feel that you had the</p> <p>6 ability to really make a decision or review this in any</p> <p>7 way. It was really just kind of an administrative</p> <p>8 review and approval?</p> <p>9 A. That is correct.</p> <p>10 Q. Okay. You also mentioned that most of your</p> <p>11 direct communications with Mr. McGrath were by text</p> <p>12 message rather than by e-mail?</p> <p>13 A. Yes, and that was with all of the executive</p> <p>14 team. We were encouraged to communicate via text.</p> <p>15 Q. And not by e-mail with Mr. McGrath?</p> <p>16 A. That's correct.</p> <p>17 Q. Did you have any sense why?</p> <p>18 A. No, not that I recall.</p> <p>19 Q. So, would you characterize you as receiving most</p> <p>20 of your guidance and instruction, if it was not verbally</p> <p>21 to your face directly it was via text message and not</p>	<p style="text-align: right;">Page 101</p> <p>1 A. And he would what, I'm sorry?</p> <p>2 Q. He would take these suggestions seriously?</p> <p>3 A. He just said he would get them to me. I don't</p> <p>4 know any further than that.</p> <p>5 Q. Why do you think he was so delinquent in getting</p> <p>6 these reimbursements to you?</p> <p>7 A. I have no idea. You know, I don't know because</p> <p>8 everyone else got them in timely.</p> <p>9 Q. So, he was the only employee who was this</p> <p>10 delinquent of all the 800 or so employees at MES?</p> <p>11 A. Yes, I would say yes, but not a one hundred</p> <p>12 percent certain without seeing the rest of the employees</p> <p>13 submit their expense reports, but he's one of the more</p> <p>14 delinquent that I interacted with.</p> <p>15 Q. Was this well-known across the agency?</p> <p>16 A. I'm not sure, but Ms. Wojton was definitely</p> <p>17 privy to it because she was my supervisor and I let her</p> <p>18 know.</p> <p>19 Q. Did you and her ever talk about the fact that</p> <p>20 these expenses were so delinquent?</p> <p>21 A. We could have possibly. We talked about a lot</p>

<p style="text-align: right;">Page 102</p> <p>1 of things because I was her direct report, so this could  2 have been part of those conversations.  3 Q. Okay. And at the end when you approved the  4 \$55,000 in reimbursements to Mr. McGrath, this was  5 really, I guess from your perspective at the eleventh  6 hour, right, that if he did not submit these this would  7 hold up payroll potentially for the entire agency of 800  8 employees?  9 A. That's correct. That's correct, because there's  10 certain steps that we have to go through and you can't  11 get payroll to close with items hanging out there and we  12 were terminating him from the system so you could not  13 complete the rest of the steps without him getting this  14 last piece into us.  15 Q. Did anything strike you as suspicious given that  16 he was submitting these many reimbursement receipts at  17 the end or did you feel that this was in line given the  18 fact that he was so delinquent on so many other  19 receipts?  20 A. I feel like this was in line for the rate at  21 which he submitted the rest of the receipts.</p>	<p style="text-align: right;">Page 104</p> <p>1 whistleblower concern that had been reported, correct?  2 A. Yes, typically Senator Lam, these particular  3 items are shared with the head of agencies. I'm not  4 sure how I became the designee to share the details, but  5 Mr. McGrath advised the Office of Legislative Audits to  6 share the details with me, and then I shared the details  7 with him and also included Ms. Wojton because she was my  8 direct supervisor.  9 Q. So, just trying to understand procedurally, if  10 OLA is supposed to share the whistleblower report with  11 the head of the agency, but the head of the agency is  12 the one that's actually being whistle-blown on  13 potentially, does that not present a potential conflict  14 of interest there?  15 A. It does, and at the time I think the other piece  16 is, and I might have just misspoken just now when I said  17 the head of the agency. They could share these also if  18 we had an internal auditor at the time, because I know  19 when I was at MES we had an internal auditor, there was  20 a fraud hotline and it was located in her office. So,  21 these items could have been shared with her under other</p>
<p style="text-align: right;">Page 103</p> <p>1 Q. Okay. With the Harvard tuition reimbursement,  2 it appeared from the documentation that Mr. Sherring  3 actually submitted that for reimbursement, and at least  4 from my view of the documentation, it looks like it  5 allowed Mr. McGrath to approve of that himself. Is that  6 standard for another employee to submit a tuition  7 reimbursement on behalf of someone else?  8 A. I typically have not seen that.  9 Q. Okay. So, this could have been one way to  10 circumvent the approval process by having another  11 employee submit the tuition reimbursement which would  12 then be approved by the employee that's attending that  13 course himself?  14 A. Well, not just another employee, it's your  15 direct report. You have your direct report approve it  16 then whatever they submit goes to you, and you approve  17 it. So, not just any other random employee but your  18 direct report.  19 Q. Okay. And then with the Office of Legislative  20 Audits it appears that the auditor contacted you in the  21 late October time frame to bring to your attention this</p>	<p style="text-align: right;">Page 105</p> <p>1 circumstances, but because we didn't have one that might  2 have been the reason that they went to the head of the  3 agency.  4 Q. When you say an internal auditor do you refer to  5 an internal auditor that's been hired by MES, or an  6 internal auditor that was designated by the state, or  7 what do you mean by that?  8 A. MES had an internal auditor on staff for quite  9 some time and I don't remember when she left, might have  10 been 2018 but her responsibility was things like this,  11 this fraud waste and abuse hotline complaints and other  12 items from my understanding and from my recollection.  13 Q. So, the internal auditor, would they have been  14 analogous to RMS in this instance?  15 A. Yes.  16 Q. Okay. So, you had an in-house internal auditor  17 though that was funded by MES but was independent, I  18 guess, was actually employed by someone else to do  19 internal audit and review of your --  20 A. No, Senator Lam, it worked like this, because I  21 was the head of finance when we had an internal auditor</p>

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<p>1 they reported up to the deputy director because a lot of</p> <p>2 times they were looking into financial matters and I</p> <p>3 shouldn't of been the one giving them direction.</p> <p>4 Q. But this internal auditor was an employee of MES</p> <p>5 or was not?</p> <p>6 A. Yes, at one point in time.</p> <p>7 Q. It was?</p> <p>8 A. Yes, sir.</p> <p>9 Q. Whose decision with it to allow the internal</p> <p>10 auditor position to go vacant and unfilled then after --</p> <p>11 I assume that this person left, right?</p> <p>12 A. Yes.</p> <p>13 Q. Can you clarify what happened to that internal</p> <p>14 auditor?</p> <p>15 A. The internal auditor resigned and I'm not sure</p> <p>16 from that point who's decision it was to not backfill</p> <p>17 that position. It wasn't mine, because they wouldn't</p> <p>18 have reported to me. So, I'm not sure if it was Mr.</p> <p>19 McGrath or Ms. Wojton, I'm not sure. I'm not sure at</p> <p>20 this point.</p> <p>21 Q. So, even though this was an internal auditor</p>	<p>1 A. I think they were submitted after she left.</p> <p>2 Q. Okay. So, even though the expenses occurred</p> <p>3 maybe while she was there they were not submitted,</p> <p>4 you're saying, until potentially after she left?</p> <p>5 A. Correct.</p> <p>6 Q. Did she give a reason that you're aware of for</p> <p>7 resigning?</p> <p>8 A. No, because I didn't talk to her. Like, I might</p> <p>9 have said a couple of words to her but she wasn't a</p> <p>10 person that I interacted with regularly.</p> <p>11 Q. So, she resigned and then there was no effort to</p> <p>12 bring on someone to fill in, in that capacity. So, in</p> <p>13 effect, after she left you had no other internal auditor</p> <p>14 serving that role?</p> <p>15 A. That is correct.</p> <p>16 Q. Okay. And then it appeared from some of the</p> <p>17 documents that Mr. Coe shared that OLA decided to waive</p> <p>18 off some of these allegations that were reported through</p> <p>19 the fraud hotline as, I believe, it's unsubstantiated.</p> <p>20 Was that your impression to?</p> <p>21 A. When I got a clear understanding of the process</p>
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<p>1 they didn't report to you as your role in the director</p> <p>2 of finance?</p> <p>3 A. No, not at all, and typically in most</p> <p>4 organizations internal auditors report up to someone</p> <p>5 other than the head of finance.</p> <p>6 Q. The function though you were giving her</p> <p>7 instructions and she would inform, no?</p> <p>8 A. No.</p> <p>9 Q. You were no, okay.</p> <p>10 A. They operate completely independent of the</p> <p>11 finance department because they have to look into</p> <p>12 financial matters, and if I'm giving her direction then</p> <p>13 she may not be looking into things that she should be</p> <p>14 looking into it.</p> <p>15 Q. Did the internal auditor, while she was still</p> <p>16 here, come across any of these irregularities in Mr.</p> <p>17 McGrath's expenses?</p> <p>18 A. I don't think she was there at the time when he</p> <p>19 submitted the expenses that are in question today.</p> <p>20 Q. Okay. But some of these expenses go back to</p> <p>21 2018 and potentially even 2017.</p>	<p>1 they would do a cursory review and then they would leave</p> <p>2 it to the agency to do a more in depth review of those</p> <p>3 allegations. And they did look at it but if it was</p> <p>4 something that raised a red flag, they would forward it</p> <p>5 to the proper authorities.</p> <p>6 Q. So, when you say they would do a cursory review,</p> <p>7 in this instance that cursory review was talking to Mr.</p> <p>8 McGrath who's the subject of the concern and also to</p> <p>9 you?</p> <p>10 A. No, I'm not going to speak for them to say how</p> <p>11 in depth, but from my understanding they looked into it</p> <p>12 and then they would figure out whether it needed to be</p> <p>13 pursued any further or whatever the case may be. I'm</p> <p>14 not sure of their process but I know they had to have</p> <p>15 looked at it if they said they're unsubstantiated.</p> <p>16 Q. Do you know if they spoke to anyone else at MES</p> <p>17 besides you and Mr. McGrath?</p> <p>18 A. Not that I'm aware of.</p> <p>19 Q. Okay. Why did you approve of all of the \$55,000</p> <p>20 or so in expenses at the end if you knew, I guess at</p> <p>21 that time, that there were already whistleblower</p>

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<p>1 concerns? OLA's auditors had brought up accounts of</p> <p>2 irregularities and an outside auditor, RMS in this case,</p> <p>3 was being employed to review these expenditures already.</p> <p>4 I think you had all that knowledge before you submitted</p> <p>5 the approval for those \$55,000 in expenses.</p> <p>6 A. No, I think you have it out of sequence. RSM as</p> <p>7 brought on after these expenses were approved and they</p> <p>8 looked in depth into the expenses. Now, the Office of</p> <p>9 Legislative Audits, they said excessive travel but, I</p> <p>10 mean, like I mentioned before I was in no position not</p> <p>11 to approve the expenses. I was not in a position where</p> <p>12 I could reject those expenses.</p> <p>13 Q. Even though at the time you were aware of the</p> <p>14 whistleblower concerns that were brought to OLA's</p> <p>15 hotline and OLA had reached out to you and also</p> <p>16 communicated concerns about the executive director's</p> <p>17 travel?</p> <p>18 A. That is correct.</p> <p>19 SENATOR LAM: Okay. I have no further questions</p> <p>20 at this time. I'll hand it over to my co-chair Delegate</p> <p>21 Barron.</p>	<p>1 Q. He's the chairman of the board.</p> <p>2 A. Exactly.</p> <p>3 Q. He's also the chairman of the board.</p> <p>4 A. In those situations the CEO slash director would</p> <p>5 answer to the chairman of the board. Not just the board</p> <p>6 because in my role as a board member I don't feel like I</p> <p>7 still had the authority to reject those.</p> <p>8 Q. Did you ever share any concerns about them with</p> <p>9 your fellow board members?</p> <p>10 A. Not that I can recall.</p> <p>11 Q. Okay. I want to go back to something that Mr.</p> <p>12 Coe covered sort of early and I apologize if some of</p> <p>13 this is repetitive but it was a couple of hours ago at</p> <p>14 this point. Your original position at MES was managing</p> <p>15 director of financial performance?</p> <p>16 A. Correct.</p> <p>17 Q. And you did not succeed anybody in that role,</p> <p>18 correct?</p> <p>19 A. That's correct.</p> <p>20 Q. So, who was performing the job functions before</p> <p>21 your arrival that you were performing setting aside that</p>
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<p>1 DELEGATE BARRON: Thank you, Senator. I'm going</p> <p>2 to defer to the committee members for any questions they</p> <p>3 might have.</p> <p>4 SENATOR LAM: Any questions from committee</p> <p>5 members? Looks like Delegate Korman, go ahead.</p> <p>6 DELEGATE KORMAN: Chairman Barron, may I</p> <p>7 proceed?</p> <p>8 EXAMINATION</p> <p>9 BY DELEGATE KORMAN:</p> <p>10 Q. Thank you, and thank you Mr. Harris. A couple</p> <p>11 of subject matters of questions. First, there was a</p> <p>12 little bit of circularity in your discussion with Chair</p> <p>13 Lam. It was at the beginning of his line of questioning</p> <p>14 or the end of his line of questioning about your role in</p> <p>15 approving the expenses. I think most recently you said</p> <p>16 you were in, quote, no position to evaluate them and</p> <p>17 then earlier you said that the CEO answers to --</p> <p>18 director, I should call him, Director McGrath, he called</p> <p>19 himself CEO -- answers to the board. Weren't you on the</p> <p>20 board for a number of years?</p> <p>21 A. When I said that I said chairman of the board.</p>	<p>1 this was a new title?</p> <p>2 A. What job function are you referring to</p> <p>3 specifically?</p> <p>4 Q. Well, what were your job functions as managing</p> <p>5 director of financial performance?</p> <p>6 A. When I was first brought in I was looking at --</p> <p>7 they had -- converting their timesheets from paper to</p> <p>8 electronic and that was the first project that I was</p> <p>9 undertaking and that's where I spent the majority of my</p> <p>10 time. A couple of other processes I looked at. I can't</p> <p>11 recall right offhand because it's been a while ago, what</p> <p>12 those were specifically.</p> <p>13 Q. So, these are not functions that someone else</p> <p>14 was doing before your arrival, they were for you?</p> <p>15 A. That's correct.</p> <p>16 Q. And, again, I apologize if you went over this</p> <p>17 with Mr. Coe, was there a written job description that</p> <p>18 you saw?</p> <p>19 A. I don't recall.</p> <p>20 Q. And was there any kind of written job</p> <p>21 advertisement that you ever saw?</p>


<p style="text-align: right;">Page 114</p> <p>1 A. I don't recall.</p> <p>2 Q. Are you aware of anybody else who applied for</p> <p>3 the job of managing director of financial performance?</p> <p>4 A. I'm not aware.</p> <p>5 Q. Are you aware of any particular skills or</p> <p>6 qualifications MES was looking for in the job of</p> <p>7 managing director of financial performance?</p> <p>8 A. I'm not aware.</p> <p>9 Q. And you, yourself had no formal interview with</p> <p>10 MES?</p> <p>11 A. I'm sorry, I didn't catch the last part of that.</p> <p>12 Q. Did you have a formal interview for the position</p> <p>13 with MES?</p> <p>14 A. Not a formal interview where I went into the</p> <p>15 office.</p> <p>16 Q. Right. Did you submit your resume or cover</p> <p>17 letter or references to MES?</p> <p>18 A. I might have sent my resume to Mr. McGrath at</p> <p>19 some point in time but I don't remember doing any</p> <p>20 references or anything like that.</p> <p>21 Q. When HR had you fill out the job application</p>	<p style="text-align: right;">Page 116</p> <p>1 Q. I'm sorry, he asked you to attend a few events</p> <p>2 that benefits the Governor's campaign or his</p> <p>3 inauguration?</p> <p>4 A. He didn't mention the benefit of the Governor.</p> <p>5 He just told me about the event. He didn't mention</p> <p>6 benefiting the Governor or anything like that but, like</p> <p>7 I mentioned before, he asked me and he, at the time, was</p> <p>8 my supervisor and like I said me being new I didn't know</p> <p>9 if it was part of my job or what, what the case was.</p> <p>10 Q. Right, I don't want to get too caught up on this</p> <p>11 but you were aware that you were not going to a cocktail</p> <p>12 party, that it was a fundraiser event, right?</p> <p>13 A. Yes, I guess so.</p> <p>14 Q. Okay. And you're referring to Mr. McGrath as</p> <p>15 your supervisor which he surely was but, I mean, he was</p> <p>16 also Ms. Wojton's supervisor. So, do you think that if</p> <p>17 had asked her to go she would have felt the same views,</p> <p>18 you know, putting yourself in her shoes, the same</p> <p>19 pressure?</p> <p>20 A. I'm not sure. I think he might have asked</p> <p>21 others to attend events.</p>
<p style="text-align: right;">Page 115</p> <p>1 after you started, did you include with that your resume</p> <p>2 and references and cover letter or anything like that?</p> <p>3 A. I don't recall.</p> <p>4 Q. So, you were recruited and hired basically</p> <p>5 independently by Mr. McGrath over text messages, phone</p> <p>6 calls, and the craps table, is that more or less a</p> <p>7 summary?</p> <p>8 A. I wouldn't say the craps table but I did have a</p> <p>9 few phone calls and text messages with him.</p> <p>10 Q. Are you aware of others at MES who had a similar</p> <p>11 entry into the agency?</p> <p>12 A. Not right offhand. Maybe Mr. Sherring.</p> <p>13 Q. And you mentioned that you met Mr. Sherring</p> <p>14 sometime between your previous employment with Mr.</p> <p>15 McGrath and your time at MES, is that right?</p> <p>16 A. Yes.</p> <p>17 Q. Okay. And then just to refresh my memory, Mr.</p> <p>18 McGrath asked you to attend a few events on behalf of</p> <p>19 the Governor?</p> <p>20 A. Well, he didn't say on behalf of the Governor.</p> <p>21 He just asked me to attend a few events.</p>	<p style="text-align: right;">Page 117</p> <p>1 Q. Yeah, he also asked you to sort of help him with</p> <p>2 his expenses at various times and getting those all</p> <p>3 processed?</p> <p>4 A. He gave me the receipts and I would give them to</p> <p>5 AP and they would process them.</p> <p>6 Q. And towards the end of his time, or really after</p> <p>7 the end of his time at MES, I mean you worked pretty</p> <p>8 directly with him to get large scale expenses</p> <p>9 reimbursed, correct?</p> <p>10 A. Well, that batch of expenses, I had to work with</p> <p>11 him to get those done, like I had mentioned before,</p> <p>12 because if not then that would have held up payroll.</p> <p>13 So, yes, I had to get those done.</p> <p>14 Q. Right. So, I mean Mr. McGrath hired you sort of</p> <p>15 through a sideways process and then asked you to do a</p> <p>16 number of things, you know, over the years, the events,</p> <p>17 the expenses, perhaps other things we haven't discussed</p> <p>18 here. Did you feel that your loyalty was to MES or was</p> <p>19 it to Mr. McGrath?</p> <p>20 A. I didn't have loyalty to Mr. McGrath. I was</p> <p>21 there performing my job in accounting, which Mr.</p>

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<p>1 McGrath's expenses were a very small portion of my 2 actual job function while I worked for MES. So, it 3 wasn't loyalty to either one it was performing my job. 4 DELEGATE KORMAN: Right. A small part of your 5 job function but a surprisingly large amount of MES 6 expenses to be honest with you. Thank you Mr. Chairman, 7 appreciate the opportunity. Thank you, Mr. Harris. 8 MR. HARRIS: Thank you. 9 SENATOR LAM: Are there questions for other 10 members? Senator Benson, do you have questions? 11 SENATOR BENSON: Yes, I do. 12 SENATOR LAM: Go ahead. 13 EXAMINATION 14 BY SENATOR BENSON: 15 Q. Thank you very much. Thank you for your 16 testimony this afternoon. I just wanted to ask this 17 question, it seems to me that there was a time -- wasn't 18 there a time line for the expenses to be submitted, 19 wasn't -- seems to me the 30-day window was at one point 20 in time discussed. Wasn't there a time line for the 21 submission of expenses?</p>	<p>1 piece, was he aware of any of this, do you know? 2 A. Senator Benson, that was never indicated by me. 3 The Governor's awareness was around the severance 4 payment not the reimbursements. 5 Q. Was he aware of that? 6 A. I'm not sure. I didn't have any direct 7 conversations with him on those items. 8 Q. So, he was not aware of the severance or -- he 9 was not aware? 10 A. I can't speak for the Governor, but not that I'm 11 -- like I said, I'm not aware if he was aware of it or 12 not. That was what was stated in the minutes earlier 13 Mr. Coe displayed on the screen. 14 Q. Okay. Last question was with the vehicle, you 15 indicated that the vehicle was -- was that behind the 16 fence or near the Governor's mansion, is that where it 17 was parked? 18 A. I'm not sure where it was parked. 19 Q. Seems to me that -- so, can you go back and kind 20 of review with me or with us what happened with the car 21 issue? You said that someone was cleaning the car and I</p>
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<p>1 A. Senator Benson, yes, there was. We discussed 2 that earlier with the five days being the time limit and 3 as I stated earlier, Mr. McGrath did not adhere to that 4 portion of the policy. 5 Q. And there was not going to be any consequences 6 for the fact that he didn't do it in a timely fashion? 7 I guess because he was the top administrator you all did 8 not have the authority to say to him because you didn't 9 submit your invoices within the five-day window we're 10 not going to reimburse you, that was not possible? 11 A. Not as far as I'm concerned, Senator Benson. 12 Q. What about other employees, if they didn't 13 submit their invoices in a timely fashion was there 14 invoices recognized and were they paid? 15 A. Other employees, as I stated, we didn't have the 16 problem with said delinquency with other employees. 17 They submitted them earlier after an expense had taken 18 place to get reimbursed. 19 Q. That's number one. Number two, you indicated 20 that the Governor was fully aware of the problem -- I 21 mean, the reimbursement and the checks and the financial</p>	<p>1 just want to get a clarification of what happened there. 2 A. Mr. McGrath expressed that he would be taking 3 the MES pool vehicle with him when he went to work in 4 the Governor's office. He had requested that that 5 vehicle be washed and MES to wash the vehicle. In the 6 meantime when he washed the vehicle he took another 7 vehicle up there, I guess, based on the text message 8 maybe for Mr. McGrath to utilize and that was the 9 sequence of events around the vehicle. 10 SENATOR BENSON: Okay. Thank you. Thank you 11 very much. Thank you. 12 MR. HARRIS: Thank you. 13 SENATOR LAM: Thank you, Senator Benson. Any 14 questions from other members? I have one follow up 15 question. 16 EXAMINATION 17 BY SENATOR LAM: 18 Q. So, in the closed meeting minutes that were 19 displayed earlier it stated, and as you read Mr. Harris, 20 Mr. Snee stated that he told Mr. McGrath that he would 21 not recommend that a severance payment be made unless</p>

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<p>1 the Governor was aware of the proposed severance and did  2 not object. Mr. McGrath assured Mr. Snee that the  3 Governor was aware of the proposed severance payment and  4 did not object. You were present during that board  5 meeting, correct?  6 A. I was present, yes, sir.  7 Q. And you heard that and that's an accurate  8 accounting of your understanding of the sequence of  9 events during that board meeting?  10 A. From what I recall I think that is a pretty  11 accurate sequence of events.  12 Q. In August of 2020, the Governor put out a  13 statement that said he, quote, did not approve,  14 recommend, or have any involvement whatsoever in any of  15 these decisions made by the board of directors of MES  16 with respect to the former director, Roy McGrath, or any  17 other individual. Would you characterize that as being  18 accurate based on what you'd experienced as part of that  19 board meeting?  20 A. The Governor being aware of the severance, you  21 know, was sent by Mr. Snee and I'm not sure what</p>	<p>1 you want to add?  2 DELEGATE BARRON: I could be wrong but I think  3 Mr. Coe, did you have more that you wanted to present  4 before remarks?  5 MR. COE: I did. I don't have any additional  6 questions for Mr. Harris. I wanted to present just  7 briefly on the attempted alteration of the May 28, 2020  8 board minutes. It's Mr. Harris and his attorney Mr.  9 Berman, I'm not going to ask him questions on this but  10 said they want to show the committee some documentation  11 regarding that. So, if the committee wishes they could  12 excuse them or whatever its pleasure is.  13 DELEGATE BARRON: Senators, if there's no more  14 questions now might be a good time to excuse the  15 witness.  16 SENATOR LAM: Sure. Thank you Mr. Harris for  17 appearing before this committee.  18 MR. COE: Thank you, Mr. Harris.  19 MR. HARRIS: Thank you. Thank you for your time  20 today.  21 MR. COE: Chairman Lam, Chairman Barron and</p>
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<p>1 happened in that case, I was not privy to that. The  2 first that I heard of it or may have been even the  3 second time that I heard of it, was in that board  4 meeting. I think Mr. Coe had mentioned before that Ms.  5 Wojton might of mentioned it and raised that point. I  6 was aware of it from that standpoint, but I'm not sure  7 was aware of what because I wasn't privy to these  8 conversations. I'm just going on what was stated in  9 that board meeting.  10 Q. But is the statement that the Governor was not  11 -- did not approve, recommend, or have any involvement  12 with governing these Board decisions consistent with  13 what was conveyed to you as a member of that board  14 during that closed session meeting?  15 A. That was consistent as far as like I mentioned  16 before as Mr. Snee stated that he and Mr. McGrath had a  17 conversation. So, I don't know if Mr. McGrath told  18 Mr. Snee that and Mr. Snee took him at his word so any  19 other due diligence was done in that case.  20 SENATOR LAM: Okay. All right, any other  21 questions from other members? Chairman Barron, anything</p>	<p>1 members of the committee, two of the exhibits shown to  2 Mr. Harris were the open and closed board minutes from  3 the May 28, 2020 meeting where the severance was  4 approved. The minutes at MES are typically drafted by  5 assistant of attorney general Sean Coleman, who attended  6 both the open and closed board meetings. He is also  7 very knowledgeable about the Open Meetings Act and  8 assumed complice with it when meetings were taken.  9 If there is a closed session, the open session  10 minutes are required to record the action taken during  11 the closed session. Not necessarily the discussion of  12 it, but they're also supposed to record that the Board  13 is going into closed session, the reasons, and the items  14 to be taken up. During his tenure Mr. McGrath directed  15 that Mr. Sherring receive both the open and closed  16 session minutes and ultimately transmit them to board  17 members even though he did not attend the closed  18 sessions.  19 And he did not attend the closed session on May  20 28, 2020. I want to show you -- what I'm showing you  21 here is a time line which had some exhibits related to</p>

<p style="text-align: right;">Page 126</p> <p>1 it, and the first is Exhibit 1 which I'll ask to be put  2 up. So, this is an e-mail from Mr. Sherring to Pam  3 Fuller. Pam Fuller is Mr. Coleman's paralegal. It does  4 not go to Mr. Coleman, and it asks Ms. Fuller -- this is  5 June 16, 2020, the minutes have not been finalized yet  6 -- to provide a Word version of the board minutes for  7 review slash editing.</p> <p>8 Exhibit 2, this is a June 17, 2020 text message  9 exchange one day after the request to Ms. Fuller between  10 Mr. Sherring and Mr. McGrath, and the important part of  11 the text message is on the second page, there's just a  12 social exchange before that, where at the top Mr.  13 Sherring says, good morning, we're preparing the board  14 minutes -- for the board meeting June 25th, would you  15 like to review the board meeting minutes from May and  16 Mr. McGrath responds yes, offline. And we do not have  17 an online transmission of the board minutes from Mr.  18 Sherring to Mr. McGrath.</p> <p>19 We do not have access to all of Mr. McGrath's  20 devices and so we do not have a document that shows he  21 actually got those board minutes. I'm going to go now</p>	<p style="text-align: right;">Page 128</p> <p>1 language is very interesting. It's on Saturday, June  2 27, 2020, at 2:52 and he says, please excuse the short  3 notice but it had been brought to my attention that we  4 have some additional edits to the May board of directors  5 minutes, and it encloses updated open session minutes  6 and closed session minutes.</p> <p>7 He doesn't explain who has brought it to his  8 attention that there are additional edits and he didn't  9 explain that we have, who we is. But in light of the  10 earlier text to Mr. McGrath and Mr. McGrath and Mr.  11 Sherring's refusal to answer questions about this, the  12 committee can make its own conclusions about that. I'll  13 now show you Exhibit 8, and the e-mail by Mr. Coleman on  14 June 27, 2020 raises the issue of the Open Meetings Act.  15 It's Saturday and he's not able to review them, will do  16 it that evening, but asks specifically why these changes  17 are being requested.</p> <p>18 On the same date, Dr. Glass responds asking that  19 the changes be made as soon as possible and then I'll  20 refer you to Exhibit 9. Exhibit 9 includes an e-mail  21 from Mr. Coleman to Dr. Glass on that Saturday at 20:20.</p>
<p style="text-align: right;">Page 127</p> <p>1 to 5, this is an e-mail chain that we'll start at the  2 earliest e-mail. This is just a repeat of Mr.  3 Sherring's June 16th request for the minutes and the  4 next is Ms. Fuller responding to Mr. McGrath on June  5 16th where she says -- and it's essentially Ms. Fuller  6 putting them off -- she says Beth and Sean, meaning Beth  7 Wojton and Mr. Coleman have already reviewed them.</p> <p>8 If you have any corrections just let me know and  9 I'll fix on my copy. Mr. Sherring responds the next day  10 thanking her for the update but says it is significantly  11 more efficient to process -- a more efficient process to  12 edit the Word version as we've done historically,  13 meaning during Mr. McGrath's tenure, please share the  14 Word document. So, next Ms. Fuller on June 17th, refers  15 him to a link. Two minutes later Mr. Sherring says  16 thank you Pam. I do not access the K drive remotely.</p> <p>17 Can you share via One Drive or as an attachment,  18 and not long after that, Ms. Fuller forwards the board  19 minutes. Mr. Sherring responded again on June 17th with  20 some minor edits but then I want to refer you to Exhibit  21 6. This is an e-mail from Mr. Sherring, and its</p>	<p style="text-align: right;">Page 129</p> <p>1 It's redacted because it's attorney-client privilege.  2 He gives advice presumably about the open meetings and  3 the construction of the minutes. And Exhibit 10 is Ms.  4 Fuller's e-mail to Mr. Sherring dated June 28, 2020, a  5 Sunday, sending the agenda and the minutes and it  6 includes the statement, Sean has discussed your proposed  7 edits to the closed session with Dr. Glass and they both  8 agree the original language should remain.</p> <p>9 Other edits have been incorporated. Now, I want  10 to show you side by side the minutes of the original  11 board meetings as drafted and as finalized and the  12 minutes as edited by Mr. Sherring and presumably Mr.  13 McGrath. The first are the open meeting minutes and on  14 the left we have the MES draft open minutes which were  15 sent to Mr. Sherring. On the right we have Mr.  16 Sherring's edits. If you will return to the pertinent  17 part, Julie, which is the closed session portion, you  18 can see that the MES draft on the left describes who's  19 present at the start of the closed session.</p> <p>20 The Sherring edits deletes all that. The MES  21 draft on the left eliminates all reference to the action</p>

<p style="text-align: right;">Page 130</p> <p>1 taken in the closed session including the fact that the</p> <p>2 board approved the severance package for Mr. McGrath.</p> <p>3 The Sherring version eliminates all of that so that if</p> <p>4 accepted by MES there would have been no reference in</p> <p>5 the minutes available to the public that the MES board</p> <p>6 that awarded Mr. McGrath a severance equal to a year's</p> <p>7 salary reimbursement for tuition and the other elements.</p> <p>8 And Mr. McGrath -- excuse me, Mr. Coleman, of</p> <p>9 course, gave Dr. Glass advice that that had to remain in</p> <p>10 there and the actual decision remained in the open board</p> <p>11 minutes. Now, I'm going to show you a side by side</p> <p>12 comparison of the closed session minutes. No the left</p> <p>13 is the MES final draft of the closed session minutes.</p> <p>14 On the right are the Sherring edits. Pam Fuller did not</p> <p>15 actually send Sherring the draft closed session minutes,</p> <p>16 so what Sherring did was take the open session, a</p> <p>17 portion of the open session minutes and make it the</p> <p>18 closed session minutes.</p> <p>19 But on the left you'll see on page 2, the</p> <p>20 portion of the closed session minutes which is</p> <p>21 highlighted, it says -- this is Mr. Snee's report to the</p>	<p style="text-align: right;">Page 132</p> <p>1 Sherring in the editing of the minutes of the board and</p> <p>2 possibly the continued involvement of Mr. McGrath.</p> <p>3 Thank you, Mr. Chairs. That is all I have to present</p> <p>4 today, and we will follow up with staff regarding next</p> <p>5 steps. Happy to answer any questions the committee has.</p> <p>6 SENATOR LAM: Are there any questions from</p> <p>7 members of the committee? Okay. If not, thank you, Mr.</p> <p>8 Coe for your continued work on this investigation.</p> <p>9 MR. COE: Happy to do it.</p> <p>10 SENATOR LAM: Chairman Barron, anything else,</p> <p>11 any closing remarks on your end?</p> <p>12 DELEGATE BARRON: Nothing really. We have a lot</p> <p>13 more context to digest here so I look forward to</p> <p>14 circling back with you, Mr. Co-chair and the rest of the</p> <p>15 committee discussing the next steps.</p> <p>16 SENATOR LAM: Thank you Delegate Barron. I</p> <p>17 think -- look forward to continuing to hear about any</p> <p>18 further developments from Mr. Coe and I think I am</p> <p>19 concerned about some of the additional revelations that</p> <p>20 were brought forward as part of this hearing. It</p> <p>21 appears to no surprise given the information that we'd</p>
<p style="text-align: right;">Page 131</p> <p>1 board -- Mr. Snee had requested that the Board approve a</p> <p>2 severance package -- a severance payment like the</p> <p>3 payment -- like the severance that the Board had</p> <p>4 approved for the two prior directors. Mr. Snee stated</p> <p>5 that he had told Mr. McGrath that he would not recommend</p> <p>6 that a severance payment be made unless the Governor was</p> <p>7 aware of the proposed severance and did not object.</p> <p>8 Mr. McGrath had assured Mr. Snee that the</p> <p>9 Governor was aware of the proposed severance and did not</p> <p>10 object. The closed session minutes created by Mr.</p> <p>11 Sherring, if you'll refer to the next page please, Julia</p> <p>12 -- I'm sorry it's there. If you look at the fourth</p> <p>13 paragraph contains no such reference to the Governor's</p> <p>14 knowledge or lack of objection to the proposed</p> <p>15 severance. Again, Mr. Coleman provided the legal advice</p> <p>16 so the final closed session minutes include the</p> <p>17 statement that the severance is awarded and the open</p> <p>18 session minutes conclude the statement that the Governor</p> <p>19 was aware of it and had no objection.</p> <p>20 And I'm submitting this to the committee for its</p> <p>21 information to show the continued involvement of Mr.</p>	<p style="text-align: right;">Page 133</p> <p>1 experienced before that Mr. McGrath appeared to be</p> <p>2 living quite lavishly as the director of MES.</p> <p>3 I think the findings from this afternoon really</p> <p>4 revealed an alarming lack of checks and balances</p> <p>5 throughout this process. Potentially even with</p> <p>6 personnel involvement in removing and potentially not</p> <p>7 filling the internal auditor position. Mr. McGrath</p> <p>8 appears to have had plenty of time to travel around the</p> <p>9 world but he couldn't be bothered to find time to submit</p> <p>10 his reimbursements on time except years later on his way</p> <p>11 out the door, and as Mr. Coe pointed out, this concerted</p> <p>12 effort to change and amend the meeting minutes of the</p> <p>13 MES board meeting is particularly disturbing and really</p> <p>14 shows a concerted intentional effort to potentially</p> <p>15 deceive the Board and the public.</p> <p>16 It is deeply troubling that Mr. McGrath was</p> <p>17 apparently using this state agency almost as a personal</p> <p>18 ATM, to the point where he was emptying the bank account</p> <p>19 on his way out the door. Literally the last day that he</p> <p>20 could get reimbursed he was doing so for activities that</p> <p>21 took place even two years prior. And, in fact, even</p>

<p style="text-align: right;">Page 134</p> <p>1 potentially misleading the Governor's chief of staff  2 about the amount of cash on hand that the agency had,  3 that they would otherwise be able to use to support  4 state and local governments.  5       It is deeply troubling and shameful to use MES  6 in this way as a state agency while other agencies and  7 state personnel are being asked to tighten the belt,  8 their belts and reduce expenses during a very difficult  9 time early on during the pandemic. I think it showed no  10 limit to the level of shame or the level of hubris from  11 Mr. McGrath. And in closing, I think we're left with  12 the original question that some of my colleagues had  13 pointed out in the earlier hearing, that Mr. McGrath had  14 communicated to the Board that the Governor was aware  15 and approved his severance.  16       The Governor stated in a news conference, in  17 fact, in August of 2020, that he, quote, did not know  18 anything and I didn't have anything to do with -- it  19 didn't have anything to do with us. So, that is  20 contradicted by the meeting minutes of the board.  21 Somewhere in there lies the truth. Unfortunately, I'm</p>	<p style="text-align: right;">Page 136</p> <p>1     CERTIFICATE OF SHORTHAND REPORTER - NOTARY PUBLIC  2  3       I, Danielle Lawrence, court reporter, the  4 officer before whom the foregoing proceedings were  5 heard, do hereby certify that the foregoing transcript  6 and said proceedings were taken by me stenographically  7 and thereafter reduced to typewriting under my  8 supervision; and that I am neither counsel for, related  9 to, nor employed by any of the parties to this case and  10 have no interest, financial or otherwise, in its  11 outcome.  12       IN WITNESS WHEREOF, I have hereunto set my  13 hand and affixed my notarial seal this 28th day of June  14 2021.  15  16  17  18  19   20     NOTARY PUBLIC IN AND FOR THE  21     STATE OF MARYLAND</p>
<p style="text-align: right;">Page 135</p> <p>1 not certain that we know where the truth is yet in this  2 instance.  3       So, Mr. Coe's work will continue on and we will  4 be in touch with other members of the committee shortly  5 with additional follow up as necessary. With that, why  6 don't we go ahead and adjourn and close this meeting  7 out. I'd like to thank members of the committee for  8 appearing and, again, thank you Mr. Coe.  9       (At 3:58 p.m., the virtual hearing concluded.)  10  11  12  13  14  15  16  17  18  19  20  21</p>	

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**[yeah - zoom]**

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### M. Harris E1 Salary Information

Hourly Rate	Annual Salary	Date Updated	Effective Date	Change Reason	Change Reason Description	User ID
77.500	\$ 161,200.00	07/10/2018	07/04/2018	133	Performance Based Comp Increas	LBRENT
74.166	\$ 154,265.28	10/19/2017	10/19/2017	001	Employed	LBRENT

### M. Harris WD Salary Information

<i>Pay Change History</i>						
Effective Date	Compensation Action	Reason	Total Salary & Allowances	Total Base Pay	Currency	Frequency
7/3/2019	Ad-hoc Compensation Change	Request Compensation Change > Salary Review Adjustment > PBC 2019	\$166,036.00	\$166,036.00	USD	Annual
6/19/2019	Ad-hoc Compensation Change	Request Compensation Change > Allowance Change > Remove Allowance Plan	\$161,200.00	\$161,200.00	USD	Annual
7/4/2018	Ad-hoc Compensation Change	Request Compensation Change > Conversion > Conversion	\$161,470.00	\$161,200.00	USD	Annual



**BOARD OF DIRECTORS  
MINUTES  
MEETING 1-18  
January 22, 2018**

**LOCATION:** MES Headquarters  
259 Najoles Road, Millersville MD

**TIME:** 9:30 am

**DIRECTORS PRESENT:** Roy McGrath, Director / CEO  
Beth Wojton, Deputy Director  
Janet Irvin, Treasurer  
Richard P. Streett, Jr., V.M.D., Secretary  
William B.C. Addison  
Joseph Snee, Esq.  
Kevin Hedge (via phone)  
J.P. Smith

**DIRECTORS ABSENT:** Leslie Jackson-Jenkins, Esq.

**OTHERS PRESENT:**

Sean L. Coleman, Esq.	Priscilla Carroll, in at 10:58
Cece Donovan	Matthew Sherring
Steve Tomczewski	Jason Gillespie
Vishal Bhatia	Sharon Merkel, out at 9:35
Michael Harris	Jay Jarrell, out at 9:35
Pamela Fuller	Charles Harding, out at 9:35
Hattie Crosby, in at 10:45 out at 11:05	William Bowen, out at 9:35

**CALL TO ORDER**

Mr. McGrath called the meeting of the Board to order at 9:30 a.m.

**INSPIRE AWARDS**

Ms. Donovan presented the Extraordinary Service Inspire award to Jay Jarrell, Charles Harding, and William Bowen for the efforts in helping the Town Manager of Sudlersville to move a large counter, and clean up two previously unusable offices so that the counter could be repurposed to the water treatment facility. Their efforts went above and beyond the scope of their required duties.

### **MINUTES**

Mr. McGrath requested a motion for the approval of the minutes of the meeting of December 11, 2017. Mr. Snee made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

### **DIRECTOR'S REPORT**

Mr. McGrath reported that many facility upgrades have been completed around the headquarters building, including, the completed break room, and the new wall photos in the conference room and other areas. The photos can later be changed with ease and little expense. The building committee continues to meet with the architects for the headquarters building expansion. There will soon be designated visitor parking at headquarters. A number of MES vehicles will soon receive branded wrapping. An example can be seen in the parking lot later this morning.

The agency's social media presence has been greatly expanded. The agency Facebook page now has over 5,000 followers, up from 1,000 at the start of 2017.

The agency roadshows continue to go well. A possible environmental co-op internship program was discussed during a roadshow with the University of Maryland. The team also met with the Maryland Higher Education Commission and the Maryland Department of Public Safety. Alternative fuel sources for the ECI Co-Gen were discussed.

Several new opportunities have been developed recently. A contract has been signed with Sagamore Development for work related to wetlands delineation. Other opportunities with them may also be possible.

The Notice of the Intent to Award was issued on December 29<sup>th</sup> for the Conowingo Dam dredging project. The project is moving forward.

MES staff continue to look into health care benefits for retirees. Participation in the State plan is not practical. The agency, with advice of the Segal Group is looking into other options.

The Performance Process Improvement Group, under the leadership of Michael Harris, has produced a set of about forty draft recommendations for process improvements. Most of these improvements involve technology issues.

The Legislative session recently commenced. A meeting was held with representatives from District 1 concerning the rising water bills at Rocky Gap.

Phase 1 of the Employee Self Service (ESS) timesheet module has been rolled out. The first group has successfully completed training. The agency is looking at several ways to supplement JD Edwards, including reviewing a demonstration of Workday later today.

Mr. McGrath announced that Janet Irvin and Cece Donovan would be leaving MES by the end of the month. Mrs. Irvin will be returning to Howard County as the County's Director of Finance, and Ms. Donovan will be retiring to sunny Florida after 32 years of stellar service. The Board extended its congratulations and appreciation.

### **AGENCY ACTIVITY REPORT**

The newly revised Agency Activity Report was presented to the Board. This is the first report generated from Salesforce. Several questions were addressed.

### **STRATEGIC PARTNERSHIP REPORT**

Ms. Wojton reported on the numerous opportunities explored this month including:

- Staff have completed additional roadshows, including at DoIT, University of Maryland, Maryland Higher Education Commission, and the Department of Public Safety.
- Matthew Sherring and Noha Ahmed have attended a number of current and potential events. They have also been reaching out to current partners and performing customer service checks.
- The agency provided the St. Mary's Metropolitan Commission with five requested proposals, but have not had any feedback yet.
- American Water reached out to MES about a year ago. They are in discussions with Anne Arundel County regarding the County's water facilities.
- Conversations continue with Domino Sugar over a refined Scope of Work.
- The possibility of a regional food waste composting facility is being explored.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 810 positions. There are currently 35 vacancies, with many new positions being added.

Ms. Wojton presented the BEST 2018 progress update in the Board materials. The agency is doing very well on all the goals. The employees are motivated.

Ms. Wojton advised that her staff is currently reviewing all Human Resources policies for updating. She presented three policies for the Board to review. The Board will be asked to vote on them next month

- Attendance Standards - Lateness
- Employee Health/Safety – Workplace Security
- Mobile Communication Device Use & Texting

Mr. McGrath took this opportunity to congratulate Ms. Wojton on her new appointment as Deputy Director. The Board joined him in his congratulations.

### **GROUP UPDATES**

Ms. Donovan informed the Board that MPA will be submitting an Excellence Award nomination application to the MDOT Secretary's Office in February for the Hawkins Point North Cell and Masonville Cove tree planting efforts.

Ms. Donovan also presented details of the emergency fuel spill at Weide Army Airfield on Aberdeen Proving Ground, which MES has helped remediate.

Mr. Tomzcewski discussed the new construction of Cell 3 at the Midshore II Landfill.

### **FINANCIAL REPORT**

Ms. Irvin presented the December Financial report and graphs. Labor sales are approximately 6% above budget, and revenues are about 3% below FY17. Fringe and overhead are still looking good due to new business. The total net assets also look good. The December Cash report reflects five accounts payable runs, the BEST plus payout, and the Leave-Buy-Back payout. The Budget v. Actual report looks good.

There are 7 clients on the 90 day report. Progress is being made on payment of all accounts.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for monthly Verizon wireless cellular services and equipment. Mr. Snee made the motion to approve the Item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a change order with Marine Technologies for the Dundalk Marine Terminal Area 1800 Trash Interceptor. Mr. Addison made the motion to approve the Item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for ALS to provide primary general lab services for all Divisions. Mr. Smith made the motion to approve the Item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Microbac to provide secondary general lab services for all Divisions. Mr. Snee made the motion to approve the Item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for Penn Waste Inc. to provide transport and processing of excess commingled material from the Montgomery County MRF. Mr. Snee made the motion to approve the Item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Fannon Petroleum Services, Inc. to provide diesel fuel to the Montgomery County Yard Trim Facility. Mr. Addison made the motion to approve the Item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 7. The procurement is for Team Transport to transport yard waste to the Montgomery County Yard Trim Facility. Mr. Hedge made the motion to approve the Item, Mr. Smith seconded. The motion passed unanimously.

The Procurement Notifications are contained in the Board notebooks. Several questions were addressed. Ms. Crosby left the meeting at 11:05 am.

#### **LEGAL REPORT**

Mr. Coleman introduced Priscilla Carroll to the Board. She has been appointed as the new Assistant Attorney General at MES.

#### **OLD/NEW BUSINESS**

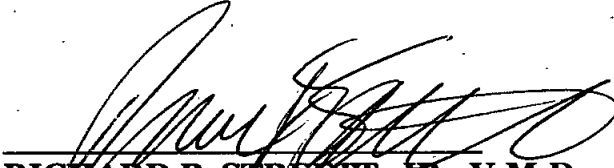
There has been no activity regarding collective bargaining.

Mr. McGrath presented the 2017 MES Annual Report, which was mailed to the Board last week.

The next meeting is Monday, February 26, 2018 at MES Headquarters. The April meeting may be a field trip.

**ADJOURNMENT**

The meeting adjourned at 11:06 am.

  
\_\_\_\_\_  
**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**  
\_\_\_\_\_  
**ROY MCGRATH**  
**DIRECTOR / CEO**

## Contact

[www.linkedin.com/in/vishal-bhatia-2a246265](https://www.linkedin.com/in/vishal-bhatia-2a246265) (LinkedIn)

## Top Skills

Information Technology  
IT Management  
Active Directory

# Vishal Bhatia

Managing Director, Information Technology and Innovation -  
Maryland Environmental Service  
Fairfax

## Summary

An accomplished and technically minded executive with extensive experience directing organizations to success through strategic initiatives that harmonize the overall infrastructure, reduce operational costs, and optimize performance. I have proven expertise in leading diverse teams and all phases of technology projects to drive process improvements, bottom-line gains, and competitive advantages. I am adept at identifying and isolating business challenges, as well as devising solutions to resolve issues. I have outstanding communication, analytical thinking, and leadership skills combined with proven ability to build robust relationships and effectively manage competing demands result in the attainment of challenging IT objectives.

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## Experience

### Maryland Environmental Service

Managing Director, Information Technology and Innovation

April 2017 - Present (4 years 3 months)

Millersville, MD

Directs the development, implementation and administration of all MES Information Technology and identifies and implements methods and technologies to improve organizational efficiency.

Directs and coordinates all aspects of information technology activities for MES in accordance with applicable laws, rules, regulations, policies and procedures.

Develops and implements strategies to improve customer service and timeliness of delivery of services.

Develops long-range plans for all information technology resource requirements for MES,

including any required formal planning documents.

Establishes overall information technology policies and procedures, oversees their implementation and approves major deviations and revisions.

Reviews and approves budget requests and budget justifications related to information technology personnel and equipment and exercises overall budget direction.

Establishes and maintains effective standards and procedures to ensure overall data security and integrity and to facilitate disaster recovery.

### National Association of Chain Drug Stores (NACDS)

17 years 11 months

Vice President, Information Services

March 2016 - April 2017 (1 year 2 months)

Arlington, VA

- Direct the day-to-day operation of data, voice, network, desktop applications, and application development for NACDS.
- Manage the IT staff activities to maintain security, high performance and availability.
- Manage short- and long-term projects by working with the IT staff, the general staff, vendors, and consultants to provide timely, cost-effective implementations.
- Develop and manage the IT department budget.
- Participate in strategic and business continuity planning.
- Place and track purchases for hardware, software, training, and telephone equipment.
- Manage Active Directory domain, Exchange email servers, Hyper-V host and guest virtual servers, and IIS servers.
- Maintain and upgrade network physical infrastructure including servers, switches, routers, cabling plant and other network peripherals.

Director, Information Services

April 2009 - February 2016 (6 years 11 months)

Arlington, VA

- Direct the day-to-day operation of data, voice, network, desktop applications, and application development for NACDS.

- Manage the IT staff activities to maintain security, high performance and availability.
- Manage short- and long-term projects by working with the IT staff, the general staff, vendors, and consultants to provide timely, cost-effective implementations.
- Develop and manage the IT department budget.
- Participate in strategic and business continuity planning.
- Place and track purchases for hardware, software, training, and telephone equipment.
- Manage Active Directory domain, Exchange email servers, Hyper-V host and guest virtual servers, and IIS servers.
- Maintain and upgrade network physical infrastructure including servers, switches, routers, cabling plant and other network peripherals.

#### Director, Systems Administration

January 2007 - April 2009 (2 years 4 months)

- Provide day-to-day direction for the NACDS Network Administrator and departmental intern.
- Manage short-term and long-term technical projects by working with technical staff, the general staff, vendors, and consultants to provide timely, cost-effective implementations.
- Work closely with the department head to manage the department budget to ensure responsible, accountable spending decisions.
- Maintain and upgrade LAN physical infrastructure including servers, switches, routers, cabling plant and other network peripherals.
- Responsible for all Virtual Private Network (VPN), Internet, network, and hardware support including multiple remote offices and remote users.
- Responsible for all issues involving information security including, but not limited to, questions, alerts, viruses and breaches.
- Proactively manage all network security systems. Protect against unauthorized system access, modification, or destruction.

#### Senior Network Administrator and other IT Positions

June 1999 - January 2007 (7 years 8 months)

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## Education

George Mason University - School of Management

Bachelor of Science (B.S.), Decision Sciences and Management Information Systems



## Collin Wojciechowski

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**From:** Sean Coleman <scoleman@menv.com>  
**Sent:** Friday, July 16, 2021 9:52 AM  
**To:** Collin Wojciechowski  
**Cc:** Sam Cowin  
**Subject:** [EXTERNAL] RE: Bahtia and Ahmed  
**Attachments:** Bahtia Reorganization Recommendation.pdf

**Categories:** Task

Good morning Colin and Sam. We checked with MES HR, and also reviewed our notes to the Joint Committee interviews held with Ms. Ahmed and Mr. Bahtia. Here is what we have been able to pull together:

1. Typically the HR file for each MES employee would document who interviewed the candidate, and when that interview occurred. The files for Ms. Ahmed and Mr. Bahtia do not contain this information. Ms. Ahmed stated in her Joint Committee interview that after being contacted by Mr. McGrath about a position in the MES Strategic Partnerships Group she met with Mr. McGrath and Mr. Sherring. Mr. Bahtia stated in his Joint Committee interview that he met with Beth Wojton before being offered a position.
- 2 & 3. There was no advertisement for Mr. Bahtia's position. He was offered the position on March 20, 2017. His starting date was April 17, 2017. His employment application is dated April 19, 2017. There were no references found in his file.  
Ms. Ahmed's position was advertised on the MES website from October 9 to October 13, 2017. Her application was dated November 1, 2017, and she was hired November 29, 2017. There were no references found in her file.
4. Neither position existed before they were hired. Prior to Mr. Bahtia being hired the MES IT Group was managed by Nick Kuba, who held the position of Chief of IT. This was not an executive position. Mr. McGrath created the new position of Managing Director for Information Technology and Innovation, which was made an executive position. On September 22, 2017 Mr. Bahtia recommended that Mr. Kuba's position as Chief of IT be eliminated. Mr. Kuba's employment was terminated on September 26, 2017. A copy of that memo is attached.  
Ms. Ahmed was hired as a Manager, Strategic Partnerships. The Strategic Partnerships Group was created by Mr. McGrath. Her position was created shortly before she was hired.
5. Bahtia: \$149,000; Ahmed: \$60,000.

Please let me know if you have additional questions. Hope you have a pleasant (and cool!!) weekend.

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scoleman@menv.com](mailto:scoleman@menv.com)  
410.729.8240 (office)

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**From:** Collin Wojciechowski  
**Sent:** Wednesday, July 14, 2021 11:55 AM

**To:** Sean Coleman  
**Cc:** Sam Cowin ; Collin Wojciechowski  
**Subject:** Bahtia and Ahmed

Sean: Hope all is well and that you are having a nice summer. I was hoping you could help me answer a few quick questions about Vishal Bahtia and Noha Ahmed.

1. In the course of their hiring process, did they meet with anyone other than Mr. McGrath?
2. Did they submit formal employment applications or references?
3. Was there a written job advertisement they would have seen for their posts?
4. Did their posts exist before they joined MES?
5. What was their starting salary?

Much appreciated.

Collin

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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**MARYLAND  
ENVIRONMENTAL  
SERVICE**

Larry Hogan GOVERNOR

Boyd K. Rutherford LT. GOVERNOR

Roy McGrath DIRECTOR/CEO

- MEMO -

September 22, 2017

To: Beth Wojton, Chief of Staff  
From: Vishal Bhatia  
RE: Information Technology Department Reorganization

Dear Ms. Wojton,

I have very much enjoyed my first five months at MES. I've had the opportunity to evaluate many of the IT services we offer while we develop an IT roadmap for the future, as well as the organizational structure within the department. I would like to propose the following organization changes:

Elimination of the Chief of Information Technology position – I believe we can find some organizational efficiency by eliminating this position. I am confident that Ray Rubio, Brian Rinehart, and I can absorb the responsibilities of this position. I believe this change will increase productivity by removing one layer of approvals and supervision. I believe this will allow Ray and Brian to excel by giving them more oversight of their staff.

Change in title for Ray Rubio – I propose we change Ray's title to Manager, Application Services, along with a 3% increase in salary. With this organizational change, Ray will have the responsibility to set goals and priorities for his staff, assist with the IT roadmap, as well as manage large and small IT application and database projects.

Change in title for Brian Rinehart – I propose we change Brian's title to Manager, Network Services, along with a phased 20% increase in salary (10% now and another 10% at the review cycle in mid-2018). Based on my experience, Brian's currently salary is not on par with someone responsible for network, security, and end-user support services. With this organizational change, Brian will have more responsibility to set goals and priorities for his staff, assist with the IT roadmap, as well as manage large and small IT network projects.

Hire Ryan Banta – Ryan has worked in the IT department this summer as a temporary employee while a staff member was on extended leave. Ryan has been a great addition to the team. He is comfortable with our systems and staff, has great customer service

skills, and is a true team player. Multiple IT staff members have also expressed the interest in hiring Ryan on full-time. I propose we hire Ryan as a Junior IT Support Technician with a salary of \$45,000/year.

With these changes, I believe we find a budget savings, as well as increase customer service and advance technology at MES. We have a great staff in the IT department and I'm confident with this new structure, we will find success as a team.

Sincerely,

Vishal Bhatia

*Managing Director, Information  
Technology and Innovation*

### V. Bhatia E1 Salary Information

Hourly Rate	Annual Salary	Date Updated	Effective Date	Change Reason	Change Reason Description	User ID
89.830	\$ 186,846.40	07/10/2018	07/04/2018	133	Performance Based Comp Increas	LBRENT
85.962	\$ 178,800.96	07/17/2017	07/05/2017	145	Singer Survey Adjustment	LBRENT
71.635	\$ 149,000.80	04/20/2017	04/19/2017	001	Employed	LYOUNKER

## V. Bhatia WD Salary Information

<b>Pay Change History</b>						
<b>Effective Date</b>	<b>Compensation Action</b>	<b>Reason</b>	<b>Total Salary &amp; Allowances</b>	<b>Total Base Pay</b>	<b>Currency</b>	<b>Frequency</b>
12/30/2020	Ad-hoc Compensation Change	Request Compensation Change > Salary Review Adjustment > COLA	\$198,476.71	\$198,206.71	USD	Annual
7/3/2019	Ad-hoc Compensation Change	Request Compensation Change > Salary Review Adjustment > PBC 2019	\$194,590.30	\$194,320.30	USD	Annual
7/4/2018	Ad-hoc Compensation Change	Request Compensation Change > Conversion > Conversion	\$187,116.40	\$186,846.40	USD	Annual

9:15:22 PM

Thanks. I'll give it a try .

Thursday, June 18, 2020

Vishal

Great! Thanks for letting us know !

2:56:26 PM

Nice. That was indeed quick ! When will he start ?

2:53:52 PM

3:42:51 PM

Great! Looking forward to working with him.

Roy McGrath

He mentioned Tuesday . Will confirm later today

2:54:38 PM

Matthew Sherring

Exciting news ! Looking forward to working with Charles in a larger capacity . He's a smart guy , good guy

2:55:43 PM

Roy McGrath

<https://governor.maryland.gov/2020/06/18/governor-hogan-announces-charles-glass-as-director-of-maryland-environmental-service/>

2:51:54 PM

Saturday, May 30, 2020

Roy McGrath

Dream team ! Will work toward a second reunion ...!

9:56:02 PM

Well, look at this ! 😊  
Thank you, guys... that wasn't necessary . But I'm taking some to the new office Monday morning and you 're getting the credit ! 😎 Moved our today ... man was it hot in there !!! 😂

8:00:13 PM

Laughed at an image

9:57:29 PM

10:15:24 PM

Liked "Dream team ! Will work toward a second reunion ...! "

Vishal [REDACTED]

Congrats and thanks for getting "the team" back together . Good luck on Monday!

8:08:16 PM



9:57:07 PM



Roy McGrath , Matthew Sherring , Vishal\attachment 4.gif

Roy McGrath [REDACTED]



8:00:24 PM



Roy McGrath , Matthew Sherring , Vishal\attachment 5.jpg

Matthew Sherring [REDACTED]



Super Duper!!

10:15:06 PM

[REDACTED]  
We wanted to thank you for bringing us together and giving us an opportunity . Hope you enjoy them . I'm sure it was rather uncomfortable .

8:06:32 PM



Matthew Sherring [REDACTED]

Congratulations to you ! I echo what the Gents said . Grateful and thankful for the reunion . We'll keep the momentum going for you . Kick some butt on Monday!!

8:10:50 PM



Saturday , May 23 , 2020

**M. Sherring's Political Contributions**

Receiving Committee	Filing Period	Contribution Date	Contributor Name	Contributor Type	Contribution Amount	Employer Name	Employer Occupation	Office	Fundtype
Hogan - Rutherford Committee to Change Maryland	2014 Gubernatorial Matching Fund Pre-General1	7/4/2014	Sherring, Matthew	Individual	\$ 1,000.00	Self-Employed	Other	Governor/Lieutenant Governor (State)	Electoral
Republican State Central Committee Of Maryland	2014 Gubernatorial Post-General	10/20/2014	Sherring, Matthew	Individual	\$ 50.00	Self-Employed	Other		Electoral
Hogan, Larry for Governor	2018 Annual	6/9/2017	Sherring, Matthew	Individual	\$ 250.00	Maryland Environmental Service	Science and Technology	Governor (State) Governor (SBE)	Electoral
Hogan, Larry for Governor	2018 Annual	11/27/2017	Sherring, Matthew	Individual	\$ 1,000.00	Maryland Environmental Service	Science and Technology	Governor (State) Governor (SBE)	Electoral
Hogan, Larry for Governor	2018 Gubernatorial Pre-General1 Report	6/19/2018	Sherring, Matthew	Individual	\$ 250.00			Governor (State) Governor (SBE)	Electoral
Hogan - Rutherford Inaugural Committee, Inc.	2019 Inaugural Report	1/11/2019	Sherring, Matthew	Individual	\$ 1,000.00				Electoral
Hogan, Larry for Governor	2020 Annual	1/11/2019	Sherring, Matthew	Individual	\$ 1,000.00	Self	Agriculture	Governor (State) Governor (SBE)	Electoral

**V. Bhatia's Political Contributions**

Receiving Committee	Filing Period	Contribution Date	Contributor Name	Contributor Type	Contribution Amount	Employer Name	Employer Occupation	Office	Fundtype
Hogan - Rutherford Inaugural Committee, Inc.	2019 Inaugural Report	1/14/2019	Bhatia, Vishal	Individual	\$ 1,000.00				Electoral

# June 26, 2017 - July 2, 2017

June 2017							July 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3						1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					




**Monday, June 26**

**Tuesday, June 27**

**Wednesday, June 28**

 **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath 

**Thursday, June 29**

 **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov**  

**Friday, June 30**

 **Birthday** - Roy McGrath 

**Saturday, July 1**

**Sunday, July 2**

# July 3, 2017 - July 9, 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

Monday, July 3

Tuesday, July 4

Wednesday, July 5

 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath 

Thursday, July 6

Friday, July 7

Saturday, July 8

Sunday, July 9

# July 10, 2017 - July 16, 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												




**Monday, July 10**

**Tuesday, July 11**

**Wednesday, July 12**

 **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath 

**Thursday, July 13**

 **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov**  

**Friday, July 14**

**Saturday, July 15**

**Sunday, July 16**

# July 17, 2017 - July 23, 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

Monday, July 17

Tuesday, July 18

Wednesday, July 19

 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath 

Thursday, July 20

Friday, July 21

Saturday, July 22

Sunday, July 23

# July 24, 2017 - July 30, 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

## Monday, July 24

## Tuesday, July 25

## Wednesday, July 26

☒ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath

## Thursday, July 27

☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov**

## Friday, July 28

☐ **Shannon - LEAVE** - Roy McGrath

- ☒ **9:30am - 10:30am Meeting: Roy McGrath & David Parkhurst** (MES, 259 Najoles Rd., Millersville, MD, Roy's Office ) - Roy McGrath
- ☒ **10:30am - 11:00am TRAVEL TIME** - Roy McGrath
- ☒ **11:00am - 11:30am Meeting: Roy McGrath & Senator Neall** (State
- ☒ **11:30am - 12:00pm Meeting - Big Ideas Update** (Room 208) -
- ☒ **12:00pm - 1:00pm Lunch: Roy & Bob** (Galway Bay Irish Restaurant,
- ☒ **12:00pm - 12:15pm Conference Call** - jeannie.riccio@maryland.gov
- ☒ **1:00pm - 2:00pm TRAVEL TIME** - Roy McGrath
- ☒ **2:30pm - Meeting: Beth & Roy** - Roy McGrath
- ☒ **3:00pm - 4:00pm Meet Roy M - Ryan N** (259 Najoles Rd Millersville
- ☒ **4:30pm - 5:00pm MACo Prep** (Executive Conference Room ) - Roy
- ☒ **5:00pm - 6:30pm Hold - Office time** - Roy McGrath
- ☒ **6:30pm - 8:00pm TRAVEL TIME** (National Harbor) - Roy McGrath

## Saturday, July 29

## Sunday, July 30

☒ **9:00am - 5:00pm U.S. Chamber of Commerce Northeast Institute** (Villanova University, 800 Lancaster Ave, Villanova, PA 19085, USA) - Roy McGrath

# July 31, 2017 - August 6, 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												


## Monday, July 31

- 8:00am - 6:15pm U.S. Chamber of Commerce Northeast Institute (Villanova University 800 E Lancaster Ave Radnor PA 19085 United States)
- 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- 11:00am - 11:30am Services and Operations Meeting (Main Conference Room) - Roy McGrath ↻

## Tuesday, August 1

- 8:00am - 4:30pm U.S. Chamber of Commerce Northeast Institute (Villanova University 800 E Lancaster Ave Radnor PA 19085 United States)

## Wednesday, August 2

-  Birthday - Roy McGrath ↻
- 8:00am - 10:00pm U.S. Chamber of Commerce Northeast Institute (Villanova University 800 E Lancaster Ave Radnor PA 19085 United States)
- 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- 1:30pm - 3:00pm FYI - HFRC Meeting (DHCD or Conference Call #: 866-247-6034; Conference Code: 4169579226) - Roy McGrath

## Thursday, August 3

- 12:00am Rachel - LEAVE - Roy McGrath →
- 8:00am - 11:30am Northeast Institute (Villanova University 800 E Lancaster Ave Radnor PA 19085 United States) - Roy McGrath

## Friday, August 4

- ← Rachel - LEAVE - Roy McGrath →
- 12:00am Vishal - AL - Roy McGrath →
- 4:00pm - 5:00pm Meeting: Joe Adler - Roy McGrath

## Saturday, August 5

- ← Rachel - LEAVE - Roy McGrath →
- ← Vishal - AL - Roy McGrath →
- 6:00pm - 8:00pm HOLD - Roy McGrath

## Sunday, August 6

- ← Rachel - LEAVE - Roy McGrath →
- ← Vishal - AL - Roy McGrath →

# August 7, 2017 - August 13, 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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6	7	8	9	10	11	12		3	4	5	6	7	8
13	14	15	16	17	18	19		10	11	12	13	14	15
20	21	22	23	24	25	26		17	18	19	20	21	22
27	28	29	30	31				24	25	26	27	28	29

## Monday, August 7

- ☐ **← Rachel - LEAVE** - Roy McGrath →
- ☐ **← Vishal - AL** - Roy McGrath →
- ☐ **2:30pm - 3:00pm Phone call with Roy McGrath** - jeannie.riccio@maryland.gov

## Tuesday, August 8

- ☐ **← Rachel - LEAVE** - Roy McGrath →
- ☐ **← 12:00am Vishal - AL** - Roy McGrath
- ☐ **Shannon - LEAVE at 1:00 p.m. for Dentist Apt at 2:20 p.m.** - Roy McGrath
- ☐ **9:30am - 11:00am TRAVEL TIME** (Darlington Volunteer Fire Company, 2600 Castleton Rd, Darlington, MD 21034 ) - Roy McGrath
- ☐ **11:00am - 2:00pm Conowingo Dam Summit** (Darlington Volunteer Fire Company, 2600 Castleton Rd, Darlington, MD 21034 ) - Roy McGrath
- ☐ **2:00pm - 3:30pm TRAVEL TIME** - Roy McGrath

## Wednesday, August 9

- ☐ **← 12:00am Rachel - LEAVE** - Roy McGrath
- ☐ **RM - OOO** - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ **10:00am - 4:00pm (Jason Attending) Power Outage Tabletop Exercise** ( House of Delegates Building, 6 Bladen Street, Annapolis, MD.) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath

## Thursday, August 10

- ☐ **RM - OOO** - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT)** (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, August 11

- ☐ **FYI Sagamore Tour at Masonville** - Roy McGrath
- ☐ **RM - OOO** - Roy McGrath
- ☐ **12:00pm - 12:15pm Call Carl Anderton** - Roy McGrath
- ☐ **1:30pm - 2:30pm FYI - MPT Set Up** (Out front of HQ259) - Roy McGrath
- ☐ **2:30pm - 3:30pm MPT Interview (MES)** - Roy McGrath
- ☐ **3:30pm - 4:00pm MACo Prep** (Main Conference Room) - Roy McGrath
- ☐ **4:00pm - 5:00pm Meet with Shannon** (Roy's Office ) - Roy McGrath

## Saturday, August 12

## Sunday, August 13

# August 14, 2017 - August 20, 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	5					1	2
6	7	8	9	10	11	12		3	4	5	6	7	8
13	14	15	16	17	18	19		10	11	12	13	14	15
20	21	22	23	24	25	26		17	18	19	20	21	22
27	28	29	30	31				24	25	26	27	28	29

## Monday, August 14

- 9:00am - 1:00pm **Statutory Change Briefing** (Main Conference Room) - Roy McGrath
- 11:45am - 1:00pm **TRAVEL TIME** (North Beach ) - Roy McGrath
- 1:00pm - 2:00pm **Downtown North Beach Walking Tour** (Sunrise Garden Park, 8930 Bay Avenue, North Beach, MD ) - Roy McGrath
- 2:30pm - 3:30pm **Recognize Neptune's Seafood Pub** (8800 Chesapeake Avenue, North Beach, MD ) - Roy McGrath
- 3:30pm - 5:00pm **TRAVEL TIME** - Roy McGrath
- 5:00pm - 5:30pm **August Preboard meeting** (Main Conference Room) - pfull@menv.com

## Tuesday, August 15

- 9:30am - 10:00am **Phone Call - Lori Gillikin** (Roy call Lori at 410.349.2255) - Roy McGrath
- 10:00am - 10:30am **Salesforce Strategy Meeting** (Directors Conference Room) - Matthew Sherring
- 11:30am - 12:00pm **Meet with Joe Bivona** (Main Conference Room) - Roy McGrath
- 12:00pm - 1:00pm **Lunch** (Libations ) - Roy McGrath
- 12:00pm - 12:20pm **Phone Call - Tom Kise** (Beth to call Tom at
- 1:15pm - 1:45pm **Meet with Vishal** - Roy McGrath
- 1:45pm - 2:15pm **August Birthday Celebration** - Roy McGrath
- 2:00pm - 2:30pm **Meeting: Beth & Roy** (Roy's Office ) - Roy McGrath
- 2:30pm - 3:00pm **TRAVEL TIME** - Roy McGrath
- 3:00pm - 3:30pm **Meeting: Senator Neall & Roy McGrath** (Sen.
- 3:30pm - 4:30pm **TRAVEL TIME** - Roy McGrath
- 6:00pm - 7:30pm **Dinner** (TBD) - Roy McGrath

## Wednesday, August 16

- 12:00am **MACo Summer Conference** - Roy McGrath →
- FYI - **Board of Public Works Meeting 10:00 AM (Bond Sale)** (80 Calvert St, Annapolis, MD 21401, USA) - Roy McGrath
- 7:45am - 10:30am **TRAVEL TIME** - Roy McGrath
- 10:00am - 11:00am **Senior Staff Meeting** (Main Conference Room) - Roy McGrath ↻
- 10:30am - 11:30am **MACo BOOTH SET UP** - Roy McGrath
- 1:30pm - 2:30pm **HRFC Conference Call** - Roy McGrath
- 2:30pm - 4:00pm **MES Board of Directors Meeting** (Clarion Resort Fontainebleau Hotel - Oceanfront, 10100 Coastal Hwy, Ocean City, MD
- 3:45pm - 4:15pm **Meeting - ECI** (Clarion Hotel - Oceanfront, 10100 Coastal Hwy, Ocean City, MD 21842 Conference Room 3) - Roy McGrath
- 4:30pm - 6:30pm **MES MACo Reception** (Clarion Resort Fontainebleau Hotel - Oceanfront, 10100 Coastal Hwy, Ocean City, MD
- 6:00pm - 8:00pm **MACo's Corporate Partner Appreciation Dinner**

## Thursday, August 17

- ← **MACo Summer Conference** - Roy McGrath →
- 10:45am - 11:15am **Meeting with Allan Kittleman and Sandy Shrader** (1st floor in the far right back area they call the "food court") - Roy McGrath
- 11:30am - 12:00pm **Deep Creek Lake Discussion** (Room M201) - Roy McGrath
- 2:30pm - 3:30pm **MACo Icecream & Fruit Break** - Roy McGrath
- 3:00pm - 5:00pm **Personal** (Clarion Resort Fontainebleau Hotel - Oceanfront, 10100 Coastal Hwy, Ocean City, MD 21842, USA) - Roy McGrath
- 4:30pm - 7:00pm **Cecil Business Leaders Reception** (Skye Bar & Grille, 66th / Coastal Highway, Ocean City, MD, United States) - Roy McGrath
- 4:30pm - 6:30pm **Taste of Maryland Reception** (MACo, Bayfront Hall) - Roy McGrath

## Friday, August 18

- ← **MACo Summer Conference** - Roy McGrath →
- 10:45am - 11:00am **LMD Photo-Op** (Meet at the bottom of the stairs across from the MACo Registration Desk.) - Roy McGrath
- 11:00am - 12:00pm **Lunch: Sec. Holt & Roy McGrath** (Meet at DHCD Booth) - Roy McGrath
- 3:15pm - 4:15pm **Governor's Cabinet MACo Reception** - Roy McGrath
- 5:00pm - 8:00pm **MACo Crab Feast** - Roy McGrath

## Saturday, August 19

- ← **12:00am MACo Summer Conference** - Roy McGrath
- 11:15am - 12:15pm **Governor's MACo Address** - Roy McGrath

## Sunday, August 20

- Birthday** - Roy McGrath ↻

# August 21, 2017 - August 27, 2017

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## Monday, August 21

- ☐ 12:00am RM - OOO - Roy McGrath →
- ☐ 12:00am Shannon - OOO - Shannon Bettleyon →
- ☐ 12:00am Steve - AL - Roy McGrath →
- ☐ 12:00am Cece-AL - Roy McGrath →

## Tuesday, August 22

- ☐ ← RM - OOO - Roy McGrath →
- ☐ ← Shannon - OOO - Shannon Bettleyon →
- ☐ ← Steve - AL - Roy McGrath →
- ☐ ← Cece-AL - Roy McGrath →
- ☒ 3:00pm - 3:30pm HOLD - Registration for ASAE program - Roy McGrath

## Wednesday, August 23

- ☐ ← RM - OOO - Roy McGrath →
- ☐ ← Shannon - OOO - Shannon Bettleyon →
- ☐ ← Steve - AL - Roy McGrath →
- ☐ ← 12:00am Cece-AL - Roy McGrath →
- ☒ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻

## Thursday, August 24

- ☐ ← RM - OOO - Roy McGrath →
- ☐ ← Shannon - OOO - Shannon Bettleyon →
- ☐ ← Steve - AL - Roy McGrath →
- ☒ 10:00am - 11:00am Phone Call: Leslie Pappas & Roy McGrath (Call in number: 866-805-9436) - Roy McGrath
- ☒ 11:00am - 12:00pm DNR/MD Stadium Authority Prep (Director's Executive Conference Room) - Matthew Sherring
- ☒ 1:00pm - 1:15pm Phone Call: Travis Wright & Roy McGrath (Roy call Travis: 202-695-0511) - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒

## Friday, August 25

- ☐ ← 12:00am RM - OOO - Roy McGrath
- ☐ ← 12:00am Shannon - OOO - Shannon Bettleyon
- ☐ ← 12:00am Steve - AL - Roy McGrath
- ☐ Rachel - Leave 2:30 pm (appointment) - Roy McGrath

## Saturday, August 26

## Sunday, August 27

# August 28, 2017 - September 3, 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	5					1	2
6	7	8	9	10	11	12		3	4	5	6	7	8
13	14	15	16	17	18	19		10	11	12	13	14	15
20	21	22	23	24	25	26		17	18	19	20	21	22
27	28	29	30	31				24	25	26	27	28	29

## Monday, August 28

- ☐ **12:00am Chuck LEAVE** - Roy McGrath →
- ☐ **8:00am - 8:30am Call with Mike Harris** - Roy McGrath
- ☐ **8:30am - 9:00am Call with Joe Bivona** - Roy McGrath
- ☐ **9:00am - 10:00am Meeting: Roy & Ryan** (MES 259 Najoles Road, Millersville, MD, United States) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ↻
- ☐ **11:00am - 11:30am Services and Operations Meeting** (Main Conference Room) - Roy McGrath ↻
- ☐ **11:45am - 11:50am Call MR** - Roy McGrath
- ☐ **1:00pm - 1:30pm TRAVEL TIME** - Roy McGrath
- ☐ **1:30pm - 2:30pm Discuss Environmental Projects between DNR & MES & Deep Creek Lake** (Secretary's Ofc, DNR-Tawes-CR-C4) - Roy McGrath
- ☐ **2:30pm - 3:00pm TRAVEL TIME** - Roy McGrath
- ☐ **4:30pm - 5:00pm Meeting: Beth & Roy** (Roy's Office ) - Roy McGrath

## Tuesday, August 29

- ☐ **Chuck LEAVE** - Roy McGrath →
- ☐ **12:00am FYI - (ELLEN) CHESAPEAKE TRI-ASSOCIATION CONFERENCE** (Ocean City, MD, USA) - Roy McGrath →
- ☐ **John O. - Last Day** - Roy McGrath
- ☐ **9:30am - 9:45am Meeting: Sean & Roy - SBR** (Roy's Office) - Roy McGrath
- ☐ **9:45am - 10:30am TRAVEL TIME** - Roy McGrath
- ☐ **10:30am - 11:30am Meeting: MES and MSA** (Maryland Stadium Authority, 333 W Camden St # 500, Baltimore, MD 21201, USA, ) - Roy McGrath
- ☐ **11:30am - 12:30pm TRAVEL TIME** - Roy McGrath
- ☐ **12:30pm - 2:00pm John O. Retirement Luncheon** (Libations, 8541 Veterans Hwy, Millersville, MD 21108, USA) - Roy McGrath
- ☐ **2:45pm - 3:15pm Discuss - FY19** (Roy's Office ) - Roy McGrath
- ☐ **3:30pm - 4:00pm Meeting with Rex Bowman** (Director's Conference ) - Roy McGrath
- ☐ **4:30pm - 5:30pm Conowingo RFP Discussion** (Call in number: ) - Roy McGrath

## Wednesday, August 30

- ☐ **Chuck LEAVE** - Roy McGrath →
- ☐ **FYI - (ELLEN) CHESAPEAKE TRI-ASSOCIATION CONFERENCE** (Ocean City, MD, USA) - Roy McGrath →
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ↻
- ☐ **11:15am - 12:30pm TRAVEL TIME** - Roy McGrath
- ☐ **12:30pm - 2:00pm Lunch: J.P. & Roy** (Rocksalt Grille, 65 W Main St, Westminster, MD 21157, USA) - Roy McGrath
- ☐ **2:00pm - 3:00pm Meeting: Sen. Ready, Mat Palmer & Mr. Geraney** (Subsurface Technologies, Inc, 1301 Avondale Road, New Windsor, Maryland 21776) - Roy McGrath
- ☐ **3:00pm - 4:30pm TRAVEL TIME** - Roy McGrath
- ☐ **3:30pm - 4:00pm Phone Call - Allan Fisher & Roy McGrath** (Roy call 410-260-8117) - Roy McGrath

## Thursday, August 31

- ☐ **Chuck LEAVE** - Roy McGrath →
- ☐ **FYI - (ELLEN) CHESAPEAKE TRI-ASSOCIATION CONFERENCE** (Ocean City, MD, USA) - Roy McGrath →
- ☐ **3:00pm - 3:30pm Meet with Shannon & Rachel** (Roy's Office ) - Roy McGrath
- ☐ **3:30pm - 4:30pm Meeting with Mac Love** (MES, 259 Najoles Road, Millersville, MD 21108 ) - Roy McGrath

## Friday, September 1

- ☐ **12:00am Chuck LEAVE** - Roy McGrath
- ☐ **12:00am FYI - (ELLEN) CHESAPEAKE TRI-ASSOCIATION CONFERENCE** (Ocean City, MD, USA) - Roy McGrath
- ☐ **Rachel - OOO** - Roy McGrath
- ☐ **9:00am - 11:30am RM - OOO** - Roy McGrath
- ☐ **1:30pm - 2:00pm Phone Call: Sec. Churchill and Roy McGrath** (Roy call EC: 410-767-1001) - Roy McGrath
- ☐ **3:30pm - 3:45pm Phone Call: John Sullivan & Roy McGrath** (Roy call John: 410.241.3850) - Roy McGrath

## Saturday, September 2

## Sunday, September 3

# September 4, 2017 - September 10, 2017

September 2017							October 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, September 4

- 8:00am - 5:00pm Labor Day - Roy McGrath
- 2:30pm - 3:30pm HOLD for CAE application - Due 9/22 - Roy McGrath

## Tuesday, September 5

- 9:00am - 9:30am Meeting: Ryan and Roy (Roy's office ) - Roy McGrath
- 10:00am - 10:30am Senior Staff Meeting (Main Conference Room) - Roy McGrath
- 10:30am - 11:00am MACo Debrief (Main Conference) - Roy McGrath
- 11:30am - 1:15pm HOLD - Lunch meeting / TRAVEL TIME - Roy McGrath
- 1:15pm - 1:45pm TRAVEL TIME - Roy McGrath
- 1:45pm - 4:00pm Bay Cabinet Meeting (Pride of Baltimore II (Departing from Baltimore Port)) - mde.secretary@maryland.gov
- 4:00pm - 5:00pm TRAVEL TIME - Roy McGrath
- 6:30pm - 8:30pm Group Dinner (TBD - Charles Co) - Roy McGrath

## Wednesday, September 6

- FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath
- Shannon - LEAVE at 2:30 p.m. (Doc Apt 3:30 p.m.) - Roy McGrath
- 8:00am - 9:00am CAE Kickoff - Registration Opens (ASAE Building, J.W. Marriott, Jr.-ASAE Conference Center, 1575 I Street NW, Washington, DC 20005) - Roy McGrath
- 9:00am - 5:15pm CAE Kickoff - Learn the Foundations (ASAE Building, J.W. Marriott, Jr.-ASAE Conference Center, 1575 I Street NW, Washington, DC 20005 ) - Roy McGrath
- 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath
- 5:15pm - 6:15pm CAE Kickoff - Networking Event (ASAE Building, J.W. Marriott, Jr.-ASAE Conference Center, 1575 I Street NW, Washington, DC 20005 ) - Roy McGrath

## Thursday, September 7

- 8:30am - 9:30am CAE - Breakfast (JW Marriott Washington) - Roy McGrath
- 9:30am - 4:15pm CAE (JW Washington ) - Roy McGrath
- 4:45pm - 5:15pm Conference Call: ECI (Call In Number: (866) 805-9436 Passcode: 5611273) - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, September 8

- Draft presentation for the Big Ideas - DUE - Roy McGrath
- Rachel - OOO - Roy McGrath
- 7:45am - 8:15am CAE - Breakfast (JW ) - Roy McGrath
- 8:15am - 4:15pm CAE (JW ) - Roy McGrath

## Saturday, September 9

## Sunday, September 10

# September 11, 2017 - September 17, 2017

September 2017							October 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

## Monday, September 11

- ☐ **FYI - DMMP Management Committee Meeting** - Roy McGrath
- ☐ **12:30pm - 2:30pm RM - OOO** - Roy McGrath
- ☐ **2:00pm - 3:00pm Hold for meeting** (Annapolis - 49) - Roy McGrath

## Tuesday, September 12

- ☐ **10:00am - 10:30am Phone Call: Travis and Roy** (Roy call Travis: 202-695-0511) - Roy McGrath
- ☐ **10:30am - 11:30am Senior Staff Meeting** (Directors Conference ) - Roy McGrath
- ☐ **1:15pm - 1:45pm Phone Call - Heidi Dudderar** (Roy call: 410-974-2710 ) - Roy McGrath
- ☐ **2:00pm - 2:30pm September Birthday Celebration** - Roy McGrath
- ☐ **2:30pm - 3:00pm Meet with Shannon** (Roy's Office ) - Roy McGrath
- ☐ **3:00pm - 4:00pm Hold - Meet with Noha** - Roy McGrath
- ☐ **3:00pm - 3:30pm Phone Call: Steve DiBiagio & Roy McGrath** (Roy Call Steve: 410-838-8333 ext 2003) - Roy McGrath

## Wednesday, September 13

- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ☺
- ☐ **12:00pm - 12:30pm MES/Sibelco Call** (Director's Executive Conference Room) - Matthew Sherring
- ☐ **1:00pm - 2:00pm Hold - Lunch with Charlie Deegan** - Roy McGrath
- ☐ **3:00pm - 3:30pm Meeting with Brent Fewell | Earth & Water Group**

## Thursday, September 14

- ☐ **Shannon - Leave at 1:30 p.m. for Apt.** - Roy McGrath
- ☐ **9:00am - 11:00am Cabinet Meeting** (Governor's Reception Room) - md.gov2661@maryland.gov ☺
- ☐ **10:00am - 11:00am FYI - Conowingo RFP pre-proposal meeting (Cece & Tammy)** (255) - Roy McGrath
- ☐ **12:00pm - 6:00pm LMD (Environmental)** (Eastern Region Session ) - Roy McGrath

## Friday, September 15

- ☐ **DUE: Western Maryland & Cecil County Inventory** - Roy McGrath
- ☐ **9:45am - 10:15am Conference Call - Discuss MES All Staff Meeting Program** (Call In #: 866-805-9436 Passcode: 5611273; Leader (Shannon): 5564457) - Roy McGrath
- ☐ **10:30am - 6:30pm LMD (Environmental)** (Eastern Region Session) - Roy McGrath

## Saturday, September 16

## Sunday, September 17

# September 18, 2017 - September 24, 2017

September 2017							October 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
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17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, September 18

- ☐ **Birthday** - Roy McGrath
- ☐ **11:15am - 11:30am Phone Call - Secretary Brinkley** (Roy call 410-260-7041) - Roy McGrath

## Tuesday, September 19

- ☐ **Shannon Leave at 1:30 p.m. (Sy Doc Apt.)** - Roy McGrath
- ☐ **9:00am - 10:00am Meeting: Sec. Bartenfelder & MES** (50 Harry S. Truman Parkway Annapolis, MD 21401) - Roy McGrath

## Wednesday, September 20

- ☐ **FYI - Board of Public Works Meeting 10:00 AM** - Roy McGrath
- ☐ **9:30am - 10:00am Brainstorming for MD Tech Council** (Director's Executive Conference Room) - Matthew Sherring
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **3:00pm - 4:00pm Meeting: Discuss Harris Creek** (Main Conference Room) - Roy McGrath

## Thursday, September 21

- ☐ **10:30am - 11:30am Meeting: VanEperen & MES** (MES, 259 Najoles Road, Millersville, MD, - Main Conference Room) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov

## Friday, September 22

- ☐ **SHANNON - Work Remotely** - Roy McGrath
- ☐ **11:30am - 12:30pm FYI - MES BROWN BAG LUNCH PRESENTATION** (Main Conference Room) - Roy McGrath

## Saturday, September 23

- ☐ **12:00pm - 4:00pm Main Chesapeake Cowboys Event (Mark Hicks Attending)** (Nick's Fish House/Baltimore Yacht Basin in Port Covington, Insulator Drive, Baltimore, MD, United States) - Roy McGrath

## Sunday, September 24

# September 25, 2017 - October 1, 2017

September 2017							October 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, September 25

- ☐ 12:00am SWANA ISWA World Congress WASTECON (Steve, Tim, Willie) (Baltimore, MD, USA) - Roy McGrath →
- ☐ 9:30am - 10:30am PMT Advisory Committee Meeting (lower level conference rooms, Maryland Department of Agriculture Building in
- ☐ 10:00am - 11:00am September Preboard meeting (Main Conference Room) - pfull@menv.com
- ☐ 10:30am - 12:30pm All-staff mtg presentations review - Roy McGrath
- ☐ 12:00pm - 1:30pm Hold - Roy McGrath
- ☐ 1:30pm - 2:00pm Meeting: Beth & Roy (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- ☐ 2:00pm - 3:00pm DRY RUN - MES ALL STAFF MEETING (Main Conference Room) - Roy McGrath
- ☐ 3:30pm - 4:15pm Meeting: Allan Fisher & Roy McGrath (MES, 259
- ☐ 4:30pm - 5:30pm Sign Certificates - Roy McGrath

## Tuesday, September 26

- ☐ ← SWANA ISWA World Congress WASTECON (Steve, Tim, Willie) (Baltimore, MD, USA) - Roy McGrath →
- ☐ 9:30am - 10:30am Audit Committee Meeting (BoD) (MES, Main Conference Room) - Roy McGrath
- ☐ 10:00am - 10:30am Human Resources Committee Meeting (BoD) (Director's Conference Room) - rharm@menv.com
- ☐ 10:30am - 11:30am MES Board of Directors Meeting (MES, Main Conference Room) - Roy McGrath
- ☐ 11:30am - 1:30pm HOLD - Roy McGrath
- ☐ 1:30pm - 2:00pm TRAVEL TIME (STATE HOUSE) - Roy McGrath
- ☐ 2:00pm - 2:30pm Meeting || MES (Matt's Office) - matthew.clark@maryland.gov
- ☐ 3:15pm - 4:00pm Meeting with Andrea Mansfield (Room 208, State House) - jeannie.riccio@maryland.gov
- ☐ 4:00pm - 4:30pm TRAVEL TIME (Return to HQ) - Roy McGrath

## Wednesday, September 27

- ☐ ← 12:00am SWANA ISWA World Congress WASTECON (Steve, Tim, Willie) (Baltimore, MD, USA) - Roy McGrath
- ☐ SWANA Safety Award Presentation (Jerald Boyd Accepting the Award) (The Baltimore Convention Center, 1 W Pratt St, Baltimore, MD 21201, USA) - Roy McGrath
- ☐ 8:30am - 1:00pm MES All Staff Meeting (Michael's Eighth Avenue, 7220 Grayburn Dr, Glen Burnie, MD 21061, USA) - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 1:00pm - 2:00pm TRAVEL TIME - Roy McGrath

## Thursday, September 28

- ☐ Shannon - Work Remotely until 11:00 am then LEAVE - Roy McGrath
- ☐ Visit Bernie Penner's Office - Retirement (OAG Office) - Roy McGrath
- ☐ 9:00am - 9:15am MES/Sibelco Call (Director's Executive Conference Room) - Matthew Sherring
- ☐ 9:15am - 10:00am TRAVEL TIME (TRADEPOINT ATLANTIC 1600 Sparrows Point Boulevard Baltimore, Maryland 21219) - Roy McGrath
- ☐ 10:00am - 11:00am Meeting: Tradepoint Atlantic and MES
- ☐ 11:00am - 11:30am TRAVEL TIME - Roy McGrath
- ☐ 12:00pm - 1:30pm Roy McGrath & Larry Lunch (TBD (Baltimore
- ☐ 12:00pm - 1:30pm Roy McGrath & Larry Lunch (Sabatino's Italian
- ☐ 1:30pm - 2:30pm TRAVEL TIME (Back to HQ) - Roy McGrath
- ☐ 3:00pm - 3:30pm Senior Staff Meeting (Main Conference Room) -
- ☐ 3:30pm - 4:30pm Meeting: Joe Greco (Roy's Office) - Roy McGrath

## Friday, September 29

- ☐ FYI - 2nd Terrapin Release Trip (Poplar Island Land base) - Roy McGrath
- ☐ Shannon - LEAVE - Shannon Bettleyon
- ☐ 8:15am - 10:00am TRAVEL TIME (21548 Chicken Point Rd, Tilghman, MD 21671, USA) - Roy McGrath
- ☐ 10:00am - 12:30pm Terrapin Release (Poplar Island) - Roy McGrath
- ☐ 2:15pm - 3:00pm TRAVEL TIME (7800 Harkins Road Lanham, MD 20706) - Roy McGrath
- ☐ 3:00pm - 4:00pm Water Tower - Warfield Complex - Sykesville (DHCD-CR\_Lanham\_Rm444\_OS) - kenneth.holt@maryland.gov
- ☐ 4:00pm - 5:00pm HOLD - Roy McGrath

## Saturday, September 30

## Sunday, October 1

# October 2, 2017 - October 8, 2017

October 2017						
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November 2017						
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## Monday, October 2

- ☐ 12:00am FYI - Renewable Energy from Waste Conference (Fort Myers, FL, USA) - Roy McGrath →
- ☐ Shannon - LEAVE - Shannon Bettleyon
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 11:00am - 11:30am Services and Operations Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 11:30am - 12:00pm Conference Call - MES & Subsurface Tech, Inc.
- ☐ 12:00pm - 1:00pm HOLD - Roy McGrath
- ☐ 1:00pm - 1:30pm TRAVEL TIME (Department of General Services 301 W. Preston Street, Suite 1401 Baltimore, Maryland 21201) - Roy
- ☐ 1:30pm - 2:30pm Meeting: DGS and MES (301 W. Preston Street,
- ☐ 2:30pm - 3:00pm TRAVEL TIME - Roy McGrath
- ☐ 3:30pm - 4:00pm Roy and Beth (Roy's office 259 Najoles
- ☐ 4:00pm - 5:00pm HOLD - Roy McGrath

## Tuesday, October 3

- ☐ ← FYI - Renewable Energy from Waste Conference (Fort Myers, FL, USA) - Roy McGrath →
- ☐ 12:00am NGA Energy Innovation Summit - Denver, CO - Roy McGrath →
- ☐ 9:00am - 5:00pm NGA Energy Innovation Summit - Denver, CO - Roy McGrath
- ☐ 12:00pm - 1:00pm FYI - Bernie Penner Retirement (Hellas Restaurant) - Roy McGrath

## Wednesday, October 4

- ☐ ← 12:00am FYI - Renewable Energy from Waste Conference (Fort Myers, FL, USA) - Roy McGrath
- ☐ ← NGA Energy Innovation Summit - Denver, CO - Roy McGrath →
- ☐ FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath
- ☐ 9:00am - 5:00pm NGA Energy Innovation Summit - Denver, CO - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 2:00pm - 4:00pm Bay Cabinet Meeting (UMCES, 2020 Horns Point Rd, Cambridge, MD 21613) - mde.secretary@maryland.gov ↻
- ☐ 3:30pm - 6:45pm WTCI State of the Ports Event (Matthew, Tammy, Mark, Jason?) (WTCI 401 East Pratt Street Baltimore, MD 21202) - Roy McGrath
- ☐ 4:30pm - 5:00pm Conference Call - jeannie.riccio@maryland.gov

## Thursday, October 5

- ☐ ← 12:00am NGA Energy Innovation Summit - Denver, CO - Roy McGrath
- ☐ 9:00am - 5:00pm NGA Energy Innovation Summit - Denver, CO - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒

## Friday, October 6

- ☐ 12:00am FYI - Leadership Maryland's 25th Anniversary Celebration (Gaylord National Resort & Convention Center at National Harbor, MD) - Roy McGrath →
- ☐ Shannon LEAVE by 1:00 p.m. - Wedding Rehearsal - Roy McGrath
- ☐ 9:00am - 5:00pm NGA Energy Innovation Summit - Denver, CO - Roy McGrath

## Saturday, October 7

- ☐ ← FYI - Leadership Maryland's 25th Anniversary Celebration (Gaylord National Resort & Convention Center at National Harbor, MD) - Roy McGrath →

## Sunday, October 8

- ☐ ← 12:00am FYI - Leadership Maryland's 25th Anniversary Celebration (Gaylord National Resort & Convention Center at National Harbor, MD) - Roy McGrath

# October 9, 2017 - October 15, 2017

October 2017						
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November 2017						
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## Monday, October 9

☐ **RM - Hold (remote day)** - Roy McGrath

## Tuesday, October 10

- ☐ **9:00am - 10:00am Hold** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ☹
- ☐ **11:00am - 11:15am Hold - draft note** - Roy McGrath
- ☐ **11:15am - 12:00pm TRAVEL TIME** (Authority's office in Baltimore) - Roy McGrath
- ☐ **12:00pm - 2:00pm Northeast Authority Board Meeting** (Tower II – Suite 402, 100 S. Charles Street, Baltimore, MD 21201) - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME** (Back to HQ) - Roy McGrath
- ☐ **2:30pm - 3:30pm Roy - Beth 1:1** (RM office) - Roy McGrath
- ☐ **3:30pm - 4:00pm Meeting: Ryan & Roy** (Roy's Office) - Roy McGrath
- ☐ **4:00pm - 5:00pm Hold - Annapolis** - Roy McGrath

## Wednesday, October 11

- ☐ **12:00am FYI - MML's Fall Conference (Jason & Doug)** (Hilton Hotel & Executive Meeting Center, Rockville, MD) - Roy McGrath →
- ☐ **9:00am - 10:00am TRAVEL TIME** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ☹
- ☐ **10:00am - 11:00am Solar Canopies Dedication at UMD** (Regents Drive Garage rooftop, University of Maryland College Park, MD 20740)
- ☐ **11:00am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:15pm - 1:00pm TRAVEL - Meet out front** (to stadium authority) - Roy McGrath
- ☐ **1:00pm - 2:00pm Meet with MES re CYSC** (Conference Room 1) - phutson@mdstad.com
- ☐ **2:00pm - 2:45pm TRAVEL TIME** (to HQ) - Roy McGrath
- ☐ **2:15pm - 3:00pm TRAVEL TIME** - Roy McGrath
- ☐ **3:00pm - 4:00pm Outdoors Maryland Meeting at MPT**

## Thursday, October 12

- ☐ **← FYI - MML's Fall Conference (Jason & Doug)** (Hilton Hotel & Executive Meeting Center, Rockville, MD) - Roy McGrath →
- ☐ **9:00am - 10:00am Hold - Annapolis** - Roy McGrath
- ☐ **10:30am - 11:00am Services and Operations Meeting** (Main Conference Room) - Roy McGrath ☹
- ☐ **1:00pm - 2:00pm Strategic Partnership meeting (water opportunity)** (Boardroom) - Roy McGrath
- ☐ **2:00pm - 2:30pm October Birthday Celebration** (Main Conference Room) - Roy McGrath
- ☐ **3:00pm - 3:30pm Meet with Hament** (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath 🔒
- ☐ **3:30pm - 3:45pm Meeting: Beth and Shannon** (Directors Conference Room) - Roy McGrath

## Friday, October 13

- ☐ **← FYI - MML's Fall Conference (Jason & Doug)** (Hilton Hotel & Executive Meeting Center, Rockville, MD) - Roy McGrath →

## Saturday, October 14

- ☐ **← 12:00am FYI - MML's Fall Conference (Jason & Doug)** (Hilton Hotel & Executive Meeting Center, Rockville, MD) - Roy McGrath

## Sunday, October 15

# October 16, 2017 - October 22, 2017

October 2017							November 2017						
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## Monday, October 16

- ☐ 12:00am FYI - BioCycle Conference on Renewable Energy from Organics Recycling (Portland, OR, USA) - Roy McGrath →
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 11:00am - 11:30am Services and Operations Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 12:30pm - 1:00pm IT Catch Up (Roy's Office) - Vishal Bhatia
- ☐ 1:15pm - 2:00pm TRAVEL TIME (36 S. Charles Street, Suite 2100 Baltimore, MD 21201 ) - Roy McGrath
- ☐ 2:00pm - 3:00pm Meeting: Baltimore Development and MES (36 S. Charles Street, Suite 2100 Baltimore, MD 21201 ) - Roy McGrath
- ☐ 3:00pm - 3:45pm TRAVEL TIME - Roy McGrath
- ☐ 4:00pm - 5:00pm Domino Sugar - Brainstorming (Main Conference Room) - Roy McGrath

## Tuesday, October 17

- ☐ ← FYI - BioCycle Conference on Renewable Energy from Organics Recycling (Portland, OR, USA) - Roy McGrath →
- ☐ 6:30am - 8:00am TRAVEL TIME - Roy McGrath
- ☐ 8:00am - 10:00am HOLD - PL - Roy McGrath
- ☐ 10:00am - 10:30am TRAVEL TIME - Roy McGrath
- ☐ 10:30am - 12:00pm Harford Waste Disposal Center - Site Visit (3135 Scarboro Rd Street, MD 21154) - Roy McGrath
- ☐ 12:30pm - 1:00pm TRAVEL TIME - Roy McGrath
- ☐ 1:00pm - 2:15pm Lunch: Roy & Joe (Maryland Golf & Country Club, 1335 E Macphail Rd, Bel Air, MD 21015, USA) - Roy McGrath
- ☐ 2:15pm - 3:00pm TRAVEL TIME (World Trade Center, 401 E. Pratt Street, Baltimore, MD - COMMERCE-WTC-CR-9th-Floor-945) - Roy
- ☐ 3:00pm - 4:00pm Mtg. w/ Matthew Sherring, Maryland Envir. Svc./Commerce Mtg. (World Trade Center, 401 E. Pratt Street,
- ☐ 4:00pm - 4:45pm TRAVEL TIME - Roy McGrath

## Wednesday, October 18

- ☐ ← FYI - BioCycle Conference on Renewable Energy from Organics Recycling (Portland, OR, USA) - Roy McGrath →
- ☐ 12:00am Stay at The Hotel at the University of Maryland (7777 Baltimore Avenue, College Park, MD 20740, USA) - →
- ☐ FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath
- ☐ Michael Harris's First Day - Roy McGrath
- ☐ 9:45am - 10:00am Meeting: Michael Harris & Roy (Roy's Office ) - Roy McGrath
- ☐ 10:00am - 11:00am Meeting: Grant Capital Management (Director's Conference Room) - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) -
- ☐ 1:00pm - 2:00pm Meeting with Domino Sugar (Main Conference
- ☐ 1:30pm - 2:30pm HFRC Meeting (conference call) (Conference Call
- ☐ 2:20pm - 3:00pm Lunch: George Peridakis (Hellas Restaurant and
- ☐ 3:30pm - 4:00pm Meeting: Shannon/Rachel - Calendar & TO DO

## Thursday, October 19

- ☐ ← 12:00am FYI - BioCycle Conference on Renewable Energy from Organics Recycling (Portland, OR, USA) - Roy McGrath
- ☐ ← Stay at The Hotel at the University of Maryland (7777 Baltimore Avenue, College Park, MD 20740, USA) - unknownorganizer@calendar.google.com ↻
- ☐ SHANNON - LEAVE by 2:30 p.m. for Sy Doc at 3:45 p.m. - Roy McGrath
- ☐ 7:15am - 8:45pm LMD (Multi-Culturalism & Diversity) (Capital Region) - Roy McGrath
- ☐ 11:00am - 1:00pm Clean Water Partnership (College Park Marriott Hotel & Conference Center (Room 0101) 3501 University Blvd. E, Hyattsville, MD 20783) - Roy McGrath
- ☐ 4:00pm - 4:30pm Meet with Ross Stern (He will call your cell ) - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to

## Friday, October 20

- ☐ ← 12:00am Stay at The Hotel at the University of Maryland (7777 Baltimore Avenue, College Park, MD 20740, USA) - unknownorganizer@calendar.google.com ↻
- ☐ SHANNON - LEAVE - Roy McGrath
- ☐ 7:15am - 3:30pm LMD (Multi-Culturalism & Diversity) (Capital Region Session) - Roy McGrath

## Saturday, October 21

## Sunday, October 22

# October 23, 2017 - October 29, 2017

October 2017							November 2017						
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## Monday, October 23

- ☐ **FYI - MEDA Fall Conference** (Patuxent River Naval Air Museum, 22156 Three Notch Rd, Lexington Park, MD 20653) - Roy McGrath
- ☐ **RSVP to ACEC** - Roy McGrath
- ☐ **9:30am - 10:30am TRAVEL TIME** - Roy McGrath
- ☐ **10:30am - 11:30am Meeting with Michael Gellman (Fiscal Strategies 4 Nonprofits, LLC)** (6903 Rockledge Drive, Suite 1200, Millersville, MD) - Roy McGrath
- ☐ **11:30am - 2:00pm TRAVEL TIME and lunch** - Roy McGrath
- ☐ **2:00pm - 3:00pm Meeting: GILLOR Consulting, RKW and MES** (Maryland Environmental Service, 259 Najoles Rd, Millersville, MD) - Roy McGrath
- ☐ **3:00pm - 3:30pm Meeting: Roy & Beth** (Director's Office) - Roy McGrath
- ☐ **3:30pm - 4:00pm Q1 O/H Review** (Main Conference Room) - Roy McGrath
- ☐ **4:00pm - 5:00pm Senior Staff Meeting** (Main Conference Room) - Roy McGrath

## Tuesday, October 24

- ☐ **9:30am - 10:30am Preboard - October** (Director's Executive Conference Room) - pfull@menv.com
- ☐ **10:30am - 11:00am Meeting - I.T. Budget** (Director's Conference Room) - Roy McGrath
- ☐ **11:00am - 12:00pm Meeting with MES and Tami Howie** (Directors Conference Room) - Matthew Sherring
- ☐ **12:00pm - 2:00pm Hold - Lunch meeting** (Fells Point, Baltimore, MD, USA) - Roy McGrath
- ☐ **2:30pm - 3:30pm Video Masonville** (1000 Frankfurst Ave, Baltimore, MD 21226, USA) - Roy McGrath
- ☐ **4:30pm - 4:45pm Meet with Mike** - Roy McGrath
- ☐ **5:00pm - 6:00pm Hold for Tami Howie** - Roy McGrath

## Wednesday, October 25

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **8:00am - 10:30am TRAVEL TIME** (Salisbury University, 1101 Camden Ave, Salisbury, MD 21801, USA) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **10:30am - 11:30am Meeting: Salisbury University and MES** (Salisbury University, 1101 Camden Ave, Salisbury, MD 21801, USA) - Roy McGrath
- ☐ **11:30am - 1:00pm TRAVEL TIME & LUNCH** - Roy McGrath
- ☐ **1:00pm - 3:30pm Meeting with Perdue Farms Inc. & Visit Compost Facility** (31149 Old Ocean City Road, Salisbury, MD 21804) - Roy McGrath
- ☐ **3:30pm - 5:00pm TRAVEL TIME** - Roy McGrath

## Thursday, October 26

- ☐ **9:30am - 11:00am MES Board of Directors Meeting** (MES, Main Conference Room) - Roy McGrath
- ☐ **11:00am - 11:30am Sam's Club** - Roy McGrath
- ☐ **11:45am - 12:15pm Discuss Conowingo** (Executive Conference Room) - Roy McGrath
- ☐ **1:00pm - 3:00pm Domino Sugar** (1100 Key Hwy E, Baltimore, MD 21230, USA) - Roy McGrath
- ☐ **2:30pm - 3:30pm Meeting: Jim Soltesz and Roy McGrath** (Maryland Environmental Service, 259 Najoles Rd, Millersville, MD 21108, USA) - Roy McGrath
- ☐ **4:00pm - 5:00pm Meet with Shannon - EMAILS** (Roy's Office) - Roy McGrath

## Friday, October 27

- ☐ **12:00am RM - OOO** - Roy McGrath
- ☐ **11:00am - 11:30am TRAVEL TIME** - Roy McGrath
- ☐ **11:30am - 12:15pm Meet and Greet with Maryland Environmental Services (what they have to offer)** (DPW Director's Conference Room, 200 N. Holliday Street, Room 600) - Chow, Rudy
- ☐ **12:15pm - 12:45pm TRAVEL TIME** - Roy McGrath
- ☐ **2:30pm - 3:30pm Meeting: MES & MDE** (Patuxent Room - MDE) - Roy McGrath

## Saturday, October 28

- ☐ **← RM - OOO** - Roy McGrath
- ☐ **12:00am BTS Site Visit** - Roy McGrath

## Sunday, October 29

- ☐ **← RM - OOO** - Roy McGrath
- ☐ **← BTS Site Visit** - Roy McGrath

# October 30, 2017 - November 5, 2017

October 2017						
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November 2017						
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## Monday, October 30

- ☐ < RM - OOO - Roy McGrath →
- ☐ < BTS Site Visit - Roy McGrath →

## Tuesday, October 31

- ☐ < RM - OOO - Roy McGrath →
- ☐ < BTS Site Visit - Roy McGrath →
- ☐ FYI - Due Date: Nominate Leadership Maryland - Class of '18 - Roy McGrath
- ☐ FYI - ES Halloween Event for MCC - Roy McGrath
- ☐ Halloween - Roy McGrath
- ☐ 1:20pm - 2:00pm TRAVEL TIME (Chuck Drive) (DJS 120 W. Fayette Street - 5th Fl. Baltimore, MD 21201-3741) - Roy McGrath
- ☐ 2:00pm - 3:00pm Meeting: DJS and MES (Beth to lead) (DJS 120 W. Fayette Street - 5th Fl. Baltimore, MD 21201-3741) - Roy McGrath
- ☐ 3:00pm - 3:30pm TRAVEL TIME (Chuck Drive) - Roy McGrath

## Wednesday, November 1

- ☐ < 12:00am RM - OOO - Roy McGrath
- ☐ < BTS Site Visit - Roy McGrath →
- ☐ FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath

## Thursday, November 2

- ☐ < 12:00am BTS Site Visit - Roy McGrath
- ☐ FYI - Sec. Churchill & Nelson Reichart touring Poplar - Roy McGrath
- ☐ 2:00pm - 4:00pm Bay Cabinet Meeting (Conference Call) (Conference Call: 1-866-247-6034 Code 844 100 2064 #) - OS Conference Line
- ☐ 2:00pm - 4:00pm Bay Cabinet Meeting (Conference Call) (Conference Call: 1-866-247-6034 Code 844 100 2064 #) -
- ☐ 5:00pm - 6:00pm TRAVEL TIME (Roy Drive) - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to
- ☐ 6:00pm - 8:00pm Dinner Reception Welcoming Dr. Peter Goodwin Univ. of Md (Chancellor's Residence, Hidden Waters, 3112 Old Court
- ☐ 6:30pm - 8:30pm Public Info Meeting - Conowingo Pilot Project (North Harford High School Cafeteria, 211 Pylesville Rd., Pylesville, MD

## Friday, November 3

- ☐ LMD Essay/Survey/RSVP Due - Roy McGrath
- ☐ SHANNON - LEAVE Nashville - Roy McGrath
- ☐ 9:00am - 1:00pm Hold / travel time (Roy Drive) - Roy McGrath
- ☐ 10:00am - 12:00pm DMMP Management Committee Meeting (Cece & Tammy Attend) ( 323 Sollers Point Road, Baltimore, MD
- ☐ 1:00pm - 2:30pm Lunch with Deb Rhebergen (Golf Course at College Park ) - Roy McGrath
- ☐ 2:30pm - 3:15pm TRAVEL TIME (Roy Drive) - Roy McGrath
- ☐ 3:15pm - 3:30pm Meet with Beth - Roy McGrath
- ☐ 3:45pm - 5:00pm Hold - Office Time (NGA form; chamber; email corrections issue) - Roy McGrath
- ☐ 3:45pm - 4:15pm Discuss Conowingo (Executive Conference Room) - Roy McGrath
- ☐ 5:00pm - 6:00pm TRAVEL TIME (Roy Drive) - Roy McGrath
- ☐ 6:00pm - 10:00pm ACEC/MD 60th Anniversary Dinner (Sagamore

## Saturday, November 4

## Sunday, November 5

- ☐ Daylight Saving - Roy McGrath
- ☐ 4:00pm - 8:00pm Hold - Baltimore County - Roy McGrath

# November 6, 2017 - November 12, 2017

November 2017							December 2017						
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19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

## Monday, November 6

- ☐ **SHANNON - LEAVE Nashville** - Roy McGrath
- ☐ **9:00am - 11:30am OOO / TRAVEL TIME (Roy Drive)** (Harry Browne's Restaurant, 66 State Cir, Annapolis, MD 21401, USA) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting (Beth to Lead)** (Main Conference Room 259 Najoles Rd Millersville MD 21108 United States) -
- ☐ **11:30am - 12:30pm Meeting: MES and JCI** (Harry Browne's Restaurant, 66 State Circle, Annapolis, MD, 21401 United States) - Roy
- ☐ **12:30pm - 1:00pm TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **1:00pm - 1:15pm Phone Call: Joel Dunn** (Roy Call Joel:
- ☐ **1:15pm - 2:00pm TRAVEL TIME (Chuck Drive)** (6 St. Paul Street,
- ☐ **2:00pm - 3:00pm Meeting: MTA - Kevin Quinn and MES** (27th Floor
- ☐ **3:00pm - 3:45pm TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **4:00pm - 4:30pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **4:30pm - 5:00pm Meeting || Conowingo RFP** (Matt's Office) -
- ☐ **5:00pm - 5:30pm TRAVEL TIME (Roy Drive)** - Roy McGrath

## Tuesday, November 7

- ☐ **SHANNON - LEAVE Nashville** - Roy McGrath
- ☐ **9:00am - 11:00am Hold** - Roy McGrath
- ☐ **10:00am - 11:00am Meeting with Century Engineering and MES** (Main Conference Room) - Roy McGrath
- ☐ **11:30am - 12:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **12:00pm - 1:30pm Lunch with Dan Faoro** (Cantina Mamma Lucia, 1350 Dorsey Rd, Hanover, MD 21076) - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **2:00pm - 5:00pm OFFICE TIME** - Roy McGrath
- ☐ **2:00pm - 2:15pm Meet with Vishal** (Roy's office) - Roy McGrath
- ☐ **2:30pm - 3:00pm Meeting: Beth and Ryan** (Roy's office ) - Roy McGrath
- ☐ **3:30pm - 4:00pm Meeting with Mike** - Roy McGrath

## Wednesday, November 8

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☐ **9:00am - 2:00pm Office Time** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath ↻
- ☐ **2:30pm - 4:00pm Meet with Shannon/Rachel** (Roy's Office ) - Roy McGrath
- ☐ **3:30pm - 5:30pm Office Time** - Roy McGrath

## Thursday, November 9

- ☐ **Rachel - Leave by 12:00 pm** - Roy McGrath
- ☐ **8:00am - 9:00am TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **9:00am - 11:00am Cabinet Meeting** (Governor's Reception Room) - md.gov2661@maryland.gov ↻
- ☐ **11:00am - 12:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **12:00pm - 1:00pm Hold - Lunch meeting** - Roy McGrath
- ☐ **1:00pm - 1:15pm Discuss Holiday Luncheon** - Roy McGrath
- ☐ **1:30pm - 2:30pm American Express** (259 Najoles Rd, Millersville, MD 21108) - Anthony Friedson
- ☐ **2:00pm - 2:30pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **2:30pm - 4:30pm DMMP Executive Meeting (Roy & Tammy Will attend)** (4th Floor Boardroom, MDOT Headquarters, 7201 Corporate
- ☐ **4:00pm - 9:00pm FYI - Dutch Treat Dinner** (Rod 'N' Reel Restaurant, 4165 Mears Ave, Chesapeake Beach, MD 20732, USA) - Roy McGrath
- ☐ **4:30pm - 5:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath

## Friday, November 10

- ☐ **12:00am FYI - Waterfowl Festival (MES Booth)** - Roy McGrath →
- ☐ **7:45am - 3:00pm LMD (Closing Event)** (Chesapeake Beach Resort & Spa and the Rod 'N' Reel Restaurant, 4165 Mears Avenue, Chesapeake Beach, MD (Calvert County) ) - Roy McGrath
- ☐ **8:00am - 5:00pm HOLIDAY - Veterans Day** - Roy McGrath

## Saturday, November 11

- ☐ **< FYI - Waterfowl Festival (MES Booth)** - Roy McGrath →
- ☐ **Veterans Day** - Roy McGrath

## Sunday, November 12

- ☐ **< 12:00am FYI - Waterfowl Festival (MES Booth)** - Roy McGrath

# November 13, 2017 - November 19, 2017

November 2017						
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December 2017						
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## Monday, November 13

- ☐ **RM - OOO - Roy McGrath**
- ☐ **Rachel - OOO - Roy McGrath**
- ☐ **9:15am - 10:00am TRAVEL TIME (Chuck Drive)** (Maryland Transportation Authority 2310 Broening Highway Baltimore, MD 21224)
- ☐ **10:00am - 11:00am Meeting with Maryland Environmental Service** (MDTA PB2 Louise Hobitzell Board RM; MDTA 2310 Appointment Calendar) - Kevin Reigrut
- ☐ **11:00am - 11:30am TRAVEL TIME (Chuck Drive)** - Roy McGrath

## Tuesday, November 14

- ☐ **9:15am - 10:00am TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **10:00am - 11:00am Fuel Management System Consolidation** (301 W. Preston Street, Baltimore, 14th floor, executive conference room) -
- ☐ **10:15am - 11:00am TRAVEL TIME (Matthew Drive)** (Maryland Department of Aging 301 West Preston Street, Suite 1007 Baltimore
- ☐ **11:00am - 12:00pm Meeting: MDOA and MES** (MDOA, 301 West Preston Street, Suite 1007 Baltimore MD 21201,
- ☐ **12:00pm - 12:30pm TRAVEL TIME** - Roy McGrath
- ☐ **1:00pm - 2:00pm Workday - MES meeting** (Maryland Environmental Service, 259 Najoles Rd, Millersville, MD 21108, USA) - Roy McGrath
- ☐ **2:00pm - 2:15pm Discuss Process Improvement Workgroup** (Roy's Office 259 Najoles Rd Millersville MD 21108 United States) - Roy McGrath
- ☐ **2:30pm - 3:00pm November Birthday Celebration** (Main
- ☐ **3:00pm - 3:30pm November Preboard meeting** (HQ 259-2-Director's
- ☐ **4:00pm - 5:00pm Meet with Shannon** (Roy's Office) - Roy McGrath

## Wednesday, November 15

- ☐ **FYI - Board of Public Works Meeting 10:00 AM** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **Leave Buy-Back Program STARTS** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **10:30am - 11:30am MES: Mtng w/Roy McGrath, Tony & DFR RE: Mid-Atlantic Microbials** (MES Headquarters, 259 Najoles Rd, Millersville, MD 21108) - Dennis Rasmussen
- ☐ **11:15am - 11:30am New Hires** - Roy McGrath
- ☐ **11:30am - 1:30pm Lunch and travel time: Charlie Deegan / Dan Mayer** - Roy McGrath
- ☐ **1:30pm - 2:30pm HFRC Conference Call** - Roy McGrath
- ☐ **2:30pm - 3:00pm Meet with Joe Selle** - Roy McGrath
- ☐ **3:00pm - 3:45pm MCC Video** (Lobby) - Roy McGrath

## Thursday, November 16

- ☐ **Birthday** - Roy McGrath
- ☐ **9:30am - 10:30am MES Board of Directors Conference Call** (Call In #: (866) 776-7062 Passcode: 3453785) - Roy McGrath
- ☐ **10:30am - 11:30am Hold: Office Time** - Roy McGrath
- ☐ **11:30am - 12:00pm Discuss MBE Progress** (Director Conference Room) - Roy McGrath
- ☐ **12:00pm - 12:20pm Discuss Conowingo** (Director's Conference Room) - Roy McGrath
- ☐ **12:30pm - 4:00pm OFFICE TIME** (259 Najoles Rd Millersville MD 21108 United States) - Roy McGrath
- ☐ **4:30pm - 7:00pm DNR MCC event** (Blackwall Hitch, 6th Street, Annapolis, MD, United States) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** -

## Friday, November 17

- ☐ **Shannon 7:00 a.m. - 3:00 p.m.** - Roy McGrath
- ☐ **9:30am - 10:00am TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **10:00am - 12:00pm Cabinet Secretary Q4 Tabletop Exercise** (100 Community Place, Crownsville, MD 21032) - Roy McGrath
- ☐ **10:00am - 12:00pm FYI - MCC Thanksgiving Fundraising Event** (HQ259) - Roy McGrath
- ☐ **10:00am - 12:00pm Governor's Q4 2017 Cabinet Tabletop Exercise** (100 Community Place, Crownsville, MD, US, 21032) - Unknown Organizer
- ☐ **12:00pm - 12:30pm TRAVEL TIME** - Roy McGrath
- ☐ **2:00pm - 3:00pm Latin Opinion Newspaper Interview** (Roy's Office)
- ☐ **3:15pm - 3:45pm Conference Call - Somerset Sanitary** - jeannie.riccio@maryland.gov
- ☐ **4:00pm - 5:00pm UMD Board call** (CONFERENCE CALL DIAL-IN: (301) 405-2900; PASSCODE: 781546) - Roy McGrath

## Saturday, November 18

## Sunday, November 19

# November 20, 2017 - November 26, 2017

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December 2017						
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## Monday, November 20

- ☐ CAE Exam Registration DUE - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ 9:20am - 10:20am Hold - Dentist - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Beth to lead) (Main Conference Room) - Roy McGrath
- ☐ 10:20am - 12:00pm TRAVEL TIME (Roy Drive) - Roy McGrath
- ☐ 12:00pm - 1:00pm Confirmed - Lunch w/ Larry Unger & Roy McGrath - MPT (MPT - 11767 Owings Mills Boulevard Owings Mills, MD 21117) - kenneth.holt@maryland.gov
- ☐ 1:00pm - 2:00pm Meet w/ Roy McGrath (Owings Mills - TBD) - kenneth.holt@maryland.gov
- ☐ 2:00pm - 5:00pm TRAVEL TIME / Hold (Roy Drive) - Roy McGrath

## Tuesday, November 21

- ☐ 9:00am - 10:00am HOLD - Roy McGrath
- ☐ 9:45am - 10:00am Mike Harris - Roy McGrath
- ☐ 10:00am - 11:00am Interview w/ Angela Irwin (Executive Conference Room) - bwojt@menv.com
- ☐ 11:30am - 12:30pm HFRC Conference Call (Conference Call #: 866-247-6034, Conference Code: 4169579226) - Roy McGrath
- ☐ 11:30am - 12:00pm Discuss Strategic Partnership Manager Role (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- ☐ 1:15pm - 1:30pm Meeting: Beth & Roy (Roy's Office ) - Roy McGrath
- ☐ 2:00pm - 2:30pm TRAVEL TIME (Chuck Drive) (MDOT 6601 Ritchie Highway, NE, Glen Burnie MD 21062) - Roy McGrath
- ☐ 2:30pm - 3:30pm Meeting: Administrator Nizer and MES (MDOT 2Floor, Executive Conference Room, Room 200. 6601 Ritchie
- ☐ 3:30pm - 4:15pm TRAVEL TIME (Chuck Drive) - Roy McGrath

## Wednesday, November 22

- ☐ FYI - New Hire Walk Through (Roy's office) - Roy McGrath
- ☐ HOLD - Remote - Roy McGrath
- ☐ Rachel leave by 3:00 pm - Roy McGrath
- ☐ Shannon: 7:15 a.m. - 3:00 p.m. - Roy McGrath
- ☐ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath

## Thursday, November 23

- ☐ 8:00am - 5:00pm Thanksgiving - Roy McGrath

## Friday, November 24

- ☐ 8:00am - 5:00pm Holiday - Roy McGrath

## Saturday, November 25

## Sunday, November 26

# November 27, 2017 - December 3, 2017

November 2017							December 2017						
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## Monday, November 27

- ☐ **MES Leave Buy Back Forms Due** - Roy McGrath
- ☐ **Rachel - OOO** - Roy McGrath
- ☐ **9:30am - 10:00am Discuss BEST Plus** (Roy's Office ) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **11:45am - 12:15pm Anne Arundel County Roadshow Prep** (Director's Conference / Cece Call In) - Roy McGrath
- ☐ **12:20pm - 1:00pm TRAVEL TIME (Chuck Drive)** (707 North Calvert Street Baltimore Maryland 21202) - Roy McGrath
- ☐ **1:00pm - 2:00pm Meeting: MDOT SHA and MES** (707 North Calvert Street Baltimore Maryland 21202) - Roy McGrath
- ☐ **2:00pm - 2:30pm TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **3:00pm - 4:00pm Meeting with PRR** (MES, Directors Conference Room, 259 Najoles Road, Millersville, MD 21108) - Roy McGrath

## Tuesday, November 28

- ☐ **Stop by Mark Serio's Desk** - Roy McGrath
- ☐ **9:00am - 12:01pm RM - OOO** - Roy McGrath
- ☐ **12:00pm - 1:15pm Lunch: Paul Kelly** (Libations, 8541 Veterans Hwy, Millersville, MD 21108, USA) - Roy McGrath
- ☐ **1:30pm - 4:00pm Annapolis with Shannon** - Roy McGrath
- ☐ **4:00pm - 5:00pm Meeting with Charlie Evans & MES** (Main Conference Room, 259 Najoles Rd, Millersville, MD 21108) - Roy McGrath

## Wednesday, November 29

- ☐ **Noha Ahmed First Day** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **RSVP - LMD** - Roy McGrath
- ☐ **9:30am - 10:00am Phone Call: Don Pleasants** (Roy call Don 301-252-4236) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **10:00am - 10:30am Discuss Conowingo & ES BEST Plus Recommendations** (Roy's Office ) - Roy McGrath
- ☐ **10:30am - 11:00am Discuss EO BEST Plus Recommendations** (Roy's Office ) - Roy McGrath
- ☐ **11:00am - 11:20am Discuss Finance BEST Plus Recommendations** (Roy's Office ) - Roy McGrath
- ☐ **11:30am - 1:00pm Hold** - Roy McGrath
- ☐ **1:15pm - 2:00pm TRAVEL TIME (Matthew Drive)** (DHCD 7800) - Roy McGrath
- ☐ **2:00pm - 3:00pm Meeting: DHCD & MES** (7800 Harkins Rd, Lanham, MD 21108) - Roy McGrath
- ☐ **3:00pm - 3:45pm TRAVEL TIME (Matthew Drive)** - Roy McGrath

## Thursday, November 30

- ☐ **9:15am - 9:45am Discuss BEST Plus** (Roy's Office) - Roy McGrath
- ☐ **9:45am - 10:15am MACo Winter Conference Prep Meeting** (Director's Conference Room) - Roy McGrath
- ☐ **10:30am - 11:00am TRAVEL TIME** - Roy McGrath
- ☐ **11:00am - 12:00pm Meeting: MD Veterans Administration & MES** (MDVA 16 Francis Street Annapolis, Maryland 21401) - Roy McGrath
- ☐ **12:00pm - 1:00pm Lunch - Roy & Bob** (Galway Bay Irish Restaurant and Pub, 63 Maryland Ave, Annapolis, MD 21401, USA) - Roy McGrath
- ☐ **2:00pm - 2:30pm TRAVEL TIME (Chuck Drive)** (7050 Friendship Road, BWI Airport MD 21240) - Roy McGrath
- ☐ **2:30pm - 3:30pm Meeting: MD Aviation Administration & MES** - Roy McGrath
- ☐ **3:30pm - 4:00pm TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **4:00pm - 4:30pm Office Time - Holiday Cards** - Roy McGrath
- ☐ **4:30pm - 5:00pm Discuss Lake Linganore** (Director's Conference Room) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2** - Roy McGrath

## Friday, December 1

- ☐ **9:00am - 9:30am AA County Prep** (Director's Conference Room ) - Roy McGrath
- ☐ **9:30am - 10:00am TRAVEL TIME (Chuck Drive)** (Arundel Center 44 Calvert Street Annapolis, MD 21401) - Roy McGrath
- ☐ **10:00am - 11:00am Meeting: MES and Mark Hartzell** (Arundel Center 44 Calvert Street Annapolis, MD 21401) - Roy McGrath
- ☐ **11:00am - 11:30am TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **11:45am - 12:00pm Confidential** (Director's Office) - Roy McGrath
- ☐ **12:00pm - 5:00pm Hold** (259 Najoles Rd Millersville MD 21108 United States) - Roy McGrath
- ☐ **2:00pm - 2:30pm Conference call with MES re: Legionella Testing** (Call in Number (605) 475-4000 PIN 662824#) - Sharon Murphy

## Saturday, December 2

## Sunday, December 3

# December 4, 2017 - December 10, 2017

December 2017							January 2018						
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## Monday, December 4

- ☐ **Birthday** - Roy McGrath
- ☐ **9:00am - 11:00am Secretary Cabinet Meeting** (MDOT, 7201 Corporate Center Drive, Hanover MD 21076 - The Secretary's
- ☐ **11:30am - 1:00pm MES Site Visit & Lunch with Larry Unger (MPT)** (259 Najoles Rd, Millersville, MD 21108, USA) - Roy McGrath
- ☐ **11:45am - 12:00pm Jason - Brief Broadcasting Discussion** (Stop by Roy's Office ) - Roy McGrath
- ☐ **12:00pm - 2:00pm FYI - NMWDA Board Meeting** (Baltimore ) - Roy McGrath
- ☐ **1:00pm - 2:00pm HOLD: TRAVEL TIME/LUNCH** (Matthew's Pizza 3131 Eastern Ave Baltimore ) - Roy McGrath
- ☐ **3:00pm - 3:30pm Management Meeting** (Director's Conference Room) - Roy McGrath
- ☐ **4:00pm - 4:30pm December Preboard** (Main Conference Room) - pfull@menv.com

## Tuesday, December 5

- ☐ **9:00am - 10:00am ROY - OOO / Call in for the 11:00 a.m. Meeting** - Roy McGrath
- ☐ **10:00am - 12:00pm Salesforce Kick Off/ Training** (Main Conference Room) - Matthew Sherring
- ☐ **12:00pm - 1:00pm Welcome Video** (In the front of the building ) - Roy McGrath
- ☐ **1:00pm - 3:00pm FYI - Maryland Charity Campaign Tree Trimming Fundraising Event** (HQ ) - Roy McGrath
- ☐ **1:30pm - 2:30pm Interview w/ Asheley Tetteh** (Executive office) - bwojt@menv.com
- ☐ **3:00pm - 4:00pm Interview w/ Juliet Casey** (Executive Conference Room) - bwojt@menv.com
- ☐ **4:00pm - 5:30pm HOLD - TRAVEL TIME** - Roy McGrath
- ☐ **5:30pm - 10:30pm LMD Graduation** (The Lord Baltimore Hotel, 20
- ☐ **6:00pm - 9:00pm INVITE - ACEC/MD Holiday Event** (Baltimore

## Wednesday, December 6

- ☐ **FYI - Board of Public Works Meeting 10:00 AM** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **10:00am - 5:00pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Golf Resort, Spa and Marina, 100 Heron Blvd, Cambridge, MD 21613, USA) - Roy McGrath
- ☐ **12:00pm - 12:20pm Discuss Conowingo** (Hyatt Cambridge - Location TBD) - Roy McGrath

## Thursday, December 7

- ☐ **Shannon - LEAVE** - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ **10:00am - 5:00pm MACo Winter Conference** - Roy McGrath
- ☐ **5:00pm - 9:00pm Personal - BWI** - Roy McGrath

## Friday, December 8

- ☐ **Shannon - LEAVE** - Roy McGrath
- ☐ **MEDA Awards Submission Due** - Roy McGrath
- ☐ **7:30am - 4:30pm FYI - MWMC 2017 Annual Conference (Gwen Gibson is Attending)** (Conference Center at the Maritime Institute, 692 Maritime Blvd, Linthicum Heights, MD 21090, USA) - Roy McGrath
- ☐ **8:00am - 9:00am FYI - Authority's Second Annual Legislative Breakfast Meeting (Beth Attending)** ("Cutter" Room which is located on the lobby level (past the spa) ) - Roy McGrath
- ☐ **10:00am - 5:00pm MACo Winter Conference** - Roy McGrath
- ☐ **1:30pm - 3:30pm MDE Meeting: Discuss EO, Waste Reduction and Resource Recovery Plan for Maryland (Steve and Tim attending)** (Terra Conference Room, 1800 Washington Bld., Baltimore, MD ) - Roy McGrath

## Saturday, December 9

## Sunday, December 10

# December 11, 2017 - December 17, 2017

December 2017							January 2018						
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## Monday, December 11

- 9:00am - 9:15am Office Time - Sign Board Holiday Cards - Roy McGrath
- 9:15am - 9:30am Meet with Beth re: Exec Office (RM's office ) - Roy McGrath
- 9:30am - 10:00am Pleasant Discussion (Executive Conference Room ) - Roy McGrath
- 10:00am - 11:00am Senior Staff Meeting (Executive Conference Room) - Roy McGrath
- 11:30am - 12:00pm TRAVEL TIME - Roy McGrath
- 12:00pm - 2:00pm MES Board of Directors Meeting & Holiday Luncheon (Blackwall Hitch, 400 6th St, Annapolis, MD 21403) - Roy McGrath
- 2:00pm - 3:00pm Annapolis time - DNS - Roy McGrath
- 3:00pm - 5:00pm Government House Reception (Government House, 110 State Cir, Annapolis, MD 21401, USA) - Roy McGrath

## Tuesday, December 12

- Shannon LEAVE by 3:00 p.m. for 4:00 p.m. Doc Apt. - Roy McGrath
- 10:30am - 11:00am Phone Call with Don Pleasants (Don's number: 301-252-4236) - Roy McGrath
- 11:00am - 12:00pm Meeting: Nikki Guilford and Roy McGrath (MES, 259 Najoles Road, Millersville, MD 21108) - Roy McGrath
- 12:15pm - 1:00pm TRAVEL TIME (Chuck Drive) (Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230, USA) - Roy McGrath
- 1:00pm - 3:00pm Bay Cabinet Meeting (Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230, USA) -
- 3:00pm - 4:00pm Joint Chesapeake Bay Commission/Bay Cabinet Meeting (Maryland Department of the Environment, 1800 Washington
- 4:00pm - 5:00pm TRAVEL TIME (Chuck Drive) - Roy McGrath
- 5:00pm - 6:00pm HQ Walkthrough (Meet at Roy's Office ) - Roy McGrath

## Wednesday, December 13

- FYI - Comptrollers Salvation Army Gift Presentation (Treasury Building Lobby, 80 Calvert St., Annapolis ) - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath
- 10:30am - 11:00am TRAVEL TIME (Matthew Drive) (100 Community Place Crownsville, MD 21032) - Roy McGrath
- 11:00am - 12:00pm Meeting: MES and DoIT (100 Community Place Crownsville, MD 21032) - Roy McGrath
- 12:00pm - 12:30pm TRAVEL TIME (Matthew Drive) - Roy McGrath
- 1:00pm - 1:30pm December Birthday Celebration (Main Conference
- 2:30pm - 2:45pm Meet with Noha (Roy's office) - Roy McGrath
- 3:00pm - 3:15pm Meet with Joe Selle - Roy McGrath
- 3:15pm - 3:45pm Meet with Ryan - Roy McGrath
- 4:00pm - 4:15pm Salvation Army Picture (Main Conference Room) -

## Thursday, December 14

- 9:00am - 1:00pm HOLD - DNS - Roy McGrath
- 12:15pm - 1:00pm TRAVEL TIME - Roy McGrath
- 1:00pm - 2:00pm Cabinet Meeting (Governor's Reception Room) - md.gov2661@maryland.gov
- 2:00pm - 3:00pm Holiday Open House (Jeannie's Office (Room 202)) - jeannie.riccio@maryland.gov
- 3:00pm - 3:30pm TRAVEL TIME - Roy McGrath
- 4:00pm - 7:00pm INVITE: Oyster Recovery Partnership Holiday Celebration (1805A Virginia Street, Annapolis, MD 21401) - Roy
- 4:00pm - 5:00pm Meeting: MES & ACEC (Main Conference Room MES, 259 Najoles Road, Millersville MD 21108, Main Conference Room)
- 4:30pm - 6:00pm INVITE: NMWDA Holiday Celebration (Peter's Pour House, 111 Mercer St, Baltimore, MD 21202, USA) - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to

## Friday, December 15

- 9:00am - 3:00pm Hold - Roy McGrath
- 3:00pm - 5:00pm MES Holiday Celebration - Roy McGrath

## Saturday, December 16

## Sunday, December 17

- Birthday - Roy McGrath

# December 18, 2017 - December 24, 2017

December 2017							January 2018						
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## Monday, December 18

- 10:00am - 11:00am **Senior Staff Meeting** (Executive Conference Room) - Roy McGrath ↻
- 12:15pm - 1:00pm **TRAVEL TIME** (7901 Regents Drive, Main Administration Building University of Maryland College Park, Maryland 20742) - Roy McGrath
- 1:00pm - 2:00pm **Meeting: MES and UMD** (7901 Regents Drive, Main Administration Building University of Maryland College Park, Maryland 20742) - Roy McGrath
- 2:00pm - 3:00pm **NGA Bidders Informational Call re: Water-Energy Nexus Retreats** (888-858-6021; code 202-624-2681 ) - Buchheister, Bevin
- 2:00pm - 3:00pm **TRAVEL TIME** - Roy McGrath
- 3:00pm - 5:00pm **Hold** - Roy McGrath

## Tuesday, December 19

- 9:00am - 5:00pm **RM - DNS (Remote)** - Roy McGrath
- 6:00pm - 9:00pm **INVITE: RWL Holiday Celebration** (Maryland Science Center, 601 Light Street, Baltimore, MD, United States) - Roy McGrath

## Wednesday, December 20

- FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath ↻
- 10:00am - 11:00am **Senior Staff Meeting** (Main Conference Room) - Roy McGrath ↻
- 10:00am - 10:20am **Discuss Conowingo** (Roy's Office ) - Roy McGrath
- 1:00pm - 1:15pm **New Employee Walk Through** - Roy McGrath
- 1:30pm - 3:00pm **HFRC Meeting** (Conference Call #: 866-247-6034 Conference Code: 4169579226) - Roy McGrath
- 3:30pm - 4:30pm **Building Walkthrough** (Roy's Office ) - Roy McGrath
- 4:30pm - 5:00pm **Discuss MES Asset List** (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath

## Thursday, December 21

- Birthday** - Roy McGrath ↻
- 9:00am - 10:00am **RM - Hold** (259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- 10:15am - 11:00am **TRAVEL TIME** (6 N. Liberty Street Baltimore, Maryland 21201) - Roy McGrath
- 11:00am - 12:00pm **Meeting: MD Higher Education Commission & MES** (6 N. Liberty Street, 10th Floor Conference Room, Baltimore, Maryland 21201) - Roy McGrath
- 12:00pm - 12:30pm **TRAVEL TIME** - Roy McGrath
- 1:30pm - 1:45pm **Meet & Greet with Pat Carling** - Roy McGrath
- 3:15pm - 4:15pm **TO DO / Emails with Shannon & Rachel** (Roy's Office) - Roy McGrath

## Friday, December 22

- 9:00am - 5:00pm **RM - DNS (Remote)** - Roy McGrath

## Saturday, December 23

## Sunday, December 24

# December 25, 2017 - December 31, 2017

December 2017						
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January 2018						
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## Monday, December 25

☒ 8:00am - 5:00pm Christmas Day - Roy McGrath

## Tuesday, December 26

☒ 12:00am RM - PL - Roy McGrath →

☐ SHANNON - OOO - Roy McGrath

## Wednesday, December 27

☒ ← RM - PL - Roy McGrath →

☐ 12:00am Rachel - OOO - Roy McGrath →

☐ FYI - New Hire Wednesdays - Roy McGrath ↻

☒ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻

## Thursday, December 28

☒ ← RM - PL - Roy McGrath →

☐ ← Rachel - OOO - Roy McGrath →

☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒

## Friday, December 29

☒ ← 12:00am RM - PL - Roy McGrath

☐ ← 12:00am Rachel - OOO - Roy McGrath

## Saturday, December 30

## Sunday, December 31

☐ New Year's Eve - Roy McGrath

# January 1, 2018 - January 7, 2018

January 2018						
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February 2018						
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24	25	26	27	28		

## Monday, January 1

9:00am - 5:00pm HOLIDAY - Roy McGrath

## Tuesday, January 2

RM - DNS (Remote) - Roy McGrath

11:45am - 12:15pm Meeting: Mike & Roy (Roy will call Mike) - Roy McGrath

## Wednesday, January 3

FYI - Priscilla Carroll Starts - Roy McGrath

FYI - Board of Public Works Meeting 10:00 AM - Roy McGrath

FYI - New Hire Wednesdays - Roy McGrath

5:30am - 11:00am TRAVEL TIME (DCA) - Roy McGrath

10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath

11:00am - 7:30pm IOM Winter Institute (Tucson University Park Hotel, 880 E 2nd St, Tucson, AZ 85719, USA) - Roy McGrath

## Thursday, January 4

7:00am - 7:00pm IOM Winter Institute (Institute Office, ENR2) - Roy McGrath

## Friday, January 5

8:00am - 7:00pm IOM Winter Institute (Individual Classrooms, ENR2/Bio Sci West) - Roy McGrath

9:00am - 9:30am Call re: Charles County || Roy McGrath & Mike Gill (Mike to call Roy) (410-533-8313 - Roy's Cell) - diane.gossman@maryland.gov

## Saturday, January 6

8:00am - 10:30pm IOM Winter Institute (ENR2/Bio Sci West) - Roy McGrath

## Sunday, January 7

8:00am - 11:30am IOM Winter Institute (Individual Classrooms, ENR2/Bio Sci West) - Roy McGrath

# January 8, 2018 - January 14, 2018

January 2018							February 2018						
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14	15	16	17	18	19	20		11	12	13	14	15	16
21	22	23	24	25	26	27		18	19	20	21	22	23
28	29	30	31					25	26	27	28		

## Monday, January 8

- 11:00am - 11:30am Meeting: Beth & Roy** (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- 12:00pm - 12:30pm TRAVEL TIME** - Roy McGrath
- 12:30pm - 2:00pm Meet with Charlie Deegan** (Paul's Cafe) - Roy McGrath
- 2:00pm - 2:30pm TRAVEL TIME** - Roy McGrath

## Tuesday, January 9

- 9:00am - 9:30am MES/Sibelco Call** - Matthew Sherring
- 1:30pm - 2:00pm TRAVEL TIME** (1800 Washington Blvd, Baltimore, MD 21230, USA) - Roy McGrath
- 2:00pm - 3:00pm Bay Cabinet Meeting** (Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230, USA) - mde.secretary@maryland.gov
- 3:00pm - 3:30pm TRAVEL TIME** - Roy McGrath
- 4:00pm - 4:30pm Meet with Mike** - Roy McGrath

## Wednesday, January 10

- FIRST DAY OF 2018 LEGISLATIVE SESSION** - Roy McGrath
- FYI - New Hire Wednesdays** - Roy McGrath
- 9:30am - 10:00am Discuss Website Survey** (Main Conference Room)
- 10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) -
- 10:30am - 11:00am Authority Board Meeting Conference Call**
- 11:00am - 11:30am Services and Operations Meeting** (Main
- 11:30am - 11:45am Discuss Town of Sudlersville** (Main Conference
- 12:00pm - 12:30pm Call with Roy McGrath/Bob Scholz (Roy to call**
- 12:30pm - 12:45pm Meet with Vishal** - Roy McGrath
- 1:00pm - 2:00pm procurement meeting** (Director's conference room)
- 3:00pm - 6:00pm INVITE: Bellamy Genn Group Opening Day**
- 3:30pm - 6:00pm INVITE: RWL Opening Day Reception** (Harry
- 3:30pm - 4:30pm Procurement Meeting** (Executive Conference

More Items...

## Thursday, January 11

- 7:30am - 8:00am Phone call with Melissa Slatnick - Conowingo Evaluation** (Toll Free: (866) 805 - 9436) - Roy McGrath
- 8:00am - 2:00pm MEDA's 2018 Winter Conference (Registered)** - Roy McGrath
- 10:00am - 11:00am Cabinet Meeting** (Governor's Reception Room) - md.gov2661@maryland.gov
- 5:00pm - 8:00pm Baltimore Port Alliance Bull and Oyster Roast** (Baltimore Museum of Industry, 1415 Key Highway, Baltimore, MD, United States) - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov

## Friday, January 12

- 9:00am - 5:00pm RM - DNS (Remote)** - Roy McGrath
- 10:00am - 10:15am Phone Call - Dick Streett & Roy McGrath** (Roy call Dick at ) - Roy McGrath
- 11:00am - 11:15am Phone Call - Kevin hedge & Roy McGrath** (Roy call Kevin at ) - Roy McGrath

## Saturday, January 13

## Sunday, January 14

- Birthday** - Roy McGrath

# January 15, 2018 - January 21, 2018

January 2018							February 2018						
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21	22	23	24	25	26	27		18	19	20	21	22	23
28	29	30	31					25	26	27	28		

## Monday, January 15

8:00am - 5:00pm Holiday - Roy McGrath

## Tuesday, January 16

9:30am - 10:30am Meeting: Roy & Beth (Director's Office ) - Roy McGrath

2:30pm - 3:00pm Meet to Discuss Water Assessment Bill (Executive Conference Room) - Roy McGrath

4:00pm - 4:15pm Call || Conowingo (Call Roy from Matt's office - 410-729-8201) - matthew.clark@maryland.gov

4:30pm - 4:45pm Meet with Ryan (con rm photos) (Roy's Office ) - Roy McGrath

5:00pm - 5:30pm Meet with Mike (Roy's Office) - Roy McGrath

5:30pm - 7:30pm INVITE - Baltimore Business Journal BizMix Network Event (Fogo de Chão Brazilian Steakhouse, 600 E Pratt St, Baltimore, MD 21202, USA) - Roy McGrath

## Wednesday, January 17

Angela Irwin's First Day - Roy McGrath

FYI - New Hire Wednesdays - Roy McGrath

Pictures in the Conference Rooms - Roy McGrath

9:00am - 12:00pm RM - OOO - Roy McGrath

10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath

12:00pm - 1:30pm Lunch with Sarah Hoyt (Houlihan's, 1407 S Main Chapel Way, Gambrills, MD 21054, USA) - Roy McGrath

1:30pm - 2:00pm HFRC Conference Call (Dial In Telephone No: (866) 247-6034; Call Code: 4169579226) - Roy McGrath

2:00pm - 2:30pm Meeting: Roy & Mike H - Roy McGrath

2:30pm - 3:00pm January Preboard Meeting (HQ 259-2-Director's

3:00pm - 3:30pm TRAVEL TIME (Roy Drive) (James Senate Office

3:30pm - 4:30pm Meet with Senator George Edwards (James

4:30pm - 5:00pm TRAVEL TIME - Roy McGrath

## Thursday, January 18

10:15am - 11:00am TRAVEL TIME (300 E Joppa Rd, Baltimore, MD 21286, USA) - Roy McGrath

11:00am - 12:00pm Meeting with Maryland Environmental Services (300 E Joppa Rd, Baltimore, MD 21286, USA 300 E Joppa

12:00pm - 1:00pm TRAVEL TIME - Roy McGrath

1:00pm - 3:00pm Hold - OOO - Roy McGrath

1:30pm - 1:45pm Phone Call: Joe Snee & Roy McGrath (Roy call Joe at ) - Roy McGrath

2:00pm - 2:15pm Phone Call: J.P. Smith & Roy McGrath (Roy call J.P. at ) - Roy McGrath

3:00pm - 4:00pm FYI - NGA Webinar - Using P3's in the Water

3:30pm - 4:00pm Introductory Meeting with Ian Jenkins (Directors

4:00pm - 4:30pm Meeting: Beth & Roy (Director's Conference Room)

4:30pm - 5:30pm TRAVEL TIME (Roy Drive) - Roy McGrath

5:30pm - 8:30pm Maryland Tech Council Event (Loews Annapolis

## Friday, January 19

10:30am - 10:45am Phone Call with Ewing McDowell (Roy Call Ewing: ) - Roy McGrath

11:00am - 11:30am Phone Call: Leslie Jackson-Jenkins & Roy McGrath (Roy call Leslie at ) - Roy McGrath

1:30pm - 1:45pm Phone Call: Billy Addison & Roy McGrath (Roy call Billy at ) - Roy McGrath

2:00pm - 2:30pm Phone Call: Peter Haid (TPA) (Roy call Peter: ) - Roy McGrath

2:30pm - 3:30pm Interview: John West (Executive Conference Room) - Roy McGrath

3:45pm - 4:00pm Meet with Ryan (Roy's Office ) - Roy McGrath

## Saturday, January 20

## Sunday, January 21

# January 22, 2018 - January 28, 2018

January 2018							February 2018						
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## Monday, January 22

- ☐ **Birthday** - Roy McGrath
- ☐ **9:30am - 11:00am MES Board of Directors Meeting** (MES, Main Conference Room) - Roy McGrath
- ☐ **1:00pm - 4:00pm Workday Demo** (259 - Main Conference Room) - Vishal Bhatia

## Tuesday, January 23

- ☐ **9:00am - 12:00pm HOLD - Remote** - Roy McGrath
- ☐ **4:00pm - 5:00pm Meet with Beth** (Beth's Office) - Roy McGrath
- ☐ **5:30pm - 7:00pm Personal** (Annapolis) - Roy McGrath
- ☐ **6:00pm - 9:00pm The After d'Arc Pre-Event Party (Steve T. Attend)**

## Wednesday, January 24

- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **Rachel Moves to ES** - Roy McGrath
- ☐ **6:15am - 8:00am TRAVEL TIME** - Roy McGrath
- ☐ **8:00am - 9:30am Breakfast w/ Scott Dorsey (Merritt Properties)** (Towson Diner, 718 York Rd, Towson, MD 21204) - Roy McGrath
- ☐ **8:00am - 1:00pm FYI - MEDA: Economic Development Day in Annapolis** (Miller Senate Building, Presidents Conference Center West, Annapolis) - Roy McGrath
- ☐ **9:30am - 10:30am TRAVEL TIME** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **11:00am - 11:30am Services and Operations Meeting (Beth to Lead)** (Main Conference Room) - Roy McGrath
- ☐ **5:00pm - 9:00pm INVITE - BPA Legislative Reception** (Loews Annapolis Hotel, 126 West St, Annapolis, MD 21401, USA) - Roy

## Thursday, January 25

- ☐ **10:00am - 10:30am Call || Baltimore County Cabinet Meeting** (Call in information below:) - matthew.clark@maryland.gov
- ☐ **11:30am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:00pm - 1:00pm Lunch with Jim Soltesz** (Houlihan's 1407 S Main Chapel Way Crofton/Gambrills, MD 21054) - Roy McGrath
- ☐ **1:00pm - 1:30pm TRAVEL TIME** - Roy McGrath
- ☐ **2:00pm - 2:30pm DMCF Project Prep Meeting** (Director's Conference Room) - Roy McGrath
- ☐ **2:30pm - 3:00pm Discuss Building Layout** (Director's Conference Room) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to**
- ☐ **6:00pm - 8:00pm FYI - Mt. Maryland P.A.C.E. Reception (Matthew Attending)** (Loews Annapolis Hotel, 126 West St, Annapolis, MD 21401, USA) - Roy
- ☐ **6:30pm - 8:30pm FYI - Conowingo Public Meeting** (North Harford

## Friday, January 26

- ☐ **SHANNON - LEAVE by 10:00 a.m.** - Roy McGrath
- ☐ **8:00am - 9:30am FYI - Mt. Maryland P.A.C.E. Breakfast (Matthew Attending)** (Loews Annapolis Hotel, 126 West St, Annapolis, MD 21401, USA) - Roy McGrath
- ☐ **8:30am - 9:30am Farewell Breakfast for Janet Irwin** (Main Conference Room) - Shannon Bettleyon
- ☐ **10:15am - 11:00am TRAVEL TIME** (1600 Sparrows Point Blvd, Sparrows Point, MD 21219) - Roy McGrath
- ☐ **11:00am - 12:30pm MES Meet - DMCF Project** (1600 Sparrows Point Blvd, Sparrows Point, MD 21219 TPA Office) - Pete Haid
- ☐ **12:30pm - 2:00pm Meeting with John Hopkins** - Roy McGrath
- ☐ **12:30pm - 1:00pm TRAVEL TIME** - Roy McGrath

## Saturday, January 27

## Sunday, January 28

# January 29, 2018 - February 4, 2018

January 2018						
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February 2018						
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## Monday, January 29

- 11:30am - 12:30pm LUNCH w/ Shawn** ( 804 N Hammonds Ferry Rd, Linthicum Heights, MD 21090 ) - Roy McGrath
- 12:30pm - 12:45pm TRAVEL TIME** (Maryland Department of Transportation 7201 Corporate Center Drive Hanover, MD 21076) - Roy McGrath
- 1:00pm - 2:00pm MES/GIS Support** (7201 Corporate Center Drive, TSO Conference Room - Malone) - Charles Glass
- 2:00pm - 2:30pm TRAVEL TIME** - Roy McGrath
- 4:00pm - 4:30pm Meeting: Beth & Roy** (Roy's Office) - Roy McGrath

## Tuesday, January 30

- TIMESHEETS** - Roy McGrath
- 9:00am - 12:30pm HOLD - DNS** - Roy McGrath
- 1:15pm - 1:45pm Meet: Ryan & Roy - Pictures** (Meet at Roy's Office - then walk around ) - Roy McGrath
- 1:50pm - 2:00pm Meet with Vishal** (Roy's Office ) - Roy McGrath
- 2:00pm - 3:00pm Meeting: MES and USGBC** (Main Conference Room, 259 Najoles Rd, Millersville, MD 21108) - Roy McGrath
- 3:30pm - 4:00pm Meet with Angie** (Director's Conference Room ) - Roy McGrath

## Wednesday, January 31

- Birthday** - Roy McGrath
- FYI - New Hire Wednesdays** - Roy McGrath
- 10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- 10:15am - 11:00am TRAVEL TIME** (MPT, 11767 Owings Mills Boulevard Owings Mills, MD 21117) - Roy McGrath
- 11:00am - 1:00pm Meeting & Lunch w/ Maryland Public Television**
- 1:00pm - 1:45pm TRAVEL TIME** - Roy McGrath

## Thursday, February 1

- 11:15am - 12:00pm TRAVEL TIME** - Roy McGrath
- 12:00pm - 2:00pm Retirement Luncheon for Cece Donovan** (DoubleTree Hotel, 210 Holiday Court, Annapolis, MD) - Roy McGrath
- 2:00pm - 2:30pm TRAVEL TIME** - Roy McGrath
- 6:30pm - 9:30pm FYI - Taste of Maryland Agriculture Celebration (Cece & Beth Attending)** (Michael's Eighth Avenue, 7220 Grayburn Dr, Glen Burnie, MD 21061, USA) - Roy McGrath

## Friday, February 2

- RM - Remote (DNS)** - Roy McGrath
- Cece's Last Day** - Roy McGrath
- Birthday** - Roy McGrath

## Saturday, February 3

## Sunday, February 4

- Birthday** - Roy McGrath

# February 5, 2018 - February 11, 2018

February 2018							March 2018						
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11	12	13	14	15	16	17	11	12	13	14	15	16	17
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25	26	27	28				25	26	27	28	29	30	31

## Monday, February 5

- ☐ **Steve - Measuring Pictures (11:30a.m.)** - Roy McGrath
- ☐ **9:45am - 10:00am TRAVEL TIME** - Roy McGrath
- ☐ **10:00am - 12:00pm Visit Showroom** (Global Furniture Group, 7030 Troy Hill Dr, Elkridge, MD 21075, USA) - Roy McGrath
- ☐ **1:30pm - 2:00pm Discuss Rocky Gap/DNR Budget** (Directors Conference Room/ Rex Call In?) - bwojt@menv.com
- ☐ **4:00pm - 4:30pm Discuss Deed for MES Property** (Executive Conference Room) - Roy McGrath
- ☐ **4:30pm - 5:00pm Meeting: Roy & Beth** (Roy's Office ) - Roy McGrath
- ☐ **5:00pm - 5:30pm Meet with Mike** (Roy's Office ) - Roy McGrath
- ☐ **5:30pm - 6:00pm Meet with Shannon: TO DO/Calendar** (Roy's Office ) - Roy McGrath

## Tuesday, February 6

- ☐ **INVITE - MCEC 2018 Legislative Reception (Noha, Becky, Adrienne Attending)** (Governor Calvert House, 58 State Circle, Annapolis) - Roy McGrath
- ☐ **7:45am - 7:00pm GreenBiz Conference** (PHOENIX, AZ , JW MARRIOTT DESERT RIDGE) - Roy McGrath
- ☐ **11:15am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:00pm - 2:00pm NMWDA Board Meeting (Beth Attending)** (Northeast Authority, Tower II-Suite 402, 100 S. Charles Street, Baltimore, MD 21201 ) - Roy McGrath
- ☐ **2:00pm - 2:45pm TRAVEL TIME** - Roy McGrath

## Wednesday, February 7

- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **7:45am - 9:00pm GreenBiz Conference** (PHOENIX, AZ , JW MARRIOTT DESERT RIDGE) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **1:30pm - 2:30pm HFRC Conference Call (Tentative)** (Conference Call #: 866-247-6034; Conference Code: 4169579226) - Roy McGrath

## Thursday, February 8

- ☐ **8:00am - 12:00pm GreenBiz Conference** (PHOENIX, AZ , JW MARRIOTT DESERT RIDGE) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov**

## Friday, February 9

- ☐ **9:00am - 5:00pm RM - Remote** - Roy McGrath

## Saturday, February 10

## Sunday, February 11

# February 12, 2018 - February 18, 2018

February 2018						
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March 2018						
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## Monday, February 12

- ☐ **SHANNON - LEAVE AT 1:30 P.M.** ( [REDACTED] ) - Roy McGrath
- ☐ **7:15am - 9:00am TRAVEL TIME** - Roy McGrath
- ☐ **9:00am - Arrive to Baltimore County Cabinet Meeting** (The Community College of Baltimore County Essex Campus Lecture Hall - 7201 Rossville Blvd, Baltimore, MD 21237) - Roy McGrath
- ☐ **10:00am - 11:30am Baltimore County Cabinet Meeting** (Community College of Baltimore County Essex, Admin Building 7201 Rossville Blvd, Baltimore, MD 21237, USA) - md.gov2661@maryland.gov
- ☐ **1:30pm - 3:30pm Bay Cabinet Meeting** (Marshy Point Nature Center, 7130 Marshy Point Rd, Baltimore, MD 21220, USA) - mde.secretary@maryland.gov
- ☐ **3:30pm - 5:30pm TRAVEL TIME** - Roy McGrath

## Tuesday, February 13

- ☐ **FYI - Ryan's Mom Visitation 3-5pm or 7-9pm** (Connelly Funeral Home Of Dundalk, 7110 Sollers Point Rd, Dundalk, MD 21222, USA) - Roy McGrath
- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **10:00am - 10:30am Meeting: Steve T.** (Roy's Office) - Roy McGrath
- ☐ **10:30am - 11:00am Meeting: Beth & Roy** (Roy to call Beth) - Roy McGrath
- ☐ **4:30pm - 6:30pm INVITE: LMD Central Maryland Team** (The Valley Inn, 10501 Falls Rd, Lutherville - Timonium) - Roy McGrath

## Wednesday, February 14

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- ☐ **11:00am - 11:30am Baltimore City Sanitation Committee Strategy** (Main Conference Room) - Matthew Sherring
- ☐ **2:30pm - 3:00pm Phone Call with Emily Wilson** (Roy call [REDACTED]) - Roy McGrath

## Thursday, February 15

- ☐ **8:00am - 9:00am FYI ONLY: Personal Event, HB's Annapolis** - Roy McGrath
- ☐ **9:00am - 9:30am PJ Hogan & Roy McGrath to discuss MES Rocky Gap Issue** ([REDACTED]) - PJ Hogan
- ☐ **10:00am - 3:30pm BSOS Winter Board of Visitors meeting** (The Hotel at The University of Maryland, 7777 Baltimore Ave, College Park, MD 20740, USA) - Roy McGrath
- ☐ **4:00pm - 6:00pm BSOS - 100 Days Until Graduation Reception - Celebrating BSOS Seniors Graduating May 2018** (Samuel Riggs IV Alumni Center, University of Maryland, 7801 Alumni Dr., College Park, MD 20742) - Roy McGrath

## Friday, February 16

- ☐ **FYI - MES Blood Drive** - Roy McGrath
- ☐ **Willie W.'s Last Day** - Roy McGrath
- ☐ **9:45am - 11:00am TRAVEL TIME** (5401 Rue Saint Lo Dr, Reisterstown, MD 21136) - Roy McGrath
- ☐ **11:00am - 12:00pm Meeting w/MEMA and Maryland Environmental Service** (MEMA Headquarters / 5401 Rue Saint Lo Drive, Reisterstown MD / Strat Room) - lydia.simonaire@maryland.gov
- ☐ **12:00pm - 1:00pm TRAVEL TIME** - Roy McGrath
- ☐ **2:30pm - 3:00pm Discuss MES Internships** (Executive Conference Room) - Roy McGrath
- ☐ **3:00pm - 3:30pm Meeting: Beth & Roy** (Roy's Office) - Roy McGrath

## Saturday, February 17

- ☐ **[REDACTED] Birthday** - Roy McGrath
- ☐ **[REDACTED] BIRTHDAY** - Roy McGrath

## Sunday, February 18

# February 19, 2018 - February 25, 2018

February 2018						
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March 2018						
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## Monday, February 19

9:00am - 5:00pm **HOLIDAY - President's Day** - Shannon Bettleyon

## Tuesday, February 20

8:00am - 9:00am **Conference Call ~ DNR & MES** (CALL IN: 1-888-394-8197; Pass Code: 113060) - kenya.colbert1@maryland.gov

9:00am - 10:30am **TRAVEL TIME** - Roy McGrath

10:00am - 10:15am **Conference Call (Roy/Jason/Ellen)** (Roy call Jason at: [REDACTED]) - Roy McGrath

10:30am - 11:30am **Meeting: Roy McGrath & Tiffany Waddell** (444 N. Capitol Street NW Suite 311) - Roy McGrath

12:00pm - 1:30pm **Lunch with Travis Wright** (Teddy & The Bully Bar, 1200 19th St NW, Washington, DC 20036, USA) - Roy McGrath

1:30pm - 2:30pm **TRAVEL TIME** - Roy McGrath

2:30pm - 3:30pm **MES/DNR/RG Meeting with Roy McGrath/Emily Wilson/PJ Hogan** (866-398-2885,,,185293#) - PJ Hogan

3:30pm - 4:30pm **TRAVEL TIME** - Roy McGrath

## Wednesday, February 21

FYI - **Board of Public Works Meeting** - Roy McGrath

FYI - **New Hire Wednesdays** - Roy McGrath

10:00am - 11:00am **Senior Staff Meeting** (Main Conference Room) - Roy McGrath

11:30am - 12:30pm **February Preboard meeting** (HQ 259-1-Main Conference Room (8)) - pfull@menv.com

1:00pm - 4:00pm **Workday - Financial Management Demo** (Main Boardroom) - Vishal Bhatia

1:30pm - 2:30pm **HFRC Conference Call (Tentative)** (Conference Call #: 866-247-6034; Conference Code: 4169579226) - Roy McGrath

4:00pm - 5:00pm **TRAVEL TIME** - Roy McGrath

5:00pm - 7:00pm **Terps In Annapolis Reception** (Red Red Wine Bar, 189 B Main Street, Annapolis, MD 21401, USA) - Roy McGrath

5:00pm - 6:00pm **Reservation at Red Red Wine Bar** (189 B Main Street Annapolis, MD 21401) - Unknown Organizer

## Thursday, February 22

Shannon - **LEAVE 2:45 p.m. (3:00 p.m. Apt)** - Roy McGrath

9:15am - 9:45am **Call || Regional Southern MD Cabinet Meeting** (Call in information below:) - matthew.clark@maryland.gov

10:00am - 11:00am **Financial Review & Discuss Process Improvement** (Executive Conference Room ) - Michael Harris

12:00pm - 12:15pm **Phone Call - Janet** (She will call Roy's Office line) - Roy McGrath

2:00pm - 3:00pm **Capital Budget Briefing** (Executive Conference Room) - Roy McGrath

5:00pm - 6:00pm **Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov

## Friday, February 23

FYI - **Jason Baby Shower 11:00 a.m.** - Roy McGrath

Shannon - **LEAVE** - Shannon Bettleyon

[REDACTED] **Birthday** - Roy McGrath

9:00am - 5:00pm **RM - DNS (Remote)** - Roy McGrath

## Saturday, February 24

## Sunday, February 25

# February 26, 2018 - March 4, 2018

February 2018							March 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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4	5	6	7	8	9	10	4	5	6	7	8	9	10
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## Monday, February 26

- 9:30am - 11:00am **MES Board of Directors Meeting** (MES, Main Conference Room) - Roy McGrath
- 11:30am - 12:00pm **TRAVEL TIME** - Roy McGrath
- 12:00pm - 1:30pm **Lunch with Roy McGrath (meet at Harry Brownes)** (Meet at Harry Brownes' restaurant) - robert.scholz@maryland.gov
- 1:30pm - 2:00pm **TRAVEL TIME** - Roy McGrath

## Tuesday, February 27

- TIMESHEETS** - Roy McGrath
- 9:00am - 9:30am **Phone calls** - Roy McGrath
- 9:30am - 10:00am **TRAVEL TIME - Roy Drive** - Roy McGrath
- 10:00am - 12:00pm **Statewide Fuel Consolidation Meeting** (301 W. Preston Street, Baltimore MD 14th Floor Executive Conference Room) - kathryn.wilson@maryland.gov
- 12:00pm - 1:00pm **TRAVEL TIME** - Roy McGrath
- 2:30pm - 3:30pm **Meeting with American Design** (Executive Conference Room) - Roy McGrath
- 4:00pm - 4:30pm **TO DO Meeting** - Roy McGrath
- 4:45pm - 6:45pm **Hold for MTC** - Roy McGrath

## Wednesday, February 28

- FYI - New Hire Wednesdays** - Roy McGrath
- 9:00am - 12:00pm **RM - DNS (Remote)** - Roy McGrath
- 10:00am - 11:00am **Senior Staff Meeting** (Main Conference Room) - Roy McGrath

## Thursday, March 1

- Birthday** - Roy McGrath
- 10:15am - 10:45am **Employee Video** (Roy's Office) - Roy McGrath
- 10:45am - 11:15am **Meeting: Steve** (Executive Conference Room) - Roy McGrath
- 11:30am - 12:00pm **TRAVEL TIME** - Roy McGrath
- 12:00pm - 1:30pm **Lunch Roy McGrath & Adam Ortiz** (Houlihan's, 1407 S Main Chapel Way, Gambrills, MD 21054, USA) - Roy McGrath
- 2:20pm - 3:00pm **TRAVEL TIME** - Roy McGrath
- 3:00pm - 6:00pm **MES Senate - Capital Budget Hearing** (3 West Miller Senate Building) - Roy McGrath
- 6:00pm - 8:30pm **Legislative Reception** (Castlebay Irish Pub, 193A Main St, Annapolis, MD 21401, USA) - Roy McGrath

## Friday, March 2

- Employee Appreciation Day** - Roy McGrath
- FYI - Leadership Maryland Day in Annapolis** - Roy McGrath

## Saturday, March 3

## Sunday, March 4

# March 5, 2018 - March 11, 2018

March 2018							April 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, March 5

- ☐ 12:00am FYI - SWANAPALOOZA Conference (Denver, CO, USA) - Roy McGrath →
- ☒ 8:30am - 10:30am Charles County Chamber of Commerce Legislative Forum (Middleton Hall) - Roy McGrath
- ☒ 11:45am - 1:00pm TRAVEL TIME (220 South Main Street, Bel Air, MD 21014- County Executives Office) - Roy McGrath
- ☒ 1:00pm - 2:00pm Harford County Business Recycling Awards (220 South Main Street, Bel Air, MD 21014- County Executives Office) - Roy McGrath
- ☒ 2:00pm - 2:30pm TRAVEL TIME - Roy McGrath
- ☒ 3:00pm - 3:30pm Meet: Roy and Beth (RM's office) - Roy McGrath

## Tuesday, March 6

- ☐ ← FYI - SWANAPALOOZA Conference (Denver, CO, USA) - Roy McGrath →
- ☐ \*Reply Cabinet Meeting Site Visit - Roy McGrath
- ☒ [REDACTED] birthday - Roy McGrath ↻
- ☒ 9:00am - 12:30pm RM - OOO - Roy McGrath
- ☒ 9:00am - 10:00am FYI - John Gontrum will call - TRANSFER CALL TO ROY CELL - Roy McGrath
- ☒ 1:00pm - 1:15pm Discuss ECI (Executive Conference Room) - Roy McGrath
- ☒ 2:00pm - 2:30pm Catch Up Meeting: Ryan & Roy (Roy's Office) - Roy McGrath
- ☒ 2:45pm - 3:15pm Meeting: Mike H. & Roy (Roy's Office) - Roy McGrath
- ☒ 4:30pm - 5:00pm Phone Call - Paul Kelly (Catch Up) (Roy call [REDACTED]) - Roy McGrath

## Wednesday, March 7

- ☐ ← 12:00am FYI - SWANAPALOOZA Conference (Denver, CO, USA) - Roy McGrath
- ☒ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☒ 8:00am - 9:00am FYI - University of Maryland's Giving Day - Roy McGrath
- ☒ 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath ↻
- ☐ 10:00am - 12:00pm Board of Public Works Meeting (Assembly
- ☒ 11:30am - 12:00pm PREP - Chairman Barve Meeting (Main
- ☒ 12:45pm - 1:30pm Discuss New IT Policies (Executive Conference
- ☒ 1:30pm - 2:00pm HFRC Meeting (Department of Housing and
- ☒ 3:00pm - 5:00pm FYI - Recycling - Mayor Pugh Sanitation
- ☒ 3:00pm - 3:30pm PREP for Harford County Delegation Meeting
- ☒ 4:00pm - 4:30pm TRAVEL TIME (Chuck Driving) - Roy McGrath
- ☒ 4:30pm - 7:30pm MES House - Capital Budget Hearing (Room 120

## Thursday, March 8

- ☒ 8:00am - 9:00am TRAVEL TIME (P) - Roy McGrath
- ☒ 9:00am - 10:00am Harford County Delegation Meeting (302 of the Lowe House Office Building in Annapolis) - Roy McGrath
- ☒ 10:00am - 11:00am TRAVEL TIME - Roy McGrath
- ☒ 12:30pm - 2:00pm Hold for Lunch (Paul's) - Roy McGrath
- ☒ 2:00pm - 2:30pm Meeting with Chairman Barve (6 Bladen St, Room 251, Annapolis, MD 21401, USA) - claire@trashfreemaryland.org
- ☒ 2:30pm - 3:00pm TRAVEL TIME (F) - Roy McGrath
- ☒ 3:30pm - 3:45pm Meeting: Noha & Roy (Roy's Office) - Roy McGrath
- ☒ 4:45pm - 5:30pm TRAVEL TIME - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) -
- ☒ 5:30pm - 8:00pm CEO of the Year and Power 10 Awards (The Four Seasons Hotel Baltimore, 200 International Dr., Baltimore, MD 21202) -

## Friday, March 9

- ☐ FYI - MEDA Event: A Primer for Economic Development in Maryland - Roy McGrath
- ☒ [REDACTED] Birthday - Roy McGrath ↻
- ☒ 9:00am - 5:00pm RM - DNS (Remote) - Roy McGrath ↻

## Saturday, March 10








## Sunday, March 11

- ☐ Daylight Savings - Roy McGrath
- ☒ [REDACTED] Birthday - Roy McGrath ↻
- ☒ 5:00pm - 6:00pm RECEPTION: The Thirty-Third International Conference on Solid Waste Technology and Management - Roy McGrath






# March 12, 2018 - March 18, 2018

March 2018							April 2018						
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## Monday, March 12

-  **8:45am - 9:15am 33rd International Conference on Solid Waste Technology and Management** (Westin Annapolis) - Roy McGrath
-  **9:15am - 10:00am TRAVEL TIME** - Roy McGrath
-  **10:00am - 11:30am Regional Southern Maryland Cabinet Meeting** (Prince Frederick Volunteer Fire Department, 450 Solomons Island Rd S, Prince Frederick, MD 20678, USA) - md.gov2661@maryland.gov
-  **12:00pm - 12:30pm TRAVEL TIME (Takes 16 mins)** - Roy McGrath
-  **12:30pm - 2:00pm Calvert Cliffs Nuclear Power Plant** (1650 Calvert Cliffs Parkway, Lusby, Maryland 20657) - Roy McGrath
-  **1:40pm - 2:00pm TRAVEL TIME (Takes 25mins)** - Roy McGrath
-  **2:00pm - 3:30pm Bay Cabinet Meeting** (UMCES Chesapeake Biological Laboratory, 142 Williams St, Solomons, MD 20688, USA) -
-  **3:30pm - 4:00pm TRAVEL TIME** - Roy McGrath
-  **4:30pm - 5:30pm Tour Adam's Crossing Development** (12330 Vivian Adams Dr, Waldorf, MD 20601, USA) - Roy McGrath





## Tuesday, March 13

-  **TIMESHEETS** - Roy McGrath 
-  **1:30pm - 2:00pm Meeting Roy & Beth** (Roy's Office) - Roy McGrath
-  **2:00pm - 2:15pm Meet with Angie Irwin** (Roy's Office 259 Najoles RdMillersville MD 21108United States) - Roy McGrath
-  **3:00pm - 3:30pm Discuss Cox Creek Innovative Reuse Project** (Executive Conference Room) - Roy McGrath

## Wednesday, March 14

-  **FYI - New Hire Wednesdays** - Roy McGrath 
-  **Steve K. - hanging pictures** - Roy McGrath
-  **9:00am - 10:00am RM - OOO** - Roy McGrath
-  **10:00am - 11:00am Senior Staff Meeting** (Main Conference Room) - Roy McGrath 
-  **11:30am - 12:30pm Expansion Meeting** (Main Conference Room) - Roy McGrath
-  **1:30pm - 2:30pm TRAVEL TIME** (Camp Fretterd Military Reservation 5401 Rue Saint Lo Drive, Reisterstown Maryland 21136 (classroom 6 which is located inside the Armory)) - Roy McGrath
-  **2:30pm - 3:30pm MES & Military Department** (Camp Fretterd Military Reservation 5401 Rue Saint Lo Drive, Reisterstown Maryland 21136 (classroom 6 which is located inside the Armory)) - Roy McGrath
-  **3:30pm - 4:30pm TRAVEL TIME** - Roy McGrath
-  **6:00pm - 7:00pm TRAVEL TIME** - Roy McGrath


## Thursday, March 15

-  **6:30am - 8:00am TRAVEL TIME** - Roy McGrath
-  **8:00am - 11:00am Executive Forum** (Washington, D.C.) - Roy McGrath
-  **11:00am - 1:30pm TRAVEL TIME / Lunch** - Roy McGrath
-  **3:00pm - 3:15pm Meet with Angie Irwin** - Roy McGrath

## Friday, March 16

-  **HOLD** - Roy McGrath

## Saturday, March 17

-  **St. Patricks Day** - Roy McGrath 

## Sunday, March 18

-  **Birthday** - Roy McGrath 

# March 19, 2018 - March 25, 2018

March 2018							April 2018						
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18	19	20	21	22	23	24	22	23	24	25	26	27	28
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## Monday, March 19

- 10:00am - 10:30am TRAVEL TIME (Secretary's office, 500 N. Calvert Street, Baltimore, MD) - Roy McGrath
- 10:30am - 11:30am Meeting: Strategic Partnerships (3rd Floor Conference Room, Financial Regulation 500 N. Calvert Street, Baltimore, MD) - kelly.schulz@maryland.gov
- 11:30am - 12:15pm TRAVEL TIME - Roy McGrath

## Tuesday, March 20

- 6:30am - 7:30am TRAVEL TIME - Roy McGrath
- 7:30am - 10:00am Advancing Maryland's Clean Energy Economy Forum (Calvert House, Annapolis) - Roy McGrath
- 7:30am - 10:00am Advancing Maryland's Clean Energy Economy (Calvert House, 58 State Circle, Annapolis, Annapolis, US, 29201) - Unknown Organizer
- 10:00am - 11:00am TRAVEL TIME - Roy McGrath
- 1:30pm - 2:30pm March Preboard meeting - pfull@menv.com
- 3:30pm - 4:00pm PREP Meeting: Somerset Sanitary (Executive Conference Room) - Roy McGrath

## Wednesday, March 21

- Beth's 30 Year Anniversary - Roy McGrath
- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- FYI - VIP Poplar Tour including USACE District Commander - Roy McGrath
- 10:00am - 11:00am Senior Staff Meeting (Main Conference Room) - Roy McGrath
- 1:30pm - 2:00pm HFRC Conference Call (Tentative) - Roy McGrath

## Thursday, March 22

- FYI - ES Chili Cookoff - Roy McGrath
- 9:00am - 5:00pm RM - DNS (Remote) - Roy McGrath
- 10:00am - 2:00pm FYI - SWANA Mid-Atlantic Chapter Board Meeting (HQ 255, Main Conference Room) - Roy McGrath
- 2:00pm - 3:00pm Personal (Annapolis) - Roy McGrath
- 4:00pm - 5:00pm Discuss MES Conference (Executive Conference Room) - Matthew Sherring
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, March 23

- FYI - ACEC Meeting (10:30am - 12:30pm) (HQ255) - Roy McGrath
- SHANNON - LEAVE - Roy McGrath
- 9:00am - 5:00pm RM - DNS (Remote) - Roy McGrath

## Saturday, March 24

## Sunday, March 25

# March 26, 2018 - April 1, 2018

March 2018							April 2018						
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4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

## Monday, March 26

- ☐ **9:30am - 10:30am MES Board of Directors Conference Call** (Call In#: 866-776-7062 Code: 3453785 / MES Staff: MES Main Conference)
- ☐ **10:30am - 11:15am Meeting || Beth Wojton** (Roy's Office259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- ☐ **12:00pm - 1:00pm Travel Time / lunch** - Roy McGrath
- ☐ **1:15pm - 2:00pm Personal** (Annapolis) - Roy McGrath
- ☐ **2:00pm - 2:30pm Travel Time** - Roy McGrath
- ☐ **2:30pm - 3:30pm Interview: Waste360 and BTS Bioenergy** (Roy's Office) - Roy McGrath
- ☐ **3:30pm - 4:00pm Meeting: Ryan** (Roy's Office259 Najoles RdMillersville MD 21108United States) - Roy McGrath
- ☐ **4:00pm - 4:15pm Meeting || Angie Irwin and Beth Wojton** (Roy's Office) - Roy McGrath
- ☐ **4:30pm - 5:00pm Financial Review Meeting** (Executive Conference Room) - Michael Harris

## Tuesday, March 27

- ☐ **12:00am RM: Out of the Office** - Roy McGrath →
- ☐ **TIMESHEETS** - Roy McGrath ↻
- ☐ **9:00am - 10:00am MES/WRG Call - FA Services - Midshore II Landfill Bond Issuance** (888-585-9008 | Conf Room ID 713-536-220) - Christopher O. Wienk

## Wednesday, March 28

- ☐ **← RM: Out of the Office** - Roy McGrath →
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☐ **FYI - Terrapins Facebook Live** (Arlington Echo Outdoor Education Center) - Roy McGrath
- ☐ **9:00am - 9:15am Phone call - JHR & Roy** - jeannie.riccio@maryland.gov
- ☐ **10:00am - 11:00am Senior Staff Meeting (Beth to lead)** (Main Conference Room) - Roy McGrath ↻

## Thursday, March 29

- ☐ **← RM: Out of the Office** - Roy McGrath →

## Friday, March 30

- ☐ **← 12:00am RM: Out of the Office** - Roy McGrath

## Saturday, March 31

## Sunday, April 1

- ☐ **EASTER** - Shannon Bettleyon

# April 2, 2018 - April 8, 2018

April 2018							May 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14		6	7	8	9	10	11
15	16	17	18	19	20	21		13	14	15	16	17	18
22	23	24	25	26	27	28		20	21	22	23	24	25
29	30							27	28	29	30	31	

## Monday, April 2

- ☒ **10:00am - 10:30am Meeting || American Design** (Executive Conference Room) - Roy McGrath
- ☒ **11:00am - 11:15am Meeting: Matthew & Roy** (Roy's Office ) - Roy McGrath
- ☒ **11:30am - 12:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☒ **12:00pm - 1:30pm Lunch w/ Scott Hancock** (Paul's Homewood Cafe, 919 West St, Annapolis, MD 21401, USA) - Roy McGrath
- ☒ **1:30pm - 2:00pm TRAVEL TIME** - Roy McGrath
- ☒ **4:00pm - 5:00pm Financial Review Meeting** (Executive Conference Room 259 Najoles RdMillersville MD 21108United States) - Roy McGrath

## Tuesday, April 3

- ☒ **9:00am - 12:00pm DNS: Remote** - Roy McGrath
- ☐ **12:00pm - 1:00pm NMWDA Board Conference Call** - Roy McGrath
- ☒ **2:30pm - 2:45pm Meet with Angie** (Roy's Office ) - Roy McGrath
- ☒ **3:30pm - 4:00pm Meet with Shannon - TO DO** - Roy McGrath

## Wednesday, April 4

- ☒ **BETH - OOO** - Roy McGrath
- ☒ **FYI - LMD 2017 - 2018 Reunion** (Chesapeake Bay Foundation's Philip Merrill Environmental Center, 6 Herndon Avenue, Annapolis, MD 21403)
- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☒ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☒ **9:30am - 11:30am Morning- service project/giving back at Clagett Farm** (Clagett Farm and CSA, 11904 Old Marlboro Pike, Upper
- ☒ **10:00am - 11:00am Senior Staff Meeting (Mike H to lead)** (Main Conference Room) - Roy McGrath ↻
- ☒ **12:30pm - 2:00pm Lunch at Chesapeake Bay Foundation's Philip Merrill Environmental Center** (Chesapeake Bay Foundation's Philip
- ☒ **1:30pm - 2:30pm HFRC Meeting** (Department of Housing and
- ☒ **2:00pm - 4:00pm Afternoon- educational and Facility Tour at**
- ☒ **3:00pm - 4:30pm TRAVEL TIME** - Roy McGrath
- ☒ **4:00pm - 7:00pm Happy Hour, Bonfire on the Beach and BBQ (If**

## Thursday, April 5

- ☒ **9:00am - 12:00pm Tour with Ostara** (1701 Blackbridge Rd., York PA) - Roy McGrath
- ☒ **12:00pm - 1:30pm Working Lunch - Ostara** (Rockfish Public House, 110 N George St, York, PA 17401, USA) - Roy McGrath
- ☒ **1:30pm - 2:30pm TRAVEL TIME** - Roy McGrath
- ☒ **2:30pm - 3:00pm Discuss Timesheet Process** (Executive Conference Room) - Roy McGrath
- ☒ **3:00pm - 3:30pm Meet with Tammy (Discuss Conowingo)** (Roy's Office ) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒**

## Friday, April 6

- ☒ **8:00am - 12:30pm BBJ 2018 Spring Business Growth Expo** (Delta Hotel By Marriott Baltimore Hunt Valley , 245 Shawan Rd, Hunt Valley, MD 21031, USA ) - Roy McGrath
- ☒ **9:00am - 1:00pm RM - DNS (Remote)** - Roy McGrath
- ☒ **9:30am - 10:00am Phone Call - Peter O'Malley** (Roy call cell [REDACTED]) - Roy McGrath
- ☒ **2:00pm - 2:30pm TRAVEL TIME** (state house) - Roy McGrath
- ☒ **2:30pm - 3:00pm MEETING: Rocky Gap/MES/DNR/Chris Shank** (2nd Floor, State House) - Roy McGrath
- ☒ **3:00pm - 3:30pm TRAVEL TIME** - Roy McGrath

## Saturday, April 7

- ☒ **FYI - 14th Annual After d' Arc Gala (Beth Attending)** (Maryland Golf & Country Clubs ) - Roy McGrath

## Sunday, April 8

# April 9, 2018 - April 15, 2018

April 2018							May 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, April 9

- ☐ **SINE DIE** - Roy McGrath
- ☐ **9:00am - 11:00am Harford County** - Roy McGrath
- ☐ **12:00pm - 12:30pm Prep Meeting: Soltesz** (Roy's Office) - Roy McGrath
- ☐ **1:00pm - 4:00pm INVITE: Bellamy Genn Group Sine Die Reception** (220 Prince George St, Annapolis, MD 21401, USA) - Roy McGrath
- ☐ **2:20pm - 3:00pm TRAVEL TIME** (4300 Forbes Boulevard, Suite 230, Lanham, MD 20706) - Roy McGrath
- ☐ **3:00pm - 4:00pm Meeting || Soltesz & MES** (4300 Forbes Boulevard, Suite 230, Lanham, MD 20706) - Roy McGrath
- ☐ **4:00pm - 5:00pm TRAVEL TIME** - Roy McGrath
- ☐ **5:00pm - 7:00pm Sine Die Celebration** (Government House, 110 State Cir, Annapolis, MD 21401, USA) - Roy McGrath

## Tuesday, April 10

- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **9:00am - 11:00am RM: OOO (DNS)** - Roy McGrath
- ☐ **11:00am - 11:30am Meeting || Chad Stockman** (Executive Conference Room) - Roy McGrath
- ☐ **11:30am - 11:45am Meeting w/ Angie (Discuss MACo Reception)** (Roy's Office) - Roy McGrath
- ☐ **11:30am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:00pm - 1:00pm Lunch || Danny Mayer and Charlie Deegan** (Paul's Homewood Cafe - 919 West St. Annapolis) - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME (Roy Drive)** - Roy McGrath
- ☐ **2:00pm - 4:00pm Bay Cabinet Meeting** (Maryland Department of the Environment - Lobby Conference Room) -
- ☐ **4:30pm - 5:30pm Catching-Up MES / WBD - Roy McGrath / Candace Gill** (Kona Grill, 1 E Pratt St #103, Baltimore, MD 21202) - Gill,
- ☐ **6:00pm - 10:00pm Orioles vs. Blue Jays** (Camden Yards) - Roy

## Wednesday, April 11

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **9:30am - 9:45am Call || Howard County Cabinet Meeting** (Call in information below:) - matthew.clark@maryland.gov
- ☐ **1:45pm - 2:00pm Meeting II Beth Wojton & Frank Babusci** (Executive Conference Room) - Roy McGrath
- ☐ **2:00pm - 2:30pm TRAVEL TIME (Chuck Drive)** - Roy McGrath
- ☐ **2:30pm - 3:30pm Meeting - Somerset Sanitary** (State House, Room 201) - jeannie.riccio@maryland.gov
- ☐ **4:15pm - 4:45pm Meeting || Jeannie & Roy** (Matt's Office) - matthew.clark@maryland.gov
- ☐ **4:45pm - 5:45pm TRAVEL TIME** - Roy McGrath

## Thursday, April 12

- ☐ **10:00am - 11:30am Event II Charles County Chamber of Commerce - Economic Exchange** (100 Walter Thomas Road, Indian Head, MD ) - Roy McGrath
- ☐ **12:30pm - 5:00pm RM - DNS (Remote)** - Roy McGrath
- ☐ **6:00pm - 7:30pm Event II UMD Presidential Reception: The Feller Lecture: Chuck Todd and White Viqueira, GVPT '86 (RSVPed YES)** (University House, 8150 Presidential Dr, College Park, MD 20742, USA) - Roy McGrath

## Friday, April 13

- ☐ **2 p.m. - K. Washington Farewell Celebration** (Main Conference Room) - Roy McGrath
- ☐ **Provide DCoS with Nominees - Citations** - Roy McGrath
- ☐ **Shannon - LEAVE by 3:00 pm** - Roy McGrath
- ☐ **9:00am - 10:01am RM - OOO** - Roy McGrath
- ☐ **10:00am - 11:00am Meeting II BTS/MES** (Main Conference Room) - Matthew Sherring
- ☐ **2:30pm - 3:00pm Meeting II Beth Wojton & Roy McGrath** (Roy's Office) - Roy McGrath
- ☐ **3:15pm - 3:30pm Meeting II Beth Wojton & Tammy Banta** (Roy's Office) - Roy McGrath
- ☐ **3:30pm - 4:00pm TRAVEL TIME** - Roy McGrath
- ☐ **4:00pm - 6:00pm Event II Brady Walker Social (RSVPed Yes)** (The Center Club, 100 Light St #16, Baltimore, MD 21202, USA) - Roy McGrath

## Saturday, April 14

## Sunday, April 15

# April 16, 2018 - April 22, 2018

April 2018							May 2018						
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## Monday, April 16

- 11:45am - 12:00pm TRAVEL TIME - Roy McGrath
- 12:00pm - 1:30pm Lunch II MES & Wye River Group (Park Tavern, 580 Ritchie Hwy, Severna Park, MD 21146, USA) - Roy McGrath
- 1:30pm - 2:00pm TRAVEL TIME - Roy McGrath
- 2:00pm - 3:00pm April Preboard Meeting (HQ 259-1-Main Conference Room (8)) - pfull@menv.com
- 4:00pm - 4:15pm Phone Call II Roy McGrath & Raquel Serebrenik (CEO Israel Conference) (Raquel please call Roy at [REDACTED]) - Roy McGrath
- 4:30pm - 5:30pm Meeting II Finance Review (Executive Conference Room) - Roy McGrath

## Tuesday, April 17

- 9:15am - 10:30am TRAVEL TIME (Matthew & Shannon Drive) - Roy McGrath
- 10:30am - 11:30am Meeting II Kent County (County Administrator's Office - 400 High Street, Chestertown, Maryland ) - Roy McGrath
- 11:00am - FYI II Mike Harris Swearing In - Roy McGrath
- 11:30am - 12:30pm TRAVEL TIME - Roy McGrath
- 1:00pm - 2:00pm Visit II MES Cambridge Facility (1010 Roslyn Ave, Cambridge, MD 21613, USA) - Roy McGrath
- 2:00pm - 3:00pm TRAVEL TIME - Roy McGrath
- 4:00pm - 5:00pm Visit II Dunes - Roy McGrath
- 5:00pm - 11:00pm Overnight II Ocean City - Roy McGrath

## Wednesday, April 18

- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 8:00am - 11:00am TRAVEL TIME - Roy McGrath
- 1:30pm - 2:30pm HFRC Conference Call (Tentative) - Roy McGrath
- 1:30pm - 2:20pm DEPART MES for Baltimore City (HQ) - Roy McGrath
- 2:20pm - 3:20pm Sagamore (Sagamore ) - Roy McGrath
- 4:00pm - Check In (Sagamore Pendry Hotel, 1715 Thames Street, Baltimore, MD) - Roy McGrath
- 6:00pm - 8:00pm MES Board Dinner (Rec Pier Chop House, The Sagamore Pendry Hotel, 1715 Thames St, Baltimore, MD 21231, USA) - Roy McGrath

## Thursday, April 19

- FYI - 28th Annual Government Procurement Conference - Roy McGrath
- 8:30am - 9:30am Breakfast (Hotel Conference Room ) - Roy McGrath
- 9:30am - 11:00am MES Board of Directors Meeting (MES, Main Conference Room) - Roy McGrath
- 11:00am - 11:30am Check-Out from Hotel - Roy McGrath
- 11:30am - 12:30pm Tour of Lighthouse and City Garage at Port Covington - Roy McGrath
- 12:45pm - 1:15pm RETURN to MES - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, April 20

- FYI - Northeast Authority's Social Media Training -- Part 2 (The Local Government Insurance Trust's Training Room, 7225 Parkway Drive, Hanover, MD 21076) - Roy McGrath
- SHANNON - LEAVE (Camping) - Roy McGrath
- 9:00am - 5:00pm RM - St. Mary's County visits - Roy McGrath
- 9:10am - 11:00am SMR (Leonardtown, Md) - Roy McGrath

## Saturday, April 21

## Sunday, April 22

- EARTH DAY - Shannon Bettleyon
- 12:00pm - 4:00pm Luncheon II United MD Muslim Council (RSVPed Yes) (Hilton Baltimore BWI Airport Hotel, 1739 W Nursery Rd, Linthicum Heights, MD 21090, USA) - Roy McGrath

# April 23, 2018 - April 29, 2018

April 2018							May 2018						
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29	30							27	28	29	30	31	

## Monday, April 23

- ☐ 12:00am FYI - WasteExpo (Las Vegas, NV, USA) - Roy McGrath →
- ☐ 12:00am RM - OOO - Roy McGrath →
- ☐ 12:00am SAVE THE DATE: BioHealth Capital Region Forum - Roy McGrath →
- ☐ 11:00am - 3:00pm MES Earth Day - Roy McGrath

## Tuesday, April 24

- ☐ ← FYI - WasteExpo (Las Vegas, NV, USA) - Roy McGrath →
- ☐ ← RM - OOO - Roy McGrath →
- ☐ ← 12:00am SAVE THE DATE: BioHealth Capital Region Forum - Roy McGrath
- ☐ FYI - BTU Partnerships Showcase (SECU Arena) - Roy McGrath
- ☐ TIMESHEETS - Roy McGrath ↻

## Wednesday, April 25

- ☐ ← FYI - WasteExpo (Las Vegas, NV, USA) - Roy McGrath →
- ☐ ← 12:00am RM - OOO - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☐ 12:00pm - 2:00pm MES Administrative Professionals Luncheon (HQ255 Conference Room) - RSVP
- ☐ 1:30pm - 2:30pm Meeting II Anaerobic Digestion (Facility at US Naval Academy - Intersection of Hooper High Rd and Bullard Blvd in Annapolis) - Matthew Sherring

## Thursday, April 26

- ☐ ← 12:00am FYI - WasteExpo (Las Vegas, NV, USA) - Roy McGrath
- ☐ 9:00am - 11:00am TRAVEL TIME - Roy McGrath
- ☐ 11:00am - 1:00pm Event II Architect of the Capitol Earth Day (Rayburn House Office Building, 45 Independence Ave SW, Washington, DC 20515, USA) - Roy McGrath
- ☐ 1:00pm - 2:00pm TRAVEL TIME - Roy McGrath
- ☐ 2:00pm - 5:00pm RM - Remote (DNS) - Roy McGrath

## Friday, April 27

- ☐ RSVP DUE - MD EVENT (ICSC) - Roy McGrath
- ☐ 10:45am - 11:30am TRAVEL TIME (Baltimore, MD) - Roy McGrath
- ☐ 11:30am - 2:00pm Visit II JHU (Meet @R. House West 29th St Baltimore) - Roy McGrath
- ☐ 2:00pm - 2:30pm TRAVEL TIME - Roy McGrath
- ☐ 2:30pm - 3:30pm Personal (Double T Diner 6300 Baltimore National Pike Catonsville) - Roy McGrath
- ☐ 3:30pm - 4:00pm TRAVEL TIME - Roy McGrath
- ☐ 4:00pm - 4:30pm Meeting II Ryan Nawrocki (Roy's Office) - Roy McGrath
- ☐ 4:30pm - 5:00pm Meeting II Shannon Bettleyon (Roy's Office) - Roy McGrath

## Saturday, April 28

- ☐ 9:00am - 12:00pm FYI - MES UNITES DAY OF SERVICE OPPORTUNITY - Tree Planting (Cherry Hill Homes, 971 Seagull Ave, Baltimore, Maryland 21225) - Roy McGrath

## Sunday, April 29

- ☐ 5:30pm - 9:00pm MEDA 2018 Annual Conference (Chesapeake Foyer) - Roy McGrath

# April 30, 2018 - May 6, 2018

April 2018							May 2018						
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## Monday, April 30

- ☐ Shannon - LEAVE at 12:00 p.m. for [REDACTED] - Roy McGrath
- ☐ 7:30am - 8:30am MEDA II Breakfast (Chesapeake A/B/C/D) - Roy McGrath
- ☐ 8:30am - 9:30am MEDA II OPENING KEYNOTE SPEAKER (Chesapeake A/B/C/D) - Roy McGrath
- ☐ 9:30am - 11:00am MEDA Session II FINDING THE UNIQUE STORY (Chesapeake E/F/G) - Roy McGrath
- ☐ 11:00am - PHOTO-OP II LEADERSHIP MARYLAND (gather on the steps at the Hyatt in Cambridge) - Roy McGrath
- ☐ 11:25am - 12:25pm MEDA II Facilitator: Concurrent Breakout
- ☐ 12:30pm - 2:30pm MEDA Luncheon II Cabinet Roundtable
- ☐ 2:45pm - 3:45pm MEDA II Session - ECONOMIC OUTLOOK WITH
- ☐ 5:30pm - 6:30pm MEDA II BANQUET RECEPTION - Roy McGrath
- ☐ 6:30pm - 8:30pm MEDA II ANNUAL BANQUET (Chesapeake

## Tuesday, May 1

- ☐ 12:00am FYI - ACI's 2nd North American Dredging Summit (Baltimore) - Roy McGrath →
- ☐ [REDACTED] Birthday - Roy McGrath ↻
- ☐ 7:30am - 9:30am MEDA II OPENING BREAKFAST (Chesapeake A/B/C/D) - Roy McGrath
- ☐ 9:45am - 10:45am MEDA II TOOLS AND TECHNIQUES FOR TELLING YOUR STORY (Chesapeake A/B/C/D) - Roy McGrath
- ☐ 10:00am - 12:00pm Governor's Executive Council TTX - Atlantic Fury National Level Exercise (Governor's Reception Room, Maryland State House, 100 State Circle, Annapolis, MD) -
- ☐ 10:50am - 11:50am MEDA II Conference Session - THE FUTURE OF ECONOMIC DEVELOPMENT STORYTELLING - Roy McGrath
- ☐ 12:00pm - MEDA Adjournment - Roy McGrath
- ☐ 2:00pm - 4:00pm Delegation from Argentina, Bolivia & Paraguay (16 Francis St, Annapolis, MD 21401 Wineland Building 4th Fl

## Wednesday, May 2

- ☐ ← 12:00am FYI - ACI's 2nd North American Dredging Summit (Baltimore) - Roy McGrath
- ☐ [REDACTED] birthday - Roy McGrath ↻
- ☐ FYI - Board of Public Works Meeting - Roy McGrath
- ☐ FYI - MES Unites Day of Service - MD Food Bank (2200 Halethorpe Farms Road, Baltimore, MD 21227) - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☐ 9:00am - 12:00pm TRAVEL TIME - Roy McGrath
- ☐ 12:00pm - 1:30pm Visit || Talbot County - Roy McGrath
- ☐ 1:30pm - 3:30pm TRAVEL TIME - Roy McGrath
- ☐ 1:30pm - 2:30pm Meeting II HFRC (Department of Housing and Community Development, 7800 Harkins Rd, Lanham, MD 20706, USA) - Roy McGrath ↻
- ☐ 6:00pm - 8:00pm Event II UMD BSOS Scholarship Recognition Dinner (RSVPed Yes) (University of Maryland College Park, Samuel

## Thursday, May 3

- ☐ 9:00am - 5:00pm RM - DNS (Remote) - Roy McGrath
- ☐ 11:00am - 11:30am Conference Call - JHR & Roy & Marybeth - ECI RFP - jeannie.riccio@maryland.gov
- ☐ 2:00pm - 4:00pm FYI II DMMP Executive Meeting (Tammy Attending) (MDOT headquarters, 7201 Corporate Center Drive, Hanover, MD 21076) - Roy McGrath
- ☐ 2:00pm - 2:15pm Phone Call II Sandy Sponaule & Roy McGrath (Roy please call Sandy at [REDACTED]) - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒

## Friday, May 4

- ☐ 8:30am - 5:00pm RM - OOO - Roy McGrath

## Saturday, May 5

## Sunday, May 6

# May 7, 2018 - May 13, 2018

May 2018							June 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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27	28	29	30	31				24	25	26	27	28	29

## Monday, May 7

- ☐ **birthday** - Roy McGrath
- 7:45am - 9:15am TRAVEL TIME** - Roy McGrath
- 9:30am - 10:30am Visit II Paul Mandell** (Joe & the Juice, at 7263 Woodmont Avenue, Bethesda, MD ) - Roy McGrath
- 10:30am - 11:30am TRAVEL TIME** - Roy McGrath
- 12:00pm - 1:30pm Lunch Meeting II MES / HCEDA / Rediflow** (259 Najoles Rd, Millersville, MD 21108, USA, Main Conference Room ) - Roy McGrath
- 1:45pm - 2:15pm Meeting II Jason Gillespie** (Roy's Office ) - Roy McGrath
- 2:15pm - 2:45pm Upload Timesheet** (Roy's & Beth's Office ) - Roy McGrath
- 3:30pm - 4:00pm Meeting II Alisondra Tamilio-Awed** (Main Conference Room) - Roy McGrath

## Tuesday, May 8

- ☐ **TIMESHEETS** - Roy McGrath
- 9:00am - 12:01pm RM - Remote (DNS)** - Roy McGrath
- 1:00pm - 1:30pm Meeting II Tammy Banta & Beth Wojton** (Roy's Office ) - Roy McGrath
- 2:00pm - 3:00pm FYI II U.S. Chamber of Commerce Conference Call (Economic Growth, Reg Relief)** - Roy McGrath
- 3:30pm - 4:00pm Phone Call II Robert Hahn (Chesapeake Church)** (Jason call ) - Roy McGrath
- 4:00pm - 4:30pm Phone Call II Sandy Sponaugle & MES** (Meet in Executive Conference Room then call: (866) 805-9436; Passcode: 5611273) - Roy McGrath
- 4:30pm - 5:00pm TRAVEL TIME** - Roy McGrath
- 5:00pm - 7:00pm Event II MDOA Social (RSVPed Social)** (Harry Browne's Restaurant, 66 State Cir, Annapolis, MD 21401, USA) - Roy McGrath

## Wednesday, May 9

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **State Employee Appreciation Day** - Roy McGrath
- 9:00am - 11:00am Volunteer II Maryland Food Bank** (2200 Halethorpe Farms Road, Baltimore, MD 21227) - Roy McGrath
- 11:00am - 12:00pm TRAVEL TIME** - Roy McGrath
- 12:30pm - 2:00pm Lunch II Roy McGrath** (Galway Bay Irish Restaurant and Pub, 63 Maryland Ave, Annapolis, MD 21401, USA) - matthew.clark@maryland.gov
- 1:30pm - 2:00pm TRAVEL TIME** - Roy McGrath
- 2:30pm - 3:00pm Meeting II MES Contractor** (Director's Executive Conference Room (8), HQ 259-2-Director's Executive Conference Room (8)) - Roy McGrath
- 3:30pm - 4:00pm Phone Call II Tom Kelso** (Tom to call Roy's cell) - Roy McGrath

## Thursday, May 10

- 8:00am - 9:00am TRAVEL TIME** - Roy McGrath
- 9:00am - ARRIVE** (Howard County Library System, Miller Branch, 9421 Frederick Rd, Ellicott City, MD 21042, USA) - Roy McGrath
- 10:00am - 11:30am Howard County Cabinet Meeting** (Howard County Library System, Miller Branch, 9421 Frederick Rd, Ellicott City, MD 21042, USA) - Roy McGrath
- 11:00am - 11:30am FYI II MML Panel Discussion** (Dial in – 888-285-0307, Passcode – 6937285) - Roy McGrath
- 12:00pm - 1:30pm Lunch II Sec. Wendi Peters** (TBD) - Roy McGrath
- 1:30pm - 2:00pm Tour II Howard County Welcome Center** (Howard County Welcome Center, 8267 Main St., Ellicott City, MD 21043 ) - Roy McGrath
- 2:00pm - 2:30pm Tour/Meet II Walter Johnson, Owner of Tiber Crossing Partnership** (8109 & 8113 Main Street, Ellicott City, MD 21043 ) - Roy McGrath
- 2:30pm - 3:15pm Citation II Howard County Office of Emergency Management** - Roy McGrath
- 4:15pm - 4:30pm Call II Craig F** - Roy McGrath
- 6:00pm - 9:00pm HOLD: AM** - Roy McGrath

## Friday, May 11

- ☐ **SHANNON - LEAVE (VACATION)** - Roy McGrath
- 7:30am - 12:30pm Event II MWMCA Spring Breakfast** (Martin's West, 6817 Dogwood Rd, Baltimore, MD 21244, USA) - Roy McGrath
- 5:30pm - 10:00pm MES Event II Night at the Yard** (Oriole Park at Camden Yards, 333 W Camden St, Baltimore, MD 21201, USA) - RSVP
- 6:00pm - 8:00pm Event II UMCP** - Roy McGrath

## Saturday, May 12

## Sunday, May 13

# May 14, 2018 - May 20, 2018

May 2018							June 2018						
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27	28	29	30	31				24	25	26	27	28	29

## Monday, May 14

- ☐ 12:00am FYI - World's Leading Trade Fair for Water, Sewage, Waste and Raw Materials Management (Messe Munchen) - Roy McGrath →
- ☐ 12:00am FYI: NAWTEC — The North American Waste-to-Energy Conference (Lancaster, PA, USA) - Roy McGrath →
- ☒ SHANNON - LEAVE (VACATION) - Roy McGrath
- ☐ 9:15am - 9:45am TRAVEL TIME - Roy McGrath
- ☐ 10:00am - 11:30am Event II BTS Bioenergy Groundbreaking Ceremony (Maryland Food Center Authority, 7801 Oceano Ave, Jessup, MD 20794, USA) - Roy McGrath
- ☐ 10:30am - 11:30am INVITE II PG Organics Composting Groundbreaking Ceremony (6550 S.E. Crain Hwy, Upper Marlboro) - Roy McGrath
- ☐ 11:30am - 1:00pm TRAVEL TIME - Roy McGrath

## Tuesday, May 15

- ☐ ← FYI - World's Leading Trade Fair for Water, Sewage, Waste and Raw Materials Management (Messe Munchen) - Roy McGrath →
- ☐ ← FYI: NAWTEC — The North American Waste-to-Energy Conference (Lancaster, PA, USA) - Roy McGrath →
- ☐ 12:00am GreenPort Congress (Port of Baltimore) - RSVP →
- ☐ 9:15am - 10:00am TRAVEL TIME (Roy Drive) - Roy McGrath
- ☐ 10:00am - 11:00am Meeting II Tom Sadowski (701 East Pratt Street, Baltimore, MD 21202) - Roy McGrath
- ☐ 11:15am - 11:45am Phone Call || Discuss EBLC and MPT (Conference Call: (866) 805-9436) - Roy McGrath
- ☐ 12:00pm - 1:30pm Lunch II Roy McGrath & Larry Unger (The Center Club, 100 Light St #16, Baltimore, MD 21202, USA) -
- ☐ 2:00pm - 4:30pm MES Meeting at MPT (Maryland Public Television, 11767 Owings Mills Blvd, Owings Mills, MD 21117, USA) -
- ☐ 6:00pm - 8:00pm Greenport II Welcome Reception (Observation)

## Wednesday, May 16

- ☐ ← FYI - World's Leading Trade Fair for Water, Sewage, Waste and Raw Materials Management (Messe Munchen) - Roy McGrath →
- ☐ ← 12:00am FYI: NAWTEC — The North American Waste-to-Energy Conference (Lancaster, PA, USA) - Roy McGrath →
- ☐ ← GreenPort Congress (Port of Baltimore) - RSVP →
- ☐ FYI - Board of Public Works Meeting - Roy McGrath
- ☒ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☐ 8:00am - 5:00pm GreenPort Congress - Roy McGrath
- ☐ 9:30am - 10:30am Out of the Office - Roy McGrath
- ☐ 1:30pm - 2:00pm HFRC Meeting - Roy McGrath ↻
- ☐ 5:00pm - 7:00pm INVITE - SCS Engineers 2018 Annual Landfill & Solid Waste Seminar - Roy McGrath

## Thursday, May 17

- ☐ ← FYI - World's Leading Trade Fair for Water, Sewage, Waste and Raw Materials Management (Messe Munchen) - Roy McGrath →
- ☐ ← GreenPort Congress (Port of Baltimore) - RSVP →
- ☐ 8:00am - 5:30pm Greenport Congress - Roy McGrath
- ☐ 2:00pm - 2:15pm Meeting (Executive Conference Room) - Roy McGrath
- ☐ 5:00pm - 8:30pm Hold: Md Tech Council 30th Anniversary Industry Awards (The Hotel, College Park) - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒
- ☐ 6:00pm - 9:30pm FYI - Treasure the Chesapeake (Baltimore Museum of Industry) - Roy McGrath

## Friday, May 18

- ☐ ← 12:00am FYI - World's Leading Trade Fair for Water, Sewage, Waste and Raw Materials Management (Messe Munchen) - Roy McGrath →
- ☐ ← 12:00am GreenPort Congress (Port of Baltimore) - RSVP →
- ☐ RM - Remote (DNS) - Roy McGrath
- ☐ 9:30am - 9:45am Call || Baltimore City Cabinet Meeting (Call in information below:) - matthew.clark@maryland.gov
- ☐ 1:00pm - 2:00pm Waste Water Treatment Apprenticeship Proposal Meeting (ECI Conference Room or by Conference Call: 641-715-3580, Access Code: 258334) - kristie.miller@maryland.gov
- ☐ 2:30pm - 3:00pm Phone Call (Roy call Sandy at [REDACTED]) - Roy McGrath

## Saturday, May 19

- ☐ FYI - 2018 Preakness - Roy McGrath

## Sunday, May 20

- ☐ 1:00pm - 6:00pm INVITE: Maser Consulting ICSC Event (Drai's, LV) - Roy McGrath

# May 21, 2018 - May 27, 2018

May 2018							June 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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6	7	8	9	10	11	12		3	4	5	6	7	8
13	14	15	16	17	18	19		10	11	12	13	14	15
20	21	22	23	24	25	26		17	18	19	20	21	22
27	28	29	30	31				24	25	26	27	28	29

## Monday, May 21

- 7:00am - 12:00pm TRAVEL TIME - Roy McGrath
- 12:00pm - 7:00pm ICSC RECon Conference - Roy McGrath

## Tuesday, May 22

- ☐ **TIMESHEETS** - Roy McGrath
- 9:00am - 12:00pm ICSC RECon Conference - Roy McGrath
- 12:00pm - 9:30pm TRAVEL TIME - Roy McGrath
- 4:00pm - 6:30pm 5th Annual Real Estate Symposium: Capital Area Economic Outlook (Bethesda Marriott Suites, 6711 Democracy Blvd, Bethesda, MD 20817, USA) - Roy McGrath

## Wednesday, May 23

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- 9:00am - 12:00pm RM - DNS (Remote) - Roy McGrath
- 9:00am - 10:00am Appointment || ☐ - Roy McGrath
- 12:00pm - 1:30pm Lunch || Van (Green Turtle, La Plata) - Roy McGrath
- 1:30pm - 5:00pm RM - DNS (Remote) - Roy McGrath

## Thursday, May 24

- ☐ **Birthday** - Roy McGrath
- 7:00am - 8:00am TRAVEL TIME - Roy McGrath
- 8:00am - 10:00am MD Tech Council (USRA - 7178 Columbia Gateway Dr. Columbia, MD) - Roy McGrath
- 10:15am - 10:45am Travel Time - Roy McGrath
- 11:00am - 12:30pm MES BWI INVITE II "End of Deicing Season" Cook-out (BWI) - Roy McGrath
- 1:45pm - 2:30pm Meeting II Beth Wojton & Roy McGrath (Roy's Office) - Roy McGrath
- 2:30pm - 3:00pm Updated- updated - May Pre-board meeting (HQ 259-1-Main Conference Room (8)) - pfull@menv.com
- 4:00pm - 5:00pm Conference Call II EBLC Host Committee (CALL IN INFORMATION: (866) 805-9436; PASSCODE: 5611273) - Matthew
- 5:00pm - 5:30pm Meeting II Jason Gillespie & Roy McGrath (Roy's Office) - Roy McGrath

## Friday, May 25

- ☐ 12:00am BETH: LEAVE - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ **SHANNON - LEAVE** - Shannon Bettleyon
- 2:00pm - 2:15pm Conference Call II Deni Chambers ((866) 805-9436; Passcode: 5611273 Leader Passcode (ROY) - 5564457) - Roy McGrath

## Saturday, May 26

- ☐ **BETH: LEAVE** - Roy McGrath

## Sunday, May 27

- ☐ **BETH: LEAVE** - Roy McGrath

# May 28, 2018 - June 3, 2018

May 2018							June 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4 5						1 2	
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

## Monday, May 28

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **9:00am - 5:00pm HOLIDAY - Memorial Day** - Roy McGrath

## Tuesday, May 29

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **FYI II Leave Buy Back Program Ends** - Roy McGrath

☐ **9:00am - 5:00pm RM: OOO (Leave)** - Roy McGrath

☐ **2:00pm - 2:15pm Phone Call II Aaron T.** (Roy call Aaron at [REDACTED]) - Roy McGrath

## Wednesday, May 30

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻

☐ [REDACTED] **Birthday** - Roy McGrath ↻

☐ **9:00am - 12:00pm HOLD** - Roy McGrath

☐ **10:00am - 11:30am Respect in the Workplace Training** - Roy McGrath

☐ **12:00pm - 1:00pm TRAVEL TIME (Chuck Drive)** (D.C.) - Roy McGrath

☐ **1:00pm - 2:00pm Composting with Maryland Env. Services - brainstorm** (Rayburn - Conference Room 2037, ConfRmHOB2042, ConfRmHOB2037) - Diez, Manela I.

☐ **2:00pm - 3:00pm TRAVEL TIME** - Roy McGrath

☐ **3:30pm - 4:00pm EBLC Planning Meeting** (Main Conference Room) - Roy McGrath

## Thursday, May 31

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **MES Brown Bag Lunch II Maryland's Water Quality Trading Program** - Roy McGrath

☐ **8:30am - 9:30am MES Board of Directors Audit Committee** (MES Main Conference Room) - Roy McGrath

☐ **9:00am - 1:00pm Event II MD Association for Environmental and Outdoor Education (MAEOE) Youth Summit** (Sandy Point State Park)

☐ **9:30am - 11:00am MES Board of Directors Meeting** (MES, Main

☐ **11:15am - 11:30am Meeting II IT (Update Cell Phone & Laptop)**

☐ **1:00pm - 1:30pm TRAVEL TIME** - Roy McGrath

☐ **1:30pm - 2:30pm Meeting to discuss Maryland-Israel Water**

☐ **2:30pm - 3:00pm TRAVEL TIME** - Roy McGrath

☐ **3:15pm - 3:30pm Phone Call II Roy McGrath & Thomas Maulding**

☐ **4:00pm - 4:15pm Phone Call II Roy McGrath & Emily Wilson** (Roy

☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2**

## Friday, June 1

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **8:00am - 8:15am Phone Call II Matt Stanton** (Roy call Matt at [REDACTED] (cell)) - Roy McGrath

☐ **9:30am - 2:00pm BSOS BOV Meeting** (Jim Henson Room, The Hotel @ University of Maryland, ) - Roy McGrath

☐ **3:00pm - 3:30pm Phone call - JHR & Roy** - jeannie.riccio@maryland.gov

## Saturday, June 2

☐ < **BETH: LEAVE** - Roy McGrath →

☐ [REDACTED] **Birthday** - Roy McGrath ↻

## Sunday, June 3

☐ < **BETH: LEAVE** - Roy McGrath →

☐ **2:00am Midwest Institute** - Roy McGrath →

☐ **2:00pm - 4:00pm Registration** (Grainger Hall Atrium ) - Roy McGrath

☐ **4:00pm - 4:45pm IOM II Homeroom** - Roy McGrath

☐ **5:00pm - 5:30pm Institute Kickoff** - Roy McGrath

# June 4, 2018 - June 10, 2018

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, June 4

- ☐ < **BETH: LEAVE** - Roy McGrath →
- ☐ < **Midwest Institute** - Roy McGrath →
- ☐ **8:00am - 11:30am IOM II Volunteer Development** (Room: 1185 ) - Roy McGrath
- ☐ **12:30pm - 4:00pm IOM II Everyday Ethics** (Room: 1185 ) - Roy McGrath
- ☐ **4:15pm - 6:15pm IOM II Executive Law** (Room: 1175 ) - Roy McGrath

## Tuesday, June 5

- ☐ < **BETH: LEAVE** - Roy McGrath →
- ☐ < **Midwest Institute** - Roy McGrath →
- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **8:00am - 10:00am IOM II Executive Finance** (Room: 1270 ) - Roy McGrath
- ☐ **10:30am - 12:30pm IOM II CEO Lessons Learned** (Room: 1195 ) - Roy McGrath
- ☐ **12:00pm - 2:00pm NMWDA Board Meeting** (Northeast Authority, Tower II-Suite 402, 100 S. Charles Street, Baltimore, MD 21201 ) - Roy McGrath
- ☐ **12:45pm - 1:15pm Event II Masonville Trash Wheel Reveal** (Living Classroom Foundation Masonville Cove Festival) - Roy McGrath
- ☐ **1:00pm - 4:30pm IOM II Innovate or Die** (Room: 1185 ) - Roy McGrath
- ☐ **5:00pm - 8:00pm (NOT SURE WHAT TIME) Class Dinner** (Porta Bella Restaurant, 425 N Frances Street, Madison, WI 53715, USA) - Roy McGrath

## Wednesday, June 6

- ☐ < **BETH: LEAVE** - Roy McGrath →
- ☐ < **Midwest Institute** - Roy McGrath →
- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **8:00am - 11:30am IOM II Win-Win Partnerships** (Room: 1185 ) - Roy McGrath
- ☐ **12:30pm - 4:00pm IOM II Budgeting and the Bottom Line** (Room: 1185 ) - Roy McGrath
- ☐ **1:30pm - 2:30pm HFRC Meeting (Tentative)** (Department of Housing and Community Development, 7800 Harkins Rd, Lanham, MD 20706, USA) - Roy McGrath

## Thursday, June 7

- ☐ < **BETH: LEAVE** - Roy McGrath →
- ☐ < **3:00am Midwest Institute** - Roy McGrath
- ☐ **8:00am - 11:30am IOM II Strategic Planning** (Location: TEST ) - Roy McGrath
- ☐ **8:00am - 8:15am Phone Call II Kevin Hedge & Roy McGrath** (Roy call Kevin at [REDACTED]) - Roy McGrath

## Friday, June 8

- ☐ < **BETH: LEAVE** - Roy McGrath →
- ☐ [REDACTED] **Birthday** - Roy McGrath
- ☐ **RM: Available Remotely** - Roy McGrath
- ☐ **11:00am - 11:30am Meeting II MML Conference Prep** (Executive Conference Room OR Call In: (866)805-9436; Passcode: 5611273) - Roy McGrath
- ☐ **4:00pm - 4:30pm Conference Call II EBLC** ((866) 805-9436; Passcode: 5611273; Leader Passcode (Matthew): 5564457 ) - Roy McGrath

## Saturday, June 9

- ☐ < **BETH: LEAVE** - Roy McGrath →

## Sunday, June 10

- ☐ < **12:00am BETH: LEAVE** - Roy McGrath
- ☐ **12:00am MML Summer Conference** (Ocean City, MD, USA) - Roy McGrath →
- ☐ **2:00pm - 3:00pm MML Vehicle Move In Time** (OC Convention)
- ☐ **3:00pm - 4:00pm MML BOOTH MOVE IN TIME** (Booth Number 201)
- ☐ **5:30pm - 7:00pm MML II Welcome Reception** (Ballroom (waterfront

# June 11, 2018 - June 17, 2018

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
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17	18	19	20	21	22	23	22	23	24	25	26	27	28
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## Monday, June 11

- ☐ ← **MML Summer Conference** (Ocean City, MD, USA) - Roy McGrath →
- ☒ **8:00am - 8:15am Meeting II MES Staff** (Convention Center Lobby near Food Court) - Roy McGrath
- ☒ **8:30am - 9:45am MML MES Panel Presentation II Keeping Municipalities Beautiful: Smart Solutions for Waste Reduction** (OC Convention Center - Room 205/206) - Roy McGrath
- ☒ **10:00am - 11:30am MML II Opening General Session** (Performing Arts Center, Level 1) - Roy McGrath
- ☒ **11:30am - 4:00pm MML Exhibit Hall** - Roy McGrath
- ☒ **6:00pm - 8:00pm MML Reception** (Secrets ) - Roy McGrath
- ☒ **6:30pm - 9:30pm Reception/Dinner II MML Strategic Partner Appreciation Event** (Fager's Island) - Roy McGrath

## Tuesday, June 12

- ☐ ← **MML Summer Conference** (Ocean City, MD, USA) - Roy McGrath →
- ☐ **12:00am Event II NGA Energy Policy Institute** (Washington, DC, USA) - Roy McGrath →
- ☒ **8:45am - 9:00am Meeting II MES Staff** (Convention Center Lobby near Food Court) - Roy McGrath
- ☒ **9:30am - 2:00pm MML Exhibit Hall** - Roy McGrath
- ☒ **10:30am - 11:30am Governor's Cabinet Meeting** (Clarion Resort Fontainebleau Hotel - Oceanfront, 10100 Coastal Hwy, Ocean City, MD 21842 ) - md.gov2661@maryland.gov
- ☒ **1:30pm - 3:00pm MML II Cabinet Secretaries Roundtable** (Room 217, OC Convention Center) - Roy McGrath
- ☒ **5:30pm - 6:00pm Note (Dinner Attire) II Hawaiian Casual** - Roy McGrath
- ☒ **6:00pm - 7:00pm MML Reception** (Ballroom) - Roy McGrath

## Wednesday, June 13

- ☐ ← **12:00am MML Summer Conference** (Ocean City, MD, USA) - Roy McGrath
- ☐ ← **12:00am Event II NGA Energy Policy Institute** (Washington, DC, USA) - Roy McGrath
- ☒ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☒ **3:00pm - 3:30pm Meeting II Finance** (Executive Conference Room) - Roy McGrath

## Thursday, June 14

- ☒ **8:45am - Meeting II Jeannie Riccio** (1601 Pennsylvania Ave, Baltimore, MD 21217) - Roy McGrath
- ☒ **9:30am - 10:30am Workday Value Assessment Meeting - Senior Staff** (Director's Conference Room) - Vishal Bhatia
- ☒ **10:00am - 12:00pm SAVE THE DATE: Baltimore City Cabinet Meeting** (Shake & Bake Family Fun Center, 1601 Pennsylvania Ave,
- ☒ **4:00pm - 7:00pm INVITE II 2016& 2017 LMD Class Reunion** (Nick's Fish House, 2600 Insulator Dr, Baltimore, MD 21230, USA) - Roy
- ☒ **4:00pm - 4:30pm Invitation: Depart for Inner Harbor & Parking @ Phillips Seafood Pier... @ Thu Jun 14, 2018 12pm - 12:30pm (EDT)**
- ☒ **4:30pm - 5:30pm Invitation: Lunch @ Thu Jun 14, 2018 12:30pm -**
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2**
- ☒ **5:30pm - 6:15pm Invitation: 1:45 PM Board NRP Vessel w/ MDOT**
- ☒ **6:15pm - Updated invitation: 2:15 PM Arrive Harbor East Marina**
- ☒ **6:30pm - 7:15pm Updated invitation: Mr. Trash Wheel Tour - @**

## Friday, June 15

- ☒ **10:00am - 10:30am Meeting II Sean Coleman & Roy McGrath** (Beth's Office then call Roy's cell) - Roy McGrath
- ☒ **11:30am - 12:00pm Phone Call II Drew Thorn & Roy McGrath (MES)** ((866) 805-9436; Passcode: 5611273 Leader Passcode (Matthew) - 5564457) - Roy McGrath
- ☒ **1:00pm - 1:30pm Invitation: Conference Call - JHR & Roy & Ben @ Fri Jun 15, 2018 9am - 9:30am (EDT) (rmcgrath@menv.com) - jeannie.riccio@maryland.gov**

## Saturday, June 16

## Sunday, June 17

# June 18, 2018 - June 24, 2018

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
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17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, June 18

- 11:30am - 12:00pm Meeting II Vishal Bhatia & Roy McGrath (Roy's Office) - Roy McGrath
- 12:30pm - 1:00pm TRAVEL TIME - Roy McGrath
- 1:00pm - 2:00pm Site Visit II Westin (Annapolis Westin) - Roy McGrath
- 2:00pm - 2:30pm TRAVEL TIME - Roy McGrath

## Tuesday, June 19

- 12:00am FYI - MRN/SWANA-MA Conference (ES) - Roy McGrath →
- TIMESHEETS - Roy McGrath ↻
- 9:00am - 12:30pm Remote - Roy McGrath
- 1:00pm - 1:30pm Phone Call II Deni Chambers & Roy McGrath ((866) 805-9436; Passcode: 5611273 Leader Passcode (ROY) - 5564457) - Roy McGrath
- 2:00pm - 3:00pm Meeting II Financial Review (Executive Conference Room) - Michael Harris
- 3:30pm - 4:30pm Meeting II MES & EBA Engineering, Inc. (Main Conference Room, 259 Najoles Rd., Millersville, MD 21108) - Roy McGrath
- 5:30pm - 7:30pm FYI II Biz Mix Event (Spirit of Baltimore) - Roy McGrath

## Wednesday, June 20

- 12:00am FYI - MRN/SWANA-MA Conference (ES) - Roy McGrath
- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath ↻
- RM: Remote - Roy McGrath
- 1:30pm - 2:30pm HFRC Committee Meeting (Call #: (866) 247-6034 Call Code: 4169579226) - Roy McGrath ↻
- 2:30pm - 3:00pm CALL | Environmental Business Leadership Conference (TM/AG call Roy McGrath) - Adam Genn
- 3:15pm - 3:45pm Phone Call II Steven McCleef (Roy call Steven at [REDACTED]) - Roy McGrath

## Thursday, June 21

- 12:00am FYI - SWANA Mid-Atlantic Chapter ROAD-E-O - Roy McGrath →
- [REDACTED] Birthday - Roy McGrath ↻
- 9:00am - 1:00pm OOO: Personal - Roy McGrath
- 1:00pm - 5:00pm RM: Remote - Roy McGrath

## Friday, June 22

- 12:00am FYI - SWANA Mid-Atlantic Chapter ROAD-E-O - Roy McGrath
- 11:30am - 12:00pm Meeting II Stormwater Letter (Roy's Office) - Roy McGrath
- 2:00pm - 3:00pm Prep Meeting II Bond Rating Agency Presentation (Executive Conference Room / Conference Call) - Michael Harris

## Saturday, June 23

## Sunday, June 24

# June 25, 2018 - July 1, 2018

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

## Monday, June 25

- ☐ **Shannon OOO until 11:00 a.m.** - Roy McGrath
- ☐ **10:00am - 12:00pm Meeting II PFM Financial Advisors & S&P** (Standard & Poor's, 55 Water Street, 38th Floor) - Roy McGrath
- ☐ **2:00pm - 3:00pm RESCHEDULING - Meeting II Carroll County w/ Administrator Windham** (County Office Building in the DPW Conference Room 200) - Roy McGrath

## Tuesday, June 26

- ☐ **RM: OOO (Personal) DNS** - Roy McGrath
- ☐ **3:00pm - 4:00pm Meeting II MD Clean Energy Center** (HQ 259-1-Main Conference Room (8)) - Roy McGrath
- ☐ **4:15pm - 5:00pm June - Preboard meeting** (HQ 259-1-Main Conference Room (8)) - Pamela Fuller

## Wednesday, June 27

- ☐ **FYI - DMMP Management Committee Meeting** (World Trade Center – Stanton Room, Baltimore ) - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **LMD Event II 2018 Poplar Island Tour** - Roy McGrath
- ☐ **Shannon - LEAVE AT 3:50 p.m. for [REDACTED]** - Roy McGrath
- ☐ **9:30am - 10:30am Meeting II Budget** (Executive Conference Room) - Michael Harris
- ☐ **11:30am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:00pm - 1:30pm Lunch II Roy McGrath & Larry Unger** (Rec Pier Chop House, The Sagamore Pendry Hotel, 1715 Thames St, Baltimore, MD 21231, USA) - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME** - Roy McGrath

## Thursday, June 28

- ☐ **8:30am - 9:00am Call || Stefan Ekstrand & Roy McGrath** (Stefan to call Roy +1 (410) 533-8313) - Roy McGrath
- ☐ **9:30am - 10:00am MES Board of Directors Human Resource Committee** (MES Main Conference Room ) - Roy McGrath
- ☐ **10:00am - 11:30am MES Board of Directors Meeting** (MES, Main Conference Room) - Roy McGrath
- ☐ **10:45am - 12:30pm RM: OOO** - Roy McGrath
- ☐ **2:00pm - 2:30pm Senior Staff Meeting** (Executive Conference Room) - Roy McGrath
- ☐ **2:30pm - 3:30pm Meeting II EBLC** (Roy's Office ) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) -**
- ☐ **5:30pm - 8:00pm MPT Joint Board Meeting** (11767 Owing's Mills Blvd) - Roy McGrath

## Friday, June 29

- ☐ **RM: Remote (DNS)** - Roy McGrath
- ☐ **SHANNON - LEAVE** - Roy McGrath
- ☐ **1:30pm - 1:45pm Updated invitation: Call || Mid Shore Cabinet Meeting @ Fri Jun 29, 2018 9:30am - 9:45am (EDT) (rmcgrath@menv.com)** (Call in information below:) - matthew.clark@maryland.gov

## Saturday, June 30

- ☐ **[REDACTED] Birthday** - Roy McGrath

## Sunday, July 1

- ☐ **[REDACTED] Birthday** - Roy McGrath

# July 2, 2018 - July 8, 2018

July 2018						
Su	Mo	Tu	We	Th	Fr	Sa
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August 2018						
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## Monday, July 2

- ☐ 12:00am RM: OOO - Roy McGrath →
- ☒ 4:00pm - 5:00pm EBLC Discussion (Conference Call) - Matthew Sherring

## Tuesday, July 3

- ☐ ← 12:00am RM: OOO - Roy McGrath
- ☐ FY 18 EXPENSES FORMS DUE - Roy McGrath
- ☐ Birthday - Roy McGrath ↻
- ☐ TIMESHEETS - Roy McGrath ↻
- ☒ 9:00am - 10:00am RM: OOO - Roy McGrath
- ☒ 2:00pm - 2:30pm Meeting II EBLC (Roy's Office) - Matthew Sherring

## Wednesday, July 4

- ☐ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☒ 9:00am - 5:00pm HOLIDAY - Independence Day - Roy McGrath ↻

## Thursday, July 5

- ☐ RM: Remote (DNS) - Roy McGrath
- ☒ 5:30pm - 6:00pm Invitation: Call || Conowingo @ Thu Jul 5, 2018 4:30pm - 5pm (EDT) (rmcgrath@menv.com) (Call in information below:) - matthew.clark@maryland.gov

## Friday, July 6

- ☒ 9:00am - 10:30am OOO / calls - Roy McGrath
- ☒ 12:00pm - 12:30pm Travel Time - Roy McGrath
- ☒ 12:30pm - 1:45pm Lunch meeting - Roy McGrath
- ☒ 1:45pm - 2:15pm Travel Time - Roy McGrath
- ☒ 2:15pm - 2:30pm TRAVEL TIME (Shannon will Drive) - Roy McGrath
- ☒ 2:30pm - 4:00pm Site Visit II Westin (Westin Annapolis) - Roy McGrath
- ☒ 4:00pm - 4:30pm TRAVEL TIME - Roy McGrath

## Saturday, July 7

## Sunday, July 8

# July 9, 2018 - July 15, 2018

July 2018						
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	19	20	21	22	23	24
	25	26	27	28	29	30
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August 2018						
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## Monday, July 9

- 2:30pm - 3:30pm **HOLD II MACo Video** (Out Front of MES) - Roy McGrath
- 3:30pm - 4:00pm **Meeting II EBLC** (Roy's Office) - Roy McGrath

## Tuesday, July 10

- Birthday** - Roy McGrath
- 2:00pm - 4:00pm **Bay Cabinet Meeting** (AQUA Conference Room, MDE Headquarters, 1800 Washington Blvd., Baltimore, MD 21230) - mde.secretary@maryland.gov

## Wednesday, July 11

- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 10:00am - 11:00am **Senior Staff Meeting** (Main Conference Room) - Roy McGrath
- 11:30am - 12:00pm **TRAVEL TIME** - Roy McGrath
- 12:00pm - 1:00pm **Business lunch** (Paul's Homewood Cafe (919 West St, Annapolis, MD, United States)) - Roy McGrath
- 1:00pm - 1:30pm **TRAVEL TIME** - Roy McGrath
- 4:00pm - 4:30pm **Meeting II HR** (Roy's Office) - Beth Wojton

## Thursday, July 12

- Remote** - Roy McGrath
- 3:00pm - 3:30pm **Conference Call II EBLC Advocacy Panel** (Call In #: (866) 805-9436 Passcode:5611273) - Beth Wojton
- 5:00pm - 6:00pm **Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov

## Friday, July 13

- Birthday** - Roy McGrath
- 11:30am - 1:30pm **OOO** - Roy McGrath
- 2:00pm - 3:00pm **Phone Call II Andrew Winston** (He will call 410-729-8208) - Roy McGrath
- 3:00pm - 4:00pm **EBLC** (Main Conference Room) - Roy McGrath

## Saturday, July 14

## Sunday, July 15

# July 16, 2018 - July 22, 2018

July 2018							August 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

## Monday, July 16

- ☐ **11:00am - 5:00pm Eastern Shore** - Roy McGrath
- ☐ **3:00pm - 3:15pm Invitation: Call: MES Conference @ Mon Jul 16, 2018 11am - 11:15am (EDT) (rmcgrath@menv.com)** (Roy to call Leg Office - 410-974-3336) - christopher.shank@maryland.gov

## Tuesday, July 17

- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **9:00am - 10:00am ARRIVE** (Dorchester American Legion Post 91, 601 Radiance Dr, Cambridge, MD 21613) - Roy McGrath
- ☐ **10:00am - 12:00pm SAVE THE DATE Mid-Shore Cabinet Meeting** (Cambridge, MD 21613, USA) - md.gov2661@maryland.gov
- ☐ **12:00pm - 12:15pm Talk with Kelly @DLLR** - Roy McGrath
- ☐ **12:30pm - 2:00pm LUNCH & TOUR II UMCES Horn Point Lab with Chesapeake Bay Cabinet** (2020 Horns Point Road, Cambridge, MD 21613) - Roy McGrath

## Wednesday, July 18

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **FYI - Tawes Crab Feast** - Roy McGrath
- ☐ **8:00am - Invitation: HOLD - Elajo Visit @ Wed Jul 18, 2018 9am - 5pm (EDT) (rmcgrath@menv.com)** (TBD) - jessica.reynolds@maryland.gov
- ☐ **9:00am - 10:00am Meeting II Elajo/MES** (MES, Main Conference Room, 259 Najoles, Millersville, MD) - Roy McGrath
- ☐ **1:30pm - 2:30pm HRFC Meeting** - Roy McGrath
- ☐ **3:00pm - 5:00pm Pre-Conference / Set Up** (Westin Annapolis) - Roy McGrath

## Thursday, July 19

- ☐ **8:00am - 5:30pm Environmental Business Leadership Conference** (The Westin Annapolis, 100 Westgate Cir, Annapolis, MD 21401, USA) - Roy McGrath

## Friday, July 20

- ☐ **RM: Remote** - Roy McGrath
- ☐ **Shannon - OOO** - Roy McGrath
- ☐ **11:30am - 12:00pm July Preboard meeting** (Director's Executive Conference Room) - Pamela Fuller
- ☐ **12:00pm - 12:30pm Institute Ambassador Call** (<https://zoom.us/j/966901768>) - Roy McGrath

## Saturday, July 21

## Sunday, July 22

# July 23, 2018 - July 29, 2018

July 2018							August 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21		12	13	14	15	16	17
22	23	24	25	26	27	28		19	20	21	22	23	24
29	30	31						26	27	28	29	30	31

## Monday, July 23

- ☐ **FYI: Terrapin Release Date** - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath
- ☐ **9:30am - 10:30am MES Board of Directors Conference Call** (Call In#: (866) 776-7062 Participant Code: 3453785) - Roy McGrath

## Tuesday, July 24

- ☐ **FYI II ACI Annual Golf Outing - MD Chapter** (Turf Valley Resort, 2700 Turf Valley Rd, Ellicott City, MD 21042, USA) - Roy McGrath
- ☐ **3:45pm - 4:00pm Meeting II Roy & Mike** (Roy's Office) - Michael Harris

## Wednesday, July 25

- ☐ **12:00am HOLD: YJP CEO Leadership & Innovation Forum** - Roy McGrath →
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☐ **FYI II Bond Sale** - Roy McGrath
- ☐ **[REDACTED] Birthday** - Roy McGrath ↻
- ☐ **11:00am - 12:00pm STAND BY - Bond Sale Call** (Sean will call your cell) - Roy McGrath

## Thursday, July 26

- ☐ **← 12:00am HOLD: YJP CEO Leadership & Innovation Forum** - Roy McGrath
- ☐ **12:00pm - 6:30pm Invitation: YJP CEO Leadership and Innovation Symposium - Day 2 @ Thu Jul 26, 2018 8am - 2:30pm (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) (The YJP Mansion: 107 E 16th Street New York, NY 10003) - [rebekah@yjpnewyork.com](mailto:rebekah@yjpnewyork.com)
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - [kaitlin.marsden@maryland.gov](mailto:kaitlin.marsden@maryland.gov) 🔒
- ☐ **6:30pm - 8:00pm Business Analytics: From Data to Insights - Course Introduction Webinar** (<https://zoom.us/j/503609577>) - Emeritus Institute of Management

## Friday, July 27

- ☐ **RM: Remote** - Roy McGrath
- ☐ **Shannon - OOO** - Roy McGrath

## Saturday, July 28

## Sunday, July 29

- ☐ **[REDACTED] Birthday** - Roy McGrath ↻
- ☐ **1:00pm - 1:30pm IOM II Pick Up Ambassador Supplies** (Registration)
- ☐ **1:45pm - 3:45pm IOM II Greet Attendees** - Roy McGrath
- ☐ **2:00pm - 5:00pm IOM II Villanova Housing Check-in** ( Jackson Hall)
- ☐ **2:00pm - 4:00pm IOM II Institute Registration** (Bartley Hall, Atrium) - More Items...

# July 30, 2018 - August 5, 2018

July 2018							August 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, July 30

- 7:00am - 8:00am IOM II Breakfast (Dougherty Hall ) - Roy McGrath
- 8:00am - 11:30am IOM II Core Class (Bartley Hall, Room: 3068 ) - Roy McGrath
- 11:30am - 12:30pm IOM II Lunch (Dougherty Hall) - Roy McGrath
- 12:30pm - 4:00pm IOM II Core Class (Room: 3068 ) - Roy McGrath
- 4:15pm - 6:15pm IOM II Class (Room: 3068 ) - Roy McGrath
- 6:15pm - 8:15pm IOM II Class Dinners - Roy McGrath

## Tuesday, July 31

- TIMESHEETS** - Roy McGrath
- 7:00am - 8:00am IOM II Breakfast (Dougherty Hall ) - Roy McGrath
- 8:00am - 10:00am IOM II Class (Bartley Hall, Room: 3068 ) - Roy McGrath
- 10:30am - 12:30pm IOM II Class (Room: 3010 ) - Roy McGrath
- 12:30pm - 1:00pm IOM II Boxed Lunch Available (Bartley Hall Atrium) - Roy McGrath
- 1:00pm - 4:30pm IOM II Core Class (Room: 3068) - Roy McGrath

## Wednesday, August 1

- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 7:00am - 8:00am IOM II Breakfast (Dougherty Hall) - Roy McGrath
- 8:00am - 11:30am IOM II Core Class (Room: 3068) - Roy McGrath
- 11:30am - 12:30pm IOM II Lunch (Dougherty Hall) - Roy McGrath
- 12:30pm - 4:00pm IOM II Core Class (Room: 3068) - Roy McGrath
- 1:30pm - 2:30pm Housing Finance Review Committee Meeting (Call #: (866) 247-6034; Call Code: 4169579226) - Roy McGrath
- 6:30pm - 10:30pm IOM II Graduation & Celebration (The Inn at Villanova University) - Roy McGrath

## Thursday, August 2

- Birthday** - Roy McGrath
- 7:00am - 8:00am IOM II Breakfast (Dougherty Hall ) - Roy McGrath
- 8:00am - 11:30am IOM II Core Classes (Bartley Hall, Room: 3068 ) - Roy McGrath
- 1:00pm - 2:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm (<https://zoom.us/j/831607595>) - Emeritus Institute of Management

## Friday, August 3

- 9:00am - 10:00am O.C. Tanner demonstration (James Peck Conference Room) - Beth Wojton
- 10:15am - 11:00am TRAVEL TIME (Matthew Driving) - Roy McGrath
- 11:00am - 12:00pm MES & Maryland State Police (1201 Reisterstown Rd, Pikesville, MD 21208, - 3rd Floor Conference Room, Executive Building ) - Roy McGrath
- 12:00pm - 12:45pm TRAVEL TIME - Roy McGrath
- 2:30pm - 3:00pm Phone Call II Katie Parks (Eastern Shore Land Conservancy) (Roy Call Katie at ) - Roy McGrath
- 3:30pm - 4:00pm Weekly Update Meeting: Beth & Roy (Roy's Office ) - Roy McGrath

## Saturday, August 4

## Sunday, August 5

# August 6, 2018 - August 12, 2018

August 2018							September 2018						
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## Monday, August 6

- ☐ **10:15am - 11:00am TRAVEL TIME (Angie Drive)** (245 Shawan Road. Hunt Valley MD.21031) - Roy McGrath
- ☐ **11:00am - 12:30pm Site Visit II Delta Hunt Valley** (245 Shawan Road. Hunt Valley MD.21031) - Roy McGrath
- ☐ **12:20pm - 1:00pm TRAVEL TIME (Matthew Drive)** - Roy McGrath
- ☐ **1:00pm - 3:00pm MES Tour and Meeting** (301 E. Cromwell Street Baltimore MD, 21230) - Paige Schell
- ☐ **3:00pm - 3:45pm TRAVEL TIME** - Roy McGrath
- ☐ **3:45pm - 4:15pm Sign Bond Sale Documents** (Roy's Office ) - Roy McGrath

## Tuesday, August 7

- ☐ **12:00pm - 12:30pm NMWDA Board Conference Call** (Dial-in Number: 866-691-2764; Conference Code: 7767797) - Roy McGrath
- ☐ **3:30pm - 3:45pm Meeting II Matthew & Roy** (Roy's Office ) - Roy McGrath
- ☐ **4:30pm - 6:00pm Invitation: Chesapeake Executive Council 2018 Annual Meeting @ Tue Aug 7, 2018 12:30pm - 2pm (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) (Frederick Douglass-Isaac Myers Maritime Park, 1417 Thames St, Baltimore, MD 21231, USA) - jeannie.riccio@maryland.gov

## Wednesday, August 8

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **9:00am - 12:00pm RM: Remote** - Roy McGrath
- ☐ **11:15am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME** - Roy McGrath
- ☐ **3:30pm - 4:30pm Meeting II MACo Prep** (James Peck Board Room ) - Roy McGrath
- ☐ **4:00pm - 5:30pm Invitation: Lunch Larry and Roy @ Wed Aug 8, 2018 12pm - 1:30pm (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) (The Bygone, 400 International Drive, Baltimore, MD 21202, USA) - [larry.unger@mpt.org](mailto:larry.unger@mpt.org)
- ☐ **4:30pm - 5:00pm Meeting II Mike & Roy** (Roy's Office ) - Michael Harris

## Thursday, August 9

- ☐ **1:00pm - 2:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/831607595>) - Emeritus Institute of Management
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - [kaitlin.marsden@maryland.gov](mailto:kaitlin.marsden@maryland.gov)

## Friday, August 10

- ☐ **RM: Remote** - Roy McGrath

## Saturday, August 11

## Sunday, August 12

# August 13, 2018 - August 19, 2018

August 2018							September 2018						
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26	27	28	29	30	31		23	24	25	26	27	28	29
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## Monday, August 13

- ☐ 12:00am RM: OOO (DNS) - Roy McGrath →
- ☐ Shannon - LEAVE at 1:15 p.m. [REDACTED] - Roy McGrath

## Tuesday, August 14

- ☐ ← 12:00am RM: OOO (DNS) - Roy McGrath
- ☐ TIMESHEETS - Roy McGrath ↻
- ☒ 11:00am - 11:30am August Preboard meeting (Director's Executive Conference Room) - Pamela Fuller

## Wednesday, August 15

- ☐ 12:00am HOLD - MACo Summer Conference - Roy McGrath →
- ☒ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☒ 1:30pm - 2:00pm HFRC Conference Call (Call #: (866) 247 - 6034; Call Code: 4169579226) - Roy McGrath ↻
- ☒ 3:30pm - ARRIVE II MES/NMWDA Reception (Dunes Manor Hotel (On the Dunes Beachfront Verandah), 2800 Baltimore Ave, Ocean City, MD) - Shannon Bettleyon
- ☒ 4:00pm - 6:00pm MES/NMWDA Reception (Dunes Manor Hotel (On the Dunes Beachfront Verandah), 2800 Baltimore Ave, Ocean City, MD)
- ☒ 5:00pm - 8:00pm MACo Invite II LMD Reunion: Palmer and Sandy Gillis (Gillis Island, 3501 South Canal Street, Ocean City, Maryland) -
- ☒ 6:00pm - 8:00pm MACo - Corporate Partner Appreciation Dinner (The Restaurant at Lighthouse Sound, 12723 St. Martin's Neck Road, (Fager's Island) - Beth Wojton

## Thursday, August 16

- ☐ ← HOLD - MACo Summer Conference - Roy McGrath →
- ☒ 8:30am - 9:00am Breakfast (Marriott, 3rd Floor) - Roy McGrath
- ☒ 9:00am - 9:30am Human Resources Committee (Marriott | Two 15th St, Ocean City, MD 21842, Ocean City, MD Hospitality Suite on the 4th
- ☐ 9:30am - 10:30am MES Board of Directors Meeting at MACo
- ☒ 12:30pm - 1:30pm Lunch Meeting II JCI (Fager's Island, 60th Street
- ☒ 2:30pm - 3:00pm MACo II Ice Cream - Roy McGrath
- ☒ 3:00pm - 5:00pm MACo INVITE II WSSC Water Commissioners
- ☒ 3:00pm - 5:00pm MACo Reception (Clarion Resort Fontainebleau
- ☒ 3:00pm - 5:00pm WSSC MACo Reception reservation (Barn 34 (3400
- ☒ 4:30pm - 7:30pm MACo Reception - KCI (Sky Bar & Grille, 66th
- ☒ 4:30pm - 6:30pm MACo II Taste of Maryland - Roy McGrath
- ☒ 5:00pm - 7:00pm MACo INVITE II Kaiser Permanente Reception -
- ☒ 5:00pm - 7:00pm MACo Reception II Sen J.B. Jennings (Ropewalk

## Friday, August 17

- ☐ ← HOLD - MACo Summer Conference - Roy McGrath →
- ☒ 8:45am - 9:00am Staff Meeting (OC Convention Center - ground floor - tables near water) - Matthew Sherring
- ☒ 9:00am - 10:15am MACo Session II Clear Water: The State of the Bay (Grumbles & Belton) (Performing Arts Center) - Roy McGrath
- ☒ 3:15pm - 4:15pm MACo Governor's Cabinet Reception (Dockside Hall) - Roy McGrath
- ☒ 5:00pm - 8:00pm MACo Crab Feast (Parking Lot) - Roy McGrath
- ☒ 6:00pm - 7:00pm Updated invitation: Governor's Cabinet Meeting @ Fri Aug 17, 2018 2pm - 3pm (EDT) (rmcgrath@menv.com) (Ocean City Convention Center, Room 215) - md.gov2661@maryland.gov
- ☐ 6:30pm - 7:30pm Canceled event: Follow-up call, Poplar Hill @ Fri Aug 17, 2018 2:30pm - 3:30pm (EDT) (rmcgrath@menv.com) (Conference call) - david.bezanson@maryland.gov

## Saturday, August 18

- ☐ ← 12:00am HOLD - MACo Summer Conference - Roy McGrath
- ☐ 12:00am ASAE Conference - Roy McGrath →
- ☐ FYI - MPT Event II Season 9 Taping of Chesapeake Collectibles (Turf Valley Resort, 2700 Turf Valley Road, Ellicott City, MD 21042) - Roy
- ☒ [REDACTED] Birthday - Roy McGrath ↻
- ☒ 11:30am - 12:30pm MACo II Closing Session - Roy McGrath

## Sunday, August 19

- ☐ ← ASAE Conference - Roy McGrath →
- ☒ 2:40pm - 3:00pm ASAE Annual Personify (ASAE Annual's Associations Solutions Marketplace) - Roy McGrath

# August 20, 2018 - August 26, 2018

August 2018							September 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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26	27	28	29	30	31		23	24	25	26	27	28	29
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## Monday, August 20

- ☐ < **ASAE Conference** - Roy McGrath →
- ☐ **12:00am FYI II SWANA's WASTECON** (Nashville, TN, USA) - Roy McGrath →
- ☐ **Shannon OOO** - Roy McGrath
- ☐ **Birthday** - Roy McGrath ↻
- ☐ **6:00pm - 7:15pm Meeting || ASAE** (Renaissance Chicago Downtown Hotel - 1 W Upper Wacker Dr, Chicago, IL, United States) - Roy McGrath

## Tuesday, August 21

- ☐ < **12:00am ASAE Conference** - Roy McGrath
- ☐ < **FYI II SWANA's WASTECON** (Nashville, TN, USA) - Roy McGrath →
- ☐ **7:30am - 8:45am CEO Power Breakfast** (McCormick Place West Building Room W190B) - Roy McGrath
- ☐ **4:00pm - 6:00pm Hold - Millennial Mentality LIVE! (need to rsvp)** (SECU Arena, 8000 York Rd, Towson, MD 21252) - Roy McGrath

## Wednesday, August 22

- ☐ < **FYI II SWANA's WASTECON** (Nashville, TN, USA) - Roy McGrath →
- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻
- ☐ **12:00pm - 1:30pm EBLC Debrief & Lunch** (James Peck Board Room)
- ☐ **6:00pm - 7:00pm Hold: Tami Howie** - Roy McGrath
- ☐ **6:00pm - 6:30pm Call this week - US Biogas EPC - Maryland Environmental Service** (Phone Call) - Andre Elkana

## Thursday, August 23

- ☐ < **12:00am FYI II SWANA's WASTECON** (Nashville, TN, USA) - Roy McGrath
- ☐ **11:00am - 11:45am Finalize BC letter** - Roy McGrath
- ☐ **12:00pm - 1:00pm FYI - MES Brown Bag Lunch: MES Safety and Environmental Compliance Interns** (James Peck Board Room) - Roy McGrath
- ☐ **2:00pm - 2:30pm Meeting II Mike & Roy** (Roy's Office) - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒**

## Friday, August 24

- ☐ **Matthew OOO** - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath

## Saturday, August 25

- ☐ **Birthday** - Roy McGrath ↻

## Sunday, August 26

# August 27, 2018 - September 2, 2018

August 2018							September 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, August 27

☐ **RM: Remote (DNS)** - Roy McGrath

## Tuesday, August 28

☐ **RM: Remote (DNS)** - Roy McGrath

☐ **TIMESHEETS** - Roy McGrath ↻

☒ **5:00pm - 6:30pm St. Mary's Ryken / New Board Member Orientation** (Board Room, Rupert Hall ) - Catherine Dziekiewicz

## Wednesday, August 29

☐ **FYI - New Hire Wednesdays** - Roy McGrath ↻

☐ **RM: OOO (Personal)** - Roy McGrath

☒ **10:30am - 11:00am HRFC Conference Call** - Roy McGrath

## Thursday, August 30

☐ **12:00am Matthew OOO** - Roy McGrath →

☐ **12:00am RM: Remote (DNS)** - Roy McGrath →

☒ **10:00am - 10:30am Meeting II Discuss Building Expansion** (Will call Roy's cell / Executive Conference Room ) - Roy McGrath

☒ **1:00pm - 2:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/831607595>) - Emeritus Institute of Management ↻

☒ **4:00pm - 4:30pm Call this week - US Biogas EPC - Maryland Environmental Service** (Phone Call) - Andre Elkana

## Friday, August 31

☐ **12:00am Matthew OOO** - Roy McGrath

☐ **12:00am RM: Remote (DNS)** - Roy McGrath

☐ **Shannon - OOO** - Roy McGrath

☒ **3:00pm - 4:30pm Invitation: Meeting - October Water Conference Update @ Fri Aug 31, 2018 11am - 12:30pm (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) (Call 641.715.0632, access code: 821546) - [john.wobensmith@maryland.gov](mailto:john.wobensmith@maryland.gov)

## Saturday, September 1

☐ **Birthday** - Roy McGrath ↻

## Sunday, September 2

# September 3, 2018 - September 9, 2018

September 2018							October 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, September 3

- 9:00am - 5:00pm **HOLIDAY - Labor Day** - Roy McGrath
- 3:00pm - 3:15pm **Canceled: Call this week - US Biogas EPC - Maryland Environmental Service** (Phone Call) - Andre Elkana

## Tuesday, September 4

- 12:00am **Sean C. OOO** - Roy McGrath
- SHANNON - OOO** - Roy McGrath
- 9:00am - 11:30am **RM: Remote** - Roy McGrath
- 2:00pm - 3:30pm **Maryland Environmental Service | Workday Deployment Project Kickoff Meeting** (Training Room 255; <https://global.gotomeeting.com/join/615554933>) - Diane Blantz

## Wednesday, September 5

- Sean C. OOO - Roy McGrath
- 12:00am **Jason OOO** - Roy McGrath
- FYI - **Board of Public Works Meeting** - Roy McGrath
- FYI - **New Hire Wednesdays** - Roy McGrath
- 10:45am - 1:30pm **RM: OOO** - Roy McGrath
- 1:30pm - 2:30pm **HFRC Meeting (Tentative)** (Conference Number: 866-247-6034; Code: 5910249181) - Roy McGrath
- 3:00pm - 4:00pm **PREP II All Staff Meeting** (Main Conference Room ) - Roy McGrath

## Thursday, September 6

- Sean C. OOO - Roy McGrath
- Jason OOO - Roy McGrath
- 11:00am - 12:00pm **Event || Gov** (CSM La Plata) - Roy McGrath
- 12:00pm - 1:00pm **RM: (Personal)** - Roy McGrath
- 1:00pm - 2:00pm **Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/831607595>) - Emeritus Institute of Management
- 3:00pm - 5:00pm **Meeting || SMR Board Committee Mtg (Pers)** - Roy McGrath
- 5:00pm - 6:00pm **Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - [kaitlin.marsden@maryland.gov](mailto:kaitlin.marsden@maryland.gov)

## Friday, September 7

- Sean C. OOO - Roy McGrath
- Jason OOO - Roy McGrath
- RM: Remote** - Roy McGrath
- 9:00am - 12:00pm **REMOTE/TRAVEL TIME (P)** - Roy McGrath
- 12:00pm - 1:00pm **Lunch II Paul Mandell** (Mon Ami Gabi on Woodmont Avenue ) - Roy McGrath
- 1:00pm - 2:30pm **TRAVEL TIME (P)** - Roy McGrath

## Saturday, September 8

- Sean C. OOO - Roy McGrath
- Jason OOO - Roy McGrath

## Sunday, September 9

- Sean C. OOO - Roy McGrath
- 12:00am **Jason OOO** - Roy McGrath

# September 10, 2018 - September 16, 2018

September 2018							October 2018						
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## Monday, September 10

- ☐ **Sean C. OOO** - Roy McGrath
- ☐ **8:00am - 1:00pm MES ALL STAFF MEETING** (Delta Hotels Baltimore Hunt Valley, 245 Shawan Rd, Hunt Valley, MD 21031) - Roy McGrath
- ☐ **5:00pm - 7:30pm HOLD: Baltimore City** - Roy McGrath

## Tuesday, September 11

- ☐ **12:00am Sean C. OOO** - Roy McGrath
- ☐ **RM: OOO (Remote/Personal)** - Roy McGrath
- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **10:00am - 10:30am Memorial & Wreath-laying Ceremony** (Maryland Fire-Rescue Services Memorial, Annapolis) - Roy McGrath
- ☐ **10:30am - 11:00am TRAVEL TIME** - Roy McGrath
- ☐ **2:00pm - 2:30pm Call || Paul Mandell** - Roy McGrath
- ☐ **4:00pm - 4:30pm Call || Brett Ferrigan** - Roy McGrath

## Wednesday, September 12

- ☐ **12:00am Tammy - OOO** - Roy McGrath
- ☐ **12:00am FYI || International Solid Waste Management Summit** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath

## Thursday, September 13

- ☐ **Tammy - OOO** - Roy McGrath
- ☐ **FYI || International Solid Waste Management Summit** - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ **10:00am - 11:00am TRAVEL TIME** - Roy McGrath
- ☐ **11:00am - 2:00pm Meeting || Ben Simons, Academy Art Museum** (Easton, Maryland, United States) - Roy McGrath
- ☐ **1:00pm - 2:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/831607595>) - Emeritus Institute of Management
- ☐ **2:00pm - 3:00pm TRAVEL TIME** - Roy McGrath

## Friday, September 14

- ☐ **Tammy - OOO** - Roy McGrath
- ☐ **12:00am FYI || International Solid Waste Management Summit** - Roy McGrath
- ☐ **Birthday** - Roy McGrath
- ☐ **10:00am - 12:00pm Capital Budget Hearing, 10 AM** (DBM Office of Capital Budgeting, 301 West Preston St., 12th floor) - Ellen Frketic

## Saturday, September 15

- ☐ **Tammy - OOO** - Roy McGrath

## Sunday, September 16

- ☐ **Tammy - OOO** - Roy McGrath
- ☐ **4:00pm - 7:00pm INVITE II Eliot Pfanstiehl Redeploying Event** - Roy McGrath

# September 17, 2018 - September 23, 2018

September 2018							October 2018						
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## Monday, September 17

- ☐ **12:00am Tammy - OOO** - Roy McGrath
- ☐ **9:00am - 9:45am RM: OOO** - Roy McGrath
- ☐ **1:30pm - 2:00pm Meeting II Discuss 9/25 Event** (Executive Conference Room) - Roy McGrath
- ☐ **3:00pm - 3:30pm Meeting II Sean Coleman** (Roy's Office) - Beth Wojton

## Tuesday, September 18

- ☐ **RM: Remote** - Roy McGrath
- ☐ **9:30am - 10:00am Call II Craig** - Roy McGrath

## Wednesday, September 19

- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **11:30am - 12:00pm TRAVEL TIME** - Roy McGrath
- ☐ **12:00pm - 1:30pm Meeting II Charles County** (1001 Radio Station Road; La Plata, MD) - Roy McGrath
- ☐ **1:30pm - 2:30pm HFRC Meeting** (866-247-6034 Code # 4169579226)

## Thursday, September 20

- ☐ **10:00am - 10:30am September Preboard meeting** (Director's Executive Conference Room) - Pamela Fuller
- ☐ **3:00pm - 6:00pm Meeting II SMR Board (Pers)** - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov
- ☐ **6:00pm - 9:00pm INVITE II Mermaids Kiss Oyster Fest 2018** (Baltimore Museum of Industry, Baltimore, MD 21230, USA) - Roy McGrath

## Friday, September 21

- ☐ **Beth - OOO** - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath
- ☐ **10:00am - 11:00am Conference Call with Innovations** ((267) 930-4000; Pin: 123109#) - Matthew Sherring
- ☐ **5:30pm - 7:00pm Invitation: Planning Meeting: MD-Israel Water Conference @ Fri Sep 21, 2018 1:30pm - 3pm (EDT) (rmcgrath@menv.com)** (16 Francis St, Annapolis, MD 21401, USA, MD Office of the Secretary of State) - mary.nitsch@maryland.gov

## Saturday, September 22

## Sunday, September 23

# September 24, 2018 - September 30, 2018

September 2018						
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October 2018						
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## Monday, September 24

- ☐ **10:00am - 11:00am Meeting II Mike Gellman** (Main Conference Room) - Michael Harris
- ☐ **2:00pm - 2:30pm Phone Call II Dr. Memo Diriker** (Phone Call Roy Call [REDACTED]) - Roy McGrath
- ☐ **4:00pm - 4:45pm Meeting II Discuss Workday** (Executive Conference Room / Will Call Vishal's Cell) - Beth Wojton

## Tuesday, September 25

- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **9:00am - ARRIVE - Montgomery County Day** (Olney Theatre Center, 2001 Olney Sandy Spring Rd, Olney, MD 20832) - Roy McGrath
- ☐ **10:00am - 12:00pm Updated invitation: Montgomery County Cabinet Meeting @ Tue Sep 25, 2018 10am - 12pm (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) (Olney Theatre Center, 2001 Olney Sandy Spring Rd, Olney, MD 20832, USA) - [md.gov2661@maryland.gov](mailto:md.gov2661@maryland.gov)
- ☐ **12:20pm - 1:45pm Lunch & Tour Montgomery County Recycling Center** (Montgomery County Recycling Center, 16105 Frederick Rd., Derwood, MD 20855) - Roy McGrath

## Wednesday, September 26

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **FYI II Maryland State of the Ports and Embassy Event** (21st Floor World Trade Center Baltimore, 401 East Pratt Street, Baltimore MD 21202) - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath
- ☐ **9:30am - 10:00am CONFERENCE CALL II Roy McGrath/Adam Ortiz** (Adam will call Roy @ (410) 729-8201) - Roy McGrath

## Thursday, September 27

- ☐ **12:00am Sean - OOO** - Roy McGrath
- ☐ **9:00am - 10:00am MES Board of Directors Audit Committee** (MES Main Conference Room) - Roy McGrath
- ☐ **9:45am - 11:30am MES Board of Directors Meeting** (MES, Main Conference Room) - Roy McGrath
- ☐ **11:30am - 12:00pm Meeting II Discuss Building Expansion** (Executive Conference Room) - Beth Wojton
- ☐ **6:00pm - 9:00pm Orioles Game** - Roy McGrath

## Friday, September 28

- ☐ **12:00am Sean - OOO** - Roy McGrath
- ☐ **FYI - Day to Serve Event - Masonville Cove Shore Cleanup (1 - 4 p.m.)** (1000 Frankfurst Ave, Baltimore, MD 21226) - Roy McGrath
- ☐ **RM: OOO (DNS)** - Roy McGrath

## Saturday, September 29

## Sunday, September 30

# October 1, 2018 - October 7, 2018

October 2018						
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November 2018						
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## Monday, October 1

- ☐ 12:00am Beth - OOO - Roy McGrath →
- ☐ Sean - OOO - Roy McGrath
- ☐ Shannon - OOO (NC) - Roy McGrath
- ☐ 9:00am - 12:00pm RM: Remote - Roy McGrath
- ☐ 12:00pm - 2:00pm HOLD: Lunch with CW - Roy McGrath

## Tuesday, October 2

- ☐ ← Beth - OOO - Roy McGrath →
- ☐ 12:00pm - 12:30pm NMWDA Board Conference Call (866-691-2764; Access Code: 7767797) - Roy McGrath
- ☐ 3:00pm - 5:30pm Travel Time - Roy McGrath
- ☐ 5:30pm - 8:00pm RM: U.S. Chamber event - Roy McGrath

## Wednesday, October 3

- ☐ ← Beth - OOO - Roy McGrath →
- ☐ FYI - Board of Public Works Meeting - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☐ 8:00am - 9:00pm Hold: U.S. Chamber event - Roy McGrath
- ☐ 9:00am - 10:00am TWS - Roy McGrath
- ☐ 1:30pm - 2:30pm HFRC Meeting (Conference call # 866-247-6034; Code # 4169579226) - Roy McGrath ↻
- ☐ 5:30pm - 7:00pm Invitation: Hold for HFRC Meeting @ Wed Oct 3, 2018 1:30pm - 3pm (EDT) (rmcgrath@menv.com) (OS #444) - keith.ashford@maryland.gov
- ☐ 6:30pm - 7:30pm Business Analytics: From Data to Insights - Course Introduction with Professor Christopher Ittner (https://zoom.us/j/381226477) - Emeritus Institute of Management

## Thursday, October 4

- ☐ ← Beth - OOO - Roy McGrath →
- ☐ 9:00am - 12:00pm Remote/Travel Time - Roy McGrath
- ☐ 1:00pm - 3:00pm MES Maryland Charity Campaign (MCC) - Roy McGrath
- ☐ 2:00pm - 3:00pm TRAVEL TIME - Roy McGrath
- ☐ 4:00pm - 6:00pm Invitation: Lunch with Larry, Roy McGrath & David Nevins @ Thu Oct 4, 2018 12pm - 2pm (EDT) (rmcgrath@menv.com) (Linwoods, 25 Crossroads Dr, Owings Mills, MD 21117, USA) - larry.unger@mpt.org
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ↻ 🔒
- ☐ 5:30pm - 6:30pm Hold: Commerce meeting (Hero's ) - Roy McGrath

## Friday, October 5

- ☐ ← 12:00am Beth - OOO - Roy McGrath
- ☐ RM: Remote - Roy McGrath
- ☐ 2:00pm - 2:30pm Invitation: Call Roy McGrath @ Fri Oct 5, 2018 10am - 10:30am (EDT) (rmcgrath@menv.com) (Jeannie will call Roy's cell) - jeannie.riccio@maryland.gov
- ☐ 2:30pm - 3:00pm Invitation: Conference Call: Secretaries' Panel, Water Conference; 64... @ Fri Oct 5, 2018 10:30am - 11am (EDT) (rmcgrath@menv.com) - mary.nitsch@maryland.gov

## Saturday, October 6

## Sunday, October 7

# October 8, 2018 - October 14, 2018

October 2018						
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November 2018						
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## Monday, October 8

- ☒ **8:00am - 9:30pm EVENT II MD Clean Energy Summit** (The Hotel at the University of Maryland, 7777 Baltimore Avenue, College Park, Maryland) - Roy McGrath

## Tuesday, October 9

- ☐ **TIMESHEETS** - Roy McGrath
- ☒ **8:00am - 7:00pm Event II Maryland Clean Energy Summit** (The Hotel at the University of Maryland, 7777 Baltimore Avenue, College Park, Maryland) - Roy McGrath
- ☒ **2:00pm - 3:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/634321350>) - Emeritus Institute of Management

## Wednesday, October 10

- ☐ **12:00am Maryland Municipal League Fall Conference** (The Westin, Annapolis) - Roy McGrath
- ☒ **FYI - New Hire Wednesdays** - Roy McGrath
- ☒ **8:00am - 6:00pm Maryland-Israel Water Conference: Water Reuse and Security** (College Park Marriott Hotel & Conference Center, 3501 University Blvd E, Hyattsville, MD 20783) - Roy McGrath
- ☒ **8:00am - 3:00pm Event II MEGA Maryland 2018** (Martin's West, Baltimore, Maryland) - Roy McGrath
- ☒ **8:00am - 1:30pm Event II Maryland Clean Energy Summit** (The Hotel at the University of Maryland, 7777 Baltimore Avenue, College Park, Maryland) - Roy McGrath
- ☒ **10:00am - 11:00am TWS** - Roy McGrath

## Thursday, October 11

- ☐ **← Maryland Municipal League Fall Conference** (The Westin, Annapolis) - Roy McGrath
- ☒ **2:00pm - 2:30pm Meeting II Roy & Beth** (Roy's Office) - Roy McGrath

## Friday, October 12

- ☐ **← 12:00am Maryland Municipal League Fall Conference** (The Westin, Annapolis) - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath
- ☒ **6:30pm - 7:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Deborah Soule** (<https://zoom.us/j/663028973>) - Emeritus Institute of Management

## Saturday, October 13

## Sunday, October 14

# October 15, 2018 - October 21, 2018

October 2018							November 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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14	15	16	17	18	19	20		11	12	13	14	15	16
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28	29	30	31					25	26	27	28	29	30

## Monday, October 15

- 9:00am - 12:00pm RM: OOO - Roy McGrath
- 10:30am - 11:00am Call || Paul Mandell (Paul to call Roy) - Roy McGrath
- 1:30pm - 2:00pm Meeting II Roy/Mike/Beth (Executive Conference Room) - Roy McGrath
- 4:00pm - 8:30pm Pick Up / Meeting || David Aacker - Roy McGrath

## Tuesday, October 16

- 8:00am - 4:30pm Leadership Meeting (Annapolis Waterfront Hotel (80 Compromise St, Annapolis, MD 21401, United States)) - Shannon Bettleyon
- 2:00pm - 3:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm (<https://zoom.us/j/634321350>) - Emeritus Institute of Management
- 4:30pm - 7:15pm Event || Charlie Deegan (Pers) - Roy McGrath

## Wednesday, October 17

- 12:00am FYI || CREW Conference - Roy McGrath
- Event II Ribbon Cutting - Howard County's Expanded Composting Facility (Matthew) (2350 Marriottsville Rd., Marriottsville, MD 21104) - Roy McGrath
- FYI - Board of Public Works Meeting - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 1:30pm - 2:00pm HFRC Conference Call (866-247-6034 / Code: #4169579226) - Roy McGrath
- 3:30pm - 4:00pm October Preboard meeting (Main Conference Room 259) - Pamela Fuller
- 5:00pm - 8:00pm Meeting || Johns Hopkins - Roy McGrath

## Thursday, October 18

- 9:00am - 2:00pm RM: Remote - Roy McGrath
- 10:30am - 11:00am EO Strategic Partnerships Meeting (Executive Conference Room) - Matthew Sherring
- 2:00pm - 3:00pm Meeting II Hytech Pro (Executive Conference Room) - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - kaitlin.marsden@maryland.gov
- 6:00pm - 7:00pm Business Analytics: From Data to Insights - Office Hour with Program Leader Christine Cox (<https://zoom.us/j/559620631>) - Emeritus Institute of Management

## Friday, October 19

- 12:00am FYI || CREW Conference - Roy McGrath
- 12:00am 2018 ACADEMY CRAFT SHOW - Roy McGrath
- Shannon OOO (Camping) - Roy McGrath
- 9:30am - 3:00pm HOLD - BSOS BOV Meeting - Roy McGrath
- 3:00pm - 9:15pm HOLD: Travel Time / Academy Craft Show - Roy McGrath
- 6:30pm - 7:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Deborah Soule (<https://zoom.us/j/806502185>) - Emeritus Institute of Management

## Saturday, October 20

- 2018 ACADEMY CRAFT SHOW - Roy McGrath

## Sunday, October 21

- 12:00am 2018 ACADEMY CRAFT SHOW - Roy McGrath
- 12:00am MEDA Fall Conference (Rocky Gap Casino & Resort, 16701 Lakeview Road, Flintstone, MD 21530) - Roy McGrath

# October 22, 2018 - October 28, 2018

October 2018						
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November 2018						
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## Monday, October 22

☐ **12:00am MEDA Fall Conference** (Rocky Gap Casino & Resort, 16701 Lakeview Road, Flintstone, MD 21530) - Roy McGrath

☐ **Birthday** - Roy McGrath

## Tuesday, October 23

☐ **RM: Remote** - Roy McGrath

☐ **TIMESHEETS** - Roy McGrath

☐ **2:00pm - 3:00pm Canceled: Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm** (<https://zoom.us/j/634321350>) - Emeritus Institute of Management

☐ **3:00pm - 3:30pm Conference Call II Discuss DMG Productions Script** (Call In: (866) 805-9436; Passcode: 5611273 Leader Passcode (MATTHEW) 5564457) - Roy McGrath

☐ **5:00pm - 7:30pm Hold: MTC mtg** - Roy McGrath

## Wednesday, October 24

☐ **FYI - New Hire Wednesdays** - Roy McGrath

☐ **8:30am - 1:30pm Meeting || Mobility Summit** (Arlington, VA) - Roy McGrath

☐ **10:00am - 11:00am TWS** - Roy McGrath

☐ **4:00pm - Arrivals and Check-In: Hyatt Regency Chesapeake Bay** (100 Heron Blvd. at Route 50, Cambridge, MD 21613) - Roy McGrath

☐ **6:00pm - 8:00pm Dinner** (The High Spot, 305 High St, Cambridge, MD 21613) - Roy McGrath

## Thursday, October 25

☐ **7:30am - 8:30am Breakfast Available** (Hyatt Regency, Schooner A/B Conference Room) - Roy McGrath

☐ **8:30am - 9:30am MES Board of Directors Meeting** (Hyatt Regency, Schooner A/B Conference Room (Call In Information Listed Below)) - Roy McGrath

☐ **9:40am - 3:15pm MES Board Tour** - Roy McGrath

☐ **3:30pm - 4:00pm Meeting || Matt Tefeu** - Roy McGrath

## Friday, October 26

☐ **FYI - LMD Event** - Roy McGrath

☐ **8:30am - 10:30am Meeting || C. Fuller** - Roy McGrath

☐ **9:00am - 5:30pm FYI - BBJ Business Growth Expo** (Hunt Valley, Cockeysville, MD, USA) - Roy McGrath

☐ **9:00am - 11:30am Travel Time** - Roy McGrath

☐ **11:30am - 1:30pm Event II Highlighting Economic Development and Education in Maryland** (Salisbury University Guerrieri Academic Commons, 4th Floor, Assembly Hall (AC460) 1101 Camden Avenue, Salisbury) - Roy McGrath

☐ **1:30pm - 5:00pm Meetings and Travel Time** - Roy McGrath

☐ **6:30pm - 7:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Deborah Soule** (<https://zoom.us/j/663028973>) - Emeritus Institute of Management

## Saturday, October 27

☐ **12:00pm - 4:00pm Updated invitation with note: HOLD Hemingway Beach Clean Up Day @ Sat Oct 27, 2018 8am - 12pm (EDT) (rmcgrath@menv.com)** (Hemingway's Restaurant, 357 Pier 1 Rd, Stevensville, MD 21666, USA) - jeannie.riccio@maryland.gov

## Sunday, October 28

# October 29, 2018 - November 4, 2018

October 2018							November 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5	6				1	2	3
7	8	9	10	11	12	13		4	5	6	7	8	9
14	15	16	17	18	19	20		11	12	13	14	15	16
21	22	23	24	25	26	27		18	19	20	21	22	23
28	29	30	31					25	26	27	28	29	30

## Monday, October 29

☐ **RM: Remote** - Roy McGrath

## Tuesday, October 30

- ☐ **Shannon - LEAVE by 4:00 p.m. (5:30pm Event)** - Roy McGrath
- ☒ **8:00am - 12:00pm 2018 Economic Development Fall Meeting**  
(Greater Waldorf Jaycees Center, 3090 Crain Highway, Waldorf, MD 20601) - Roy McGrath
- ☒ **8:00am - 10:00am Travel time** - Roy McGrath
- ☒ **10:00am - 11:00am Meeting || DPSCS** (Towson Diner (718 York Rd, Towson, MD, United States)) - Roy McGrath
- ☒ **2:00pm - 3:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm**  
(<https://zoom.us/j/634321350>) - Emeritus Institute of Management

## Wednesday, October 31

- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **Halloween** - Roy McGrath
- ☐ **Shannon IN by 11am** ( ) - **LEAVE by 4:45 (Halloween)**
- ☒ **9:15am - 10:30am RM: OOO** - Roy McGrath
- ☒ **10:00am - 12:00pm MES Event II Maryland Charity Campaign Halloween (HQ259)** - Roy McGrath
- ☒ **2:00pm - 3:00pm 1st Quarter Financial Meeting** (Executive Conference Room) - Michael Harris

## Thursday, November 1

- ☒ **3:30pm - 3:45pm Meeting II Angie Irwin** (Roy's Office) - Roy McGrath
- ☒ **5:00pm - 9:00pm FYI - MARYLAND CHAMBER'S 50-FEST** - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT)** ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - [kaitlin.marsden@maryland.gov](mailto:kaitlin.marsden@maryland.gov)
- ☒ **6:00pm - 7:00pm Business Analytics: From Data to Insights - Office Hour with Program Leader Christine Cox**  
(<https://zoom.us/j/559620631>) - Emeritus Institute of Management

## Friday, November 2

- ☒ **9:00am - 10:00am TWS** - Roy McGrath
- ☒ **6:30pm - 7:30pm Business Analytics: From Data to Insights - Week 5 Assignment Primer - EV Approach** (<https://zoom.us/j/663028973>) - Emeritus Institute of Management

## Saturday, November 3

- ☒ **6:30pm - 11:30pm The Upper Chesapeake Starnight Gala**  
(Baltimore Marriott Waterfront Hotel) - Roy McGrath

## Sunday, November 4

- ☐ **Daylight Saving** - Roy McGrath

# November 5, 2018 - November 11, 2018

November 2018							December 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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25	26	27	28	29	30		23	24	25	26	27	28	29
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## Monday, November 5

 9:00am - 10:30am RM: OOO - Roy McGrath

## Tuesday, November 6

 RM: OOO (Personal) - Roy McGrath


 TIMESHEETS - Roy McGrath 

 9:00am - 8:00pm Gubernatorial Election Day - Roy McGrath


## Wednesday, November 7

 FYI - New Hire Wednesdays - Roy McGrath 

 RM: Remote - Roy McGrath

 9:30am - 10:30am Meeting II Discuss Eastern PRU WWTP (James Peck Board Room) - Roy McGrath


 4:00pm - 6:00pm Meeting II SMR Board Cmte (Pers) - Roy McGrath

 6:30pm - 8:00pm Invitation: // Hold // [MEETING]: Housing Finance Review Committee @ Wed Nov 7, 2018 1:30pm - 3pm (EST) (rmcgrath@menv.com) - keith.ashford@maryland.gov


## Thursday, November 8

 9:00am - 2:00pm RM: Remote - Roy McGrath

 11:30am - 12:00pm TRAVEL TIME - Roy McGrath

 12:00pm - 1:30pm Lunch II Adam Ortiz (Copper Canyon Grill; 9300 Taj Lane, Lanham. ) - Roy McGrath

 1:30pm - 2:00pm TRAVEL TIME - Roy McGrath

 5:30pm - 6:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Ashish Desai (https://zoom.us/j/712328245) - Emeritus Institute of Management

## Friday, November 9

## Saturday, November 10

## Sunday, November 11

# November 12, 2018 - November 18, 2018

November 2018						
Su	Mo	Tu	We	Th	Fr	Sa
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December 2018						
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## Monday, November 12

9:00am - 5:00pm Holiday - Veteran's Day - Roy McGrath

## Tuesday, November 13

2:00pm - 3:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm  
(<https://zoom.us/j/634321350>) - Emeritus Institute of Management

## Wednesday, November 14

FYI - Board of Public Works Meeting - Roy McGrath

FYI - New Hire Wednesdays - Roy McGrath

RM: Remote - Roy McGrath

9:00am - 10:00am TWS - Roy McGrath

## Thursday, November 15

12:00am HOLD: Remote (Washington, D.C.) - Roy McGrath

FYI - MES MCC Event (James Peck Broadroom) - Roy McGrath

5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) ([rmcgrath@menv.com](mailto:rmcgrath@menv.com)) - [kaitlin.marsden@maryland.gov](mailto:kaitlin.marsden@maryland.gov)

## Friday, November 16

12:00am HOLD: Remote (Washington, D.C.) - Roy McGrath

Birthday - Roy McGrath

8:00am - 9:00am TWS - Roy McGrath

6:30pm - 7:30pm Business Analytics: From Data to Insights - Week 6 HR Dataset Debrief (<https://zoom.us/j/663028973>) - Emeritus Institute of Management

## Saturday, November 17

## Sunday, November 18

# November 19, 2018 - November 25, 2018

November 2018							December 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

## Monday, November 19

- 9:00am - 11:30am RM: OOO (DNS) - Roy McGrath
- 11:30am - 12:30pm Meeting II David Nevins (Executive Conference Room) - Roy McGrath
- 6:00pm - 7:00pm Invitation: MEDA Conference Call @ Mon Nov 19, 2018 1pm - 2pm (EST) (rmcgrath@menv.com) - pamr@medamd.com

## Tuesday, November 20

- Birthday - Roy McGrath
- TIMESHEETS - Roy McGrath
- 8:30am - 9:00am TRAVEL TIME - Roy McGrath
- 9:00am - 10:30am Meeting || Luis Borunda (Double T Diner) - Roy McGrath
- 10:30am - 11:30am HOLD: Office Time - Roy McGrath
- 10:30am - 11:00am TRAVEL TIME - Roy McGrath
- 1:00pm - 1:30pm Call || Sec. Grumbles (Roy to call Ben) - Roy McGrath
- 1:30pm - 2:00pm TRAVEL TIME - Roy McGrath
- 2:00pm - 3:00pm MDE/FEMA/MES Meeting (200 Harry S Truman Pkwy, Annapolis, Maryland, United States) - Roy McGrath
- 2:00pm - 3:00pm Business Analytics: From Data to Insights - Office Hours with Program Leader Alex Chisholm
- 3:00pm - 3:30pm TRAVEL TIME - Matthew Sherring

## Wednesday, November 21

- Beth OOO - Roy McGrath
- FYI - MES Day of Graze - Roy McGrath
- FYI - New Hire Wednesdays - Roy McGrath
- 10:00am - 11:00am Meeting || Susan Lawrence - Roy McGrath
- 1:30pm - 2:30pm Meeting || Craig Renner - Roy McGrath

## Thursday, November 22

- 9:00am - 5:00pm Holiday - Thanksgiving - Roy McGrath
- 5:30pm - 6:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Ashish Desai (<https://zoom.us/j/712328245>) - Emeritus Institute of Management

## Friday, November 23

- 9:00am - 5:00pm American Indian Heritage Day - Roy McGrath

## Saturday, November 24

## Sunday, November 25

- Birthday - Roy McGrath


# November 26, 2018 - December 2, 2018

November 2018							December 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
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## Monday, November 26

- 8:30am - 9:30am Meeting || Diane (49 West) - Roy McGrath
- 12:30pm - 2:00pm Lunch II Adam Ortiz (Copper Canyon Grill; 9300 Taj Lane, Lanham) - Roy McGrath

## Tuesday, November 27

-  Birthday - Roy McGrath
- RM: Remote (until afternoon) - Roy McGrath
- 10:00am - 10:30am Phone Call II Randy Morgan (Roy call Randy at ) - Roy McGrath
- 4:00pm - 4:30pm Meeting II Ryan & Roy (Roy's Office ) - Roy McGrath

## Wednesday, November 28

-  FYI - New Hire Wednesdays - Roy McGrath
-  Last Day of Open Enrollment - Roy McGrath
- 11:30am - 12:00pm TRAVEL TIME - Roy McGrath
- 12:00pm - 1:30pm Lunch II Bob Scholz & Roy McGrath (Galway Bay, Annapolis) - Roy McGrath
- 1:30pm - 2:00pm TRAVEL TIME - Roy McGrath
- 2:00pm - 3:00pm DMMP Executive Meeting (MDOT headquarters, 7201 Corporate Center Drive, Hanover, MD 21076 (4th Floor Boardroom)) - Roy McGrath
- 3:00pm - 3:30pm TRAVEL TIME - Roy McGrath

## Thursday, November 29

-  FYI II Retirement Celebration for Mayor Mark R. Frazer (North Beach ) - Roy McGrath
- 8:00am - 1:00pm EVENT || MEDA - Roy McGrath
- 11:15am - 12:15pm SPEAKING II 2018 Upper Shore Rural Economic Development Session (Cecil College ) - Roy McGrath
- 1:30pm - 2:30pm Canceled event: HFRC Quorum for 11/07/18 @ Thu Nov 29, 2018 1:30pm - 2:30pm (EST) (rmcgrath@menv.com) (OS 444) - keith.ashford@maryland.gov
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) -
- 6:00pm - 9:00pm Reception & Dinner II UMCES Environmental Science Summit (McCormick & Schmick's — Inner Harbor, 711 Eastern Avenue, Baltimore, MD ) - Roy McGrath
- 6:00pm - 7:00pm Business Analytics: From Data to Insights - Office Hour with Program Leader Christine Cox

## Friday, November 30

- 8:00am - 5:00pm UMCES Environmental Summit (Registered) (Institute of Marine and Environmental Technology, 701 E. Pratt Street, Baltimore, MD) - Roy McGrath
- 10:30am - 11:00am TRAVEL TIME - Beth Wojton
- 11:00am - 1:00pm Tour of Annapolis Renewable Energy Park (Annapolis ) - Beth Wojton
- 1:00pm - 1:30pm TRAVEL TIME - Beth Wojton
- 6:30pm - 7:30pm Business Analytics: From Data to Insights - Office Hour with Program Leader Deborah Soule (https://zoom.us/j/663028973) - Emeritus Institute of Management

## Saturday, December 1

## Sunday, December 2



# December 3, 2018 - December 9, 2018



December 2018							January 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												


## Monday, December 3


 **3:30pm - 3:45pm Meeting II Matthew & Roy** (Roy's Office ) - Roy McGrath

## Tuesday, December 4


 **Birthday** - Roy McGrath 



 **TIMESHEETS** - Roy McGrath 


 **12:00pm - 2:00pm NMWDA Board Meeting** (Baltimore) - Roy McGrath



 **12:00pm - 1:30pm Meeting II Senator Middleton** (Cafe Normandie) - Roy McGrath

## Wednesday, December 5

 **FYI - Board of Public Works Meeting** - Roy McGrath



 **FYI - New Hire Wednesdays** - Roy McGrath 


 **9:00am - 10:00am TWS** - Roy McGrath


 **1:30pm - 2:30pm HFRC Meeting (Tentative)** (Department of Housing and Community Development, 7800 Harkins Rd, Lanham, MD 20706, USA) - Roy McGrath 



## Thursday, December 6


## Friday, December 7

 **Birthday** - Roy McGrath 

 **RM: Remote** - Roy McGrath

 **10:00am - 11:00am MES/Chris Hlubb Meeting** (259 Najoles Road, Millersville, MD 21108 || Board Room) - Matthew Sherring

 **1:30pm - 2:30pm Phone Call II WAMU** (Roy call  ) - Roy McGrath

 **2:15pm - 2:45pm Call || Susan Lawrence** - Roy McGrath

## Saturday, December 8

## Sunday, December 9

# December 10, 2018 - December 16, 2018

December 2018							January 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

## Monday, December 10

☐ **RM: OOO (p.c.)** - Roy McGrath

## Tuesday, December 11

- ☐ **9:15am - 9:30am Premeeting II Discuss CECO** (Executive Conference Room ) - Beth Wojton
- ☐ **9:30am - 10:00am Conference Call - CECO** (Call In #(866) 803-9436; Code: 5611273) - Beth Wojton
- ☐ **10:30am - 11:00am Call || Diane Croghan** (Diane to call Roy) - Roy McGrath
- ☐ **3:00pm - 5:00pm Event || Holiday Celebration** (Government House) - Roy McGrath
- ☐ **5:30pm - 9:30pm December Board Meeting & Holiday Reception and Dinner** (Chart House, 300 Second St., Annapolis, MD 21403) - Roy McGrath
- ☐ **6:00pm - 6:45pm Invitation: Holiday Open House @ Tue Dec 11, 2018 1pm - 1:45pm (EST) (rmcgrath@menv.com)** (State House - Jeannie's Office) - jeannie.riccio@maryland.gov
- ☐ **6:45pm - 8:00pm Updated invitation: Cabinet Meeting @ Tue Dec 11, 2018 1:45pm - 3pm (EST) (rmcgrath@menv.com)** (Governor's

## Wednesday, December 12

- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **1:00pm - 2:00pm Meeting || MES and WSSC** (259 Najoles Road, Millersville, MD 21108 || Board Room) - Matthew Sherring
- ☐ **2:00pm - 2:30pm TRAVEL TIME** - Roy McGrath
- ☐ **2:30pm - 3:30pm Site Visit II D&D** (7000 Arundel Mills Cir #D-1, Hanover, MD 21076) - Roy McGrath
- ☐ **3:30pm - 4:00pm TRAVEL TIME** - Roy McGrath
- ☐ **6:30pm - 8:00pm Updated invitation: // Hold // [MEETING]: Housing Finance Review Committee @ Wed Dec 12, 2018 1:30pm - 3pm (EST) (rmcgrath@menv.com)** (OS 444) - keith.ashford@maryland.gov

## Thursday, December 13

- ☐ **1:30pm - 2:00pm Phone Call II Sarah Soliman Daudin** (Call In: (866) 805-9436; Code: 5611273) - Roy McGrath
- ☐ **2:15pm - 2:30pm Meeting II Mike H. & Roy** (Roy's Office ) - Roy McGrath
- ☐ **3:00pm - 3:30pm Meeting II Donna Oliff** (Roy's Office ) - Roy McGrath
- ☐ **4:30pm - 6:30pm INVITE II NMWDA Holiday Celebration** (Peter's Pour House, 111 Mercer St., Baltimore ) - Roy McGrath
- ☐ **5:00pm - 6:00pm Meeting || Tami Howie** - Roy McGrath
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com)** - kaitlin.marsden@maryland.gov

## Friday, December 14

- ☐ **Beth OOO** - Roy McGrath
- ☐ **FYI - Sustainable Materials Management Maryland Meeting in Annex** - Roy McGrath
- ☐ **11:00am - 2:00pm NAIOP-MD Holiday Luncheon** (Four Seasons Baltimore, 200 International Drive, Baltimore ) - Roy McGrath

## Saturday, December 15

## Sunday, December 16

# December 17, 2018 - December 23, 2018

December 2018						
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January 2019						
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26	27	28	29	30	31	

## Monday, December 17

- ☐ 12:00am Shannon OOO - Roy McGrath →
- ☐ Birthday - Roy McGrath ↻
- ☐ 7:00am - 8:00am Call || Caitlin Gayles / US Chamber of Commerce (Roy to call Caitlin ) - Roy McGrath
- ☐ 11:30am - 12:00pm TRAVEL TIME - Roy McGrath
- ☐ 12:45pm - 1:45pm Updated invitation: LUNCH | Roy McGrath & Mike Gill @ Mon Dec 17, 2018 12:45pm - 1:45pm (EST) (rmcgrath@menv.com) (Werner's, 231 E Redwood St, Baltimore, MD 21202, USA) - diane.gossman@maryland.gov
- ☐ 2:00pm - 2:30pm TRAVEL TIME - Roy McGrath
- ☐ 2:30pm - 4:30pm Updated invitation: Bay Cabinet Meeting @ Mon Dec 17, 2018 2:30pm - 4:30pm (EST) (rmcgrath@menv.com) (Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230, USA) - mde.secretary@maryland.gov ↻
- ☐ 4:30pm - 5:15pm TRAVEL TIME - Roy McGrath

## Tuesday, December 18

- ☐ < Shannon OOO - Roy McGrath →
- ☐ TIMESHEETS - Roy McGrath ↻
- ☐ 10:00am - 10:15am Phone Call II Bob & Roy (Roy call Bob at 410-974-3005) - Roy McGrath
- ☐ 6:00pm - 9:00pm INVITE II RWL Annual Holiday Celebration (GDL - Horseshoe Casino, 1525 Russell Street, Baltimore) - Matthew Sherring

## Wednesday, December 19

- ☐ < Shannon OOO - Roy McGrath →
- ☐ FYI - Board of Public Works Meeting - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath ↻
- ☐ 3:30pm - 4:00pm Financial Review (Directors Executive Conference Room) - Beth Wojton
- ☐ 6:30pm - 8:00pm Invitation: HFRC Quorum for Meeting of 12/19/18 @ 1:30 PM @ Wed Dec 19, 2018 1:30pm - 3pm (EST) (mcgrath@menv.com) (DHCD OS 444; Conference Call Line: 866-247-6034/ Code# 4169579226) - keith.ashford@maryland.gov

## Thursday, December 20

- ☐ < Shannon OOO - Roy McGrath →
- ☐ 9:00am - 12:30pm RM: OOO - Roy McGrath
- ☐ 1:00pm - 1:45pm Meeting || Zach Peters - Roy McGrath
- ☐ 1:45pm - 2:15pm Meeting II Noha Ahmed (Salesforce) (Roy's Office ) - Roy McGrath
- ☐ 2:30pm - 3:30pm Meeting || George P (Double T Diner (1 Mountain Rd, Pasadena, MD, United States)) - Roy McGrath

## Friday, December 21

- ☐ < Shannon OOO - Roy McGrath →
- ☐ Birthday - Roy McGrath ↻

## Saturday, December 22

- ☐ < Shannon OOO - Roy McGrath →

## Sunday, December 23

- ☐ < Shannon OOO - Roy McGrath →

# December 24, 2018 - December 30, 2018

December 2018							January 2019						
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16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

## Monday, December 24

- ☐ 12:00am Shannon OOO - Roy McGrath
- ☐ Christmas Eve - Roy McGrath
- ☐ RM: Remote - Roy McGrath

## Tuesday, December 25

- ☐ 9:00am - 5:00pm Holiday - Christmas - Roy McGrath

## Wednesday, December 26

- ☐ 12:00am RM: Remote - Roy McGrath
- ☐ FYI - New Hire Wednesdays - Roy McGrath

## Thursday, December 27

- ☐ 12:00am RM: Remote - Roy McGrath
- ☐ Beth OOO - Roy McGrath
- ☐ 1:00pm - 3:00pm HOLD - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, December 28

- ☐ 12:00am RM: Remote - Roy McGrath

## Saturday, December 29

## Sunday, December 30

# December 31, 2018 - January 6, 2019

December 2018							January 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

## Monday, December 31

- ☐ **Beth OOO** - Roy McGrath
- ☐ **New Year's Eve** - Roy McGrath
- ☐ **RM: Remote** - Roy McGrath

## Tuesday, January 1

- ☐ **TIMESHEETS** - Roy McGrath
- ☐ **9:00am - 5:00pm HOLIDAY - New Year 2019** - Roy McGrath

## Wednesday, January 2

- ☐ **12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath
- ☐ **FYI - Board of Public Works Meeting** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** - Roy McGrath
- ☐ **7:30am - 6:00pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath
- ☐ **10:00am - 11:00am Senior Staff Meeting** (Boardroom / Call In Info: (866) 805-9436; Code: 5611273) - Roy McGrath
- ☐ **11:00am - 11:30am Meeting || RWB Group** (Executive Conference Room) - Roy McGrath
- ☐ **5:30pm - 6:30pm MACo Welcoming Reception** (FOYERS AND CHOPTANK ABC) - Roy McGrath
- ☐ **6:30pm - 8:30pm MACo Welcoming Banquet & Awards Ceremony** (Chesapeake Ballroom) - Roy McGrath

## Thursday, January 3

- ☐ **MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath
- ☐ **7:30am - 6:00pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath
- ☐ **8:00am - 9:00am Meeting || Sen. Middleton** (Hyatt Regency Chesapeake Bay Golf Resort, Spa and Marina (100 Heron Blvd Route 50, Cambridge, MD, United States)) - Roy McGrath
- ☐ **12:00pm - 1:30pm Lunch II Andy Cheezum** (Ava's Pizza, 514 Poplar Street, Cambridge) - Roy McGrath
- ☐ **6:00pm - 7:00pm MACo Inaugural Banquet Reception** (MAIN FOYER) - Roy McGrath

## Friday, January 4

- ☐ **12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath
- ☐ **Shannon Leave at 4:15 p.m.** - Roy McGrath
- ☐ **7:30am - 1:30pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath
- ☐ **6:00pm - 9:00pm MES Team Holiday Celebration** (Dave and Buster's, Skyline Banquet Room, 7000 Arundel Mills Cir #D-1, Hanover, MD 21076) - Roy McGrath

## Saturday, January 5

## Sunday, January 6

# December 31, 2018 - January 6, 2019

December 2018						
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January 2019						
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## Monday, December 31

## Tuesday, January 1

☐ **TIMESHEETS** Roy McGrath ↻

☐ **9:00am - 5:00pm HOLIDAY - New Year 2019** - Roy McGrath

## Wednesday, January 2

☐ **12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath →

☐ **FYI - Board of Public Works Meeting**

☐ **FYI - New Hire Wednesdays** ↻

☐ **7:30am - 6:00pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath

☐ **10:00am - 11:00am Senior Staff Meeting** (Boardroom / Call In Info: (866) 805-9436; Code: 5611273) - Roy McGrath

☐ **11:00am - 11:30am Meeting || RWB Group** (Executive Conference Room) - Roy McGrath

☐ **5:30pm - 6:30pm MACo Welcoming Reception** (FOYERS AND CHOPTANK ABC) - Roy McGrath

☐ **6:30pm - 8:30pm MACo Welcoming Banquet & Awards Ceremony** (Chesapeake Ballroom) - Roy McGrath

## Thursday, January 3

☐ ← **MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath →

☐ **7:30am - 6:00pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath

☐ **8:00am - 9:00am Meeting || Sen. Middleton** (Hyatt Regency Chesapeake Bay Golf Resort, Spa and Marina (100 Heron Blvd Route 50, Cambridge, MD, United States))

☐ **12:00pm - 1:30pm Lunch II Andy Cheezum** (Ava's Pizza, 514 Poplar Street, Cambridge)

☐ **6:00pm - 7:00pm MACo Inaugural Banquet Reception** (MAIN FOYER) - Roy McGrath

## Friday, January 4

☐ ← **12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel) - Roy McGrath

☐ **Shannon Leave at 4:15 p.m.**

☐ **7:30am - 1:30pm MACo Winter Conference** (Hyatt Regency Chesapeake Bay Hotel, Cambridge, Maryland) - Roy McGrath

☐ **6:00pm - 9:00pm MES Team Holiday Celebration** (Dave and Buster's, Skyline Banquet Room, 7000 Arundel Mills Cir #D-1, Hanover, MD 21076) - Roy McGrath

## Saturday, January 5

## Sunday, January 6

# January 7, 2019 - January 13, 2019

January 2019						
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February 2019						
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## Monday, January 7

- ☒ **11:00am - 11:30am Prep Call II MES & DMG Productions** ((866) 805-9436; Code: 5611273) - Matthew Sherring

## Tuesday, January 8

- ☒ **11:30am - 12:00pm TRAVEL TIME**
- ☒ **12:00pm - 1:30pm Meeting || Zach & Roy** (Houlihan's (1407 S Main Chapel Way, Gambrills, MD, United States)) - Roy McGrath
- ☒ **1:30pm - 2:00pm January Preboard meeting** (Main Conference Room 259) - Pamela Fuller
- ☒ **3:30pm - 4:30pm HOLD II Costco**
- ☒ **5:00pm - 7:00pm Meeting || Andy**

## Wednesday, January 9

- ☐ **First Day of Session** - Roy McGrath
- ☐ **FYI - New Hire Wednesdays** ☺
- ☒ **9:00am - 11:00am Innovations Program Taping** (MES, 259 Najoles Rd., Millersville MD 21108) - Roy McGrath
- ☒ **11:00am - 4:00pm HOLD - Innovations Program Taping** - Roy McGrath
- ☒ **6:00pm - 8:00pm MML 2019 Legislative Reception** (Tha Calvert House) - Roy McGrath

## Thursday, January 10

- ☒ **8:00am - 1:00pm 2019 Legislative Outlook for Economic Development** (Governor Calvert House, 58 State Circle, Annapolis, MD 21401)
- ☒ **9:00am - 11:00am Meeting || US Chamber of Commerce** (Washington, D.C. (Washington, D.C., District of Columbia, United States))
- ☒ **2:00pm - 3:00pm Meeting II Strategic Planning** (Boardroom) - Pamela Fuller
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov** ☺ 🔒

## Friday, January 11

- ☐ **RM: Remote**
- ☒ **8:00am - 1:30pm Event || MD Public Policy Institute** (The Westin Annapolis, 100 Westgate Circle, Annapolis, MD 21401)

## Saturday, January 12

## Sunday, January 13

# January 14, 2019 - January 20, 2019

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February 2019						
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## Monday, January 14

- ☐ **Birthdays** ☺
- ☐ **RM: Remote**
- ☐ **9:30am - 11:00am MES Board of Directors Meeting** (Call Number: (866) 776-7062; Access Code: 3453785) - Roy McGrath
- ☐ **11:00am - 3:30pm RESCHEDULING || Travel time and Meeting** (Oakville Grille and Wine Bar (10257 Old Georgetown Rd, Bethesda, MD, United States))
- ☐ **1:30pm - 2:00pm Emergency Authority Board Meeting Conference Call** (Dial-in Number: 866-691-2764, Conference Code: 7767797#)

## Tuesday, January 15

- ☐ **TIMESHEETS** - Roy McGrath ☺
- ☐ **9:00am - 12:30pm RM: OOO**
- ☐ **12:30pm - 2:00pm Lunch II Bob Agee / MES** (Cooper's Hawk Winery & Restaurants, 1906 Towne Centre Blvd, Ste 238, Annapolis, MD 21401) - Pamela Fuller
- ☐ **4:00pm - 5:00pm Invitation: Roy McGrath MES @ Tue Jan 15, 2019 4pm - 5pm (EST) (rmcgrath@menv.com)** (Roy's Office) - steven.pennington@maryland.gov

## Wednesday, January 16

- ☐ **Birthdays** ☺
- ☐ **FYI - New Hire Wednesdays** ☺
- ☐ **RM: OOO**
- ☐ **7:30am - 8:00am PARKING** (St. Mary's Church (109 Duke of Gloucester St, Annapolis, MD 21401) )
- ☐ **8:00am - 10:00am Inaugural Prayer Service** (St. Mary's Church, Annapolis)
- ☐ **10:30am - 11:30am Inaugural Reception** (Governor's Reception Room, 2nd floor State House)
- ☐ **11:50am - 12:30pm Private Swearing In Ceremony, Senate Chamber** (Senate Chamber )
- ☐ **12:30pm - 1:30pm Public Swearing in Ceremony, Northwest Lawn State House** (Northwest Lawn State House)
- ☐ **1:30pm - 3:00pm Updated invitation with note: HFRC Meeting @ Monthly from 1:30pm to 3pm on the third Wednesday from Wed**

## Thursday, January 17

- ☐ **10:00am - 10:30am Phone Call II David Nevins & MES** ((866) 776-7062 | Access Code: 3453785) - Roy McGrath
- ☐ **11:00am - 12:00pm Meeting II Craig Renner & Roy McGrath** (Roy's Office) - Roy McGrath
- ☐ **2:00pm - 3:30pm Invitation: Roy McGrath @ Thu Jan 17, 2019 2pm - 3:30pm (EST) (rmcgrath@menv.com)** - steven.pennington@maryland.gov
- ☐ **2:00pm - 2:30pm Meeting II Discuss PACE/Garrett County** (Executive Conference Room ) - Roy McGrath
- ☐ **2:45pm - 3:15pm Meeting II Salesforce with Noha** (Roy's Office) - Roy McGrath
- ☐ **4:00pm - 6:00pm Meeting || SMR Board Cmte (Pers)**

## Friday, January 18

- ☐ **RM: Telework**
- ☐ **5:45pm - 5:55pm Updated invitation: Call Roy McGrath @ Fri Jan 18, 2019 5:45pm - 5:55pm (EST) (rmcgrath@menv.com)** (Call Roy's cell: 410-533-8313) - jeannie.riccio@maryland.gov

## Saturday, January 19

## Sunday, January 20

# January 21, 2019 - January 27, 2019

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February 2019						
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## Monday, January 21

9:00am - 5:00pm Martin Luther King Jr. Birthday - Holiday - Roy McGrath

## Tuesday, January 22

**[REDACTED] Birthday**

☐ Zach Peters First Day

9:00am - 10:00am Meeting || Zach and Roy (Roy's Office) - Roy McGrath

10:00am - 11:00am Meeting || Vishal & Roy (Roy's office) - Roy McGrath

11:15am - 12:00pm TRAVEL TIME

12:00pm - 1:00pm Meeting || Brady Walker (The Capital Grille (500 E Pratt St, Baltimore, MD, United States))

1:00pm - 2:00pm TRAVEL TIME

3:30pm - 4:30pm Meeting II CVent Demo (Executive Conference Room) - Roy McGrath

## Wednesday, January 23

☐ FYI - New Hire Wednesdays

9:00am - 10:00am RM: OOO

12:00pm - 12:30pm TRAVEL TIME

12:30pm - 2:00pm Lunch II Danny Mayer (Paul's Homewood Cafe)

2:00pm - 2:30pm TRAVEL TIME

4:30pm - 5:00pm TRAVEL TIME

5:00pm - 8:00pm Baltimore Port Alliance's 22nd Annual Legislative Reception (RSVPed) (Annapolis Hotel (formerly Loews Annapolis Hotel), 126 West Street, Annapolis.)

## Thursday, January 24

9:45am - 10:30am Meeting || Mark Hartzell and Roy McGrath (Executive Conference Room) - Roy McGrath

10:40am - 11:00am TRAVEL TIME - Roy McGrath

11:00am - 1:00pm SITE VISIT & Lunch II Maryland Live (7002 Arundel Mills Cir # 7777, Hanover, MD 21076) - Roy McGrath

1:00pm - 2:00pm TRAVEL TIME - Roy McGrath

2:30pm - 3:30pm SITE VISIT II MGM National Harbor (101 Mgm National Ave, Oxon Hill, MD 20745) - Roy McGrath

3:30pm - 4:30pm TRAVEL TIME - Roy McGrath

4:30pm - 6:00pm Hold || Tami

5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) -

6:00pm - 8:30pm Mountain Maryland Reception (126 West Street Annapolis MD 21401) - Matthew Sherring

## Friday, January 25

8:00am - 9:30am Mountain Maryland Breakfast (126 West Street Annapolis MD 21401, The Hotel Annapolis) - Matthew Sherring

9:30am - 5:00pm Remote

## Saturday, January 26

## Sunday, January 27

# January 28, 2019 - February 3, 2019

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February 2019						
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## Monday, January 28

- ☐ Beth Remote
- ☐ FYI - Attorney General Brian Frosh is Meeting with Legal Office at 12:00 p.m. for Lunch - Roy McGrath
- ☐ 9:15am - 10:00am TRAVEL TIME - Roy McGrath
- ☐ 10:00am - 12:00pm EVENT II Comptroller Peter Franchot's Swearing-In Ceremony, 21 West Mount Royal Avenue, Baltimore, MD 21201 (Univ. of Baltimore's Lucy and Vernon Wright Theater, University of Baltimore Student Center, 5th Floor, )
- ☐ 12:00pm - 1:00pm TRAVEL TIME
- ☐ 2:00pm - 3:00pm Meeting II Discuss BBJ (Executive Conference Room ) - Pamela Fuller

## Tuesday, January 29

- ☐ TIMESHEETS - Roy McGrath ☺
- ☐ 9:00am - 5:00pm RM: OOO/ Remote

## Wednesday, January 30

- ☐ FYI - New Hire Wednesdays ☺
- ☐ 8:30am - 9:00am Meeting II Budget Hearings Prep (Executive Conference; then call Roy's Cell ) - Roy McGrath
- ☐ 11:00am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 2:00pm State of the State (State House)
- ☐ 2:00pm - 4:00pm OPERATING BUDGET HEARING II House Transportation and the Environment Subcommittee (Room 150, HOB) - Roy McGrath
- ☐ 4:00pm - 4:30pm TRAVEL TIME

## Thursday, January 31

- ☐ [REDACTED] Birthday ☺
- ☐ 8:00am - 11:00am Meeting II HOLD (Washington, D.C.)
- ☐ 11:00am - 12:00pm TRAVEL TIME
- ☐ 12:30pm - 1:00pm Invitation: Call II ECI Gas Pipeline @ Thu Jan 31, 2019 12:30pm - 1pm (EST) (rmcgrath@menv.com) (Dial - 515-604-9723 Code - 823 566#) - matthew.clark@maryland.gov
- ☐ 1:30pm - 4:00pm RM: DNS

## Friday, February 1

- ☐ 10:00am - 10:30am Meeting II Beth & Roy (Roy's Office) - Pamela Fuller
- ☐ 10:15am - 10:30am Phone call II Ben Grumbles
- ☐ 11:00am - 12:00pm Conference Call II BSOS BOV Meeting (Conference Call)
- ☐ 12:00pm - 1:15pm Meeting II Steve Pennington & Roy (Roy's Office) - Roy McGrath
- ☐ 1:30pm - 2:30pm Prep Meeting II Budget Hearing (Executive Conference Room ) - Michael Harris
- ☐ 2:30pm - 4:00pm HOLD
- ☐ 2:30pm - 2:45pm Meeting II Matthew & Roy (Roy's Office) - Matthew Sherring
- ☐ 4:00pm - 6:00pm Event II Mark Belton (Blackwall Hitch (400 Sixth St, Annapolis, MD, United States))

## Saturday, February 2

- ☐ [REDACTED]'s Birthday - Roy McGrath ☺

## Sunday, February 3

# February 4, 2019 - February 10, 2019

February 2019						
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March 2019						
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## Monday, February 4

- ☐ [REDACTED] Birthday - Roy McGrath ☺
- ☐ 11:00am - 12:00pm Meeting || Mac Middleton
- ☐ 12:30pm - 1:00pm TRAVEL TIME - Roy McGrath
- ☐ 1:00pm - 2:00pm OPERATING BUDGET HEARING II Senate Public Safety, Transportation, and Environment Subcommittee (Schweinhaut, 4th Floor Miller) - Roy McGrath
- ☐ 2:00pm - 3:30pm Invitation: Cabinet Meeting @ Mon Feb 4, 2019 2pm - 3:30pm (EST) (rmcgrath@menv.com) (Governor's Reception Room) - md.gov2661@maryland.gov
- ☐ 3:00pm - 3:30pm Updated invitation: Celebrate Jeannie & Sean! @ Mon Feb 4, 2019 3pm - 3:30pm (EST) (rmcgrath@menv.com) (Governor's Reception Room) - md.gov2661@maryland.gov
- ☐ 4:00pm - 4:30pm TRAVEL TIME

## Tuesday, February 5

- ☐ 10:00am - 11:00am Meeting II Financials (Executive Conference Room) - Michael Harris ☺
- ☐ 11:30am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 2:00pm Meeting || George Perdikakis
- ☐ 12:00pm - 2:00pm NMWDA Board Meeting (Dial-in Number: 866-691-2764; 7767797) - Roy McGrath
- ☐ 2:00pm - 2:30pm TRAVEL TIME
- ☐ 2:30pm - 3:30pm Site Visit II 2019 EBLC (Four Seasons Hotel Baltimore, 200 International Drive, Baltimore, MD 21202) - Roy McGrath
- ☐ 3:30pm - 4:00pm TRAVEL TIME

## Wednesday, February 6

- ☐ FYI - New Hire Wednesdays ☺
- ☐ 8:00am - 11:00am Meeting || Hold (Washington, D.C.)
- ☐ 11:00am - 5:00pm RM: Telework
- ☐ 1:30pm - 3:30pm Updated invitation: HFRC Quorum for Meeting of 02/06/19 @ Wed Feb 6, 2019 1:30pm - 3pm (EST) (rmcgrath@menv.com) (Conference Call # 866-247-6034 Code # 4169579226) - keith.ashford@maryland.gov
- ☐ 1:30pm - 3:00pm Updated invitation with note: HFRC Meeting @ Monthly from 1:30pm to 3pm on the first Wednesday from Wed Feb 6 to Tue Mar 5 (EST) (rmcgrath@menv.com) (7800 Harkins Road, Lanham, MD 20706 Rm 444 Call-in 866.247.6034 Code-in 4169579226) - HFRC - Meetings ☺

## Thursday, February 7

- ☐ FYI - MES Brown Bag Lunch
- ☐ 9:00am - 10:00am RM: Remote
- ☐ 11:00am - 11:45am RESCHEDULING - Site Visit II Franklin House (Franklin House, 59 Franklin Street, Annapolis, MD) - Roy McGrath
- ☐ 11:30am - 11:45am Travel Time
- ☐ 11:45am - 1:00pm Meeting || Mark McCurdy (Galway Bay Irish Restaurant (63 Maryland Ave, Annapolis, MD, United States))
- ☐ 1:30pm - 2:00pm Meeting II Craig & Roy (Roy's Office) - Roy McGrath
- ☐ 2:00pm - 2:15pm Meeting II Matthew & Roy (Roy's Office) - Roy McGrath
- ☐ 2:15pm - 2:45pm Meeting II Beth & Roy (Roy's Office) - Roy
- ☐ 4:00pm - 6:30pm Event II BBJ Inside (Live Casino, 7002 Arundel
- ☐ 4:00pm - 5:00pm Meeting || SMR Board (Pers)
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2

## Friday, February 8

- ☐ 8:00am - 7:00pm WE Local Baltimore Conference (Baltimore Convention Center, 1 W Pratt Street, Baltimore Md., 21201)

## Saturday, February 9

- ☐ 8:00am - 8:00pm WE Local Baltimore Conference & Career Fair (Baltimore Convention Center, 1 W Pratt Street, Baltimore Md., 21201)

## Sunday, February 10

# February 11, 2019 - February 17, 2019

February 2019

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March 2019

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## Monday, February 11

- ☐ RM: Telework
- ☐ Shannon OOO
- ☐ 9:20am - 10:00am TRAVEL TIME - Roy McGrath
- ☐ 10:00am - 11:00am Meeting II MES & MDOD (Maryland Department of Disabilities, 217 E. Redwood Street, Suite 1300, Baltimore) - Roy McGrath
- ☐ 11:00am - 11:30am TRAVEL TIME - Roy McGrath
- ☐ 12:30pm - 2:00pm RESCHEDULING II Tom Prevas & Roy McGrath (Houlihan's, 1407 S Main Chapel Way, Gambrills) - Roy McGrath

## Tuesday, February 12

- ☐ TIMESHEETS - Roy McGrath ☺
- ☐ 9:00am - 11:30am RM: Remote
- ☐ 11:30am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 1:30pm Meeting II Ken Michael and Charlie Deegan (Jerry's Seafood (15211 Major Lansdale Blvd, Bowie, MD, United States))
- ☐ 1:30pm - 2:00pm TRAVEL TIME
- ☐ 3:00pm - 3:30pm Meeting II Steve P. & Roy (Roy's Office) - Roy McGrath
- ☐ 3:30pm - 5:00pm RM: OOO
- ☐ 6:00pm - 8:00pm Event II CRES Reception (Annapolis (Annapolis, Maryland, United States))

## Wednesday, February 13

- ☐ FYI - New Hire Wednesdays ☺
- ☐ 10:00am - 1:30pm MEDA Event II Economic Development Day in Annapolis (Miller Senate Building, Presidents Conference Center West, 11 Bladen St., Annapolis) - Roy McGrath
- ☐ 12:00pm - 3:00pm Updated invitation: Bay Cabinet Retreat @ Wed Feb 13, 2019 12pm - 3pm (EST) (rmcgrath@menv.com) (410 Severn Avenue, Annapolis, MD 21401, USA) - mde.secretary@maryland.gov

## Thursday, February 14

- ☐ 12:00pm - 1:30pm Lunch II Garrett County Administrator Kevin Null (TBD) - Pamela Fuller
- ☐ 5:30pm - 7:30pm Taste of the Eastern Shore (Hotel Annapolis, 126 West Street, Annapolis MD) - Roy McGrath

## Friday, February 15

- ☐ BBJ Event - Attendee List Due
- ☐ Update from W/WW re rates due
- ☐ 9:00am - 12:00pm RM: OOO
- ☐ 12:00pm - 1:00pm Travel Time
- ☐ 1:00pm - 3:00pm Meeting II TBD
- ☐ 3:00pm - 5:00pm HOLD

## Saturday, February 16

## Sunday, February 17

- ☐ [REDACTED]'s BIRTHDAY ☺

# February 18, 2019 - February 24, 2019

February 2019						
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March 2019						
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## Monday, February 18

9:00am - 5:00pm Holiday - President's Day

## Tuesday, February 19

11:45am - 12:15pm TRAVEL TIME

12:15pm - 1:30pm lunch with Roy (Jerry's Seafood, 15211 Major Lansdale Blvd, Bowie) - Jim Soltesz, P.E.

1:30pm - 2:00pm TRAVEL TIME

2:00pm - 3:00pm February Preboard meeting (Main Conference Room 259) - Pamela Fuller

## Wednesday, February 20

FYI - New Hire Wednesdays

1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the third Wednesday (EST) (rmcgrath@menv.com) (In phone or person.) - brien.otoole@maryland.gov

## Thursday, February 21

FYI - Harford County Business Recycling AwardS (Beth Attending)

9:00am - 10:15am TRAVEL TIME/HOLD

10:15am - 11:15am Meeting II Secretary Moyer & Roy McGrath (49 West Coffeehouse, 49 West St., Annapolis, MD) - Roy McGrath

11:15am - 11:45am TRAVEL TIME

12:30pm - 1:30pm Meeting II Mike Gellman

3:30pm - 4:00pm Conference Call II MES & Craig Morrell ((866) 776-7062, Code: 1857750, Leader Code (Roy): 3453785) - Roy McGrath

4:30pm - 8:00pm HOLD

5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, February 22

BBJ Event - AD DUE - Roy McGrath

9:00am - 10:00am Meeting II MES & Stephen Schatz (MES, 259 Najoles Rd., Millersville, MD) - Roy McGrath

9:00am - 9:30am Meeting II MES & Stephen Schatz (Deputy Chief of Staff) (Broadroom) - Roy McGrath

10:30am - 11:15am Meeting II Zach & Roy (Roy's Office) - Roy McGrath

11:00am - 5:00pm HOLD

## Saturday, February 23

[REDACTED] Birthday - Roy McGrath

## Sunday, February 24

# February 25, 2019 - March 3, 2019

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March 2019						
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## Monday, February 25

- ☐ 12:00am GreenBiz Conference (JW Marriott Desert Ridge, Phoenix, AZ) - Roy McGrath
- ☒ 9:30am - 11:00am MES Board of Directors Meeting (Boardroom) - Roy McGrath
- ☒ 11:00am - 11:30am Weekly Update Meeting: Beth & Roy (Roy's Office) - Roy McGrath
- ☒ 11:30am - 11:45am Meeting II Discuss Annual Reviews Process (Roy's Office) - Roy McGrath
- ☒ 12:00pm - 8:00pm HOLD - TRAVEL TO GREENBIZ

## Tuesday, February 26

- ☐ ← GreenBiz Conference (JW Marriott Desert Ridge, Phoenix, AZ) - Roy McGrath
- ☒ TIMESHEETS - Roy McGrath
- ☒ 4:00pm - 5:30pm Senate Capital Budget Subcommittee (Room 3, West Miller) - Roy McGrath

## Wednesday, February 27

- ☐ ← GreenBiz Conference (JW Marriott Desert Ridge, Phoenix, AZ) - Roy McGrath
- ☒ BETH - OOO
- ☒ FYI - New Hire Wednesdays
- ☒ 4:00pm - 4:30pm Call || Stephen Schatz (Steve to call Roy)
- ☒ 4:45pm - 5:00pm Call || Mark Hartzell

## Thursday, February 28

- ☐ ← 12:00am GreenBiz Conference (JW Marriott Desert Ridge, Phoenix, AZ) - Roy McGrath
- ☒ 5:00pm - 7:00pm St. Mary's Ryken / Meeting of Board of Directors

## Friday, March 1

- ☒ Birthday - Roy McGrath
- ☒ 9:30am - 10:30am Weekly Update Meeting: Beth & Roy (Roy's Office) - Roy McGrath
- ☒ 11:00am - 11:30am Meeting II Steve P. & Roy (Roy's Office) - Roy McGrath
- ☒ 11:50am - 12:20pm Meeting II BBJ program ((866) 776-7062 Code: 1857750) - Roy McGrath
- ☒ 12:00pm - 5:00pm Hold

## Saturday, March 2

## Sunday, March 3

# March 4, 2019 - March 10, 2019

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## Monday, March 4

- ☐ RM: Telework
- ☐ Shannon OOO at 12:30 p.m. (Dentist)
- ☐ 1:00pm - 1:30pm Updated invitation: ECI / UMES Conference Call @ Mon Mar 4, 2019 1pm - 2pm (EST) (rmcgrath@menv.com) (Director Tung to call Director McGrath - 410.533.8213) - marybeth.tung@maryland.gov
- ☐ 3:50pm - 4:30pm TRAVEL TIME - Roy McGrath
- ☐ 4:30pm - 6:00pm Capital Budget Subcommittee (Room 120, HOB) - Roy McGrath
- ☐ 5:00pm - 7:00pm FYI: Exec Noms (Miller West 4th Fl.)

## Tuesday, March 5

- ☐ 11:00am - 11:45am Updated invitation: ECI/UMES Meeting @ Tue Mar 5, 2019 11am - 11:45am (EST) (rmcgrath@menv.com) - stephen.schatz@maryland.gov

## Wednesday, March 6

- ☐ FYI - New Hire Wednesdays ☺
- ☐ [REDACTED] birthday ☺
- ☐ 11:00am - 12:00pm Meeting II Financials (Executive Conference Room) - Michael Harris ☺
- ☐ 12:00pm - 1:30pm Meeting || Craig Williams ☺
- ☐ 3:30pm - 5:00pm Meeting: Nevins & MES - see notes (MES: 259 Najoles Road, Millersville, MD 21108) - Amy Gregory
- ☐ 5:30pm - 7:30pm Invitation: 2019 Maryland Sister States Program Annual Legislative Re... @ Wed Mar 6, 2019 5:30pm - 7:30pm (EST) (rmcgrath@menv.com) (Presidential Wing, Miller Senate Office Building - 11 Bladen Street - Annapolis, MD 21) - Randall Morgan

## Thursday, March 7

- ☐ 9:00am - 12:00pm Hold ☺
- ☐ 12:15pm - 1:45pm Lunch II MES & Navista (1924 Pennsylvania Ave. NW, Washington, D.C. 20006) - Roy McGrath
- ☐ 2:30pm - 3:00pm Invitation: Roy and Mary Beth Conference Call @ Thu Mar 7, 2019 2:30pm - 3pm (EST) (rmcgrath@menv.com) - stephen.schatz@maryland.gov
- ☐ 4:30pm - 5:30pm TRAVEL TIME - Roy McGrath
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ☺ ☺
- ☐ 5:30pm - 8:00pm Event II CEO of the Year & The Power 10 CEO Awards (The Center Club, 100 Light St #16, Baltimore, MD 21202) - Roy McGrath

## Friday, March 8

- ☐ Beth - OOO
- ☐ FYI - EVENT II Leadership Maryland Day in Annapolis (Miller Senate Office Building - West II, 11 Bladen Street, Annapolis, MD 21401) - Roy McGrath
- ☐ Telework
- ☐ 1:00pm - 2:00pm Meeting with Sarah / Soliman Productions (MES) - Pamela Fuller
- ☐ 3:00pm - 4:30pm Hold || Tami (Tbd) ☺

## Saturday, March 9

- ☐ [REDACTED] Birthday ☺

## Sunday, March 10

# March 11, 2019 - March 17, 2019

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## Monday, March 11

- ☐ **██████████ Birthday** - Roy McGrath ☺
- ☐ **8:45am - 9:30am TRAVEL TIME** (1000 Key Highway East, Baltimore, MD 21230) - Roy McGrath
- ☐ **9:30am - 10:30am Meeting II MES & Weller Development** (1000 Key Highway East, Baltimore, MD 21230) - Steven Pennington
- ☐ **10:30am - 11:15am TRAVEL TIME** - Roy McGrath
- ☐ **1:30pm - 2:00pm TRAVEL TIME**
- ☐ **2:00pm - 3:00pm Updated invitation: Cabinet Meeting @ Mon Mar 11, 2019 2pm - 3pm (EDT) (rmcgrath@menv.com)** (Governor's Reception Room) - md.gov2661@maryland.gov
- ☐ **3:00pm - 3:30pm TRAVEL TIME**
- ☐ **6:00pm - 8:00pm Event || Leadership Maryland Reception** (Governor's Reception Room)

## Tuesday, March 12

- ☐ **12:00am Telework** →
- ☐ **TIMESHEETS** - Roy McGrath ☺
- ☐ **9:15am - 10:15am Baltimore County Planning Session** (Boardroom) - Roy McGrath
- ☐ **3:00pm - 4:00pm Maryland Environmental Service and Accelerent - revisit/follow up mutual interview** (259 Najoles Road, Millersville, MD) - Micah Damareck
- ☐ **6:00pm - 9:00pm Event || Washington Board of Trade** (National Cathedral) ☺

## Wednesday, March 13

- ☐ **12:00am Telework**
- ☐ **FYI - New Hire Wednesdays** ☺
- ☐ **12:00pm - 2:00pm Hold || Dan Mayer**
- ☐ **1:00pm - 1:15pm Phone Call II Adam Ortiz** (Adam will call Roy's cell)
- ☐ **3:30pm - 4:30pm 2019 EBLC Host Committee Call** (Call In: 866-805-9436 Passcode: 5611273) - Matthew Sherring
- ☐ **5:00pm - 5:30pm Event || Amelia Chasse farewell** ☺
- ☐ **5:30pm - 6:30pm TRAVEL TIME**
- ☐ **6:30pm - 8:00pm Updated invitation: Dinner with Larry & Sherry, Roy & Laura (Rescheduled Date) @ Wed Mar 13, 2019 6:30pm - 8pm (EDT) (rmcgrath@menv.com)** (The Center Club, 100 Light St #16, Baltimore, MD 21202, USA) - larry.unger@mpt.org

## Thursday, March 14

- ☐ **National Pi Day 2019** ☺
- ☐ **8:00am - 4:30pm MES Leadership Meeting** (The Hotel at the University of Maryland, 7777 Baltimore Avenue, College Park, MD 20740) - Shannon Bettleyon

## Friday, March 15

- ☐ **Shannon LEAVE until 11** ██████████
- ☐ **1:30pm - 2:00pm Meeting II Diversity Workplan** (Mike call Roy's cell) - Michael Harris
- ☐ **2:30pm - 2:45pm Call || Larry and Roy** (Roy to call Larry (410) 356-5600) - Roy McGrath
- ☐ **3:00pm - 3:15pm Meeting II Craig & Roy** (Roy's Office) - Roy McGrath
- ☐ **3:30pm - 4:00pm Meeting II Beth & Roy** (Roy's Office) - Roy McGrath

## Saturday, March 16

## Sunday, March 17

- ☐ **12:00am Ideas Conference** →
- ☐ **St. Patricks Day** - Roy McGrath ☺

# March 18, 2019 - March 24, 2019

March 2019

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April 2019

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## Monday, March 18

- ☐ < Ideas Conference →
- ☒ [REDACTED] Birthday 🕒
- ☒ 10:00am - 10:30am March - Preboard meeting (Main Conference Room 259) - Pamela Fuller

## Tuesday, March 19

- ☐ < Ideas Conference →

## Wednesday, March 20

- ☐ < 12:00am Ideas Conference
- ☐ FYI - New Hire Wednesdays 🕒
- ☒ 4:30pm - 5:30pm Conference Call II BBJ Panel Preparation (Call In #: (866) 805-9436 Passcode: 5611273) - Roy McGrath

## Thursday, March 21

- ☐ 12:00am Climate Leadership Conference (FOUR SEASONS HOTEL → BALTIMORE, 200 International Drive, Baltimore, MD 21202)
- ☐ Shannon LEAVE at 1:00 p.m. [REDACTED]
- ☒ 9:15am - 10:00am TRAVEL TIME (Chuck Driving) - Roy McGrath
- ☒ 10:00am - 12:00pm Updated invitation: Statewide Fuel Consolidation Meeting @ Thu Mar 21, 2019 10am - 12pm (EDT) (rmcgrath@menv.com) (301 W. Preston - 11th Floor Room #1105) - DGS-ISSSD-Calendar
- ☒ 12:00pm - 1:00pm TRAVEL TIME - Roy McGrath
- ☒ 1:00pm - 5:00pm Interview II BBJ (Baltimore) - Pamela Fuller
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov 🕒 🔒

## Friday, March 22

- ☐ < 12:00am Climate Leadership Conference (FOUR SEASONS HOTEL BALTIMORE, 200 International Drive, Baltimore, MD 21202)

## Saturday, March 23

- ☒ 3:00pm - 4:00pm TRAVEL TIME
- ☒ 4:00pm - 6:00pm Meeting || Easton Academy
- ☒ 6:00pm - 7:00pm TRAVEL TIME

## Sunday, March 24

# March 25, 2019 - March 31, 2019

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April 2019						
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## Monday, March 25

### ☐ Maryland Day

- ☐ 9:30am - 10:30am MES Board of Directors Conference Call (Call In#: 866-776-7062 Code: 3453785 / MES Staff: Boardroom) - Roy McGrath
- ☐ 11:30am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 1:30pm Lunch II Tom Prevas & Roy McGrath (G&M Restaurant & Lounge (804 N Hammonds Ferry Rd, Linthicum Heights, MD, United States)) - Roy McGrath
- ☐ 1:30pm - 2:00pm TRAVEL TIME
- ☐ 2:30pm - 3:00pm Meeting II Prep Meeting (Auditor) (Boardroom) - Michael Harris
- ☐ 3:00pm - 4:00pm Meeting II Auditor (Boardroom) - Michael Harris
- ☐ 4:00pm - 4:15pm Meeting II Roy & Steve P. (Roy's Office) - Steven Pennington
- ☐ 6:00pm - 8:00pm Event II Yumi Hogan

## Tuesday, March 26

### ☐ TIMESHEETS - Roy McGrath

- ☐ 9:00am - 1:30pm Remote
- ☐ 1:30pm - 2:00pm TRAVEL TIME
- ☐ 2:00pm - 3:30pm Updated invitation: Bay Cabinet Meeting @ Tue Mar 26, 2019 2pm - 4pm (EDT) (rmcgrath@menv.com) (Maryland Department of Natural Resources, 580 Taylor Ave, Annapolis, MD 21401, USA) - mde.secretary@maryland.gov
- ☐ 3:30pm - 4:00pm TRAVEL TIME

## Wednesday, March 27

### ☐ FYI - New Hire Wednesdays

- ☐ 9:30am - 9:45am Meeting II Roy & Zach (Roy's Office) - Roy McGrath
- ☐ 10:45am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 1:30pm Invitation: Lunch w/Roy McGrath @ Wed Mar 27, 2019 12pm - 1:30pm (EDT) (rmcgrath@menv.com) (Talbot Country Club 6142 Country Club Dr, Easton, MD 21601, United States) - Craig Fuller
- ☐ 1:30pm - 2:30pm TRAVEL TIME
- ☐ 2:30pm - 3:00pm TRAVEL TIME - Roy McGrath
- ☐ 3:00pm - 4:00pm Site Visit II Franklin House (59 Franklin St. Annapolis) - Roy McGrath
- ☐ 4:00pm - 4:30pm TRAVEL TIME - Roy McGrath
- ☐ 5:30pm - 8:00pm Hold II Craig Williams

## Thursday, March 28

### ☐ 12:00am Zack OOO

- ☐ Shannon Leave at 1:45 P.M.
- ☐ 9:30am - 10:30am Meeting II Thomas Higgins and Roy McGrath (Maryland Environmental Service (259 Najoles Rd, Millersville, MD, United States)) - Roy McGrath
- ☐ 10:00am - Meeting II Vendor debriefing (Boardroom)
- ☐ 10:30am - 11:30am Meeting II Financials (Executive Conference Room) - Michael Harris
- ☐ 12:00pm - 1:30pm TRAVEL TIME (200 Chesapeake Blvd., Elkton, Maryland 21921) - Steven Pennington
- ☐ 1:30pm - 3:00pm Meeting II MES & Cecil County (200 Chesapeake Blvd., Elkton, Maryland 21921) - Steven Pennington
- ☐ 3:00pm - 4:00pm TRAVEL TIME - Steven Pennington
- ☐ 3:00pm - 3:15pm Phone Call II Billy Boniface (He will call Roy's cell)
- ☐ 4:00pm - 6:00pm Meeting II SMR Board (Pers)

## Friday, March 29

### ☐ < 12:00am Zack OOO

- ☐ 12:00pm - 1:30pm Meeting II Lunch - Larry and Roy (Linwoods (25 Crossroads Dr, Owings Mills, MD, United States)) - Roy McGrath
- ☐ 12:30pm - 1:00pm TRAVEL TIME (401 E. Pratt Street, Suite 1900) - Roy McGrath
- ☐ 1:00pm - 3:30pm Event II Retirement Celebration for Chris Correale (WTC, Stanton Room, 401 E. Pratt Street, Suite 1900) - Roy McGrath
- ☐ 3:30pm - 4:00pm TRAVEL TIME - Roy McGrath

## Saturday, March 30

## Sunday, March 31

# April 1, 2019 - April 7, 2019

April 2019

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May 2019

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## Monday, April 1

- ☐ 12:00am Beth OOO →
- ☐ 12:00am 34th International Conference on Solid Waste Technology and Management (The Westin Annapolis Hotel) - Roy McGrath →
- ☐ 8:30am - 10:30am SPEAKING II 34th International Conference on Solid Waste Technology and Management (Wastin, Annapolis, MD) - Roy McGrath
- ☐ 3:30pm - 4:00pm Meeting II Craig & Roy (Roy's Office) - Pamela Fuller

## Tuesday, April 2

- ☐ ← Beth OOO
- ☐ ← 12:00am 34th International Conference on Solid Waste Technology and Management (The Westin Annapolis Hotel) - Roy McGrath
- ☐ Teleworking
- ☐ 9:30am - 10:00am Phone Call II Ovie Mughelli & MES (Call In: 866-776-7062; Passcode: 1857750; Leader Passcode (Matthew): 3453785) - Roy McGrath
- ☐ 11:00am - 11:30am Northeast Institute Class Advisor Orientation Conference Call - MacRae, Karyn
- ☐ 12:00pm - 2:00pm NMWDA Board Conference Call (Dial-in Number: 866-691-2764; Conference Code: 7767797) - Roy McGrath

## Wednesday, April 3

- ☐ ← Beth OOO
- ☐ FYI - New Hire Wednesdays
- ☐ 9:15am - 10:00am TRAVEL TIME (1000 Key Highway East, Baltimore, 21230) - Roy McGrath
- ☐ 10:00am - 11:00am Meeting II MES & Weller Dev. (1000 Key Highway East, Baltimore, MD 21230) - Roy McGrath
- ☐ 11:00am - 11:30am Debrief II Cecil County (Baltimore) - Roy McGrath
- ☐ 11:30am - 12:00pm TRAVEL TIME to Inner Harbor (Inner Harbor West Wall, 301 Light Street, Baltimore, MD 21202) - Roy McGrath
- ☐ 12:00pm - 2:00pm Event II A Lunch Conversation With Joe Greco
- ☐ 2:00pm - 3:00pm TRAVEL TIME to HQ - Roy McGrath
- ☐ 3:00pm - 3:15pm Meeting II Matthew & Roy (Roy's Office) - Roy
- ☐ 3:30pm - 4:30pm Meeting II Josh Cohen (U.S.-Israel Partnerships)
- ☐ 4:30pm - 4:45pm Meeting II Zach & Roy (Roy's Office) - Roy

## Thursday, April 4

- ☐ ← Beth OOO
- ☐ Submit Major Events to Governor's Office
- ☐ 9:00am - 12:00pm Remote
- ☐ 12:00pm - 1:00pm Meeting II MES & Nemphos Braue LLC (Candace Gill) (MES, 259 Najoles Road, Millersville, MD 21108 - Boardroom) - Shannon Bettleyon
- ☐ 2:00pm - 2:30pm RESCHEDULING: Meeting II Bethany Kahn (Roy's Office)
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu Apr 20, 2017 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, April 5

- ☐ ← 12:00am Beth OOO
- ☐ Telework
- ☐ 11:30am - 12:00pm Conference Call II Nevins & MES ((866) 805-9436 Code: 5611273 Leader Code (Craig): 5564457) - Pamela Fuller

## Saturday, April 6

- ☐ FYI - 2019 After d'Arc Gala

## Sunday, April 7

# April 8, 2019 - April 14, 2019

April 2019						
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May 2019						
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## Monday, April 8

- ☐ 12:00am FYI: Offshore Wind Conference →
- ☐ Sine Die
- ☐ 1:00pm - 5:00pm Annapolis
- ☐ 5:00pm - 7:00pm Invitation: Sine Die Reception @ Mon Apr 8, 2019 5pm - 7pm (EDT) (rmcgrath@menv.com) (Government House)

## Tuesday, April 9

- ☐ ← FYI: Offshore Wind Conference →
- ☐ TIMESHEETS - Roy McGrath ↻
- ☐ 9:00am - 12:30pm Telework
- ☐ 12:30pm - 2:00pm Travel Time - Roy McGrath
- ☐ 2:00pm - 3:30pm Event || EPA: Food Waste Reduction Month Public Awareness Campaign and Roundtable with State and Local Partners (Environmental Protection Agency (1200 Pennsylvania Ave, N.W., Washington, DC, United States)) - Roy McGrath
- ☐ 3:30pm - 5:00pm Travel Time - Roy McGrath

## Wednesday, April 10

- ☐ ← 12:00am FYI: Offshore Wind Conference
- ☐ FYI - New Hire Wednesdays ↻
- ☐ LMD Event II The Restoration of the Chesapeake Bay Oyster (University of Maryland Center for Environmental Science (UMCES), Horn Point Oyster Hatchery, 2020 Horns Point Road, Cambridge, MD 21613) - Roy McGrath
- ☐ 9:00am - 11:30am Remote
- ☐ 11:00am - 3:00pm TRAVEL TIME - Roy McGrath
- ☐ 12:45pm - 1:15pm EBLC Discussion (866 805 9436 code 5611273) - Steven Pennington
- ☐ 3:00pm - 4:00pm Jerry Geisler (296 Marsh Hill Road McHenry, MD) - Steven Pennington

## Thursday, April 11

- ☐ 12:00pm - 1:00pm Meeting II Rocky Gap (Skylar Dice) & MES (Rocky Gap, 16701 Lakeview RD NE, Flintstone, MD 21530) - C.Jason Gillespie
- ☐ 4:00pm - 4:45pm Meeting II MES & Allegany County Commissioner Jacob Shade (701 Kelly Rd., Cumberland, MD 21502) - Roy McGrath

## Friday, April 12

- ☐ 9:00am - 10:00am Meeting w/ Zachary Peters & Steve Pennington (MD Environmental Service) (AAEDC 2660 Riva Road, Suite 200 Annapolis, MD 21401) - Jerry Walker
- ☐ 1:00pm - 5:00pm Remote/Telework

## Saturday, April 13

## Sunday, April 14

# April 15, 2019 - April 21, 2019

April 2019						
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May 2019						
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## Monday, April 15

- ☐ Shannon OOO
- ☐ 9:10am - 10:30am TRAVEL TIME (Charles County Government (200 Baltimore St, La Plata, MD 20646, United States)) - Roy McGrath
- ☐ 10:30am - 11:30am Meeting || Charles County Government (Charles County Government (200 Baltimore St, La Plata, MD 20646, United States)) - Zachary Peters
- ☐ 11:30am - 1:00pm TRAVEL TIME - Roy McGrath
- ☐ 1:30pm - 4:00pm Meeting (Baltimore County)
- ☐ 4:30pm - 5:00pm Greg Cannito / EBLC (866 805 9436 code 5611273) - Steven Pennington

## Tuesday, April 16

- ☐ 10:00am - 11:00am BTS Meeting (Director's Executive Conference Room) - Steven Pennington
- ☐ 5:00pm - 9:00pm Hold || Dinner Meeting (time tbd) (Baltimore)

## Wednesday, April 17

- ☐ FYI - New Hire Wednesdays
- ☐ 9:00am - 10:30am Breakfast Meeting II Deputy Secretary of State Luis Borunda (Double T Diner, 12 Defense St, Annapolis, MD 21401)
- ☐ 10:30am - 11:00am TRAVEL TIME
- ☐ 11:00am - 12:00pm April Pre-board meeting (Main Conference Room 259) - Pamela Fuller
- ☐ 12:00pm - 12:30pm EBLC Update (Director's Executive Conference Room) - Steven Pennington
- ☐ 1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the third Wednesday (EST) (rmcgrath@menv.com) Conference Call #: 1 (413) 308-2215 - Pin: 737-700-814 (#: 1 (413) 308-2215 - Pin: 737-700-814) - brien.otoole@maryland.gov
- ☐ 2:00pm - 3:00pm Meeting || George P.

## Thursday, April 18

- ☐ Chuck OOO
- ☐ FYI - 29th Annual Government Procurement Conference (DC)
- ☐ 9:00am - 10:00am Hold: Call
- ☐ 10:15am - 11:00am TRAVEL TIME - Roy McGrath
- ☐ 11:00am - 12:00pm Meeting II LifeBridge (Sinai Hospital, 2401 W. Belvedere Ave. Baltimore, MD 21215) - Roy McGrath
- ☐ 12:00pm - 12:45pm TRAVEL TIME - Roy McGrath
- ☐ 2:30pm - 3:00pm Meeting II Arthur "Squeaky" Kirk (Executive Conference Room) - Roy McGrath

## Friday, April 19

- ☐ 7:30am - 10:00am County Executive Steuart Pittman (Live! Event Center at Live! Casino & Hotel | 7002 Arundel Mills Cir, Hanover, MD 21076) - Steven Pennington
- ☐ 10:30am - 11:00am Meeting II Montgomery County (Executive Conference Room) - Steven Pennington
- ☐ 12:00pm - 1:00pm Lunch (Roy McGrath) (Thai Pavilion, Rockville Town Center) - Ortiz, Adam
- ☐ 1:00pm - 5:00pm Travel Time

## Saturday, April 20

## Sunday, April 21

- ☐ Easter

# April 22, 2019 - April 28, 2019

April 2019						
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May 2019						
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## Monday, April 22

- 8:30am - 10:30am MES Administrative Professionals Day Breakfast
- 10:30am - 1:30pm MES Earth Day (HQ) - Shannon Bettleyon
- 2:00pm - 2:30pm Appointment
- 2:30pm - 6:00pm Remote/telework

## Tuesday, April 23

- ☐ **TIMESHEETS** - Roy McGrath
- 9:00am - 12:00pm Hold
- 12:00pm - 1:00pm TRAVEL TIME (111 W. Chesapeake Avenue, Room 307, Towson, MD 21204) - Pamela Fuller
- 1:00pm - 2:00pm Meeting II MES & Baltimore County (Director Walsh) (111 W. Chesapeake Avenue, Room 307, Towson, MD 21204) - Pamela Fuller
- 2:00pm - 3:00pm TRAVEL TIME - Pamela Fuller

## Wednesday, April 24

- ☐ 12:00am HOLD II April MES Board Meeting & Site Visit (Prince George's County) - Roy McGrath →
- ☐ **FYI - New Hire Wednesdays**
- 9:00am - 9:30am Hold
- 10:15am - 11:00am Meeting || Matthew
- 1:15pm - 2:00pm TRAVEL TIME (1801 McCormick Drive | Suite 500 | Largo, MD 20774) - Roy McGrath
- 2:00pm - 3:00pm Meeting II MES & Prince George's County (1801 McCormick Drive | Suite 500 | Largo, MD 20774) - Roy McGrath
- 3:00pm - 4:30pm TRAVEL TIME - Roy McGrath
- 4:30pm - 6:30pm Event II Maryland Opportunity Zone Task Force Southern MD Regional Summit (100 Walter Thomas Rd., Indian Head, MD) - Roy McGrath
- 5:30pm - 6:30pm TRAVEL TIME & Check In - Roy McGrath
- 6:30pm - 9:30pm MES Welcome Reception and Board Dinner (Burton's, 4440 Van Buren Street, Riverdale Park, MD) - Roy McGrath

## Thursday, April 25

- ☐ ← 12:00am HOLD II April MES Board Meeting & Site Visit (Prince George's County) - Roy McGrath
- ☐ 12:00am Steve P. - OOO →
- ☐ Shannon LEAVE until 10:30 a.m. [REDACTED]
- 8:00am - 9:00am MES Board Breakfast (The Hotel at the University of Maryland, 7777 Baltimore Ave, College Park, MD 20740, (Tubman Room) ) - Roy McGrath
- 9:00am - 10:30am MES Board of Directors Meeting (The Hotel at the University of Maryland, 7777 Baltimore Ave, College Park, MD 20740, (Curry Meeting Room) ) - Roy McGrath
- 10:30am - 11:30am University of Maryland Tour - Roy McGrath
- 11:30am - 5:00pm Bus Tour to MES Site Visits and Lunch - Roy McGrath

## Friday, April 26

- ☐ ← 12:00am Steve P. - OOO
- ☐ Telework
- 5:00pm - 8:00pm Event || UMD Gala

## Saturday, April 27

## Sunday, April 28

- ☐ 12:00am MEDA Annual Conference (Hyatt Regency Chesapeake Bay, Cambridge, MD) - Matthew Sherring →
- 6:00pm - 7:00pm MEDA II WELCOME EARLY BIRD ARRIVALS & NEW MEDA MEMBERS RECEPTION (Chesapeake Foyer) - Matthew Sherring

# April 29, 2019 - May 5, 2019

April 2019						
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May 2019						
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## Monday, April 29

- ☐ < **MEDA Annual Conference** (Hyatt Regency Chesapeake Bay, Cambridge, MD) - Matthew Sherring -->
- ☐ **7:30am - 8:30am MEDA II OPENING BREAKFAST** (Chesapeake A/B/C/D) - Matthew Sherring
- ☐ **8:30am - 9:30am MEDA II OPENING KEYNOTE SPEAKER** (Chesapeake A/B/C/D) - Matthew Sherring
- ☐ **9:30am - 12:15pm MEDA Conference** - Matthew Sherring
- ☐ **12:15pm - 2:15pm MEDA II LUNCHEON AND SECRETARIES ROUNDTABLE** (Chesapeake A/B/C/D) - Matthew Sherring
- ☐ **2:15pm - 5:30pm MEDA Conference** - Matthew Sherring
- ☐ **5:30pm - 6:30pm MEDA II BANQUET RECEPTION** - Matthew Sherring
- ☐ **6:30pm - 8:30pm MEDA II ANNUAL BANQUET** (Chesapeake A/B/C/D) - Matthew Sherring

## Tuesday, April 30

- ☐ < **12:00am MEDA Annual Conference** (Hyatt Regency Chesapeake Bay, Cambridge, MD) - Matthew Sherring
- ☐ **8:30am - 9:30am MEDA II OPENING BREAKFAST AND KEYNOTE** (Chesapeake A/B/C/D) - Matthew Sherring
- ☐ **9:30am - 12:00pm MEDA Conference** (Chesapeake A/B/C/D) - Matthew Sherring
- ☐ **12:00pm - 2:00pm TRAVEL TIME** - Matthew Sherring
- ☐ **5:00pm - 5:30pm Invitation: Call || Updates Verso Closing @ Tue Apr 30, 2019 5pm - 5:30pm (EDT) (rmcgrath@menv.com) (H208 / Dial - 515-604-9723 Code - 823 566#) - matthew.clark@maryland.gov**

## Wednesday, May 1

- ☐ **Birthday** ☺
- ☐ **FYI - New Hire Wednesdays** ☺
- ☐ **12:00pm - 5:00pm Travel Time / Hold: DC**
- ☐ **1:00pm - 1:30pm TRAVEL TIME**
- ☐ **1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST) (rmcgrath@menv.com) (Or dial: +1 843-790-3850 PIN: 512506692#) - brien.otoole@maryland.gov** ☺

## Thursday, May 2

- ☐ **12:00am Vishal OOO** -->
- ☐ **Beth OOO**
- ☐ **Birthday** ☺
- ☐ **8:15am - 10:00am Meeting || BOT** (Greater Washington Board of
- ☐ **10:00am - 11:00am Travel Time**
- ☐ **10:30am - 10:45am Call || Governor's Office**
- ☐ **11:00am - 12:00pm Media Interview** (7093 Prienkert Drive, College
- ☐ **12:15pm - 1:00pm TRAVEL TIME**
- ☐ **1:00pm - 2:00pm Lunch: David Nevins & Roy McGrath** (Center Club
- ☐ **2:00pm - 2:45pm TRAVEL TIME**
- ☐ **2:45pm - 5:00pm Office Time**
- ☐ **3:00pm - 6:00pm Meeting || SMR Board (Pers)**
- ☐ **5:30pm - 6:00pm Updated invitation: Call || Updates Verso Closing**
- ☐ **6:00pm - 8:00pm BSOS Scholarship Event**

## Friday, May 3

- ☐ < **Vishal OOO** -->
- ☐ **Shannon Leave at 1 p.m.** [REDACTED]
- ☐ **Telework**
- ☐ **4:00pm - 5:00pm Invitation: CALL: VERSO Update @ Fri May 3, 2019 4pm - 5pm (EDT) (rmcgrath@menv.com) (Dial-in: 216-815-5227 PIN: 825 091 105#) - diane.gossman@maryland.gov**
- ☐ **5:30pm - 9:30pm MES Night at the Yard** (Camden Yards) - Shannon Bettleyon

## Saturday, May 4

- ☐ < **Vishal OOO** -->
- ☐ **12:00am WasteExpo** -->

## Sunday, May 5

- ☐ < **Vishal OOO** -->
- ☐ **12:00am WasteExpo** -->

# May 6, 2019 - May 12, 2019

May 2019

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June 2019

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## Monday, May 6

- ☐ < Vishal OOO →
- ☐ < WasteExpo →
- ☐ 12:00am Craig OOO →
- ☐ 2:30pm - 2:50pm Prep Meeting II Garrett County Commissioner's Meeting ((866) 805-9436 Code: 5611273) - Roy McGrath

## Tuesday, May 7

- ☐ < 12:00am Vishal OOO
- ☐ < 12:00am WasteExpo
- ☐ < 12:00am Craig OOO
- ☐ [REDACTED]'s birthday ☺
- ☐ TIMESHEETS - Roy McGrath ☺

## Wednesday, May 8

- ☐ FYI - New Hire Wednesdays ☺
- ☐ Telework

## Thursday, May 9

- ☐ 9:00am - 1:00pm TRAVEL TIME (Frederick A. Thayer III Courthouse-Administrative Building, 203 South Fourth Street, Oakland, MD 21550) - Roy McGrath
- ☐ 1:00pm - 2:00pm Meeting II MES & Garrett County Commissioner's (Frederick A. Thayer III Courthouse-Administrative Building, 203 South Fourth Street, Oakland, MD 21550) - Roy McGrath
- ☐ 2:00pm - 5:30pm TRAVEL TIME - Roy McGrath

## Friday, May 10

- ☐ 8:00am - 12:30pm BBJ 2019 Spring Business Growth Expo (Delta Hotel By Marriott Baltimore Hunt Valley, 245 Shawan Rd, Hunt Valley, MD 21031) - Roy McGrath
- ☐ 9:00am - 10:00am Updated invitation: Phone Conference: Prep for ECI Conversion Meeting @ Fri May 10, 2019 9am - 10am (EDT) (rmcgrath@menv.com) (Director McGrath to call Director Tung - [REDACTED]) - marybeth.tung@maryland.gov
- ☐ 2:30pm - 3:30pm Invitation: Meeting | ECI Conversion Project @ Fri May 10, 2019 2:30pm - 3:30pm (EDT) (rmcgrath@menv.com) (100 State Cir, Annapolis, MD 21401, USA) - stephen.schatz@maryland.gov

## Saturday, May 11

## Sunday, May 12

# May 13, 2019 - May 19, 2019

May 2019

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June 2019

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## Monday, May 13

- ☐ OOO (Personal)
- ☐ Shannon OOO
- ☐ 3:15pm - 4:00pm Conf Call || Jessica Ricks (Prince George's Sentinel)
- ☐ 5:30pm - 8:30pm Greater Baltimore Committee (GBC) 64th Annual Meeting (Reniassance Baltimore, 202 East Pratt Street, Maryland, 21202) - Zachary Peters

## Tuesday, May 14

- ☐ SWAN (travel time)
- ☐ 9:30am - 10:00am NMWDA Authority Meeting (Conference Call) (Dial-in Number: 866-691-2764; Conference Code: 7767797)

## Wednesday, May 15

- ☐ 12:00am SWAN 2019 →
- ☐ FYI - New Hire Wednesdays ☺
- ☐ FYI: [REDACTED] birthday
- ☐ 1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the third Wednesday (EST) (rmcgrath@menv.com) (1-413-308-2215 PIN: 737700814#) - brien.otoole@maryland.gov ☺

## Thursday, May 16

- ☐ ← 12:00am SWAN 2019
- ☐ 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu May 16 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov ☺

## Friday, May 17

- ☐ 7:30am - 9:30am BWI Business Partnership - Jim White, Maryland Port Administration (Marriott BWI Airport, 1743 W. Nursery Road, Linthicum, MD 21090) - Zachary Peters
- ☐ 9:30am - 10:00am TRAVEL TIME
- ☐ 10:00am - 10:30am Updated invitation: Call w Roy McGrath @ Fri May 17, 2019 10am - 10:30am (EDT) (rmcgrath@menv.com) (Roy will call 410-260-8101) - jeannie.riccio@maryland.gov
- ☐ 12:00pm - 1:30pm Meeting || Craig Williams
- ☐ 2:30pm - 3:00pm Weekly Update Meeting: Beth & Roy (Roy's Office) - Roy McGrath
- ☐ 3:30pm - 4:00pm Meeting II Matthew Sherring & Roy McGrath - EBLC (Roy's Office) - Roy McGrath

## Saturday, May 18

- ☐ 11:00am - 6:00pm Preakness

## Sunday, May 19

- ☐ 12:00am ICSC (Las Vegas) - Roy McGrath →

# May 20, 2019 - May 26, 2019

May 2019							June 2019						
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## Monday, May 20

- ☐ ← ICSC (Las Vegas) - Roy McGrath →
- ☐ 12:00pm - 3:00pm MCEC Open House Reception (Tech Ventures Building, 5000 College Avenue, Suite 31010, College Park, MD 20740) - Zachary Peters

## Tuesday, May 21

- ☐ ← 12:00am ICSC (Las Vegas) - Roy McGrath
- ☐ Shannon LEAVE at 3:30 p.m. [REDACTED]
- ☐ TIMESHEETS - Roy McGrath

## Wednesday, May 22

- ☐ FYI - New Hire Wednesdays
- ☐ 11:00am - 12:00pm May Preboard meeting (Main Conference Room 259) - Pamela Fuller

## Thursday, May 23

- ☐ Telework
- ☐ 9:15am - 9:45am Invitation: Call || Cabinet Visit to Luke @ Thu May 23, 2019 9:15am - 9:45am (EDT) (rmcgrath@menv.com) (Dial - 605-313-4155 Code- 271 512#) - allison.mayer@maryland.gov
- ☐ 10:00am - 10:30am Phone Call II Ed Burchell & Roy McGrath (Ed call Roy at 410.729.8201) - Roy McGrath
- ☐ 11:00am - 11:30am Phone Call II Roy McGrath & Carol Bowers (Carol call Roy at 410.729.8201) - Roy McGrath
- ☐ 4:00pm - 4:30pm TRAVEL TIME - Roy McGrath
- ☐ 4:30pm - 5:30pm Meeting II MES & Eliot Powell (Whitehall Development) (164 Conduit St, Annapolis, MD 21401) - Steven Pennington
- ☐ 5:30pm - 6:30pm TRAVEL TIME
- ☐ 6:00pm - 9:00pm Event (Speaking) || Maryland Bar Association (Citron Baltimore (2605 Quarry Lake Dr, Baltimore, MD 21209, United

## Friday, May 24

- ☐ [REDACTED]'s Birthday
- ☐ Shannon LEAVE at 3:00 p.m.
- ☐ 11:15am - 12:00pm TRAVEL TIME
- ☐ 12:00pm - 2:00pm Lunch II Barry Bogage & Roy McGrath (Standford Grill, 8900 Stanford Blvd, Columbia, MD 21045) - Roy McGrath
- ☐ 2:00pm - 3:00pm TRAVEL TIME

## Saturday, May 25

- ☐ Governor's Birthday

## Sunday, May 26

# May 27, 2019 - June 2, 2019

May 2019

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June 2019

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## Monday, May 27

9:00am - 5:00pm Holiday - Memorial Day

## Tuesday, May 28

12:00am HOLD: ALLEGANY COUNTY (Back 4pm Wednesday) →

## Wednesday, May 29

← 12:00am HOLD: ALLEGANY COUNTY (Back 4pm Wednesday)

FYI - New Hire Wednesdays

11:00am - 11:30am UMCES/MES Call (Call in # 866-805-9436 Passcode: 5611273) - Matthew Sherring

1:30pm - 2:00pm Conference Call II EBLC Update (Matthew call Craig's cell then call Roy's cell) - Matthew Sherring

2:30pm - 3:30pm Meeting II Financials (Executive Conference Room)

3:30pm - 4:00pm TRAVEL TIME

4:00pm - 5:00pm Invitation: BDG/MES @ Wed May 29, 2019 4pm - 5pm (EDT) (rmcgrath@menv.com) (Baroak126 West St, Annapolis, MD 21401, United States) - skreloff@bioenergydevco.com

## Thursday, May 30

Birthday

9:00am - 10:00am MES Board of Directors - Audit Committee Meeting (Boardroom) - Roy McGrath

9:00am - 9:45am Updated invitation: Prep || Environment Presentation @ Thu May 30, 2019 9am - 9:45am (EDT)

10:00am - 11:00am MES Board of Directors Meeting (Boardroom) - Roy McGrath

11:00am - 12:00pm TRAVEL TIME

12:00pm - 2:30pm Updated invitation: Roy McGrath at WC @ Thu May 30, 2019 12pm - 2:30pm (EDT) (rmcgrath@menv.com) (210 S

2:30pm - 3:30pm TRAVEL TIME

5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu May 16 to Wed Jul

5:30pm - 7:00pm FYI Event II Doug Conaway Retirement Celebration (Baldwin Station, 7618 Main Street, Sykesville, MD 21784)

## Friday, May 31

Last Day

9:00am - 9:30am TRAVEL TIME (44 Calvert Street, Annapolis, MD 21401) - Steven Pennington

9:30am - 10:30am Meeting II County Executive Pittman, AA County (44 Calvert Street, Annapolis, MD 21401 (4th Floor)) - Steven Pennington

10:30am - 11:00am TRAVEL TIME - Steven Pennington

12:00pm - 1:30pm Meeting || Craig Williams

## Saturday, June 1

## Sunday, June 2

Birthday

# June 3, 2019 - June 9, 2019

June 2019						
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July 2019						
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## Monday, June 3

- 8:45am - 9:30am TRAVEL TIME
- 9:30am - 11:30am DMMP Executive Committee Meeting (MDOT Headquarters, 4th Floor Boardroom, 7201 Corporate Center Drive, Hanover, MD 21076) - Roy McGrath
- 11:30am - 12:00pm TRAVEL TIME
- 12:00pm - 2:00pm Meeting || Baltimore
- 2:30pm - 3:00pm Call || Steven Oberlien (Stephen to call Roy) ☞
- 3:45pm - 4:15pm Updated invitation: Call || Roy McGrath @ Mon Jun 3, 2019 3:45pm - 4:15pm (EDT) (rmcgrath@menv.com) - stephen.schatz@maryland.gov
- 4:00pm - 4:30pm Phone Call || Roy McGrath & Josh Roberge (Josh call Roy at 410.729.8201) - Roy McGrath
- 4:30pm - 5:00pm Meeting || EBLC (Roy's Office) - Pamela Fuller
- 5:00pm - 5:30pm Roy and Matthew - HOLD (Roy's Office) - Matthew Sherring

## Tuesday, June 4

- Shannon LEAVE by 3:00 p.m. - [REDACTED]
- TIMESHEETS - Roy McGrath ☞
- 9:45am - 10:00am Documents ☞
- 11:15am - 12:00pm TRAVEL TIME
- 12:00pm - 2:00pm NMWDA Board Meeting (w/lunch provided) (Northeast Authority, Tower II-Suite 402, 100 S. Charles Street, Baltimore, MD 21201)
- 2:00pm - 2:45pm TRAVEL TIME
- 4:00pm - 4:30pm Updated invitation: Call || State Renewable Energy Parks @ Tue Jun 4, 2019 4pm - 4:30pm (EDT) (rmcgrath@menv.com) (Dial - 515-604-9723 Code - 823 566#) - matthew.clark@maryland.gov

## Wednesday, June 5

- FYI - New Hire Wednesdays ☞
- 8:00am - 5:15pm HOLD
- 9:00am - 12:00pm OOO (personal)
- 12:00pm - 3:00pm Remote
- 5:30pm - 8:00pm EVENT || Why Maryland Manufacturing Matters - Grand Night at the BMI with RMI & MPT (Baltimore Museum of Industry, 1415 Key Highway, Baltimore, MD 21230) - Steven Pennington

## Thursday, June 6

- 7:30am - 9:30am BBJ Event || Leaders in Diversity (Lord Baltimore Hotel, 20 W Baltimore St, Baltimore, MD 21201)
- 9:30am - 2:30pm TRAVEL TIME / HOLD
- 11:30am - 12:15pm SM3 and discussion regarding Navista and MES EH&S and Sustainability Forum (MES Offices in Millersville) -
- 12:00pm - 1:00pm Conference Call || Video Project Kickoff (Call In#: (866) 805-9436 Passcode: 5611273 Leader Passcode (Craig):
- 2:00pm - 2:15pm Hold || Meet & Greet
- 2:30pm - 3:00pm TRAVEL TIME (Oyster Recovery Partnership, 1805A Virginia Street, Annapolis, MD 21401) - Roy McGrath
- 3:00pm - 4:00pm Meeting || Oyster Recovery Partnership (Oyster Recovery Partnership, 1805A Virginia Street, Annapolis, MD 21401 (2nd
- 4:00pm - 4:30pm TRAVEL TIME - Roy McGrath
- 6:30pm - 8:30pm Event || Retirement celebration (per) (Stoney's Kingfishers Solomons Island)

## Friday, June 7

- 9:30am - 3:00pm HOLD - BSOS BOV Meeting

## Saturday, June 8

- [REDACTED] Birthday ☞
- [REDACTED] Birthday - Roy McGrath ☞

## Sunday, June 9

# June 10, 2019 - June 16, 2019

June 2019							July 2019						
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16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
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## Monday, June 10

- 9:00am - 11:00am Telework
- 11:00am - 12:00pm TRAVEL TIME
- 12:00pm - 2:00pm Invitation: Lunch w/Larry & Roy McGrath @ Mon Jun 10, 2019 12pm - 2pm (EDT) (rmcgrath@menv.com) (The Alexander Brown Restaurant, 135 E Baltimore St, Baltimore, MD 21202,
- 2:00pm - 2:45pm TRAVEL TIME
- 2:45pm - 3:00pm Meeting || Mike H. & Roy (Roy's Office) - Roy McGrath
- 3:00pm - 4:30pm Updated invitation with note: Housing Finance Review Committee @ Mon Jun 10, 2019 3pm - 4:30pm (EDT) (rmcgrath@menv.com) (Via Phone or in-person,
- 4:00pm - 4:30pm Meeting || EBLC Agenda (Roy's office) - Roy McGrath
- 4:30pm - 5:00pm Call || Bobby Jones - Enquirer Gazette (240.801.2259)

## Tuesday, June 11

- 10:30am - 11:30am TRAVEL TIME - Roy McGrath
- 11:30am - 1:00pm Lunch with CE Glassman & Mr. Boniface (One Eleven Main, 111 S Main St, Bel Air, MD 21014) - Roy McGrath
- 1:15pm - 1:45pm TRAVEL TIME to 711 Pennington Ave. Havre de Grace, MD 21078 - Roy McGrath
- 2:00pm - 3:00pm Meeting || Patrick Sypolt, Director of Administration, City of Havre de Grace (City of Havre de Grace, 711 Pennington Ave. Havre de Grace, MD 21078) - Roy McGrath
- 3:00pm - 4:30pm TRAVEL TIME (Back to HQ) - Roy McGrath

## Wednesday, June 12

- FYI - New Hire Wednesdays
- 9:30am - 10:30am TRAVEL TIME
- 10:30am - 10:45am Conference Call II NMWDA (Dial-in Number: 866-691-2764; Conference Code: 7767797#)
- 11:00am - 11:30am Meeting (Maestro's Cafe (5 E Centre St, Baltimore, MD 21202, United States))
- 12:00pm - 1:00pm Mr. Pennington, Mr. McGrath & Mr. Jacobson (Center Club (100 Light St, Baltimore, MD 21202, United States)) - Kim
- 1:00pm - 1:45pm TRAVEL TIME (Back to HQ) - Roy McGrath
- 2:30pm - 3:00pm Pers
- 4:00pm - 6:30pm FYI - LMD Class Reunion (R. House (301 W 29th St, Baltimore, MD 21211, United States))
- 5:00pm - 8:00pm FYI: Event II BWI 2019 Annual Meeting (Steve P. & Zach Attending) (BWI Thurgood Marshall Airport, International Art
- 5:30pm - 7:30pm Event II Reception Honoring Jack McDougale

## Thursday, June 13

- 10:00am - 11:00am Meeting II American Water & Hannah Garagiola (Boardroom) - Roy McGrath
- 12:00pm - 1:30pm Workday Training - Senior Staff (259 Main Conference Room) - Vishal Bhatia
- 2:00pm - 4:00pm Meeting || Bioenergy DevCo (formerly BTS) Meeting (Boardroom) - Roy McGrath
- 5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu May 16 to Wed Jul 10 (EDT) (rmcgrath@menv.com) - kaitlin.marsden@maryland.gov

## Friday, June 14

- RM: Hold
- 10:00am - 11:00am Transfer Station Briefing (&TransferStation ConfRm) - Ortiz, Adam
- 10:30am - 11:30am Meeting II MES & AACO (Matt Johnston, Environmental Policy Manager) (259 Najoles Rd., Millersville, MD - Director's Executive Conference Room) - Steven Pennington
- 3:00pm - 3:30pm Meeting (Executive Conference Room, then call Roy's cell) - Pamela Fuller

## Saturday, June 15

## Sunday, June 16

# June 17, 2019 - June 23, 2019

June 2019						
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July 2019						
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## Monday, June 17

- 9:00am - 10:00am OOO
- 10:00am - 11:00am Confirmed Call - Solution Group Chair Orientation - MD Environmental Service (See details below to join the Zoom meeting) - Ashley Desing
- 11:00am - 11:30am Meeting || 1:1 - Roy McGrath
- 12:00pm - 12:15pm Meeting II Jason & Roy (Roy's Office) - Roy McGrath
- 1:15pm - 1:45pm TRAVEL TIME
- 1:45pm - 3:00pm Invitation: Governor's Cabinet Meeting @ Mon Jun 17, 2019 1:45pm - 3pm (EDT) (rmcgrath@menv.com)
- 3:00pm - 6:00pm TRAVEL TIME
- 3:00pm - 3:30pm Updated invitation: Meeting | Cabinet Secretaries @ Mon Jun 17, 2019 3pm - 3:30pm (EDT)
- 6:00pm - 8:00pm Meeting || Grantsville (Grantsville Town Hall, 171 Hill St, Grantsville, MD 21536) - Roy McGrath

## Tuesday, June 18

- TIMESHEETS - Roy McGrath
- 8:30am - 12:00pm TRAVEL TIME (Back to HQ)
- 12:00pm - 1:30pm Meeting (Baltimore)
- 2:00pm - 3:00pm Meeting II Brian Sailer, Flywheel / Allison Dunn, Johnson Controls (Boardroom) - Roy McGrath
- 3:00pm - 3:30pm Conference Call II MES & Doug Lashley (Steve call Doug at [REDACTED]) - Steven Pennington
- 3:30pm - 4:30pm Meeting || Russian Foreign Delegation (Main Conference Room) - Zachary Peters

## Wednesday, June 19

- 12:00am Telework
- Fusion in the Shop
- FYI - New Hire Wednesdays
- Kim Quigley Start Date
- Shannon in at 10:30 a.m. [REDACTED]
- 11:00am - 11:30am TRAVEL TIME
- 11:30am - 12:30pm Howard Co Innovation Center Roy McGrath (6751 Columbia Gateway Drive 2nd floor) - Thompson, Vernon
- 12:30pm - 1:00pm TRAVEL TIME
- 3:00pm - 3:30pm Meeting II Roy & Matthew (Roy's Office) - Matthew Sherring
- 3:30pm - 4:00pm June Preboard meeting (Main Conference Room 259) - Pamela Fuller

## Thursday, June 20

- < 12:00am Telework
- 12:00am Shannon OOO (Camping)
- 12:35pm - 1:00pm TRAVEL TIME (9034 Fort Smallwood Road, Pasadena, MD 21122 (AACPS Facilities Division)) - Roy McGrath
- 1:00pm - 2:00pm FW: Introductory Meeting with Maryland Environmental Service (9034 Fort Smallwood Road, Pasadena, MD 21122 (AACPS Facilities Division)) - Steelman, Jill A
- 2:00pm - 2:30pm TRAVEL TIME (Back to HQ) - Roy McGrath
- 3:30pm - 4:15pm Conference Call II EBLC Panel - Maryland is Open for Business (Call In#: (866) 805-9436 Participant Passcode: 5611273 Leader Passcode (Roy): 5564457) - Roy McGrath

## Friday, June 21

- < 12:00am Shannon OOO (Camping)
- FYI Workday - All approvals (Time sheets/Procurement) need to be completed. - Shannon Bettleyon
- [REDACTED] Birthday - Roy McGrath
- OOO
- 8:00am - 10:00am Meeting (Double T Diner (12 Defense St, Annapolis, MD 21401, United States))
- 10:00am - 12:00pm Hold: Chris H
- 1:00pm - 2:00pm Roy McGrath, Greg Farley re: composting at Washington College (Greg to call Roy (410) 533-8313) - Gregory S. Farley

## Saturday, June 22

## Sunday, June 23

- 12:00am MML Summer Conference (Ocean City, Maryland) - Roy McGrath
- 1:00pm - 5:30pm MML II Registration - Roy McGrath
- 5:30pm - 7:00pm MML II Welcome Reception - Roy McGrath

# June 24, 2019 - June 30, 2019

June 2019							July 2019						
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## Monday, June 24

- ☐ ← **MML Summer Conference** (Ocean City, Maryland ) - Roy McGrath →
- ☐ **Shannon OOO**
- ☐ **8:00am - 9:00pm MML Conference** - Roy McGrath
- ☐ **2:00pm - 3:00pm American Water Showcase** (A/B Hall of the Ocean City Convention Center) - Steven Pennington
- ☐ **3:00pm - 4:15pm FYI MML - Lori Scozzafava Speaking - Workshop: Future of Recycling and Zero Waste** - Roy McGrath
- ☐ **5:00pm - 7:00pm FYI MML Event II Senator J.B. Jennings Reception** (Ropewalk, 82nd Street – Bayside, 8203 Coastal Highway, Ocean City, Maryland) - Roy McGrath
- ☐ **6:30pm - 9:00pm MML II Strategic Partner Appreciation Dinner** (Fager's Island, 201 60th Street, Ocean City, MD) - Roy McGrath

## Tuesday, June 25

- ☐ ← **MML Summer Conference** (Ocean City, Maryland ) - Roy McGrath →
- ☐ **Shannon LEAVE at 2:00 p.m.**
- ☐ **7:00am - 7:00pm MML Conference** - Roy McGrath
- ☐ **3:00pm - 4:00pm Site Visit II Residence Inn** (Residence Inn by Marriott Ocean City, 300 Seabay Lane)

## Wednesday, June 26

- ☐ ← **12:00am MML Summer Conference** (Ocean City, Maryland ) - Roy McGrath
- ☐ **FYI - New Hire Wednesdays**
- ☐ **FYI II 10 a.m. DMMP Management Committee Meeting (Tammy Attending)**
- ☐ **FYI Workday - Workday Self-Service opens / Mileage sheets for June 2019 are due** - Shannon Bettleyon
- ☐ **8:30am - 12:30pm MML Conference** - Roy McGrath
- ☐ **9:00am - 9:30am Conference Call II Finance** (Call In #: (866) 805-9436 Passcode: 5611273 Leader Passcode (Mike): 5564457) - Roy
- ☐ **10:30am - 1:00pm Event II Washington College** (Tidewater Inn (Easton, Maryland, United States))
- ☐ **1:00pm - 3:00pm TRAVEL TIME**
- ☐ **1:00pm - Pick Up** (Tidewater Inn, 101 E Dover St, Easton, MD 21601) - Roy McGrath

## Thursday, June 27

- ☐ **9:30am - 10:00am MES Board of Directors - Human Resources Committee Meeting** (Executive Conference Room ) - Roy McGrath
- ☐ **10:00am - 11:30am MES Board of Directors Meeting** (Boardroom) - Roy McGrath
- ☐ **11:30am - 12:00pm TRAVEL TIME**
- ☐ **12:00pm - 1:15pm Updated invitation: Lunch II Roy McGrath @ Thu Jun 27, 2019 12pm - 1:15pm (EDT) (rmcgrath@menv.com)**
- ☐ **1:15pm - 1:45pm TRAVEL TIME**
- ☐ **2:45pm - 3:00pm Phone Call II Stu Cherry & Roy McGrath** (Stu call Roy at 410.729.8201) - Roy McGrath
- ☐ **3:30pm - 3:45pm Meeting II EBLC** (Roy's Office) - Matthew Sherring
- ☐ **5:00pm - 6:00pm Updated invitation: COS Reports Due @ Every 2 weeks from 5pm to 6pm on Thursday from Thu May 16 to Wed Jul**
- ☐ **6:30pm - 9:00pm SAVE THE DATE - MPT Celebrates 50 Years** (Baltimore Museum of Industry)

## Friday, June 28

- ☐ **Telework**
- ☐ **9:45am - 10:45am Blue Whale Opportunity Discussion** ( Main Conference Room 259 ) - Steven Pennington
- ☐ **11:00am - 11:30am Phone Call II Del Johnny Mautz** (Roy call )
- ☐ **1:00pm - 2:00pm Invitation: Telephone Call (DoIT & MES) RE: FY20 Cost Allocation Mod... @ Fri Jun 28, 2019 1pm - 2pm (EDT) (rmcgrath@menv.com) - mariam.fisher@maryland.gov**

## Saturday, June 29

## Sunday, June 30

- ☐ **Birthday**

# July 1, 2019 - July 7, 2019

July 2019

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August 2019

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## Monday, July 1

- ☐ FYI Workday - Timesheets due COB - Pamela Fuller
- ☐ FYI Workday - Workday Financials and HR Applications Open - Shannon Bettleyon
- ☐ Laura Younker's Birthday ☺
- ☐ 8:00am - 12:00pm Hold || Telework ☺
- ☐ 10:15am - 10:45am TRAVEL TIME (Patapsco Valley State Park, Pickall Area 8125 Johnnycake Road Woodlawn, MD 21244)
- ☐ 10:45am - 12:45pm INVITE II DNR's 50th Anniversary Celebration (Patapsco Valley State Park, Pickall Area 8125 Johnnycake Road Woodlawn, MD 21244)
- ☐ 12:45pm - 1:15pm TRAVEL TIME
- ☐ 1:30pm - 5:30pm Hold || Telework
- ☐ 6:30pm - 8:30pm Updated invitation: Unger dinner w/Roy and Laura @ Mon Jul 1, 2019 6:30pm - 8:30pm (EDT) (rmcgrath@menv.com) (Linwoods, 25 Crossroads Dr, Owings Mills,

## Tuesday, July 2

- ☐ FYI Workday - All journal entries, adjustments, corrections, lab billings, and other billing entries for FY19 are due - Pamela Fuller
- ☐ Shannon LEAVE at 3:15 [REDACTED]
- ☐ TIMESHEETS - Roy McGrath ☺
- ☐ 9:00am - 1:00pm Hold / TRAVEL TIME
- ☐ 1:00pm - 2:30pm Meeting (Washington, D.C., United States)
- ☐ 3:30pm - 4:00pm FW: Conference Call between Andrew Savitz & MD Environmental Service/Nevins & Associates (Phone) - Sean O'Keefe

## Wednesday, July 3

- ☐ FYI - New Hire Wednesdays ☺
- ☐ [REDACTED] Birthday ☺
- ☐ 9:45am - 10:00am Meeting || EDR (Roy's Office) - Roy McGrath
- ☐ 12:00pm - 1:30pm Workday Appreciation Lunch (HQ259 Patio)
- ☐ 12:00pm - 12:30pm Invitation: CALL: Blue Whale Materials Proposal @ Wed Jul 3, 2019 12pm - 12:30pm (EDT) (rmcgrath@menv.com) (Dial-in: 662-434-4087 PIN: 655 201)
- ☐ 12:30pm - 3:00pm Hold || Baltimore
- ☐ 12:30pm - 1:30pm Meeting || April King (R. House (301 W 29th St, Baltimore, MD 21211, United States)) ☺
- ☐ 2:00pm - 2:30pm Visit || EBLC Venue (Four Seasons Hotel Baltimore (200 International Dr, Baltimore, MD 21202, United States)) - Roy McGrath
- ☐ 3:15pm - 4:00pm Meeting II EBLC (Boardroom OR Call In: (866) 805-9436 Passcode: 5611273 Leader Code (Matthew): 5564457) -

## Thursday, July 4

- ☐ 9:00am - 5:00pm HOLIDAY - Independence Day - Roy McGrath ☺

## Friday, July 5

- ☐ 9:00am - 5:00pm HOLIDAY

## Saturday, July 6

## Sunday, July 7

# July 8, 2019 - July 14, 2019

July 2019						
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August 2019						
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## Monday, July 8

- 9:00am - 11:30am Telework / Travel time
- 11:30am - 12:30pm Meeting || DC
- 12:30pm - 5:00pm Telework
- 2:00pm - 3:00pm FW: MES EBLC Workforce Development Discussion (Skype Meeting (Conference Call)) - James Deriu
- 2:30pm - 3:00pm Conference Call II EBLC Judy Woodruff Introduction (Call In # (866) 805-9436 Passcode: 5611273 Leader Passcode (Craig): 5564457) - Pamela Fuller
- 4:00pm - 4:30pm Phone Call II Sonnie Deshpande (Sonnie will call Roy's cell)
- 5:00pm - 6:00pm Rescheduling: Meeting (BAROAK (126 West St, Annapolis, MD 21401, United States))

## Tuesday, July 9

- 11:00am - 11:30am Northeast Institute Class Advisor Call - MacRae, Karyn
- 12:00pm - 9:00pm EBLC Set-Up
- 1:00pm - 2:00pm Pre-con

## Wednesday, July 10

- 12:00am Environmental Business Leadership Conference (TBD) - Roy McGrath
- Birthday
- FYI - New Hire Wednesdays

## Thursday, July 11

- 12:00am Environmental Business Leadership Conference (TBD) - Roy McGrath
- 2:30pm - 3:30pm Meeting II Financials (Executive Conference Room)
- 3:30pm - 3:45pm Meeting II Kim Clark & Roy (Roy's Office) - Roy McGrath
- 4:30pm - 5:30pm Office time / TYs

## Friday, July 12

- Shannon OOO
- Telework

## Saturday, July 13

- Birthday

## Sunday, July 14

# July 15, 2019 - July 21, 2019

July 2019						
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August 2019						
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## Monday, July 15

- ☐ Shannon OOO
- ☐ 8:00am - 12:00pm Hold
- ☐ 12:00pm - 1:15pm Meeting || Tami Howie (TBD)
- ☐ 1:15pm - 1:45pm TRAVEL TIME
- ☐ 1:45pm - 3:00pm Invitation: Governor's Cabinet Meeting @ Mon Jul 15, 2019 1:45pm - 3pm (EDT) (rmcgrath@menv.com) (Governor's Reception Room) - md.gov2661@maryland.gov
- ☐ 3:00pm - 3:30pm TRAVEL TIME

## Tuesday, July 16

- ☐ HOLD
- ☐ TIMESHEETS - Roy McGrath ↻
- ☐ 9:00am - 5:00pm Meetings (DC)
- ☐ 2:00pm - 3:00pm Updated invitation: Bay Cabinet Meeting @ Tue Jul 16, 2019 2pm - 3pm (EDT) (rmcgrath@menv.com) (Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230, USA, MDE-CR-AQUA-1005-30, MDE-CR-AERIS-1004-30) - mde.secretary@maryland.gov
- ☐ 4:00pm - 4:30pm Phone Call II David Nevins (Roy call David at cell: [REDACTED])

## Wednesday, July 17

- ☐ FYI - New Hire Wednesdays ↻
- ☐ 8:00am - 12:00pm Hold || Meeting
- ☐ 11:00am - 11:30am July Preboard meeting (Main Conference Room 259) - Pamela Fuller
- ☐ 12:00pm - 1:00pm Meeting || Tami Howie
- ☐ 2:30pm - 3:20pm Updated invitation: Housing Finance Review Committee @ Wed Jul 17, 2019 2:30pm - 3:20pm (EDT) (rmcgrath@menv.com) (In phone or person., DHCD-CR\_Lanham\_Rm444\_OS) - brien.otoole@maryland.gov ↻
- ☐ 3:00pm - 3:30pm Meeting II Beth & Roy (Building Expansion Layout) (Roy's Office) - Pamela Fuller
- ☐ 4:00pm - 4:15pm 1:1 Roy & Steve (Roys Office) - Roy McGrath

## Thursday, July 18

- ☐ 7:30am - 9:30am BBJ Event II Corporate Philanthropy (Baltimore Convention Center, 1 W Pratt St, Baltimore, MD 21201 rOOMS: 309 &310)
- ☐ 10:00am - 10:30am ES Strategic Partnerships Strategy Meeting (Executive Conference Room) - Matthew Sherring
- ☐ 2:00pm - 2:30pm Phone Call II Craig Renner & Roy (Craig call Roy's cell) - Roy McGrath
- ☐ 6:30pm - 8:30pm Dinner: David Nevins/Roy McGrath/Larry Unger (Center Club - reservation under Nevins - party of 3) - Amy Gregory

## Friday, July 19

- ☐ OOO
- ☐ 10:00am - 11:00am Hold for Wicomico Cty Mtg (125 North Division Street, Room #303, Salisbury, Maryland 21801. ) - Steven Pennington
- ☐ 1:00pm - 1:30pm Prep Conference Call II Resiliency & Sustainability Solution Group Meeting (Call In# (866) 805-9436 Passcode: 5611273 Leader Passcode (Matthew): 5564457) - Steven Pennington

## Saturday, July 20

## Sunday, July 21

# July 22, 2019 - July 28, 2019

July 2019							August 2019						
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## Monday, July 22

- 11:45am - 1:00pm **TRAVEL TIME** (Board of Trade Office (800 Connecticut Ave, NW, Suite 1001, Washington DC 20006)) - Roy McGrath
- 1:00pm - 2:30pm **Resiliency & Sustainability Solution Group Meeting #1** (Board of Trade Office (800 Connecticut Ave, NW, Suite 1001, Washington DC 20006)) - Smart Region Calendar
- 2:30pm - 3:45pm **TRAVEL TIME** (Return to HQ) - Roy McGrath
- 4:00pm - 4:45pm **Meeting II Building Expansion** (MES, 259 Najoles Rd., Millersville, MD 21108 - Executive Conference Room) - Pamela Fuller

## Tuesday, July 23

- 12:00am **OOO**
- 9:00am - 2:00pm **Event || Funeral**
- 9:00am - 9:15am **Phone Call II Jeannie** (Jeannie will call Roy's cell)

## Wednesday, July 24

- OOO
- FYI - New Hire Wednesdays

## Thursday, July 25

- 12:00am **OOO**
- Craig **OOO**
- Michael Herzberger's Birthday
- 9:30am - 10:30am **MES Board of Directors Conference Call** (Call In #: 866-776-7062; Code: 3453785) - Roy McGrath
- 2:00pm - 2:50pm **Updated invitation with note: Housing Finance Review Committee @ Thu Jul 25, 2019 2pm - 2:50pm (EDT)** (rmcgrath@menv.com) (Via Phone or in-person, DHCD-CR\_Lanham\_Rm444\_OS) - brien.otoole@maryland.gov

## Friday, July 26

- Beth **OOO**

## Saturday, July 27

## Sunday, July 28

- 12:00am **Event || IOM** (Villanova University (Radnor Township, Pennsylvania, United States))

# July 29, 2019 - August 4, 2019

July 2019

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August 2019

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## Monday, July 29

- ☐ Event || IOM (Villanova University (Radnor Township, Pennsylvania, United States))
- ☐ [REDACTED] Birthday
- ☐ Mike H. OOO

## Tuesday, July 30

- ☐ Event || IOM (Villanova University (Radnor Township, Pennsylvania, United States))
- ☐ Shannon LEAVE at 3:15 p.m. [REDACTED]
- ☐ Tammy OOO
- ☐ TIMESHEETS - Roy McGrath

## Wednesday, July 31

- ☐ Event || IOM (Villanova University (Radnor Township, Pennsylvania, United States))
- ☐ FYI - New Hire Wednesdays

## Thursday, August 1

- ☐ 12:00am Event || IOM (Villanova University (Radnor Township, Pennsylvania, United States))
- ☐ 12:00am Vishal OOO

## Friday, August 2

- ☐ Vishal OOO
- ☐ OOO
- ☐ [REDACTED] Birthday
- ☐ Shannon Leave at 2:00 p.m.

## Saturday, August 3

- ☐ Vishal OOO
- ☐ Hold || Cavey
- ☐ [REDACTED] s Birthday

## Sunday, August 4

- ☐ Vishal OOO

# August 5, 2019 - August 11, 2019

August 2019						
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September 2019						
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## Monday, August 5

- ☐ < Vishal OOO →
- ☐ 12:00am OOO →

## Tuesday, August 6

- ☐ < Vishal OOO →
- ☐ < OOO →
- ☐ Craig Renner OOO

## Wednesday, August 7

- ☐ < Vishal OOO →
- ☐ < OOO →
- ☐ FYI - New Hire Wednesdays ↻
- ☐ 1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST) (rmcgrath@menv.com) (Via Phone or in-person) - brien.otoole@maryland.gov ↻

## Thursday, August 8

- ☐ < Vishal OOO →
- ☐ < OOO →
- ☐ Craig Renner OOO

## Friday, August 9

- ☐ < 12:00am Vishal OOO
- ☐ < 12:00am OOO

## Saturday, August 10

## Sunday, August 11

# August 12, 2019 - August 18, 2019

August 2019						
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September 2019						
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## Monday, August 12

- ☐ 12:00am OOO →
- ☐ Steve T. OOO

## Tuesday, August 13

- ☐ ← 12:00am OOO
- ☐ TIMESHEETS - Roy McGrath ☺

## Wednesday, August 14

- ☐ 12:00am MACo Summer Conference (Ocean City) - Roy McGrath →
- ☐ April King's First Day
- ☐ FYI - ES Meeting at MES with Jeffrey Lapp, Associate Director, Office of Environmental Programs of EPA
- ☐ FYI - New Hire Wednesdays ☺
- ☐ 12:00pm - 3:00pm TRAVEL TIME
- ☐ 4:30pm - 6:30pm MES/NMWDA Annual MACo Summer Reception (Clarion Resort Fontainebleau Hotel, 10100 Coastal Hwy., Ocean City, MD, 21842) - Roy McGrath
- ☐ 5:00pm - 7:00pm FYI MACo Invite II MD Lobbyist (Galaxy Skye Bar & Grille, 6601 Coastal Highway, Ocean City)
- ☐ 6:00pm - 8:00pm MACo II Corporate Partner Appreciation Dinner (Lighthouse Sound in Bishopville, MD)
- ☐ 6:30pm - 9:30pm MACo Reception II Bellamy Genn & Kaiser Permanente (Sunset Grille, 12933 Sunset Ave, Ocean City, MD, 21842)

## Thursday, August 15

- ☐ ← MACo Summer Conference (Ocean City) - Roy McGrath →
- ☐ 8:30am - 9:30am MES Board Breakfast (Residence Inn, 300 Seabay
- ☐ 9:00am - 9:30am Human Resources Committee Meeting (Residence
- ☐ 9:30am - 11:00am MES Board of Directors Meeting (Residence Inn,
- ☐ 11:00am - 4:30pm MACo Conference (Roland Powell Convention
- ☐ 11:15am - 12:30pm MACo II Governor Visiting Exhibit Halls
- ☐ 11:30am - 12:00pm Allegany County Mtg (MES Booth) - Steven
- ☐ 1:00pm - 1:30pm Mark Belton / Charles County (@ MES Booth in
- ☐ 3:00pm - 5:00pm Hold || Event (personal) 🏠
- ☐ 3:30pm - 4:30pm MACo Session II Keeping Clean Green Energy
- ☐ 4:30pm - 6:30pm MACo II Taste of MD Reception (Roland Powell
- ☐ 5:00pm - 7:00pm FYI MACo Reception II MD Building Industry
- ☐ 5:00pm - 7:00pm FYI MACo Reception II Sen. J.B. Jennings

More Items...

## Friday, August 16

- ☐ ← MACo Summer Conference (Ocean City) - Roy McGrath →
- ☐ 8:00am - 3:15pm MACo Conference (Roland Powell Convention Center, Ocean City, MD)
- ☐ 10:15am - 10:45am MACo II LMD Photo Op (Stairs across from the MACo Registration Desk) - Roy McGrath
- ☐ 1:00pm - 2:00pm MACo Session II Reduce, Reuse...Now What? (Lori)
- ☐ 2:00pm - FYI II MACo Booth Breakdown
- ☐ 2:15pm - 3:15pm MACo Session II Endgame: Can Our Phase III WIP Meet Our Bay Restoration Goals (Room 203)
- ☐ 3:15pm - 4:15pm MACo II Governor's Cabinet Reception (Roland Powell Convention Center, Ocean City, MD)
- ☐ 5:00pm - 8:00pm MACo II Crab Feast (Roland Powell Convention Center, Ocean City, MD)
- ☐ 6:30pm - 8:30pm FYI MACo Reception II Balt County Prof Fire

## Saturday, August 17

- ☐ ← 12:00am MACo Summer Conference (Ocean City) - Roy McGrath →
- ☐ 8:00am - 12:30pm MACo Conference (Roland Powell Convention Center, Ocean City, MD)
- ☐ 11:30am - 12:30pm MACo II Governor's Closing Address (Performing Arts Center)

## Sunday, August 18

- ☐ Birthday ☺

# August 19, 2019 - August 25, 2019

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September 2019						
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## Monday, August 19

12:00am Steve T. OOO  
OOO

## Tuesday, August 20

Steve T. OOO  
FYI II HQ Turtle Release at Poplar Island - Roy McGrath  
[REDACTED] Birthday  
9:00am - 12:00pm OOO

## Wednesday, August 21

Steve T. OOO  
FYI - New Hire Wednesdays  
Shannon OOO until 11:30am [REDACTED] work until 6pm  
12:00pm - 1:30pm Hold || Meeting - KB (Annapolis)  
2:00pm - 2:30pm Conference Call II NMWDA (Dial-in Number: 866-691-2764; Conference Code: 7767797)  
3:00pm - 3:30pm Conference Call II MES & Chakisse Newton (Call In #(866) 805-9436; Passcode: 5611273) - Pamela Fuller

## Thursday, August 22

Steve T. OOO  
12:00am Chuck OOO  
12:00am Tammy OOO  
9:30am - 10:30am Meeting II Providence Strategies & MES (MES, 259 Najoles Rd., Millersville MD - Executive Conference Room) - Roy McGrath  
1:00pm - 1:30pm Resilience & Sustainability Solution Group Prep Call (See Zoom details below) - Ashley Desing  
1:30pm - 2:00pm Meeting II April King & Roy (Roy's Office) - Roy McGrath  
2:00pm - 2:45pm Meeting II Clean and Renewable Energy Initiatives (Executive Conference Room) - Pamela Fuller  
2:30pm - 4:00pm Travel Time  
4:00pm - 5:30pm Meeting II AAM (Easton (Easton, Maryland, United States))

## Friday, August 23

12:00am Steve T. OOO  
Chuck OOO  
12:00am Tammy OOO  
April OOO until 12p.m. [REDACTED]  
Telework  
12:00pm - 2:00pm Meeting (Baltimore)  
4:30pm - 5:00pm Meeting (Annapolis (Annapolis, Maryland, United States))

## Saturday, August 24

Chuck OOO

## Sunday, August 25

Chuck OOO  
[REDACTED] Birthday

# August 26, 2019 - September 1, 2019

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September 2019						
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## Monday, August 26

- ☐ Chuck OOO →
- ☐ 9:00am - 11:45am Telework
- ☐ 11:45am - 1:00pm TRAVEL TIME
- ☐ 1:00pm - 3:00pm Resiliency & Sustainability Solution Group Meeting #2 (Board of Trade Office (800 Connecticut Ave, NW Suite 1001, Washington DC 20006)) - Smart Region Calendar
- ☐ 3:00pm - 4:30pm TRAVEL TIME

## Tuesday, August 27

- ☐ Chuck OOO →
- ☐ TIMESHEETS - Roy McGrath ↻
- ☐ 12:45pm - 2:00pm TRAVEL TIME (Steve P. Drive) (225 N Center St # 308, Westminster, MD 21157) - Steven Pennington
- ☐ 2:00pm - 3:00pm MES & Carroll County Commissioners Office (vmd) (Carroll County Commissioner's Office, 225 N Center St, Westminster, MD 21157) - Rothstein, Edward
- ☐ 3:00pm - 4:15pm TRAVEL TIME - Steven Pennington

## Wednesday, August 28

- ☐ Chuck OOO →
- ☐ 12:00am Event || TRICON (Roland Powell Convention Center, Ocean City, MD) →
- ☐ FYI - New Hire Wednesdays ↻
- ☐ Telework
- ☐ 2:00pm - 2:45pm Invitation: Organizational Call - EO @ Wed Aug 28, 2019 2pm - 2:45pm (EDT) (rmcgrath@menv.com) - stephen.schatz@maryland.gov

## Thursday, August 29

- ☐ Chuck OOO →
- ☐ Event || TRICON (Roland Powell Convention Center, Ocean City, MD) →
- ☐ Craig Renner OOO ↻
- ☐ 9:00am - 9:45am Invitation: Call || Director McGrath @ Thu Aug 29, 2019 9am - 9:45am (EDT) (rmcgrath@menv.com) (Roy call 410-570-6940) - stephen.schatz@maryland.gov
- ☐ 11:00am - 11:30am Call || Mike G.

## Friday, August 30

- ☐ 12:00am Chuck OOO
- ☐ 12:00am Event || TRICON (Roland Powell Convention Center, Ocean City, MD)

## Saturday, August 31

## Sunday, September 1

thday ↻

# September 2, 2019 - September 8, 2019

September 2019						
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October 2019						
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## Monday, September 2

9:00am - 5:00pm HOLIDAY - Labor Day - Roy McGrath

## Tuesday, September 3

April OOO until 1p.m.

Fusion - Emission Test

## Wednesday, September 4

April OOO until 10 a.m.

FYI - Governor Hogan's 5th Annual Blood Cancer Awareness Community Blood Drive (Bloodmobile, State Circle & School Street, Annapolis, MD 21401)

FYI - New Hire Wednesdays

Hold || RbyA

Telework

8:00am - 5:00pm All-Team Prep

1:00pm - 1:30pm EO Strategic Partnerships Meeting (Executive Conference Room) - Matthew Sherring

1:30pm - 3:00pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST)

5:00pm - 5:30pm Travel Time

5:30pm - 6:30pm Event || BDC Reception

6:30pm - 7:30pm Travel Time

## Thursday, September 5

Shannon LEAVE at 11:15am

9:00am - 10:00am OOO

9:30am - 10:30am Hannon Armstrong (1906 Towne Centre Blvd Suite 370 Annapolis, MD) - Steven Pennington

10:30am - 11:30am TRAVEL TIME - Roy McGrath

11:30am - 2:00pm Chesapeake Bay Program Executive Council Meeting (Oxon Hill Manor, 6901 Oxon Hill Rd, Oxon Hill, MD 20745)

12:00pm - 2:00pm ASCE II MES Lunch & Learn (HQ259 Boardroom) - Pamela Fuller

2:00pm - 3:00pm TRAVEL TIME - Roy McGrath

3:00pm - 5:00pm MES BioEnergy Devco Working Session (MES Boardroom) - Steven Pennington

## Friday, September 6

1:00pm - 2:00pm Hold || All Team Dry Run

2:00pm - 3:00pm Invitation: Call || Task Force @ Fri Sep 6, 2019 2pm - 3pm (EDT) (rmcgrath@menv.com) - stephen.schatz@maryland.gov

## Saturday, September 7

## Sunday, September 8

# September 9, 2019 - September 15, 2019

September 2019						
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October 2019						
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## Monday, September 9

- 8:30am - 1:00pm **MES All-Team Meeting** (Live! Casino and Hotel Maryland, 7002 Arundel Mills Cir. #7777, Hanover, MD 21076) - Roy McGrath
- 1:00pm - 2:00pm **TRAVEL TIME** - Roy McGrath
- 2:00pm - 3:45pm **Event II Lake Linganore Dredging Project** (6718 Coldstream Drive, New Market MD 21774) - Roy McGrath

## Tuesday, September 10

- Shannon OOO
- TIMESHEETS - Roy McGrath
- 8:00am - 9:30am **Meeting**
- 9:30am - 10:30am **Travel Time**
- 10:45am - 11:00am **Meeting || Roy & Craig 1:1** - Roy McGrath
- 11:00am - 12:00pm **Meeting II Flywheel** (259 Najoles Rd, Millersville, MD 21108, USA - Executive Conference Room) - Roy McGrath
- 11:00am - 12:00pm **Travel Time**
- 12:00pm - 5:00pm **Hold**
- 3:30pm - 3:45pm **Phone Call II Travis Wright & Roy McGrath** (Roy call Travis at 710-729-8201) - Roy McGrath

## Wednesday, September 11

- FYI - New Hire Wednesdays
- Hold
- Shannon OOO at 1:00 p.m.
- 11:00am - 11:30am **September Pre-Board Meeting** (Main Conference Room 259) - Pamela Fuller
- 2:15pm - 3:00pm **TRAVEL TIME**
- 3:00pm - 6:00pm **Bisnow Event II Future of Prince George's County & Evening Schmooze** (The Hotel at The University of Maryland, 7777 Baltimore Ave., College Park, MD 20740 - Calvert Ballroom, Conference Level) - Roy McGrath

## Thursday, September 12

- 9:00am - 10:30am **Travel time**
- 10:30am - 11:30am **Meeting || MGA** (Harford)
- 11:30am - 2:00pm **Travel time**
- 2:00pm - 4:30pm **Solution Group Co-Chair Meeting** (Board of Trade Office (800 Connecticut Ave NW, Suite 1001, Washington DC 20006)) - Smart Region Calendar
- 4:30pm - 6:00pm **Travel time**
- 4:30pm - 5:00pm **Craig and Matthew to call Roy** - Pamela Fuller

## Friday, September 13

- Beth OOO
- Birthday
- Telework
- 10:30am - 11:00am **Call || OAG**

## Saturday, September 14

- Row Bowman's Birthday
- 3:00pm - 5:15pm **Event || Changing of the Guard** (Fifth Regiment Armory - Maryland Military Department (219 W 29th Division St, Baltimore, MD 21201, United States))

## Sunday, September 15

- 3:00pm - 5:00pm **Hold || Event**

# September 16, 2019 - September 22, 2019

September 2019						
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October 2019						
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## Monday, September 16

- ☐ Shannon will be in at 12pm [REDACTED], Will work until 6pm
- ☐ 11:00am - 11:30am ES Strategic Partnerships Strategy Meeting (Executive Conference Room) - Matthew Sherring
- ☐ 1:15pm - 1:45pm TRAVEL TIME
- ☐ 1:45pm - 3:00pm Invitation: Governor's Cabinet Meeting @ Mon Sep 16, 2019 1:45pm - 3pm (EDT) (rmcgrath@menv.com) (Governor's Reception Room) - md.gov2661@maryland.gov
- ☐ 3:00pm - 3:30pm TRAVEL TIME

## Tuesday, September 17

- ☐ 8:00am - 5:00pm Conference || Mid-Atlantic Bioenergy (Maritime Conference Center, 692 Maritime Blvd, Linthicum Heights, MD 21090) - Roy McGrath
- ☐ 2:00pm - 4:00pm Updated invitation: Bay Cabinet Meeting @ Tue Sep 17, 2019 2pm - 4pm (EDT) (rmcgrath@menv.com) (The Chesapeake Bay Trust, 108 Severn Ave, Annapolis, MD 21403, USA) - mde.secretary@maryland.gov

## Wednesday, September 18

- ☐ 12:00am Steve P. OOO
- ☐ FYI - New Hire Wednesdays
- ☐ 8:00am - 3:00pm Conference || Mid-Atlantic Bioenergy (Maritime Conference Center, 692 Maritime Blvd, Linthicum Heights, MD 21090) - Roy McGrath
- ☐ 3:00pm - 4:00pm Meeting (Crownsville, Maryland, United States)

## Thursday, September 19

- ☐ < Steve P. OOO
- ☐ Craig Renner OOO
- ☐ 9:00am - 1:00pm TRAVEL TIME
- ☐ 1:00pm - 7:00pm On site
- ☐ 5:30pm - 8:30pm Hold || GWBOT Fall Classic (Audi Field (100 Potomac Ave SW, Washington, DC 20024, United States))

## Friday, September 20

- ☐ < Steve P. OOO
- ☐ 8:00am - 9:00am MES Board Breakfast (Available) (Nemacolin Woodlands Resort - Club Room) - Roy McGrath
- ☐ 8:30am - 3:30pm 2019 Maryland Governor's Business Summit (Registered) (Baltimore Marriott Waterfront, 700 Aliceanna Street, Baltimore, MD 21202)
- ☐ 9:00am - 10:00am MES Board of Directors Meeting (Nemacolin Woodlands Resort - Nemacolin Room) - Roy McGrath
- ☐ 10:00am - 1:30pm MES Board Tours & Lunch - Roy McGrath
- ☐ 2:30pm - 3:30pm Invitation: Call || Task Force on Renewable Energy Development and Si... @ Fri Sep 20, 2019 2:30pm - 3:30pm (EDT) (rmcgrath@menv.com) - hannah.schaeffer@maryland.gov

## Saturday, September 21

- ☐ < Steve P. OOO

## Sunday, September 22

- ☐ < Steve P. OOO

# September 23, 2019 - September 29, 2019

September 2019						
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October 2019						
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## Monday, September 23

- ☐ < Steve P. OOO →
- ☐ 4:35pm SAME DAY Registration ICSD 2019 reservation (Lerner Hall (2920 Broadway, New York, NY 10027, US)) →
- ☐ [REDACTED] Birthday ↻
- ☐ Jason OOO
- ☐ Mike OOO
- ☐ 9:00am - 10:30am Remote
- ☐ 10:30am - 11:30am Travel time
- ☐ 10:30am - 11:00am Invitation: Biweekly Call || Director McGrath @ Every 2 weeks from 10:30am to 11am on Monday (EDT)
- ☐ 11:30am - 12:30pm Josh/Roy discuss WATEC show etc (Pret A Manger (1825 Eye St NW, Washington, DC 20006, United States)) -
- ☐ 1:00pm - 2:30pm Resilience & Sustainability Solution Group Meeting #3 (Board of Trade (800 Connecticut Ave NW, Suite 1001))
- ☐ 2:00pm - 3:00pm Institute Boards of Regents Orientation

## Wednesday, September 25

- ☐ < 12:35am SAME DAY Registration ICSD 2019 reservation (Lerner Hall (2920 Broadway, New York, NY 10027, US)) →
- ☐ < 12:00am OOO
- ☐ FYI - New Hire Wednesdays ↻
- ☐ 10:00am - 12:00pm DMMP Management Committee Meeting (Tammy and April Attending) (the Maryland Port Administration, World Trade Center, 401 E. Pratt Street, Baltimore, MD 21202) - Roy McGrath

## Friday, September 27

- ☐ 9:00am - 2:30pm Hold || Event: Chesapeake College
- ☐ 2:30pm - 4:00pm Travel Time
- ☐ 5:00pm - 7:00pm Event || 2nd Annual AAM Trustee Alumni Gathering (6120 Shipyard Ln, Easton, Maryland 21601, United States)

## Tuesday, September 24

- ☐ < 12:00am Steve P. OOO
- ☐ < SAME DAY Registration ICSD 2019 reservation (Lerner Hall (2920 Broadway, New York, NY 10027, US)) →
- ☐ 12:00am OOO →
- ☐ Shannon Leave at 2:45 p.m. [REDACTED]
- ☐ TIMESHEETS - Roy McGrath ↻
- ☐ 8:00am - 12:00pm Event || Bisnow (Sheraton Baltimore North Hotel (903 Dulaney Valley Road, Towson, MD 21204, United States)) - Roy McGrath

## Thursday, September 26

- ☐ FYI - Urban Wildlife Refuge Day at Masonville (VIP event) - USFWS inviting elected officials
- ☐ Shannon LEAVE at 1:00 p.m. [REDACTED]
- ☐ 9:00am - 10:00am Telework
- ☐ 11:00am - 12:00pm TRAVEL TIME
- ☐ 11:30am - 12:00pm Prep for Re-imagining Maryland - Sam Davis and Roy McGrath (Sam, please call Roy's cell phone (410) 533-8313) - Carr, Pamela
- ☐ 12:00pm - 1:15pm Lunch: Roy McGrath & Willie Wainer (Founding Farmers, 12505 Park Potomac Ave, Potomac, MD 20854) - Roy McGrath
- ☐ 1:15pm - 2:15pm TRAVEL TIME

## Saturday, September 28

## Sunday, September 29

# September 30, 2019 - October 6, 2019

September 2019						
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October 2019						
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## Monday, September 30

- 10:00am - 10:15am Meeting II Roy & Matthew (Roy's Office) - Matthew Sherring
- 10:45am - 11:00am Meeting II Roy & Mike (Roy's Office) - Roy McGrath
- 11:30am - 12:30pm Meeting II Randy Knopp & MES (MES, 259 Najoles Rd., Millersville, MD 21108 - Boardroom) - Roy McGrath
- 12:30pm - 2:00pm Hold
- 2:00pm - 2:15pm Meeting II April King (Roy's Office) - Roy McGrath
- 3:30pm - 4:00pm Strategic Partnership Team Alignment Discussion (Roy's Office) - Steven Pennington
- 4:00pm - 4:30pm Meeting II Roy & Craig - Roy McGrath

## Tuesday, October 1

- 10:00am - 10:30am Meeting II MES & Joe Cluster (259 Najoles Rd., Millersville, MD 21108 - Executive Conference Room) - Roy McGrath
- 10:45am - 11:15am Meeting II Richard Corbi & Roy McGrath (MES, 259 Najoles Rd., Millersville, MD - Executive Conference Room) - Roy McGrath
- 12:00pm - 2:00pm NMWDA Board Meeting (Northeast Authority, Tower II-Suite 402, 100 S. Charles Street, Baltimore, MD 21201)
- 1:00pm - 3:00pm Travel Time
- 3:00pm - 4:00pm Meeting II Commissioner's Office (La Plata (La Plata, Maryland, United States))

## Wednesday, October 2

- FYI - New Hire Wednesdays
- 9:00am - 4:00pm Hold II Event Prep
- 1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST) (rmcgrath@menv.com) (Call In: 1-843-790-3850 PIN: 512 506 692#) - brien.otoole@maryland.gov
- 4:00pm - 5:30pm TRAVEL TIME
- 5:30pm - 7:30pm Event II Reimagining Maryland Towson (The Shops at Kenilworth, 800 Kenilworth Drive, Towson, MD 21204)

## Thursday, October 3

- 12:00am April OOO
- Mike OOO
- 9:00am - 1:00pm Telework
- 1:00pm - 2:00pm Invitation: Call: Task Force on Renewable Development and Siting @ Thu Oct 3, 2019 1pm - 2pm (EDT) (rmcgrath@menv.com) - hannah.schaeffer@maryland.gov
- 4:00pm - 4:15pm Meeting II Roy & Steve P (Roy's Office) - Roy McGrath
- 6:30pm - 8:30pm Dinner: Nevins', Unger's, McGrath's (Tio Pepe's - Reservation under Nevins - party of 6) - Amy Gregory

## Friday, October 4

- 12:00am April OOO
- FYI - MES/MPA have an info table at Morgan State PEARL (Patuxent Environmental & Aquatic Research Laboratory) Annual Open House
- Shannon OOO at 2:00 p.m.
- 10:15am - 12:00pm Institute Fall Board Meeting --Northeast Board of Regents Call (Conference Call) - MacRae, Karyn
- 12:20pm - 2:00pm TRAVEL TIME (Chuck Driving) (200 Chesapeake Blvd., Suite 2100 Elkton, MD) - Steven Pennington
- 2:00pm - 3:00pm Meeting with County Executive Alan McCarthy (200 Chesapeake Blvd., Suite 2100 Elkton, MD) - Steven Pennington
- 3:00pm - 4:30pm TRAVEL TIME - Steven Pennington

## Saturday, October 5

## Sunday, October 6

# October 7, 2019 - October 13, 2019

October 2019						
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November 2019						
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## Monday, October 7

- ☐ 12:00am Tammy OOO
- ☐ Craig OOO
- ☐ 10:30am - 11:00am Updated invitation: Biweekly Call || Director McGrath @ Mon Oct 7, 2019 10:30am - 11am (EDT) (rmcgrath@menv.com) - stephen.schatz@maryland.gov
- ☐ 11:00am - 11:15am Flu Shot
- ☐ 11:15am - 12:00pm Travel time
- ☐ 12:00pm - 1:30pm Meeting (Columbia, Maryland, United States)
- ☐ 1:30pm - 2:15pm Travel time

## Tuesday, October 8

- ☐ Tammy OOO
- ☐ TIMESHEETS - Roy McGrath
- ☐ 8:00am - 10:00am Meeting || BOT
- ☐ 10:00am - 10:30am MES Conversation (Conference # Below) - Annie Payne

## Wednesday, October 9

- ☐ Tammy OOO
- ☐ FYI - New Hire Wednesdays
- ☐ 11:15am - 12:15pm Legislative Audit Exit Conference (Boardroom) - Michael Harris
- ☐ 12:15pm - 5:00pm Hold
- ☐ 3:30pm - 4:00pm Call || Dan Faoro
- ☐ 4:00pm - 4:15pm Call || Return to Jim Shaw

## Thursday, October 10

- ☐ Tammy OOO
- ☐ Craig Renner OOO at 2:30 p.m.
- ☐ Shannon OOO at 1:00 p.m. - Roy McGrath
- ☐ 9:50am - 10:00am Meeting II Scheduling (Roy's Office) - Steven Pennington
- ☐ 10:00am - 11:00am Meeting II Financials (Executive Conference Room) - Michael Harris
- ☐ 12:00pm - 2:00pm Invitation: Unger lunch w/Roy McGrath @ Thu Oct 10, 2019 12pm - 2pm (EDT) (rmcgrath@menv.com) (Bluestone Restaurant, 11 W Aylesbury Rd, Lutherville-Timonium, MD 21093, USA) - larry.unger@mpt.org
- ☐ 4:00pm - 5:00pm Travel Time
- ☐ 5:00pm - 7:00pm Hold || AAM

## Friday, October 11

- ☐ 12:00am Tammy OOO
- ☐ Shannon OOO (Camping) - Roy McGrath

## Saturday, October 12

## Sunday, October 13

- ☐ 12:00am Beth OOO - Roy McGrath
- ☐ 12:00am Event || MML Fall Conference (Hyatt Regency Chesapeake Bay Golf Resort, Cambridge, Maryland)

# October 14, 2019 - October 20, 2019

October 2019						
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November 2019						
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## Monday, October 14

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ ← **Event || MML Fall Conference** (Hyatt Regency Chesapeake Bay Golf Resort, Cambridge, Maryland) →
- ☐ **Shannon OOO (Camping)** - Roy McGrath

## Tuesday, October 15

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ ← **12:00am Event || MML Fall Conference** (Hyatt Regency Chesapeake Bay Golf Resort, Cambridge, Maryland)
- ☐ **10:15am - 11:00am Travel time**
- ☐ **11:00am - 12:00pm Meeting** (Easton (Easton, Maryland, United States))
- ☐ **12:00pm - 1:45pm TRAVEL TIME**
- ☐ **1:45pm - 3:00pm Invitation: Governor's Cabinet Meeting @ Tue Oct 15, 2019 1:45pm - 3pm (EDT) (rmcgrath@menv.com)** (Governor's Reception Room) - md.gov2661@maryland.gov

## Wednesday, October 16

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ **12:00am Event || US Chamber** →
- ☐ **FYI - New Hire Wednesdays** ☺

## Thursday, October 17

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ ← **12:00am Event || US Chamber**
- ☐ **Shannon OOO** - Roy McGrath
- ☐ **12:00pm - 1:00pm Invitation: Call: Task Force on Renewable Energy Development and Siting @ Thu Oct 17, 2019 12pm - 1pm (EDT) (rmcgrath@menv.com)** - hannah.schaeffer@maryland.gov

## Friday, October 18

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ **FYI - Senators Cardin/Van Hollen at Poplar Island for meeting to discuss USACE, Baltimore District projects.**
- ☐ **OOO**
- ☐ **10:00am - 10:30am October Preboard meeting** (Main Conference Room 259) - Pamela Fuller

## Saturday, October 19

- ☐ ← **Beth OOO** - Roy McGrath →

## Sunday, October 20

- ☐ ← **Beth OOO** - Roy McGrath →
- ☐ **4:30pm - 6:30pm 2019 MEDA Fall Conference Welcome Reception**

# October 21, 2019 - October 27, 2019

October 2019						
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November 2019						
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## Monday, October 21

- ☐ < Beth OOO - Roy McGrath →
- ☐ 12:00am Conference II WASTECON / Travel Time (Phoenix, AZ) →
- ☐ 8:00am - 2:00pm 2019 MEDA Fall Conference (The Tidewater Inn, 101 East Dover Street, Easton, MD 21601) - Roy McGrath

## Tuesday, October 22

- ☐ < Beth OOO - Roy McGrath →
- ☐ < Conference II WASTECON / Travel Time (Phoenix, AZ) →
- ☐ [REDACTED] Birthday ↻
- ☐ TIMESHEETS - Roy McGrath ↻

## Wednesday, October 23

- ☐ < Beth OOO - Roy McGrath →
- ☐ < Conference II WASTECON / Travel Time (Phoenix, AZ) →
- ☐ FYI - New Hire Wednesdays ↻
- ☐ Hold
- ☐ 8:00am - 9:00am Hold

## Thursday, October 24

- ☐ < Beth OOO - Roy McGrath →
- ☐ < 12:00am Conference II WASTECON / Travel Time (Phoenix, AZ) →
- ☐ 5:00pm - 8:00pm Event || Somerset Economic Dev. (Kingsbay Mansion (27999 Coulbourn Creek Rd, Marion Station, MD 21838, United States))

## Friday, October 25

- ☐ < 12:00am Beth OOO - Roy McGrath
- ☐ Shannon OOO ([REDACTED])

## Saturday, October 26

- ☐ 10:00am - 2:00pm FYI II Cox Creek Open House (1000 Kembo Road, Baltimore, MD 21226)

## Sunday, October 27

# October 28, 2019 - November 3, 2019

October 2019						
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November 2019						
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## Monday, October 28

☐ 12:00am Event || NERC →

## Tuesday, October 29

☐ ← Event || NERC →

- ☐ 9:00am - 10:00am Canceled: Watec and Maryland  
(https://zoom.us/j/828348285?pwd=ZHd0RCtTR0NZUitBWnRWWnNseVJBdz09) - Ari Goldfarb
- ☐ 1:00pm - 1:30pm Conference Call || MES & Baltimore Sun (Call In: (866) 805-9436; Passcode: 5611273) - MES Executive Office

## Wednesday, October 30

☐ ← 12:00am Event || NERC

☐ FYI - New Hire Wednesdays ☺

- ☐ 12:30pm - 1:00pm Introduction to the WATEC organizers for Roy's participation in panels (https://zoom.us/j/858651567) - Or Yariv
- ☐ 5:30pm - 7:30pm Celebrating Connected DMV reservation (Kaiser Permanente Center for Total Health (700 2nd Street Northeast, Washington, DC 20002, US)) 📍
- ☐ 5:30pm - 7:30pm Event II Celebrating Connected DMV (Kaiser Permanente Center for Total Health - 700 2nd Street Northeast - Washington, DC 20002) - Steven Pennington

## Thursday, October 31

☐ Craig Renner OOO ☺

- ☐ FYI - MCC Halloween Event (10:00 a.m. - 12:00 p.m.) (MES HQ259)
- ☐ Halloween
- ☐ 9:00am - 9:30am MES Board of Directors - Audit Committee Meeting (Tradepoint Atlantic, 1600 Sparrows Point Boulevard, Baltimore, Maryland 21219) - Roy McGrath
- ☐ 9:30am - 12:00pm MES Board of Directors Meeting & Tradepoint Atlantic Tour (Tradepoint Atlantic, 1600 Sparrows Point Blvd, Sparrows Point, MD 21219 - Fitzell Conference Room) - Roy McGrath
- ☐ 12:15pm - 1:30pm BOD Lunch (Jimmy's Famous Seafood, 6526 Holabird Ave, Baltimore, MD 21224) - MES Executive Office
- ☐ 2:00pm - 3:00pm Invitation: Call: Task Force on Renewable Energy Development and Siting @ Thu Oct 31, 2019 2pm - 3pm (EDT) (rmcgrath@menv.com) - hannah.schaeffer@maryland.gov

## Friday, November 1

- ☐ 10:00am - 10:30am Watec Call (MES to Call Josh on [REDACTED] - Matthew Sherring
- ☐ 12:30pm - 3:00pm FW: SM3 Meeting: November 1 - Annapolis, MD (12:30PM - 3:00PM) (Miller West Senate Office Building, Annapolis, MD) - Steve Hellem
- ☐ 1:00pm - 1:30pm Solution Group Prep call (Zoom Details Below) - Smart Region Calendar

## Saturday, November 2

- ☐ 6:00pm - 7:00pm Event || Proclamation Presentation

## Sunday, November 3

☐ Daylight Saving Time

# November 4, 2019 - November 10, 2019

November 2019						
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December 2019						
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## Monday, November 4

- 9:15am - 10:30am Hold
- 10:30am - 11:00am Invitation: Biweekly Call || Director McGrath @ Every 2 weeks from 10:30am to 11am on Monday (EDT) (rmcgrath@menv.com) - stephen.schatz@maryland.gov ☎
- 11:00am - 12:00pm Travel time
- 12:00pm - 1:00pm BOT Lunch?
- 1:00pm - 2:30pm HOLD - R&S Solution Group Meeting (BOT Office) - Roy McGrath
- 2:00pm - 5:00pm Office Time
- 3:00pm - 3:15pm NMWDA Conference Call (Dial-in Number: 866-691-2764; Conference Code: 7767797#)

## Tuesday, November 5

- TIMESHEETS** - Roy McGrath ☎
- 9:00am - 5:15pm Telework
- 9:30am - 10:00am Conference call re: Leadership Team presentation (conference call info attached) - Pamela Fuller

## Wednesday, November 6

- FYI - New Hire Wednesdays** ☎
- 8:00am - 12:00pm Meeting || Pepco
- 12:00pm - 2:30pm Event || BOT Executive Event
- 1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST) (rmcgrath@menv.com) (Via Phone or in-person) - brien.otoole@maryland.gov ☎
- 3:15pm - 3:45pm Phone Call: Anna and Roy (Roy to Call Anna at [REDACTED]) - Matthew Sherring

## Thursday, November 7

- 8:00am - 12:00pm Hold || BBJ Expo (Hunt Valley, Maryland, United States)
- 1:30pm - 2:30pm Meeting II MES & Steve Lafferty (11 West Chesapeake Ave., Room 105, Towson) - MES Executive Office
- 6:30pm - 9:00pm Hold 📄

## Friday, November 8

- Meeting || UMD BSOS Board
- 9:30am - 12:00pm FYI II 2019 Dredged Material Management Program Annual Meeting (Sollers Point Multi-Purpose Center, 323 Sollers Point Road, Dundalk, MD 21222)

## Saturday, November 9

## Sunday, November 10

# November 11, 2019 - November 17, 2019

November 2019						
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December 2019						
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## Monday, November 11

9:00am - 4:00pm Holiday - Veterans Day

## Tuesday, November 12

- 8:15am - 11:00am Event II 2019 Capital Region Transportation Forum (Park Hyatt, Washington, D.C.)
- 1:15pm - 1:45pm TRAVEL TIME
- 1:30pm - 2:00pm David Nevins/Genevieve to call Roy McGrath (410-533-8313) - Amy Gregory
- 3:00pm - 3:30pm TRAVEL TIME

## Wednesday, November 13

FYI - New Hire Wednesdays

- 8:00am - 9:00am Travel Time
- 9:00am - 10:00am FW: 2019-11-07-Maryland Environmental Service (175 Main Street, 2nd Floor, Prince Frederick, MD 20678 - Comm. Hutchins office) - Hutchins, Thomas E.
- 10:00am - 11:30am Travel time
- 11:00am - 11:30am November Preboard meeting (Main Conference Room 259) - Pamela Fuller
- 12:30pm - 2:30pm Hold || Dan Mayer
- 2:00pm - 2:30pm Meeting || Echo Realty & MES (MES HQ Boardroom - 259 Najoles Rd, Millersville, MD 21108) - Steven
- 3:30pm - 4:00pm Barry Bogage/MES Call (Call in: 866-805-9436 Passcode: 5611273) - MES Executive Office
- 4:00pm - 7:00pm WTCI'S 30th Anniversary & Maryland State of the Ports (Columbus Center, 701 East Pratt Street, Baltimore, MD)

## Thursday, November 14

- 8:00am - 3:00pm MES Leadership Team Meeting (5701 Marinelli Road, Rockville, MD 20852) - MES Executive Office
- 1:00pm - 6:00pm U.S. EPA 2019 America Recycles Week Innovation Fair reservation (Ronald Reagan Building, 2nd Floor Pavilion Room (1300 Pennsylvania Avenue Northwest, Washington, DC 20004, US))
- 1:00pm - 4:00pm Hold || America Recycles (Ronald Reagan Building and International Trade Center (Washington, District of Columbia, United States))

## Friday, November 15

11:00am - 5:00pm Event || Energy Task Force Tours

## Saturday, November 16

[REDACTED] Birthday

## Sunday, November 17

# November 18, 2019 - November 24, 2019

November 2019						
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December 2019						
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## Monday, November 18

☐ 12:00am Event Hold →

## Tuesday, November 19

☐ ← Event Hold →

☐ TIMESHEETS - Roy McGrath ↻

## Wednesday, November 20

☐ ← Event Hold →

☐ FYI - New Hire Wednesdays ↻

☐ [REDACTED] Birthday ↻

☒ 1:30pm - 3:20pm Invitation: Housing Finance Review Committee  
@ Monthly from 1:30pm to 3:20pm on the third Wednesday (EST)  
(rmcgrath@menv.com) (In phone or person.) -  
brien.otoole@maryland.gov ↻

## Thursday, November 21

☐ ← Event Hold →

☐ Craig Renner OOO ↻

## Friday, November 22

☐ ← 12:00am Event Hold →

☒ 10:00am - 11:00am MES Board of Directors Conference Call (Call  
In#: 866-776-7062 Code: 3453785 / MES Staff: Boardroom) - MES  
Executive Office

☒ 11:00am - 11:30am Meeting || Communications - Roy McGrath

## Saturday, November 23

## Sunday, November 24

# November 25, 2019 - December 1, 2019

November 2019						
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December 2019						
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## Monday, November 25

- ☐ [REDACTED] Birthday 🎂
- ☒ 10:10am - 11:00am TRAVEL TIME (111 S. Calvert Street, Suite 1700, Baltimore, MD 21202) - MES Executive Office
- ☒ 11:00am - 12:00pm GBC - MES Meeting (111 S. Calvert Street, Suite 1700, Baltimore, MD 21202) - MES Executive Office
- ☒ 12:00pm - 1:00pm TRAVEL TIME (Return to HQ) - MES Executive Office

## Tuesday, November 26

- ☒ 11:00am - 12:00pm Meeting || Jim Shaw - Roy McGrath

## Wednesday, November 27

- ☐ [REDACTED] Birthday 🎂
- ☐ FYI - New Hire Wednesdays 🎂
- ☒ 9:00am - 5:00pm Telework

## Thursday, November 28

- ☒ 9:00am - 5:00pm Holiday - Thanksgiving

## Friday, November 29

## Saturday, November 30

## Sunday, December 1

- ☒ 1:00pm - 5:00pm Event || MSA - Roy McGrath 🗓️

# December 2, 2019 - December 8, 2019

December 2019						
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January 2020						
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## Monday, December 2

## Tuesday, December 3

- ☐ **TIMESHEETS** - Roy McGrath ☺
- ☐ **10:00am - 10:30am Meeting || 1:1 Richard & Roy** (Roy's office) - Roy McGrath
- ☐ **10:30am - 11:00am Meeting || Comms** (Roy's office) - Roy McGrath
- ☐ **11:00am - 11:30am Updated invitation: Biweekly Call || Director McGrath @ Tue Dec 3, 2019 11am - 11:30am (EST)** (rmcgrath@menv.com) - stephen.schatz@maryland.gov ☺
- ☐ **12:00pm - 2:00pm NMWDA Board Meeting** (Baltimore)
- ☐ **2:30pm - 3:30pm Meeting || Financials** (Directors Conference Room)
- ☐ **4:00pm - 4:30pm Meeting || SPIR** (Roy's office) - Roy McGrath

## Wednesday, December 4

- ☐ **12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Resort ) - Roy McGrath →
- ☐ **FYI - New Hire Wednesdays** ☺
- ☐ **[REDACTED] Birthday** ☺
- ☐ **1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST)** (rmcgrath@menv.com) (Via Phone or in-person) - brien.otoole@maryland.gov ☺

## Thursday, December 5

- ☐ **< MACo Winter Conference** (Hyatt Regency Chesapeake Bay Resort ) - Roy McGrath →
- ☐ **12:30pm - 2:00pm Meeting** (Easton, Maryland, United States)
- ☐ **2:00pm - 4:00pm DMMP Executive Committee Meeting** (MDOT Headquarters, 7201 Corporate Center Drive, Hanover, MD 21076)

## Friday, December 6

- ☐ **< 12:00am MACo Winter Conference** (Hyatt Regency Chesapeake Bay Resort ) - Roy McGrath
- ☐ **11:00am - 1:30pm Event || BOT Annual**

## Saturday, December 7

- ☐ **[REDACTED] Birthday** ☺

## Sunday, December 8

# December 9, 2019 - December 15, 2019

December 2019						
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January 2020						
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## Monday, December 9

- ☐ 12:00am Hold || ACC →
- ☒ 1:30pm - 4:30pm Orion Global Solutions & Maryland Environmental Service (Orion Offices NYC - 1040 Avenue of the Americas • Suite 15B • New York, NY 10018) - Dan Farrugia

## Tuesday, December 10

- ☐ ← Hold || ACC →
- ☒ 9:00am - 1:45pm Travel time
- ☒ 9:00am - 9:30am David Nevins to call Roy McGrath (410-533-8313) - Amy Gregory
- ☒ 1:45pm - 3:00pm Updated invitation: Governor's Cabinet Meeting @ Tue Dec 10, 2019 1:45pm - 3pm (EST) (rmcgrath@menv.com) (Governor's Reception Room) - md.gov2661@maryland.gov
- ☒ 3:00pm - 5:00pm Holiday Reception (Government House (110 State Cir, Annapolis, MD 21401, United States))
- ☒ 5:00pm - 7:30pm EAGB 2019 Annual Meeting reservation (M&T Bank Stadium - North Club Lounge (1101 Russell Street, Baltimore, MD 21230, US))
- ☒ 5:00pm - 7:30pm Event II Economic Alliance of Greater Baltimore (Roy & Steve P. Registered) (M&T Bank Stadium, North Club Lounge) - Roy McGrath

## Wednesday, December 11

- ☐ ← 12:00am Hold || ACC
- ☒ FYI - New Hire Wednesdays
- ☒ 8:00am - 11:00am Event || HR
- ☒ 10:00am - 10:30am Northeast BOR Conference Call (Via Conference Call) - MacRae, Karyn
- ☒ 11:00am - 12:30pm Travel time
- ☒ 11:00am - 11:30am December Preboard Meeting (Main Conference Room 259) - Pamela Fuller
- ☒ 12:30pm - 1:30pm Hold
- ☒ 3:30pm - 4:00pm Building expansion - operating agreement & BOD Resolution (Main Conference Room 259) - Sean Coleman

## Thursday, December 12

- ☒ 9:00am - 10:30am Telework
- ☒ 10:30am - 12:00pm Travel time
- ☒ 12:00pm - 1:30pm Meeting || BSOS (Old Anglers Inn (10801 Macarthur Blvd, Potomac, MD 20854, United States))
- ☒ 1:30pm - 2:30pm Travel time

## Friday, December 13

- ☒ 9:30am - 12:30pm Meeting || PMT Advisory
- ☒ 12:30pm - 1:30pm Meeting || CW (Cooper's Hawk Winery & Restaurants (1906 Towne Centre Boulevard, Annapolis, MD 21401, United States))
- ☒ 1:30pm - 5:15pm Telework

## Saturday, December 14

## Sunday, December 15

# December 16, 2019 - December 22, 2019

December 2019						
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January 2020						
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## Monday, December 16

8:00am - 5:00pm OOO

## Tuesday, December 17

☐ TIMESHEETS - Roy McGrath

☐ Birthday

9:00am - 5:00pm OOO

1:00pm - 4:00pm HOLD - Bay Cabinet Meeting

## Wednesday, December 18

☐ FYI - New Hire Wednesdays

12:00pm - 1:30pm Meeting || James Byles (Teddy & The Bully Bar (1200 19th St NW, Washington, DC 20036, United States))

2:00pm - 5:00pm Hold || Meeting with Andrea M

## Thursday, December 19

11:30am - 1:30pm MES Board of Directors Meeting (The Blackwall Barn & Lodge, 329 Gambrills Rd, Gambrills, MD 21054) - MES Executive Office

2:00pm - 3:00pm Senior Staff Meeting (Boardroom) - MES Executive Office

3:00pm - 3:30pm Meeting || PMT Discussion (Boardroom) - MES Executive Office

4:00pm - 6:00pm Meeting || AAM

## Friday, December 20

## Saturday, December 21

☐ Birthday

## Sunday, December 22

# December 23, 2019 - December 29, 2019

December 2019						
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January 2020						
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## Monday, December 23

- 12:30pm - 2:00pm Hold || George P
- 3:00pm - 3:45pm Meeting || Andrea Mansfield - Roy McGrath

## Tuesday, December 24

## Wednesday, December 25

- FYI - New Hire Wednesdays ☺
- 9:00am - 5:00pm Holiday - Christmas - Roy McGrath ☺

## Thursday, December 26

## Friday, December 27

## Saturday, December 28

## Sunday, December 29

# December 30, 2019 - January 5, 2020

December 2019						
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January 2020						
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**Monday, December 30**

**Tuesday, December 31**

☐ **TIMESHEETS** - Roy McGrath ☺

☐ **1:00pm - 1:30pm Updated invitation: Biweekly Call || Director McGrath @ Tue Dec 31, 2019 1pm - 1:30pm (EST)**  
(rmcgrath@menv.com) - stephen.schatz@maryland.gov ☺

**Wednesday, January 1**

☐ **FYI - New Hire Wednesdays** ☺

☐ **9:00am - 5:30pm HOLIDAY II New Year's Day**

☐ **1:30pm - 3:20pm Invitation: Housing Finance Review Committee @ Monthly from 1:30pm to 3:20pm on the first Wednesday (EST)**  
(rmcgrath@menv.com) (Via Phone or in-person) - brien.otoole@maryland.gov ☺

**Thursday, January 2**

**Friday, January 3**

**Saturday, January 4**

**Sunday, January 5**

August 21, 2017

The Red, White and Blue, LLC.  
826 Salvatore Road  
Baltimore, MD 21220

Ms. Beth Wojton  
Chief of Staff  
Maryland Environment Service  
259 Najoles Road  
Millersville, MD 21108

Dear Ms. Wojton:

Thank you for reviewing The Red, White and Blue, LLC.'s communication services' plan for Maryland Environmental Service (MES). The plan would be for a two-month procurement at \$10,000 per month, paid in bi-weekly increments. The plan would be implemented by Ryan Nawrocki, who is a communications specialist with over ten years of PR and marketing experience. Ryan has executed strategic communications and marketing plans in some of the most challenging environments, including on Capitol Hill as a communications director for several Members of Congress. Most recently, Ryan served as the Senior Director of the Maryland Transit Administration's (MTA) Office of Communications & Marketing. In this role, Ryan was recognized with several awards including one of the Maryland Daily Record's 40 Under 40 for 2017, Mass Transit Magazine's 40 Under 40 for 2017, a finalist for PR News' 2017 Digital Leader of the Year, a finalist for PR News' 2017 PR Professional of the Year and a winner of the Rising Star Award at the national social media conference the Social Shakeup. While at the MTA, Ryan led the organization to expand its social media followers from 7,500 to over 60,000 in only one year. He also oversaw the creation of the first new FM radio station in Baltimore in over 30 years, WTTZ-FM 93.5.

The Red, White and Blue, LLC. will deliver enhanced digital communications efforts to MES that include, but are not limited to:

- Increased content marketing
- Search engine optimization (SEO)
- Email engagement
- Targeted social media engagement
- Expanded social media reach
- Development of new social media platforms

Based on our previous track record we will significantly increase site traffic, social media engagement and social presence during the two-month period of this agreement.

In addition to digital services, The Red, White and Blue, LLC. will enhance other MES outreach efforts with the following deliverables.

- Development, design and of delivery of collateral materials as needed
- Creation of MES Annual Report and Customer Service Report
- Development of a strategic communication's plan
- Media training for key MES officials
- Enhanced outreach to media outlets to bolster MES' earned media presence
- Completion of any rebranding efforts needed by the organization
- Creation of press releases
- Development of bullet points and speech material
- Enhanced internal and external newsletters
- Improved partnership opportunities

We will employ various tracking techniques to ensure timely delivery of materials and analytical tools to demonstrate results. These traditional and digital outreach efforts will deliver enhanced results for MES.

Sincerely,

Ryan Nawrocki  
Principal  
The Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 1  
DATE: SEPTEMBER 8, 2017

Bill for August 28-September 8 2011

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Developed comprehensive social media plan. Drafted Conowingo RFP release. Drafted remarks for MES event. Developing vehicle wrap, challenge coins and service anniversary pins. Work on strategic plan and annual report.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

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826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 2  
DATE: SEPTEMBER 22, 2017

Bill for September 11-September 22 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Developed remarks for MES all-staff meeting. Completed service anniversary pins. Completed vehicle wrap concept and coordination of wrap. Completed all-staff event run of show. Wrote all-staff event video script. Submitted potential social media ad campaign. Finalizing all-staff director's PowerPoint and other PowerPoints.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

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[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 3  
DATE: OCTOBER 6, 2017

Bill for September 25-October 6 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Completed all materials needed for MES all-staff meeting. Completed script for TERP program Facebook Live and conducted Facebook Live. Working with vendor to complete challenge coins. Completed draft of MES annual report text. Working on revised social media campaign. Working on vehicle wrap. Completed text for several service news emails. Booked interview with Director McGrath with Latin Opinion newspaper.	5,000.00
Total:			5,000.00

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Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 4  
DATE: OCTOBER 23, 2017

Bill for October 9-October 20 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Completed draft of MES Strategic plan, launched social media campaign that has already generated over 500 likes for page, drafted script for MES welcome video, presented concept of truck wrap, presented challenge coin concepts, scheduled interview with Latin Opinion newspaper, received photos from MAA for conference room, met with Canton Group to receive a plan on updating the website.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

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*Red, White and Blue, LLC.*

INVOICE # 5  
DATE: NOVEMBER 5, 2017

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for October 23-November 3, 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Completed video shoot with Director McGrath for Welcome Screen, continued work on social media campaign which has now added over 1,000 new likes to the page, drafted press release for BTS Bioenergy announcement, finalized truck wrap concept, presented website proposal, presented new concepts for challenge coins, worked on MACo ad, working on new table top for events,	5,000.00
Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 7  
DATE: DECEMBER 5, 2017

Bill for November 20-December 1, 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign by switching out creative, social media campaign which now has resulted in Facebook having 3,400 likes on the page, completed interview with Latin Opinion newspaper, completed recycling truck wrap, ordered challenges coins, completed new table top for MACo, ordered new notecards for Roy McGrath, finalized new F-150 wrap and now have worked with Harry Burman to identify 4 trucks from around the State to wrap, presented 3 drafts of the Annual Report, reviewed all Facebook posts for the next two weeks, sent MACo Constant Contact message, working on MEDA Award nomination.	5,000.00
Total:			5,000.00

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INVOICE # 8  
DATE: DECEMBER 20, 2017

Bill for December 4-December 15, 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 3,850 likes on the page, completed review of Latin Opinion interview which ran on 12/15, completed writing and shooting two MES holiday videos, completed reshoot of video for entrance screen, completed welcome message video for employee orientation, updated Constant Contact lists, coordinated new design of the annual report and presented multiple drafts, reviewed all Facebook posts for the next two weeks, completed table top for MACo, working on updating artwork for vehicle doors and business cards with new flag design, coordinated submission of MEDA award nomination.	5,000.00
Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 9  
DATE: JANUARY 3, 2018

Bill for: December 18-December 29, 2017

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 4,241 likes on the page, finalized purchase order for new MES website design, reviewed welcome screen video message, delivered proofs of MES challenge coins, completed MES Annual Report, drafted press release for Conowingo RFP announcement, reviewed all Facebook posts for the next two weeks, delivered new executive notecards, working on new business card design, working on strategic plan.	5,000.00
Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 10  
DATE: JANUARY 16, 2018

Bill for January 1-January 12, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 4,741 likes on the page, completed survey for new MES website and working with vendor on site plan, drafted press release for new MES Deputy Director, ordered new challenge coins, delivered MES annual reports, delivered first new F-150 wrap, reviewed all Facebook posts for the next two weeks, working on new PowerPoint deck, scheduled install of conference room art for 1/17/18.	5,000.00
Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 11  
DATE: JANUARY 29, 2018

Bill for January 15-January 26, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 5,229 likes on the page, started redesign of new webpage with first rough sketches of page under design, reviewed remarks and attended Conowingo Pilot Project meeting, completed redesign of MES business cards, revised MES annual report and launched online version of the report, completed draft of strategic plan and completing redesign of it now, reviewed all Facebook posts for the next two weeks, delivered new PowerPoint deck, completed main conference room photo installation, reviewing photos with Roy this week for Director's conference room and hallway in executive suite, working on new conference booth.	5,000.00
Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 12  
DATE: FEBRUARY 12, 2018

Bill for January 29 -February 9, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 5,700 likes on the page, have a draft of new website and working on new content now with various groups, drafted remarks for Cece's retirement event, Waiting on paper approval of paper stock of MES business cards to finalize, New versions of Annual Report have arrived with updated text and financials included, have submitted all photos for Steve Kwak for the Executive Conference Room and Suite which will be hung the week of 2/12, reviewed all Facebook posts for the next two weeks, submitted application for MES membership in the Greater Baltimore Committee, Provided information about potential membership in the Greater Baltimore Economic Forum, working on new conference booth, developing new note format for Director, Have reprints of the Director's note cards arriving soon.	5,000.00
Total:			5,000.00

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826 Salvatore Road  
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INVOICE # 12

DATE: FEBRUARY 26, 2018

Bill for February 12 -February 23, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having 6,000 likes on the page, draft of new website is moving along with pages of content beginning to be populated, presented new brochure stock and received approval, delivered new versions of Annual Report with financials and without financials, Steve Kwak came and hung all photos except one for the executive suite working now to schedule a time to finish remaining photo, reviewed all Facebook posts for the next two weeks, received approval to join Greater Baltimore Committee and will schedule a time for Roy to speak at the GBC networking breakfast, oversaw development of new ad for BBJ Power Ten event, reprints of Director's notecards have been delivered, challenge coins have been delivered.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

Red, White and Blue, LLC.

INVOICE # ~~13~~ 14 *Ray*  
DATE: MARCH 13, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for February 26 -March 9, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having nearly 6,800 likes on the page, launched new social media content which has boosted new likes to over 400 per week, new website structure is complete and content has been received and is being edited to populate the pages, delivered new and approved truck decals, Loaded finalized version of welcome video to MES welcome screen, completed one page document for MES DLS report, completed one page document for MES Rocky Gap Casino report, wrote speech for Director McGrath's talk at solid waste conference, drafted talking points for Archbishop Neale dinner, reviewed all Facebook posts for the next two weeks,.	5,000.00
Total:			5,000.00

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[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 14  
DATE: MARCH 27, 2018

Bill for March 12 -March 23, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

*revised*

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having nearly 7,300 likes on the page, new website is nearly complete and will launch on 4/2, delivered new and approved truck decals, coordinated interview with Waste 360 including bullets and background information, completed review of all new MES brochures, drafted questions for MES turtle tagging video, finalized card stock option for new MES business cards, presented new Strategic Plan layout for review, reviewed all Facebook posts for the next two weeks.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

**Red, White and Blue, LLC.**

INVOICE # 15  
DATE: APRIL 3, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for March 12 -March 23, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Continued social media campaign which now has resulted in Facebook having nearly 7,300 likes on the page, new website is nearly complete and will launch on 4/2, delivered new and approved truck decals, coordinated interview with Waste 360 including bullets and background information, completed review of all new MES brochures, drafted questions for MES turtle tagging video, finalized card stock option for new MES business cards, presented new Strategic Plan layout for review, reviewed all Facebook posts for the next two weeks.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

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APR 03 2018

Accounts Payable

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 16  
DATE: APRIL 10, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for March 26 -April 6, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	standard	<p>March 26-</p> <ul style="list-style-type: none"> <li>-Coordinated with Dave Hollins about using MES drone to film locations. There is a drone that we are scheduling now.</li> <li>-Continued work on proofing pages on MES website.</li> <li>-Prepared materials for and conducted interview with Waste360 reporter and MES Director McGrath.</li> <li>-Drafted questions for potential interview with MES diamondback terrapin release.</li> </ul> <p>March 27-</p> <ul style="list-style-type: none"> <li>-Crafted answer to Anne Arundel County historic explanation for Facebook</li> <li>-Began work on extending MES social media advertisement campaign</li> <li>-Continued work on editing MES website.</li> </ul> <p>March 28-</p> <ul style="list-style-type: none"> <li>-Added Human trafficking information to new website site. Continued editing pages on the site.</li> <li>-Verified lettering size for MES truck decal.</li> </ul> <p>March 29-</p> <ul style="list-style-type: none"> <li>-Received MPT agreement from Sean Coleman after he received back from MPT. Routed through procurement and set up meeting with Hattie.</li> <li>-Continued work on editing pages to new website.</li> </ul> <p>March 30-</p> <ul style="list-style-type: none"> <li>-Reviewed weekly Facebook page content.</li> <li>-Continued new website page edits.</li> <li>-Provided MES hosting and service agreement for new website to Hattie and Vishal for review</li> </ul> <p>April 2-</p> <ul style="list-style-type: none"> <li>-Launched MES website. This included extensive work to have the Intranet site and the Leafgro site separated from the old webpage so they did not shutdown with the old site.</li> <li>-Extensive edits to the site and coordination of repointing domain addresses.</li> <li>-Met with procurement to discuss MPT procurement, social media procurement and web hosting services.</li> </ul> <p>April 3-</p> <ul style="list-style-type: none"> <li>-Drafted announcement email for new website.</li> <li>-Continued making website changes including, updating the board of directors page, updating the veterans logo on homepage, updated layout of menu options such as placement of pages on About menu.</li> <li>-Drafted press release and social media posting for Michael Harris' Board of Directors appointment.</li> </ul> <p>April 4-</p> <ul style="list-style-type: none"> <li>-Continued updating the website. Addressed contact form email, procurement and careers email issues. Uploaded Michael Harris to Board of Directors page.</li> <li>-Began work on Environmental Business Leadership Conference Materials.</li> <li>-Received approval on MES business card stock.</li> <li>-Began work on compiling list of major announcements for Governor's office.</li> </ul>	5,000.00
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		<p>April 5-</p> <ul style="list-style-type: none"> <li>-Drafted several Facebook posts for Director McGrath.</li> <li>-Continued website bug fixes including addressing new Board of Directors page issues.</li> <li>-Spoke with Caleb at MML to receive parameters for MES column in MML magazine.</li> <li>-Invited several hundred people to like MES Facebook page utilizing people that had already liked posts but not followed the page.</li> </ul> <p>April 6-</p> <ul style="list-style-type: none"> <li>-Resolved outstanding issues with the site including backend access to Leafgro and Intranet site. Had board meetings page updated again to change positioning of meeting minutes and upcoming meeting schedule.</li> <li>-Presented updated flag for truck wrap concept.</li> <li>-Continued sending more invites to like Facebook page to increase social media following.</li> <li>-Drafted Facebook post for Director McGrath regarding upcoming event in Charles County.</li> </ul>	
Total:			5,000.00

*MPB*

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[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 17  
DATE: APRIL 23, 2018

Bill for April 9 -April 20, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	standard	<p>April 9- Drafted Rocky Gap Facebook post. Continued to resolve web issues including white listing certain sites and updating map of locations. Received information from MML about newsletter submission. Worked with procurement to create purchase order for website hosting and service agreement.</p> <p>April 10-Drafted remarks for Prince George's County event for Steve Tomczewski. Drafted language for conference flyer. Began work on new social media procurement document. Provided Frank final logos to utilize on vehicles.</p> <p>April 11- Reviewed MPT agreements with Hattie. Asked for and received correction to quote in Waste Advantage Magazine quote. Met with Shannon to discuss State Employee Appreciation Day.</p> <p>April 12- Drafted MEDA post for social media. Cleared more items off of the Canton Group website punch list including validation for career forms, updated typo on careers form, updated time field on procurement contracts, addressed MBE field on procurement form. Reviewed all Facebook posts.</p> <p>April 13- Completed MEDA application including drafting language about the organization. Had sub domain biz.menv.com built to accommodate information for upcoming conference. Drafted sponsorship form and conference information letter and presented to be laid out by designer.</p> <p>April 16- Began work with Tim Ford on Prince George's County Resource Recovery Master Plan document. Began research on methods to take online payments for EBLC.</p> <p>April 17 - Resolved routing issue for website for contacts made through careers form. Presented logos for EBLC. Presented potential print costs for pieces for EBLC.</p> <p>April 18- Adjusted sub domain for the conference to accommodate easier loading of information. Had logo for EBLC revised and received approval on that logo. Had additional IP addresses white listed to allow access to the MES intranet.</p> <p>April 19- Presented save the date for EBLC. Drafted information to appear on online registration form for the EBLC and sent to vendor. Edited the save the date form and received final approval.</p> <p>April 20- Reviewed all upcoming Facebook posts. Drafted questions for Earth Day Facebook live. Posted save the date for EBLC on Facebook. Addressed email issue for island tours on the website. Added agency org chart on the executive staff page. Added previous 3 years annual reports to the website.</p>	5,000.00
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Total:			5,000.00

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Tax ID: [REDACTED]

INVOICE # 18  
DATE: MAY 7, 2018

Bill for April 9 -April 20, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	standard	<p>April 23- Finalized MES Earth Day Questions. Conducted Facebook Live for Earth Day with MES Deputy Director Beth Wojton. Updated MDOT email addresses for conference save the date email. Drafted and sent conference save the date email.. Worked on multiple Facebook posts in honor of Earth Day activities,</p> <p>April 24-Received estimates for conference web page and presented to Roy and Matthew. Previewed RegFox for online registration for conference.</p> <p>April 25- Moved forward with some website work to accommodate conference page. Worked on MEDA introductions and remarks for Roy. Worked with Canton Group to make additional changes to the website.</p> <p>April 26- Reviewed all upcoming Facebook posts. Began work on options for email marketing campaign via constant contact for conference. Drafted description of MES for BTS and sent logos for inclusion on press release announcing groundbreaking event.</p> <p>April 27- Had brainstorming session with the conference team regarding speakers and panel ideas. Finalized Western Branch event talking points for Steve. Presented two new variations of the conference save the date. Received feedback on Roy's talking points and introductions for MEDA panel and made changes. Created generic information email account with IT for conference.</p> <p>April 30- Made additional changes to MEDA panel talking points. Presented draft pages for conference website. Began work on RegFox registration form for conference. Received updated logo from vendor for conference registration form. Presented registration form to Matthew and Roy for review.</p> <p>May 1 - Presented business card information for updated card stock. Revised truck decals based upon different size specs. Began review of communications RFP for proprietary information.</p> <p>May 2- Drafted Facebook post for new website. Provided information for vendor and artwork for Maryland flag themed recycling pins to Shannon. Reviewed all new Facebook posts.</p> <p>May 3 - Did Facebook post regarding Secretary of State's office visit with several foreign delegations. Drafted talking points for upcoming BTS groundbreaking. Received agreement from Latin Opinion to be a media sponsor for upcoming conference. Presented new list to Canton Group of website changes needed.</p> <p>May 4- Drafted Facebook post for Michael Harris attendance at UMCP scholarship event. Completed draft of MES service news update for logo changes. Presented revised save the dates for EBLC. Began gathering ideas for social media activities for MES</p>	5,000.00
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		Bike to work activities.	
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 19  
DATE: MAY 21, 2018

826 Salvatore Road  
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[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for May 7 -May 18, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

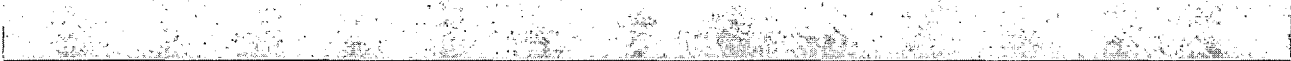
QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	standard	<p>May 7- Presented 3 new booth concepts to Matthew Sherring and Roy McGrath. Presented a new PowerPoint template concept to Matthew Sherring. Submitted documents to Hattie Crosby for social media procurement.</p> <p>May 8- Began work on new save the date concepts, website changes and additions for EBLC conference and new Eventbrite page.</p> <p>May 9- Provided additional artwork to new printer for business cards. Received approval on new PowerPoint template from Roy McGrath. Provided examples of tiered registrations for the EBLC for Eventbrite.</p> <p>May 10- Presented three new exhibit booths. Spoke with Cvent about the possibility of utilizing that service for online registration for conference. Reviewed all upcoming Facebook posts. Ensured that Matthew Sherring and Noha Ahmed had access to new group email created for EBLC. Received approval on business card proof. Provided several booth concepts to Roy and Matthew.</p> <p>May 11- Successfully launched EBLC Eventbrite page. Redrafted Roy quote for BTS Groundbreaking event. Provided new EBLC save the date options. Launched nearly complete conference web page. Updated the About MES language on the website.</p> <p>May 14- Attended BTS ground breaking and took photos for social media. Developed post for social media regarding Governor's Cabinet visit in Howard County. Launched new EBLC website. Had conference call for EBLC marketing plan. Booked Steve Kwak for EBLC conference. Updated conference agenda. Attended MPT meeting.</p> <p>May 15- Sent out director's message and constant contact regarding EBLC. Received updated decals to fit vehicles. Added Angie to receive conference registration notifications.</p> <p>May 16 -Updated the fees/sponsorships page for the conference website. Solicited feedback from an additional vendor for social media work. Updated conference bios</p> <p>May 17- Provided Angie with images for lighting, staging and audio visual needs for EBLC. Reviewed all upcoming Facebook posts. Had new business cards picked up. Updated post for Armed Forces Day. Attending EBLC panelist meeting.</p> <p>May 18- Added disclaimer page to conference website. Updated conference bios and requested place to display sponsorship information. Updated cancellation policy on conference site.</p>	5,000.00
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Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

*MP*



# INVOICE

Red, White and Blue, LLC.

INVOICE #20  
DATE: JUNE 4, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for May 21 - June 1, 2018

21

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	standard	Developed multiple social media posts to promote EBLC conference, Continued updates on EBLC conference page including adding many speakers bios, agenda updates, hotel and travel information, developed new MES exhibit booth, developed new EBLC banner stand for upcoming events, developed digital ads for EBLC, developed email messages for EBLC, developed brochure for EBLC, launched Eventbrite page for EBLC, reviewed multiple service news messages, reviewed next two weeks of social media for MES pages.	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 21  
DATE: JUNE 18, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for June 4 - June 15, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	standard	<p>June 4- Drafted MML email. Added additional speakers to the website and agenda. Reformatted agenda to bold speaker names. Began development of new grinder logo. Drafted LinkedIn text for EBLC posts. Made adjustments to the sponsorships side bar. Drafted early bird registration post.</p> <p>June 5- Created draft of conference awards and nominee page for review. Loaded sponsorship logos to the EBLC site. Reviewed multiple water service suspension service news messages. Provided Steve Laster mobile grinder logo update. Updated MML email list. Got a subscription to the Star Democrat per request. Sent MML email to list.</p> <p>June 6- Worked on speakers email for EBLC. Continued adding sponsor logos. Worked on register now email for EBLC. Reviewed more service news updates for water outage. Provided Angie logo for use on EBLC bags.</p> <p>June 7- Worked on awards email and awards press release announcement. Launched digital ads on BBJ and Daily Record for EBLC. Received new MES booth for MML conference and EBLC banner stand to display at the MML conference. Reviewed SECU visit to HQ service news email. Reviewed credit card statements service news. Added more sponsors to the site. Added more speaker bios to the EBLC site.</p> <p>June 8- Developed ad content for Chesapeake Tri-Association Conference ad. Updated the sponsorship display on the website. Corrected speaker highlights issue for the web page. Sent several EBLC speaker posts for Roy's review and scheduled posts. Updated agenda with more details.</p> <p>June 11- Worked over the weekend on Conowingo talking points and information. Developed business card drop art for MML conference booth. Provided 3 more EBLC speaker posts for social media. Worked on EBLC awards press release. Placed Tri-Association ad.</p> <p>June 12- Sent EBLC awards email and press release to two lists. Added more sponsors to EBLC site. Received photos from Westin Hotel for use in MPT spot. Worked on an early bird registration email for EBLC. Continued work on participants logo placement on the site.</p> <p>June 13 -Review all Facebook posts for the next two weeks. Drafted last chance for early bird registration email. Provided additional EBLC speaker posts for social media. Had video production meeting for new MES spot.</p> <p>June 14-. Finalized script for MES spot for MPT and provided all b-roll materials to MPT. Added new disclaimer information to EBLC site. Provided more updates to the EBLC site for the agenda, speakers and sponsorships.</p>	<p>5,000.00</p> <p><i>MP</i></p>
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		June 15- Finalized early bird registration and hotel reservation email. Loaded updated EBLC panel descriptions to website. Provided Sandy EBLC logo and ensured shew as on all EBLC emails. Spoke with MPT about partnership press release they will issue.	
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 22  
DATE: JULY 2, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for June 18 - June 29, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>June 18- Reviewed multiple speaker posts for social media. Redesigned all posts to accommodate the picture dimensions for LinkedIn. Developed email announcing Congressman Gilchrest's participation in the EBLC. Added MES storm water course page to the website. Added multiple new speaker bios to website. Added new sponsors to the website.</p> <p>June 19- Researched and added Greg Farley's bio to the website. Updated the hotel room deadline page for EBLC. Added Shawn Kreloff to the website. Added Peter Ettinger to the website. Provided MPT with b-roll included MES animated logo, logos and b-roll from MES archives. Confirmed that truck decals were in fact being resolved with printer. Presented revised MPT spot to Roy McGrath.</p> <p>June 20- Added Moffatt &amp; Nichol as sponsors to the EBLC. Developed "Wishcycling" response to Sun's article and posted on social media. Added carousel of all participating organizations to the EBLC site. Requested development of EBLC PowerPoint template. Provided stock video clips to MPT to enhance EBLC spot. Began coordinating MPT streaming of EBLC. Added new sponsorship categories to the site. Added James Deriu to EBLC page. Added new category to the MES awards nomination form.</p> <p>June 21- Added Steve Levitsky to the EBLC page. Received approval on finalized MPT spot and posted to social media. Posted almost sold out image to EBLC site and added sold out to several sponsorship levels on the site.</p> <p>June 22- Developed a register now email for the EBLC that included speaker bios and photos. Added 85 organization logos to EBLC participating organizations scroll. Reviewed and received approval on multiple new EBLC social media posts. Did EBLC site visit at Westin Hotel.</p> <p>June 25-Finalized and sent EBLC speaker email to list. Participated on EBLC planning call. Drafted multiple new EBLC social media posts. Presented updated EBLC analytics to Roy McGrath for the site and digital ads. Drafted new auto response for Eventbrite purchases for EBLC.</p> <p>June 26- Presented EBLC PowerPoint deck to Matthew Sherring. Added new speaker bios to the EBLC site. Inquired about BisNow ad rates for EBLC. Developed new EBLC sponsorship email. Added Brendon Quinlivan to the EBLC site.</p> <p>June 27 -Review all Facebook posts for the next two weeks. Reached out to speakers bureaus to begin conversation about a new keynote for EBLC.</p> <p>June 28-. Updated EBLC agenda page. Added new sponsors to the EBLC site. Received questions from MPT about livestreaming of EBLC and provided feedback. Received feedback from Washington Speaker's Bureau. Finalized draft of nearly sold out sponsorship email. Met with Roy McGrath and</p>	5,000.00
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		<p>Matthew Sherring regarding EBLC.</p> <p>June 29- Finalized four GreenBiz speaker nomination submissions. Created a PDF of EBLC award nomination form for The Port to use. Provided some speaker options to Roy McGrath from Walker Agency. Provided Roy McGrath a PDF of the banner stand. Provided Sandy a new logo for EBLC awards.</p>	
Total:			5,000.00

*MP*

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*


INVOICE # 23  
DATE: JULY 17, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 2 -July 13, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>July 2- Contacted multiple speaking agencies to secure a keynote speaker for the EBLC. Provided headshots and bios for several speakers to update the EBLC site. Worked with MPT on logistics for EBLC streaming. Provided updated EBLC slide template for review. Began making changes to EBLC program document. Reviewed conference bag proofs.</p> <p>July 3- Provided and received approval on multiple EBLC social media posts. Began work for display monitors at EBLC. Received sizing and produced draft of the podium sign. Coordinated Westin site visit with Angie for multiple vendors. Added additional sponsors to the EBLC site. Provided draft of table top sign recognition for sponsors.</p> <p>July 5- Reviewed all Facebook for coming weeks. Provided edits for table top sign. Confirmed MPT for site visit at Westin. Added additional bios/headshots to EBLC.</p> <p>July 6- Provided edited version of EBLC program for review. Added new introducers to the EBLC agenda. Added additional speakers to the EBLC site. Added new silver sponsor to the EBLC site. Spoke with additional agencies about keynote speaker. Revised script for MACo video. Updated conference monitor slides. Submitted conference speak form for agency approval. Received confirmation that Andrew Winston would be the keynote speaker. Provided additional changes to EBLC program.</p> <p>July 9- Provided draft of the Lt. Governor briefing memo. Worked with Sandy on the award winner's script. Made changes to the agenda of the EBLC. Added a sold out graphic to the EBLC page and added a waiting list web form. Provided drafts of sponsor slides. Worked to schedule pre-event call with Andrew Winston. Addressed typo on the Eventbrite site and made all categories sold out.</p> <p>July 10 -Addressed waitlist form email issue. Added waitlist form header text. Added Sec. Belton to the page. Updated bio and headshot for several EBLC participants.</p> <p>July 11- Provided edited version of program and sponsor sheet. Updated EBLC site agenda, bios and speaker high lights. Updated EBLC bubble slide template.</p> <p>July 12 -Provided EBLC briefing memo and talking points to the Lt. Governor's office. Drafted EBLC awards press release and issued release. Worked on EBLC awards social media posts. Provided updated headshots for EBLC speaker slides.</p> <p>July 13- Confirmed Steve K.'s rate and time for EBLC photos. Drafted introduction remarks for Beth Wojton. Reviewed speaker slides, sponsor slides, program and monitors with Roy McGrath. Changed logo in all places to update Marriott logo. Provided updated Dept. of Commerce logo for slides.</p>	<p>5,000.00</p> 
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Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 24  
DATE: JULY 31, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 16 -July 27, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

1	Standard	<p>July 16- Updated Denise Naguib's picture online and on the speaker slides for EBLC. Added new logos to the sponsorship page and slides for EBLC. Updated EBLC program. Worked on draft of EBLC survey. Worked on updated EBLC slide deck. Updated speaker headshots on website. Worked on awards script.</p> <p>July 17- Added new introducers to EBLC slide deck and website. Reviewed walkie talkies for EBLC. Worked on layout of all EBLC slides. Added Luis Burronda's bio and headshot to website. Added Troy Hunt's bio and headshot to website. Worked on awards script. Worked on new social media posts. Continued adding new slides from presenters to the deck. Updated EBLC program. Updated James Deriu's info for website.</p> <p>July 18- Continued work on EBLC PowerPoints. Developed Hashtag slide. Worked with Under Armour to get videos for PowerPoint. Worked on Thank You email draft. Worked on video from Corvias for slides.</p> <p>July 19- Worked production table at EBLC all day. Updated Facebook cover image. Added new slides for Joel Dunn. Updated Thank you email and survey.</p> <p>July 20- Worked on new photos from Steve Kwak from conference. Received video files from conference from MPT. Did post conference Facebook post. Worked on edits to MACo video. Worked on Director's message draft.</p> <p>July 23 - Began work on update design elements for Strategic plan.</p> <p>July 24- Provided new key options for strategic plan. Requested the EBLC site be made inactive. Requested new draft of business cards for Director McGrath. Drafted talking points for Director McGrath Young Professionals event.</p> <p>July 25 - Asked MPT to change the file format for the videos so we can edit them. Began work on survey results info graphic. EBLC site was made inactive. Provided updated key graphics for strategic plan.</p> <p>July 26- Requested meeting with Canton Group to resolve a few punch list items on website. Provided updated key graphic to Roy. Provided updated infographic to Roy.</p> <p>July 27- Updated info graphic and keys again. Began review of items for All Staff meeting. Started brainstorming accomplishments document.</p>	5,000.00
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# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 24  
DATE: JULY 31, 2018

Bill for July 16 -July 27, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 25  
DATE: AUGUST 14, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 30 -August 10, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>July 30- Updated key designs on strategic plan. Updated EBLC infographic.</p> <p>July 31- Began initial work on annual report and script for all staff video. Requested that each department provide yearly highlights.</p> <p>August 1- Spoke with Canton Group about punch list items for MES website. Included Sharon on monthly billing for maintenance to make process smoother. Met with Pulsar about creating new ad concepts for social media campaign.</p> <p>August 2- Reviewed all upcoming Facebook posts. Provided Pulsar MTA contract for purchasing order to be created for renewed social media advertising. Continued gathering information for Annual Report.</p> <p>August 3- Received new Pulsar written estimate for social media work. Worked with Alicia on purchase order and information necessary to move along.</p> <p>August 6 - Spoke with Steve about his group's annual report. Spoke with Tammy about annual reports. Received information from Beth Wojton about several groups for Annual report. Spoke with Sean Coleman about the annual report. Resolved outstanding invoice from Signs by Tomorrow. Toured site of upcoming All Staff meeting with Roy and Angie to prepare for meeting.</p> <p>August 7- Helped review invoices several invoices for EBLC related work for processing. Provided Jason a copy of the previous annual report for his group to work from. Asked MPT to clip each individual speaker into clips for easy distribution of the video.</p> <p>August 8 - Provided updated Strategic Plan for review. Working on scheduling meeting between Roy McGrath and Neil Meltzer, CEO of LifeBridge Health. Had MACo video edited based upon some feedback from Roy McGrath.</p> <p>August 9- Scheduled Steve Kwak to come out on 8/10 to review work on Board of Directors wall. Received podium dimensions for work on new sign for All Staff meeting. Worked on and reviewed all upcoming social media content.</p> <p>August 10- Provided Steve Kwak Michael Harris' photo and title and hanging instructions for Board of Directors wall. Received approved purchase order to get social media advertising going again.</p>	5,000.00
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Total:			5,000.00

*MB*

Please make checks payable to: Red, White and Blue, LLC.

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# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 26  
DATE: AUGUST 28, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 30 -August 10, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>August 13- Updated strategic plan. Reviewed one page concepts for Manis, Canning and Associates.</p> <p>August 14- Spoke with MPT about clips needed from EBLC. Worked with Canton Group to resolve invoice discussion.</p> <p>August 15- Received approval of purchase order for Pulsar to start new social media campaign. Met with Puslar to discuss upcoming creative for this campaign.</p> <p>August 16- Reviewed all upcoming Facebook posts. Reviewed additional EBLC invoices. Received Steve's portion of the annual report to work on.</p> <p>August 17- Received Tammy's portion of the annual report information to work on the annual report. Continued working on annual report document.</p> <p>August 20 - Worked on All Staff run of show, video script and remarks.</p> <p>August 21- Received annual report information from Jason. Began adding his portion to the document.</p> <p>August 22 - Attended EBLC debrief. Met with Steve Kwak to show him what was needed on Board of Directors wall. Met with Roy and Beth to discuss upcoming all staff event. Reviewed the strategic plan.</p> <p>August 23- Work on podium design for All Staff meeting. Worked on and reviewed all upcoming social media content.</p> <p>August 24- Sent updated Strategic Plan to Roy and Beth to review. Answered questions of John Rydell of Fox 45 about the Conowingo Dam project.</p>	5,000.00
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Total:				5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 27  
DATE: SEPTEMBER 14, 2018

Bill for August 27 -September 7, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>August 27- Reviewed updated social media content for new campaign. Tracked down Leafgro results for All Staff presentation. Designed new backdrop for All Staff. Received partner quotes for annual report.</p> <p>August 28- Sent Roy updated EPS logos. Worked on podium signage for All Staff event. Gathered measurements and dimensions for the step and repeat. Sent All Staff presentation decks to presenters. Edited Strategic Plan document.</p> <p>August 29- Ordered additional Service Anniversary pins for All Staff. Requested additional content from Jason for All Staff video and remarks. Edited Strategic Plan document.</p> <p>August 30- Sent final draft of All Staff program for Roy's review and approval. Approved new Facebook posts. Submitted a draft of the All Staff video script for Roy and Beth's review. Received annual report partner quotes from Steve.</p> <p>August 31- Submitted Run of Show draft to Roy and Beth for All Staff meeting for review. Reviewed Vishal's initial remarks. Made edits to All Staff program and received final approval. Made additional changes to the Strategic Plan.</p> <p>September 3 - Reviewed Michael Harris' All Staff speech and presentation.</p> <p>September 4-Made additional changes to the Strategic Plan. Edited video script and received final approval. Received approval and ordered step and repeat. Drafted an upcoming events email for Matthew Sherring. Sent draft All Staff remarks to Roy McGrath.</p> <p>September 5 -Reviewed Tammy Banta's and Steve's All Staff presentations. Made changes to Matthew Sherring's events email. Provided changes of Strategic Plan to Roy McGrath for review. Received approval on Strategic Plan. Attended All Staff prep meeting.</p> <p>September 6- Implemented new social media campaign. Spoke with PSAV tech to ensure all AV needs were met for All Staff meeting. Ordered wallet sized card of strategic keys for the All Staff meeting. Received updated bios to include in All Staff briefing materials. Wrote Workday press release. Contacted PR News and Meltwater for quotes.</p> <p>September 7- Placed all All Staff presentations into one PowerPoint document. Created Roy McGrath's initial All Staff PowerPoint presentation. Finalized All Staff video.</p>	5,000.00
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Total:			5,000.00

*YB*

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 28  
DATE: OCTOBER 10, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for September 10 -September 21, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>September 10- Helped run All Staff meeting.</p> <p>September 11- Wrote Director's message for All Staff meeting. Received files from Steve Kwak from All Staff to create a post. Received new frame for the backdrop.</p> <p>September 12- Reviewed all Facebook posts for the next two weeks. Had contact with Meltwater to explore press release options. Spoke with Donald Ireland about a new vehicle wrap.</p> <p>September 13- Spoke with PR News about setting up a press release push out system. Spoke with DNR about social media coordination. Made final changes on All Staff director's message.</p> <p>September 14- Added all All Staff photos to K share files. Sent back Innovations information for upcoming program. Sent out Director's message.</p> <p>September 17 - Spoke with George from MPT about EBLC videos. Launched new Instagram and Facebook ads.</p> <p>September 18- Worked on MES communications plan.</p> <p>September 19 -Scheduled conference call with Innovations. Began work on questionnaire and film list for Innovations.</p> <p>September 20- Worked on leadership press release. Drafted remarks for Roy for Lt. Governor meeting.</p> <p>September 21- Drafted MCEC post. Drafted Lt. Governor talking points and memo.</p>	5,000.00
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

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# INVOICE

**Red, White and Blue, LLC.**

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 29  
DATE: OCTOBER 24, 2018

Bill for September 24 -October 5, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	<p>September 24- Drafted Innovations press release materials. Updated social media campaign targets and worked on creative.</p> <p>September 25- Drafted updated talking points for Lt. Governor and talking points for Roy McGrath.</p> <p>September 26-Reviewed OIT video. Changed Poplar Island Instagram post. Continued work on Director's accomplishment document.</p> <p>September 27- Drafted Director's message. Reviewed all upcoming Facebook posts. Held Meltwater training to review their services for MES.</p> <p>September 28- Processed All Staff photographer invoice. Worked on Communications Plan for Leadership Team meeting.</p> <p>October 1 - Drafted response to David Collins for Conowingo Dam RPF.</p> <p>October 2- Worked on MES communications plan.</p> <p>October 3 -Drafted and sent all information to Innovations regarding MES interview.</p> <p>October 4- Worked on conference program and scheduled for Maryland-Israeli Water Conference.</p> <p>October 5- Drafted talking points and slide show for Maryland-Israeli Water Conference for Roy McGrath.</p>	5,000.00

Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

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# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 30  
DATE: OCTOBER 29, 2018

Bill for October 29, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	EBLC Program Services	18,094.53
Total:			18,094.53

Please make checks payable to: Red, White and Blue, LLC.



RECEIVED

OCT 29 2018

Accounts Payable

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 31  
DATE: NOVEMBER 13, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for October 8 -October 19, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>October 8- Finalized talking points for Water/Wastewater conference and PowerPoint for Roy Mcgrath. Finalized minor program changes for water/wastewater conference Drafted MCC post per Governor's office request.</p> <p>October 9- Drafted Thanksgiving holiday email message. Reviewed remaining October Facebook posts. Reviewed draft agenda for the leadership team meeting</p> <p>October 10-Reviewed and updated Roadshow template PowerPoint. Drafted social media postings for water/wastewater conference. Sent updated communications plan for review.</p> <p>October 11- Reviewed PowerPoint slides for leadership team meeting. Followed up with speaker's bureau with billing question.</p> <p>October 12- Processed All Staff photographer invoice. Worked on Communications Plan for Leadership Team meeting.</p> <p>October 15 - Reviewed Facebook posts for the week. Worked on script for Innovations program.</p> <p>October 16- Leadership team meeting all day.</p> <p>October 17 -Drafted and sent new script information to Innovations regarding MES spotlight.</p> <p>October 18- Worked on natural gas announcement press release.</p> <p>October 19- Continued work on ECI press release. Received approval on most quotes for the release.</p>	5,000.00
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Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.



# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 32  
DATE: NOVEMBER 2, 2018

Bill for October 22 -November 2, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>October 22- Drafted natural gas pipeline release. Contacted multiple agencies for approvals of quotes. Held conference call regarding Innovations program.</p> <p>October 23- Worked on updated map with pushpins of MES work site locations in Maryland. Adjusted Innovations script based upon feedback.</p> <p>October 24- Provided Roy McGrath a proof of accomplishments document. Reviewed all upcoming Facebook posts. Received copy of MPT EBLC videos.</p> <p>October 25- Tracked down copy of the Maryland Momentum video from Department of Commerce.</p> <p>October 26- Drafted MES Thanksgiving holiday message.</p> <p>October 29 - Edited MES holiday message. Met with Pulsar to discuss ways to optimize our social media following.</p> <p>October 30 -Sent MES holiday message out. Reviewed all upcoming Facebook posts.</p> <p>October 31- Worked on conference program and scheduled for Maryland-Israeli Water Conference.</p> <p>November 1 - Provided feedback and edits to accomplishments document.</p> <p>November 2 -Drafted recommendation letter and authorization document for Leadership Maryland application.</p>	5,000.00
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Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 33  
DATE: NOVEMBER 16, 2018

Bill for November 5 -November 16, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>November 5- Resolved issues with Pulsar billing and Canton Group billing.</p> <p>November 6- Finalized Innovations script to share with Governor's office.</p> <p>November 7- Reviewed all posts for Facebook and LinkedIn.</p> <p>November 8- Drafted Waste 360 nominations for Melissa Filiagi and Ken Torro.</p> <p>November 9- Edited Waste 360 nominations.</p> <p>November 12 - Drafted EPA Clean Diesel Press Release</p> <p>November 13 - Attended Western Branch Washington Post story.</p> <p>November 14- Submitted Waste 360 nominations.</p> <p>November 15 - Made changes to EPA draft release. Reviewed most recent Facebook posts.</p> <p>November 16 -Scheduled conference call with Innovations. Completed Location sheet.</p>	5,000.00
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Total:			5,000.00

*MP*

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01181038

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 34

DATE: NOVEMBER 30, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for November 19 -November 30, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>November 19- Began work on Maryland Power 10 Nomination. Drafted script points for Adam Ortiz's portion of the Innovations story.</p> <p>November 20- Reviewed all Facebook posts for the next two weeks.</p> <p>November 21 - Received approval from Governor's Office on Clean Diesel press release.</p> <p>November 22- Thanksgiving</p> <p>November 23- Drafted MEDA/Upper Shore talking points.</p> <p>November 26 - Issued EPA clean diesel release. Drafted MES/SHA post. Finalized MEDA talking points.</p> <p>November 27 - Drafted copy for Daily Record ad. Answered questions from David Collins of WBAL TV regarding the Conowingo project.</p> <p>November 28- Reviewed upcoming Facebook content. Provided updated truck decal art to vendor.</p> <p>November 29 - Scheduled interview with WAMU reporter and began drafting talking points for it.</p> <p>November 30 -Presented draft of doing business in Maryland ad.</p>	5,000.00
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Total:			5,000.00

*MP*

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826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 35  
DATE: DECEMBER 14, 2018

Bill for December 3 -December 14, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>December 3- Revised Doing Business in Maryland ad. Set up interview with WAMU. Drafted President George H.W. Bush Director's message.</p> <p>December 4- Finalized Doing Business in Maryland ad. Reviewed Salvation Army Holiday Drive service news.</p> <p>December 5 - Drafted WAMU talking points. MES closed.</p> <p>December 6- Contacted UMD to get representative to participate in Fox Business program. Scheduled WAMU interview for 12/7.</p> <p>December 7- Participated with WAMU interview with Roy McGrath. Scheduled Fox Business program call.</p> <p>December 10 - Sent WAMU recording over to reporter. Reviewed all upcoming Facebook postings</p> <p>December 11- Completed location sheet for Fox Business program. Inquired about new Port dredging project for Director.</p> <p>December 12- Drafted Port Facebook post. Had phone call with Sarah Daudin a videographer to discuss potential oppurtunities.</p> <p>December 13 - Drafted script for Fox Business program. Drafted BEST Director's message.</p> <p>December 14 -Inputted employees that received BEST payout into Constant Contact. Revised Director's message. Reviewed initial draft of County series social media posts.</p>	5,000.00
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Total:			5,000.00

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# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 36  
DATE: DECEMBER 28, 2018

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for December 17 -December 28, 2018

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>December 17- Revised content and layout of Director McGrath accomplishments document.</p> <p>December 18- Drafted upcoming MES boosted posts and reviewed with Director's. Made changes to posts and added images.</p> <p>December 19 - Presented updated accomplishments document for Director McGrath's review. Reviewed all MES upcoming social media posts.</p> <p>December 20- Worked on annual report document. Worked on Christmas Eve Director's message.</p> <p>December 21- Presented county by county infographic series for Director McGrath's review. Gathered information for BBJ CEO Award nomination from various departments.</p> <p>December 22 - Drafted MES holiday celebration message.</p> <p>December 26- Worked on updated vehicle wrap concept for Flowmaster van. Completed shoot confirmation sheet and presented for signature for Innovations.</p> <p>December 27- Worked out all logistics and finalized script for Innovations shoot.</p> <p>December 28 - Continued working on images for Annual Report. Revised org chart for Annual Report. Updated Governor Hogan's letter for the Annual Report and presented to the Governor's Office for their review.</p>	5,000.00
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Total:			5,000.00

*u/m*

Please make checks payable to: Red, White and Blue, LLC.

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826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 37  
DATE: FEBRUARY 5, 2019

Bill for January 23, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	January 23 - Video production services including equipment fees, editing and travel costs.	1,666.20
Total:			1,666.20

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 38  
DATE: JANUARY 11, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for December 31 -January 11, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>December 31- Continued working on logistics for Innovations shoot. Finalized Cecil County Infographic.</p> <p>January 1- Completed first draft of Annual Report layout.</p> <p>January 2 - Met with Director McGrath to update projects. Began work with Pulsar to set up next round of boosted posts/like ads. Received approved letter from Governor's office for Annual report and had laid out. Received MES financial statements for annual report and had laid out. Scheduled preliminary meeting with the BBJ to discuss ad campaign.</p> <p>January 3- Drafted Director's message for review. Launched first boosted posts of FB and Instagram campaign. Drafted posts for the week of 1/21-1/27. Continuing gathering additional photos for Annual Report. Drafted answers to Innovations questions for MES team. Began work on relaying out 5 keys graphic for Annual Report. Provided another draft of the Annual Report for review.</p> <p>January 4- Gathered more photos for the Annual Report based upon feedback. Worked on language for MEDA graphic for social media and emails. Began trying to work through Like Ad approval challenges with Facebook.</p> <p>January 5- Worked on Beth Wojton's edits to the Annual Report.</p> <p>January 6- Worked on Roy McGrath's edits to the Annual Report.</p>	5,000.00
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January 7- Held prep call for Innovations shoot. Created PR Newswire Account. Gathered more images and logos such as EBLC image and MPT logo for Annual Report. Drafted Governor Hogan Inauguration post for social media. Spoke with David Nevins about a potential partnership. Received classifications information and laid out for the Annual Report. Received additional MBE information for the Annual Report. Scheduled new Prince George's County Department of Environment Director for Innovations shoot. Booked tickets for BBJ event.

January 8- Presented updated Annual Report for review. Made several additional updates to the Annual Report including graphic and photo changes and updated text. Delivered final copy of Annual Report to printer. Coordinated and had printer drop off copies of Annual Report at MES by 5 PM as desired. Received approved draft of answers of questions for Innovations shoot. Sent to production company for prep. Worked to schedule initial phone call phone call with David Nevins and Roy. Completed PR Newswire procurement. Coordinated rearranging MES Board room for TV shoot.

January 9 - Sent digital file of Annual Report to DLS analyst. Coordinated with Shannon to have hard copies of the Annual Report delivered to Annapolis. Had all day Innovations video shoot.

January 10- Had a phone call with Mike Harris to discuss vehicle wraps.

		<p>Sent updated Cecil County infographic for review based upon Roy's changes. Contacted Blue Rock Productions to begin setting up remaining interview for Innovations TV shoot. Worked on Lake Linganore press release.</p> <p>January 11- Met with the BBJ to discuss potential advertising campaign. Had Roy McGrath sign final documents for PR Newswire.</p>	
Total:			5,000.00

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*MB*

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826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 39  
DATE: JANUARY 25, 2019

Bill for January 14 -January 25, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>January 14-</p> <ul style="list-style-type: none"> <li>- Completed The Daily Record nomination for Influential Marylander 4 hrs.</li> <li>- Call with David Hollins regarding vehicle wraps. 1 hour.</li> <li>- Calls with Washington Speakers Bureau and Harry Walker Agency for speakers 1 hour.</li> <li>- Processed paperwork for Facebook ad activation 2 hours.</li> </ul> <p>January 15-</p> <ul style="list-style-type: none"> <li>- Processed paperwork and worked on activating PR Newswire account 2 hours.</li> <li>- Uploaded and sent new senior director news release 1 hour.</li> <li>- Sent TDR nomination and called David Nevis for review .5 hours</li> <li>- Worked with Blue Rock Productions to schedule final shoot for Innovations .5 hours.</li> <li>- Reformatted Innovations tweet including adjusting logo for social media messages for MES 1 hour.</li> </ul> <p>January 16 -</p> <ul style="list-style-type: none"> <li>- Took measurements of MES van for wrap 1 hour.</li> <li>- Spoke to BBJ to affirm interest in ad campaign .5 hours</li> <li>- Inquired about additional speakers from Harry Walker agency and sent along .5 hours</li> <li>- Conference call with Pulsar regarding license needing to be submitted and additional Facebook approvals for ads 1 hour.</li> </ul>	5,000.00
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- Presented wrap concept to Dave Hollens and did phone call 1 hour.
- Did page count and site survey of old EBLC site to gather information for EBLC site pricing 2 hours.

#### January 17-

- Reviewed Lake Langanore press release .5 hours
- Uploaded Lake Langanore release to PR Newswire and did confirmation process and review to send out 1 hour.
- Gathered Terp Farm b-roll for Innovations 1 hour.
- Confirmed all logistics for taping final Innovations segment. This included working to schedule talent, location, get University permission to tape any additional b-roll and final confirmation with the production company 2 hours.

#### January 18-

- Prepped content and met with MES Senior Comms Director Craig Renner 3 hours.
- Worked on additional boosted post material for remaining January posts based upon feedback 2 hours.

#### January 21 -

- Reviewed visibility report with PR Newswire for previous releases 1 hour.
- Scheduled BBJ meeting 15 minutes.
- Spoke with Waste Advantage Magazine about submitting Innovations and Breakthroughs a

and editorial content 1 hour.

January 22-

- Innovations shoot and travel 5 hours.
- Participated in Cvent demo 1 hour.
- Took photos of Shannon Bentleyon's ID and resubmitted additional paperwork for Facebook approvals 1 hour.

January 23 -

- Sent photos of video shoot to Craig Renner 15 minutes.
- BBJ meeting at the BBJ with Craig Renner to discuss campaign 2 hours.
- Worked on revised van wrap proof with designer and submitted to Dave Hollens for review 1 hour.
- Did a call with West Corporation inquiring about there press release services 1 hours.

January 24- EBLC Site visits 7 hours.

January 25-

- Spoke with Washington Speakers Bureau and brainstormed different speakers based upon guidance 1 hour.
- Downloaded video from Blue Rock productions and sent to DMG .5 hours

Total:			5,000.00

*MP*

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826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 40  
DATE: FEBRUARY 8, 2019

Bill for January 28 - February 8, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>January 28-</p> <ul style="list-style-type: none"> <li>- Meet to discuss BBJ plan 1 hour.</li> <li>- Worked on MES boosted post content calendar for the upcoming week including images 4 hours.</li> <li>- Worked on EBLC sponsorship information 2 hours.</li> </ul> <p>January 29-</p> <ul style="list-style-type: none"> <li>- Spoke with BBJ about MES participation after BBJ meeting 30 minutes.</li> <li>- Received quotes for BBJ and Daily Record ads for Waste 360 40 Under 40 winner 1 hour.</li> <li>- Updated talking points for Roy McGrath 1 hour.</li> <li>- Researched and drafted Steve Pennington announcement release 3 hours.</li> </ul> <p>January 30 -</p> <ul style="list-style-type: none"> <li>- Met with David Nevins to discuss ways to promote MES brand 1 hour.</li> <li>- Edited social media posts based upon feedback 1 hour.</li> <li>- Worked with DMG to upload additional footage and answer questions about Innovations material 3 hours.</li> <li>- Reviewed dredging press release .5 hours.</li> </ul> <p>January 31 -</p> <ul style="list-style-type: none"> <li>- Participated on conference call with Canton Group about EBLC website needs 1 hour.</li> <li>- Had updated Facebook posts scheduled for boosting .5 hours.</li> </ul>	5,000.00
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- Scheduled meeting with Pulsar to review social media strategy with Craig Renner .5 hours.
- Spoke with Washington Speakers Bureau and received more ideas about potential conference speakers 1 hour.
- Resolved issue with boosted post link on social media. 1 hour.
- Requested invoice from Blue Rock Productions for video shoot. 5 hours.

#### February 1-

- Worked on MES boosted posts for February 4 hours.
- Scheduled boosted post for 2/1. 15 minutes.
- Spoke with Mission Tix about price structure 1 hour.
- Drafted proposal for communications services 2 hours.

#### February 4 -

- Finished MES February boosted post content 4 hours.
- Met with designer to go over Commerce brochure to begin brainstorming layout of EBLC brochure 1 hour.
- Reviewed Waste Advantage pieces/edits 1 hour.

#### February 5 -

- MES for meetings about various projects 6 hours.
- Received first cut of Innovations back. Reviewed and provided thoughts on edits 2 hours.

		<p>February 6 -</p> <ul style="list-style-type: none"> <li>- Processed paper work to get video company paid. 1 hour.</li> <li>- Put together registration tool fee comparison 5 hours.</li> </ul> <p>February 7 -</p> <ul style="list-style-type: none"> <li>- Finished edits document for Innovations and sent to DMG 2 hours.</li> <li>- Gathered information about all EBLC emails sent last year. 2 hours.</li> <li>- Gathered and compiled stats about all EBLC attendees for brochure 3 hours.</li> <li>- Attended BBJ Maryland Live! Event for MES 2.5 hours</li> </ul> <p>February 8-</p> <ul style="list-style-type: none"> <li>- Completed EBLC Eventbrite page 5 hours.</li> <li>- Spoke with Waste Advantage Magazine about story opportunity for MES 1 hour.</li> </ul>	
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 41

DATE: FEBRUARY 22, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for February 11 - February 22, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>February 11-</p> <ul style="list-style-type: none"> <li>- Edited and finalized Waste Advantage magazine piece 2 hours.</li> <li>- Selected all EBLC photos for brochure, and made recommendations on graphic types for designer 5 hours.</li> </ul> <p>February 12-</p> <ul style="list-style-type: none"> <li>- Drafted initial EBLC marketing plan and social media posts 6 hours.</li> <li>- EBLC brochure text 2 hours.</li> </ul> <p>February 13 -</p> <ul style="list-style-type: none"> <li>- EBLC brochure text 6 hours.</li> <li>- Edited an updated Eventbrite page logo 1 hour.</li> </ul> <p>February 14 -</p> <ul style="list-style-type: none"> <li>- Had review of all EBLC printed materials with Matthew Sherring and Craig Renner 1 hour.</li> <li>- Worked on additional speakers proposals and submitted 2 hours.</li> </ul>	5,000.00
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February 15-

- First round of internal edits on EBLC brochure 3 hours.

February 18 -

- Punch list for EBLC brochure, tracked down logos, worked with Visit Baltimore for Baltimore skyline photo for spread, located photo of Governor Hogan, gathered additional conference highlight speaker photos 5 hours.

February 19 -

- BBJ strategy meeting with Craig Renner 1 hour.
- Presented initial draft of EBLC brochure.
- Worked with BBJ designer to get pricing and begin producing ad for CEO event 2 hours.

February 20 -

- Finalized all spreads and proofed EBLC brochure for complete initial review 3 hours.
- Drafted BBJ memo for Table of Experts 3 hours.

		<p>February 21 -</p> <ul style="list-style-type: none"> <li>-Gathered and submitted all assets to the BBJ for CEO event ad 2 hours.</li> <li>- Worked on Baltimore County solid waste project 6 hours.</li> </ul> <p>February 22 -</p> <ul style="list-style-type: none"> <li>- Contacted DMG and spoke to Sarah asking about Innovations edits and when next draft would be ready .5 hours.</li> <li>- Submitted edits based upon feedback to BBJ for ad 1 hour.</li> <li>- Gathered Baltimore County budget materials 2 hours.</li> </ul>	
Total:			5,000.00



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*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 42  
DATE: MARCH 8, 2019

Bill for February 25 - March 8, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>February 25-</p> <ul style="list-style-type: none"> <li>- Contacted DMG and received updated Innovations draft and reviewed. 2 hours</li> <li>- Did a conference call with BBJ regarding content hub and ToE 1 hour.</li> <li>- Spoke to David Collins from WBAL TV about Conowingo Dam press release .5 hours</li> <li>- Worked on revisions to CEO/Power 10 Awards ad 1hour.</li> </ul> <p>February 26-</p> <ul style="list-style-type: none"> <li>- Worked on edits to EBLC brochure, wrote new awards section, located additional photos of awardees, located photos of additional featured speakers to include in brochure 6 hours.</li> <li>- Tried to boost post with oh MES press release. Had issues with Facebook rules 1 hour.</li> </ul> <p>February 27 -</p> <ul style="list-style-type: none"> <li>- Finalized changes to Power 10 ad. 1 hour</li> <li>- Spoke with Waste Advantage editor about editorial content. She liked the idea of doing a composting story. 1 hour.</li> <li>- Worked on changing EBLC spreads layout and proofed EBLC brochure edits from previous day 3 hours.</li> </ul> <p>February 28 -</p> <ul style="list-style-type: none"> <li>- Spoke with BBJ to outline parameters of agreement and gave to Craig Renner for review for meeting with Director 1 hour.</li> </ul>	5,000.00
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March 1-

- Sent Innovations edits to Craig Renner .5 hours.
- BBJ meeting with Roy McGrath and Craig Renner 1 hour.
- Drafted email to send to ToE guests from Director McGrath 1 hour.
- Requested copies of Waste Advantage for MES based upon appearance in magazine .5 hours.

March 4-

- Worked on providing updates to Innovations piece such as gathered updated b-roll needs, changing script layout and gathering titles and some additional photos 4 hours.
- Worked with BBJ to get ToE date scheduled and began gathering needed materials for event 2 hours.

March 5 -

- Drafted EBLC social media posts. 5 hours.

March 6 -

- Drafted Solid Waste Conference remarks 2 hours.
- Gathered additional photos for EBLC brochure based edits and spoke with designer to go over edits based upon additional changes 5 hours.

		<p>March 7-</p> <ul style="list-style-type: none"> <li>-Baltimore County Solid Waste Brainstorming session 2 hours.</li> <li>- Gathered final b-roll for Innovations 1 hour.</li> <li>-MES 4 hours.</li> <li>-Power 10/CEO Event 3.5 hours.</li> </ul> <p>March 8 -</p> <ul style="list-style-type: none"> <li>- Worked on updating MES truck wrap design 1 hour.</li> <li>- Worked on MES EBLC printing and truck wrap estimates 2 hours</li> <li>- Provided Matthew Sherring with a tracking document for EBLC related activities 1 hour.</li> </ul>	
Total:			5,000.00

*MB*

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 43  
DATE: MARCH 22, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for March 11 - March 22, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>March 11-</p> <ul style="list-style-type: none"> <li>- Made changes to MES truck wrap, got write estimate and working on scheduling time 2 hours.</li> <li>- Edits for Innovations piece. 1 hour.</li> </ul> <p>March 12-</p> <ul style="list-style-type: none"> <li>- Created EBLC tracking document for Matthew Sherring 2 hours.</li> <li>- MES Baltimore County planning sessions 3 hours.</li> </ul> <p>March 13 -</p> <ul style="list-style-type: none"> <li>- Wrote BBJ compost article for digital hub 8 hours.</li> </ul> <p>March 14 -</p> <ul style="list-style-type: none"> <li>- Worked on setting up a meeting with LifeBridge Health. 1 hour.</li> <li>- Researched and outlined second article for BBJ digital hub on ground penetrating radar 4 hours.</li> <li>- Got quotes from Minutman Press and Integrated Designs for EBLC brochure 1 hour.</li> </ul>	5,000.00
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March 15-

- Wrote ground penetrating radar article for the BBJ 6 hours.
- Finalized EBLC brochure for print and ordered 1 hour.

March 18-

- Updated cargo van proof based on new specs .5 hours.
- Gathered bios, head shots, and logos for Table of Experts 5 hours.
- Wrote ToE questions 3 hours.

March 19 -

- Edited bios for Table of Experts 3 hours.
- Continued gathering photos and logos for ToE and worked on logistics 2 hours.

March 20 -

- Table of Experts call 1 hour.
- Worked on ad content and artwork to be designed for digital hub of BBJ 5 hours.

March 21

- Table of Experts at BBJ 3 hours.
- Gathered photos and started gathering graphical information to use in ToE 3 hours.

March 22

- Researched different designs styles to provide designer for updated note card concept 2 hours.
- Conference call to resolve truck wrap issues 1 hour.
- Delivered EBLC brochures 1 hour.

		<ul style="list-style-type: none"> <li>- Located copy of DMG agreement and reviewed 1 hour.</li> </ul>	
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 44  
DATE: APRIL 5, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for March 25 - April 5, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>March 25-</p> <ul style="list-style-type: none"> <li>- Provided updated truck proof .5 hours</li> <li>- Worked on PSA information for DMG 2 hours.</li> <li>- Gathered information for infographics and worked with BBJ for ads for ToE 3 hours.</li> </ul> <p>March 26-</p> <ul style="list-style-type: none"> <li>- EBLC brainstorming session 1 hour.</li> <li>- Provided updated proof on truck wrap design .5 hours.</li> <li>- Call with BBJ about ToE ads and digital hub ads .5 hours.</li> <li>- Spoken with printer on shipment of EBLC brochures and gathered tracking information to track shipment .5 hours.</li> <li>- Contacted Prince George's County to make aware of Innovations air date .25 hours.</li> <li>- Provided ad concepts/made changes to BBJ ads .5 hours</li> </ul> <p>March 27-</p> <ul style="list-style-type: none"> <li>- Gathered pictures for ToE from MES archives 4 hours.</li> <li>- Worked with truck wrap vendor on billing and approvals 1 hour.</li> <li>- Updated ads for BBJ digital hub and ToE 1 hour.</li> </ul> <p>March 28 -</p> <ul style="list-style-type: none"> <li>- Provided edits to digital hub articles and ToE 1 hour.</li> <li>- Worked on content for additional BBJ run of site ads 3 hours.</li> <li>- Provided updated BBJ digital hub ads and received approval .5 hours.</li> <li>- Researched and provided</li> </ul>	5,000.00
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Additional ToE photos for BWI, Mr. Trash Wheel and stats 1 hour.

- Resized EBLC logo to appear properly on digital hub .5 hours.

March 29-

- Reviewed first draft of ToE and provided edits 2 hours.
- Pick up and drop off EBLC brochures 2 hours.
- Worked with BBJ on Hero image, content hub name and logos 2 hours.
- Reviewed second digital hub article and sent to Roy McGrath .5 hours.
- Gathered images to include in digital hub articles 1 hour.
- Generated list of potential article ideas for next articles 1 hour.

April 1 -

- BBJ ToE edits/design work changes 5 hours.

April 2 -

- Drafted EBLC speakers invite email 2 hours.
- Booked photographer for EBLC .5 hours
- Changed digital hub article photo to Chesapeake Bay Bridge image .5 hours
- Finalized all edits on digital hub and provided for CR review 1 hour.

April 3-

- Provided first draft of MES note card design and discussed feedback .5 hours.

		<ul style="list-style-type: none"> <li>- Edited digital hub ads and made other digital hub changes 1 hour.</li> <li>- Gathered some EBLC sponsor logos 1 hour.</li> </ul> <p>April 4</p> <ul style="list-style-type: none"> <li>- Provided second set of run of site ad proofs .5 hours.</li> </ul> <p>April 5</p> <ul style="list-style-type: none"> <li>- Began work on BBJ second batch of articles. Research and outlining for articles 6 hours.</li> <li>- Reviewed/provided additional edits to the BBJ for digital hub 1 hour.</li> </ul>	
Total:			5,000.00

*YB*

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 45  
DATE: APRIL 19, 2019

Bill for April 8 - April 19, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>April 8 -</p> <ul style="list-style-type: none"> <li>- Chesapeake Bay health article for the BBJ 9 hours.</li> </ul> <p>April 9-</p> <ul style="list-style-type: none"> <li>- Prepared food waste memo for EPA pop up event 4 hours.</li> <li>- Worked on edits and materials for second set of digital ads for BBJ. 2 hours.</li> </ul> <p>April 10-</p> <ul style="list-style-type: none"> <li>- EBLC article for the BBJ 8 hours.</li> </ul> <p>April 11-</p> <ul style="list-style-type: none"> <li>- Worked with four speaker's bureaus to review candidates, describe ideal speakers and compile a potential list of new EBLC speakers 4 hours.</li> </ul>	5,000.00
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April 12-

- Finished compiling and presenting large batch of speakers. 4 hours.
- Reviewed presented speakers for potential issues in their background 2 hours.

April 15 -

- Waste Advantage Magazine Article 8 hours.

April 16 -

- Compiled research and memo on LifeBridge Health's green initiatives for potential partnership meeting 4 hours.
- Drafted EBLC general announcement release 4 hours.

April 17-

- EBLC awards press release 4 hours.

April 18-

- LifeBridge Health partnerships meeting 3 hours.
- MTA sponsorship meeting 2 hours.

April 19-

- Worked on creating

		<p>Social media calendar for EBLC, Constant Contact Calendar for EBLC and updating EBLC marketing plan to reflect new ideas and changes 5 hours.</p> <ul style="list-style-type: none"> <li>- Contacted UMD to discuss WUSA piece and begin process of setting up interview subjects and locations. .5 hours</li> </ul>	
Total:			5,000.00

*YB*

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

INVOICE # 46  
DATE: MAY 3, 2019

Bill for April 22 - May 3, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>April 22 -</p> <ul style="list-style-type: none"> <li>- Finalized Waste Advantage magazine article draft 5 hours.</li> <li>- Drafted Constant Contact calendar for EBLC 4 hours.</li> </ul> <p>April 23-</p> <ul style="list-style-type: none"> <li>- Meeting with Craig Renner regarding EBLC 1 hour.</li> <li>- Met with Steve Pennington for 1 hour to discuss EBLC.</li> <li>- Spoke with UMD Dining Services and TERP Farm to set up filming for WUSA piece 1 hour.</li> <li>- Researched MPT agreement 2 hours.</li> </ul> <p>April 24-</p> <ul style="list-style-type: none"> <li>- Work on Baltimore Sun Op-Ed about EBLC 4 hours.</li> <li>- Spoke with all departments at UMD regarding interview time on May 2. .5 hours</li> </ul> <p>April 25-</p> <ul style="list-style-type: none"> <li>- Baltimore Sun Op-Ed about EBLC 6 hours.</li> </ul>	5,000.00
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*MP*

April 26-

- Confirmed Terp Farm for UMD shoot and still working on Dining Services location .5 hours
- Finalized Op-Ed draft 3 hours.

April 29-

- Gathered bio information for participants of UMD/Compost story and compiled into a one sheet 2 hours.
- Worked on speech for Craig Renner 6 hours.

April 30 -

- Completed calendar item forms for BBJ and Daily Record for EBLC 4 hours.
- Started research for Stormwater piece for BBJ digital hub 3 hours.

May 1 -

- Craig Renner speech 6 hours.
- Edits to BBJ calendar listing 1 hour.

May 2-

- WUSA compost story 8 hours.
- Social media post regarding compost story .5 hours

		<p>May 3-</p> <ul style="list-style-type: none"> <li>- Drafted media advisory to use to promote EBLC for calendar listings and have on the AP Daybook 3 hours.</li> <li>- Gathered additional information for questions regarding compost story for WUSA 2 hours.</li> <li>- Work on Stormwater story for BBJ digital hub 2 hours.</li> </ul>	
Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 47  
DATE: MAY 17, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for May 6 - May 17, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>May 6 -</p> <ul style="list-style-type: none"> <li>- Drafted media advisory to use to promote EBLC for calendar listings and have on the AP Daybook 3 hours.</li> <li>- Submitted listings of EBLC to Maryland Daily Record and BBJ 2 hours.</li> <li>- Worked on edits to EBLC BBJ print ad. 1 hour.</li> </ul> <p>May 7-</p> <ul style="list-style-type: none"> <li>- Wrote Op-Ed for the Baltimore Sun about the EBLC 8 hours.</li> </ul> <p>May 8-</p> <ul style="list-style-type: none"> <li>- Worked on stand up banner for the EBLC including design, pick up and drop off 4 hours.</li> </ul> <p>May 9-</p> <ul style="list-style-type: none"> <li>- Began work on concepts for new ads for Baltimore Sun, NYT and USA Today. 4 hours.</li> </ul> <p>May 10-</p> <ul style="list-style-type: none"> <li>- Stormwater BBJ article research 3 hours.</li> <li>- Research on health of the Chesapeake Bay BBJ article 3 hours.</li> </ul>	5,000.00
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May 13-

- Stormwater BBJ article  
8 hours.

May 14-

- Gathered ad  
information from Waste  
Advantage Magazine and  
Governing magazine 2  
hours.

May 15 -

- Worked with designer  
on updated EBLC slides  
3 hours.
- Followed up with MTA  
about sponsorship of  
EBLC .5 hours
- Negotiated rate with  
Waste Advantage for  
June ad 1 hour.

May 16 -

- Drafted run of show for  
the EBLC 6 hours.

May 17-

- Gathered artwork for  
Waste Advantage  
Magazine Ad. 3 hours.
- Made final changes to  
approved slide deck for  
EBLC 1 hour.
- Reviewed ad for Waste  
Advantage, made some  
suggested edits and  
submitted to  
publication for printing  
1 hour.

Total:				5,000.00

Please make checks payable to: Red, White and Blue, LLC.

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 48  
DATE: MAY 31, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for May 20 - May 31, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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1	Standard	<p>May 20 -</p> <ul style="list-style-type: none"> <li>- EBLC Waste Advantage ad changes 2 hours.</li> <li>- Final placement and price negotiations for Waste Advantage ad 1 hour.</li> </ul> <p>May 21-</p> <ul style="list-style-type: none"> <li>- Worked on ads for NYT and USA Today 4 hours.</li> <li>- Run of show edits 2 hours.</li> </ul> <p>May 22-</p> <ul style="list-style-type: none"> <li>- Images and copy for Baltimore Sun and NYT ads 4 hours.</li> </ul> <p>May 23-</p> <ul style="list-style-type: none"> <li>- Adjustments to the USA Today ads 2 hours.</li> </ul> <p>May 24-</p> <ul style="list-style-type: none"> <li>- GIS BBJ article research 4 hours.</li> <li>- Revisions to Baltimore Sun ads 2 hours.</li> </ul>	5,000.00
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May 27-

- GIS BBJ article 8 hours.

May 28-

- Finalized Baltimore Sun ads 2 hours.

May 29 -

- Worked with designer on updated EBLC slides 3 hours.
- Followed up with MTA about sponsorship of EBLC .5 hours
- Negotiated rate with Waste Advantage for June ad 1 hour.

May 30 -

- Edits to GIS article based upon feedback from team 2 hours.

May 31-

- Completed Governor's brief template for EBLC conference and bullet points 6 hours.
- Began gathering bios and information for EBLC speaker profile Facebook posts 4 hours.

[illegible]

Please make checks payable to: Red, White and Blue, LLC.

SINU-0000480

# INVOICE

INVOICE # 49

DATE: JUNE 14, 2019

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for June 3 - June 14, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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Received  
JUL 22 2019  
[Signature]

1	Standard	<p>June 3 -</p> <ul style="list-style-type: none"> <li>- Researched and drafted Facebook posts for upcoming EBLC speakers 6 hours.</li> </ul> <p>June 4-</p> <ul style="list-style-type: none"> <li>-Reworked briefing materials for Governor Hogan including drafting remarks instead of bullet points. 6 hours</li> </ul> <p>June 5 -</p> <ul style="list-style-type: none"> <li>- Updated GIS BBJ article 4 hours.</li> </ul> <p>June 6-</p> <ul style="list-style-type: none"> <li>- Made EBLC registration calls to Continental Realty, Gebhardt Properties, Hill Properties, Eastern Marine Services, MDTA, LifeBridge Health, Eastern Excavating 5 hours.</li> </ul> <p>June 7 -</p> <ul style="list-style-type: none"> <li>- Completed EBLC Facebook posts 3 hours.</li> </ul>	5,000.00
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June 10-

- Updated the Governor's bullets/speech. 2 hours

June 11-

- Began reviewing options to look at how Glassdoor works and ways to examine reviews. 2 hours.

June 12 -

- Met with Craig Renner to go over upcoming EBLC needs. 1 hour.

June 13 -

- Calls for conference registration to Erickson Senior Living, Medstar Health, Howard Bank, United Way of Central Maryland, League for People with Disabilities, and UPS. 5 hours

June 14-

- Worked on updated run of show for EBLC and began gathering bios/putting together scripts for various portions of the program including the awards segment. 5 hours



SNV-0000  
717

# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 50  
DATE: JUNE 28, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for June 17 - June 28, 2019


TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
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Received

JUL 24

Accounts Payable

1	Standard	<p>June 17 -</p> <ul style="list-style-type: none"> <li>- Met with Sec. Ken Holt to discuss EBLC. 1 hour.</li> <li>- Drafted initial EBLC award program script 3 hours.</li> </ul> <p>June 18-</p> <p>Worked on images and concepts to rework EBLC back drop. 4 hours.</p> <p>June 19 -</p> <ul style="list-style-type: none"> <li>- Gathered award winner bio information and edited EBLC bios 4 hours.</li> </ul> <p>June 20-</p> <ul style="list-style-type: none"> <li>- MES meeting to get safety gear for video shoot 2 hours.</li> </ul> <p>Workforce development panel bio gathering 1 hour.</p> <p>June 21 -</p> <ul style="list-style-type: none"> <li>- EBLC video shoot 10 hours.</li> </ul>	<p>5,000.00</p> 
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June 24-

- MES EBLC meeting. 1 hour. Gathered images for BBJ articles including stormwater, BWI, thermal imaging, GIS 2 hours.

June 25-

- Drafted photo taglines for BBJ articles 2 hours. EBLC award winners release 4 hours.

June 26 -

- Met with Craig Renner to go over upcoming EBLC needs. 1 hour. Provided updated backdrop design for EBLC stage.

June 27 -

- EBLC run of show updated and EBLC awards run of show and introductions created 6 hours.

June 28-

- EBLC meeting to go over scripts and run of shows 2 hours. Cleaned up run of show and scripts 2 hours.
- Compiled bios for EBLC award winners 2 hours.

Total:			5,000.00

Please make checks payable to: Red, White and Blue, LLC.

81WJ-0001700

# INVOICE

Red, White and Blue, LLC.

INVOICE # 51  
DATE: JULY 12, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 1 - July 12, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	<p>July 1 -</p> <ul style="list-style-type: none"> <li>- EBLC meeting to go over scripts and run of shows 2 hours. Cleaned up run of show and scripts 2 hours.</li> <li>Compiled bios for EBLC award winners 2 hours.</li> </ul> <p>July 3 -</p> <ul style="list-style-type: none"> <li>- EBLC meeting 1 hour.</li> </ul> <p>July 7-</p> <ul style="list-style-type: none"> <li>- EBLC run of show proofing and review 2 hours.</li> </ul>	5,000.00

*ups*

July 8 -

- Drafted MES press release and cleaned up Garrett County announcement of new water/wastewater agreement 4 hours.

July 9-

- EBLC 6 hours.

July 10 -

- EBLC 14 hours.

June 11 -

- EBLC 8 hours.

June 12-

- Gathered accomplishments brochure information 2 hours.



# INVOICE

*Red, White and Blue, LLC.*

INVOICE # 52

DATE: JULY 26, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for July 15 - July 26, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	Annual Report- Draft Annual report first draft 35 hours.  Accomplishments document- Repackage accomplishments document for use 2 hours.	5,000.00
Total:			5,000.00

511004188

# INVOICE

Red, White and Blue, LLC.

INVOICE # 53  
DATE: AUGUST 9, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for August 9, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	Draft of Annual Meeting Speech 30 hours  Annual Meeting Pins work 2 hours.	2,500.00
Total:			2,500.00

*[Handwritten signature]*

RECEIVED

SEP 13 2019

ACCOUNTING DEPARTMENT

SIW  
0004187

# INVOICE

Red, White and Blue, LLC.

INVOICE # 54

DATE: AUGUST 23, 2019

826 Salvatore Road  
Baltimore, MD 21220  
[Rwbgroup1@gmail.com](mailto:Rwbgroup1@gmail.com)  
Tax ID: [REDACTED]

Bill for August 23, 2019

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	Annual Meetings work including pre-meetings, dry run, and day of work. 20 hours.  Annual Meeting Pins Finalize Pins and Coordinate Delivery 2 hours.	2,500.00
Total:			2,500.00

*[Handwritten signature]*

SEP 16 2019

# INVOICE

INVOICE # 55

DATE: SEPTEMBER 6, 2019

*Red, White and Blue, LLC.*

826 Salvatore Road  
Baltimore, MD 21220  
Rwbgroup1@gmail.com  
Tax ID: [REDACTED]

Bill for September 6, 2019

*Sumo 6962*

TO Maryland Environmental Service  
Attn: Accounts Payable  
259 Najoles Road  
Millersville, MD 21108-2515

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	Standard	October Retainer	5,000.00
Total:			5,000.00

*YB*

RECEIVED

OCT 23 2019

Accounts Payable



## Featured Speakers Announced for 2019 Environmental Business Leadership Conference

☐ All Articles

☐ Projects

☐ Press Releases

☐ News

### FOR IMMEDIATE RELEASE

BALTIMORE, MD — The Maryland Environmental Service (MES) is pleased to announce that Vice Admiral Walter E. “Ted” Carter, Jr., superintendent of the U.S. Naval Academy in Annapolis, and Judy Woodruff, anchor and managing editor of PBS Newshour, will headline the 2019 Environmental Business Leadership Conference, July 10-11 at the Four Seasons Hotel in Baltimore.

Vice Admiral Carter is the 62nd superintendent of the U.S. Naval Academy. After graduating from the Academy in 1981, he was designated a naval flight officer and graduated from the Navy Fighter Weapons School (NFWs) Top Gun in 1985, the Air Command and Staff College course, the Armed Forces Staff College, and the Navy’s Nuclear Power Program. Vice Admiral Carter will open the conference on Wednesday, sharing his insights on leadership and the Academy’s successful sustainability initiatives.

An acclaimed broadcast journalist, Ms. Woodruff is widely recognized for her roles in moderating U.S. Presidential debates. She has covered politics and other news for more than three decades at CNN, NBC, and PBS. A recipient of the Walter Cronkite Award for Excellence in Journalism, Ms. Woodruff’s groundbreaking work co-anchoring the PBS Newshour, along with Gwen Ifill, marked the first time that an American network broadcast would be led by two women. She will open Thursday’s program and share her views on several topics of interest to the environmental business community.

“We are thrilled and honored to have featured speakers as respected and well-versed as Vice Admiral Ted Carter and Judy Woodruff speak at our 2019 conference,” said MES CEO and Chairman Roy McGrath. “Their unique, global perspectives on leadership and sustainability, developed through years of interacting with leaders at every level of government and the economy, are unmatched.”

More than 30 expert speakers are confirmed for the 2019 EBLC, including seven cabinet secretaries from Governor Larry Hogan’s Administration; representatives of leading companies including Northrop Grumman, Stanley Black and Decker, MGM Resorts International, United Airlines, Baltimore Gas and Electric; state and local government officials; and academic leaders. Attendees at this premier environmental business event will have the opportunity to network with top public and private sector leaders, respected experts, and industry peers, as well as learn about the latest innovations, technologies, and business opportunities in the \$400B environmental business development sector.

MES offers a special thanks to the premier sponsors of the 2019 EBLC: KCI Technologies, Maryland Department of Commerce, Whiting-Turner, Baltimore Business Journal, BGE, Maryland Public Television, Northgate Dutra, Brown Advisory, Arcadis, Corvias, Maryland Department of Housing and Community Development, Merritt Companies, and Moffatt and Nichol.

For more information about the EBLC, or to register, please visit <http://biz.menv.com> (<http://biz.menv.com>).

### About MES

Established in 1970, MES is the 25th largest business in the Baltimore area by revenue, operating approximately 1,000 environmental projects and services across the Mid-Atlantic Region, and employing over 800 teammates. An independent, self-supporting agency of the State of Maryland, MES enhances and protects Maryland’s environment through innovative solutions to the region’s most complex environmental challenges. As a unique, not-for-profit public corporation, MES combines public sector commitment to environmental protection with private sector flexibility and responsiveness. MES receives no direct State operations funding and does not have regulatory authority. More than two-thirds of MES’ revenues flow directly to private sector business partners.

### Sign Up for our Newsletter

Join our mailing list to hear more about MES. News that we share includes innovative technologies, community service, environmental stewardship, new and exciting projects, promotions, employee spotlights, and more.

**Skip to content**


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<https://visitor.r20.constantcontact.com/d.jsp?llr=b6pkayzab&p=oi&m=1127160823713&sit=mrpg5r1lb&f=1588b195>

## Human Trafficking

GET HELP

National Human Trafficking Hotline – 24/7 Confidential

1-888-373-7888

Text: 233733

For more information on human trafficking in Maryland click here (<http://goccp.maryland.gov/victims/rights-resources/human-trafficking/>).

(<https://governor.maryland.gov/>)



(<https://governor.maryland.gov/>)

(<https://covidlink.maryland.gov/content/vaccine/>)



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| Privacy & Security (<https://menv.com/privacy-policy/>) | Veterans Services Specialist Program (<https://menv.com/careers/veterans-services-specialist-program/>)

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(<https://www.youtube.com/meswave>)



(<https://www.linkedin.com/company/maryland-environmental-service>)



(<https://www.instagram.com/marylandenvironmentalservice/?hl=en>)

Employee Login (<https://meswave.menv.com>)

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### McGRATH'S CHARGES ON BETTLEYON'S CREDIT CARD

Card Statement	Trans. Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
01072019	12/7/2018	GreenBiz Group Inc.	\$1,725.00	Registration for Roy McGrath for GreenBiz Conference	
01082018	12/14/2017	PayPal *AEROCLUBWSH	\$250.00	Roy McGrath to attend 2017 Wright Memorial Dinner	I don't recall. I found out we're not supposed to use PayPal. That was something at the auction. He was shady about that charge. He was shady about the PayPal thing because Finance came to me and said you're not supposed to use PayPal.
03062019	2/23/2019	Climate Leadership Conference	\$899.00	Registration for Roy McGrath to attend Climate Leadership Conference	I don't even know what conference that was. He did it or told me to do it. I don't know anything about the conference – I just saw where it was.
03062019	2/25/2019	Leadership Maryland <sup>1</sup>	\$175.00	Roy McGrath Leadership Maryland Renewal	This is the annual renewal that he did that Leadership Maryland class. Shannon doesn't recognize the accounting code 6229. Pam: Yes, it's registration. 1111-1111 is executive office - cost center, and last four numbers is the account. 6229 is the account for registration.
04062017	3/9/2017	Rocky Gap Lodge	\$125.86	MML Chapter meeting hotel accommadation - Roy McGrath	
04062018	3/26/2018	MEDAMD.COM	\$175.00	RENEWAL - MEDA Membership: Roy McGrath	McGrath
04062018	4/2/2019	Academy Art Muse	\$500.00	Sponsorship for Academy Art Museum's Spring Gala	Q: Same art organization on Board? –Yes. Q: With C. Fuller? –Yes. Q: He got MES to pay? –Yes. He plus one guest attended on a Saturday night. Just two tickets.
05072018	4/23/2018	US Chamber of Commerce	\$1,295.00	Roy McGrath IOM Training	McGrath

<sup>1</sup> Yellow shading indicates charges related to leadership courses and trainings.

### McGRATH'S CHARGES ON BETTLEYON'S CREDIT CARD

Card Statement	Trans. Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
05082017	4/19/2017	Hyatt Hotels Chesapeake	\$219.45	Government Procurement Conference hotel room deposit - R. McGrath	I guess it was a conference he attended. Two different? That was weird, I don't know why.
05082017	4/21/2017	Hyatt Hotels Chesapeake	\$269.45	Government Procurement Conference hotel room deposit - R. McGrath	
06062017	5/17/2018	Art & Negative Graphic	\$186.00	Business Cards for Roy McGrath	He went through 15 +/- different cards and he ended up ordering his own. If this is the same company as Ryan's friend, he probably gave me the invoice for it.
06062017	5/25/2018	US Chamber of Commerce	\$995.00	IOM Registration for Roy McGrath	He might have done them himself. I'm not too sure.
06062017	5/31/2018	US Chamber of Commerce	\$595.00	IOM Registration for Roy McGrath	
07292019	7/17/2019	BIZJTIXCORPORATE PHIL	\$85.00	Registration for Roy McGrath - BBJ Event	McGrath
08062018	7/8/2018	ASAE Web	\$325.00	Training for Roy McGrath	I don't know. Maybe online. That was probably him.
08062018	7/18/2018	Emeritus.org Singapore	\$2,200.00	Training for Roy McGrath	That's a weird code (1131-1133.6311). I don't know what code that is. Pam? Pam and Sean: Will check on code and let us know. S: Tuition? Looks like it. But I don't recall doing this. <i>Receipt shows course on Business Analytics: From Data to Insights. Emeritus Institute of Management.</i>
09062017	8/29/2017	ASAE Web	\$1,245.00	Registration to conference for Roy	McGrath
09062018	8/8/2018	ASAE Annual Meeting	\$1,099.00	NEED RECEIPT	Did he give you a receipt? He did. He'd get upset so I'd get [receipt] later.
10082018	10/4/2018	WPY *CEO Update	\$288.00	Account Update for Roy McGrath	Monthly subscription to CEO thing to see what jobs are coming in. Private thing. Events he'd book. <i>Note on statement says "No receipt Need to ask Roy"</i>
10282019	10/11/2019	CEO Update	\$460.00	1111.6475 Renewal RM	Directed by McGrath.
11062017	10/11/2017	CEO Update	\$419.00	CEO Update Subscription for Roy McGrath	
11062018	10/11/2018	CEO Update	\$419.00	CEO Update Renewal	I think they did it automatically. I had to ask Roy for receipt.

### McGRATH'S CHARGES ON BETTLEYON'S CREDIT CARD

Card Statement	Trans. Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
12062017	11/15/2017	Maryland DNR Online	\$70.00	Registration for Roy McGrath MWMC 2017 Conference	McGrath
12062018	11/20/2018	US Chamber of Commerce	\$500.00	Membership Dues	McGrath. Whole organization I guess.
12062018	12/4/2018	MEDAMD.COM	\$85.00	Registration for Roy - MEDA Conference	McGrath

### SHERRING'S CHARGES ON BETTLEYON'S CREDIT CARD

Statement	Trans Date	Merchant Name	Total	Statement's Memo Line	Shannon Bettleyon's Interview Answers
01072019	12/7/2018	GreenBiz Group Inc.	\$1,725.00	Registration for Matthew Sherring for GreenBiz Conference	Most likely, Sherring came to her and said her to use her card to book McGrath and himself for the conference.
04062017	3/9/2017	Rocky Gap Lodge	\$125.86	MML Chapter meeting hotel accommadation - Matthew Sherring	

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DEPARTMENT OF  
BUDGET AND MANAGEMENT



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## Meal & Incidental Expenses (M&IE) Reimbursement Rates for FY 2019

### A. Standard Meal Allowance for FY 2019 (including Tax and Tip)

1. Breakfast....\$10.00
2. Lunch.....\$12.00
3. Dinner.....\$25.00

### B. [Meal rates for high cost metropolitan areas.](#)

### C. Porter fees and hotel tips. The reimbursable rate is \$1.00 per bag.

### D. Transportation Tips. Tips for taxi, bus, shuttle and airport limousine services are limited to 15% of the total fare amount.

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300-301 West Preston Street, Baltimore, MD 21201

Toll Free (800) 705-3493

# Meal Reimbursement Rates in High Cost Metropolitan Areas\*      FY 2018

STATE	CITY	BREAKFAST	LUNCH	DINNER	TOTAL
OH	Akron	9	13	29	51
NY	Albany	11	16	34	61
CA	Anaheim/Santa Ana	11	16	34	61
GA	Atlanta	10	15	31	56
AL	Birmingham	10	15	31	56
MA	Boston	12	18	36	66
NY	Buffalo	10	15	31	56
NC	Charlotte	9	13	29	51
WY	Cheyenne	9	13	29	51
IL	Chicago	12	18	36	66
OH	Cleveland	10	15	31	56
TX	Dallas	12	18	36	66
CO	Denver	11	16	34	61
MI	Detroit	10	15	31	56
FL	Fort Lauderdale	12	18	36	66
MI	Grand Rapids	9	13	29	51
CT	Hartford	10	15	31	56
HI	Honolulu	12	18	36	66
TX	Houston	12	18	36	66
IN	Indianapolis	11	16	34	61
MO	Kansas City	11	16	34	61
NV	Las Vegas	12	18	36	66
CA	Los Angeles	12	18	36	66
WI	Madison	10	15	31	56
FL	Miami	12	18	36	66
WI	Milwaukee	11	16	34	61
MN	Minneapolis/St. Paul	12	18	36	66
AL	Mobile	9	13	29	51
TN	Nashville	12	18	36	66
LA	New Orleans	12	18	36	66
NY	New York City **	11	16	34	61
NY	New York City ***	12	18	36	66
NJ	Newark	11	16	34	61
VA	Norfolk	10	15	31	56
CA	Oakland	10	15	31	56
FL	Orlando	10	15	31	56
PA	Philadelphia	12	18	36	66
AZ	Phoenix	12	18	36	66
PA	Pittsburgh	10	15	31	56
OR	Portland	12	18	36	66
RI	Providence	12	18	36	66
NC	Raleigh	12	18	36	66

VA	Richmond	12	18	36	66
NY	Rochester	9	13	29	51
CA	Sacramento	11	16	34	61
MO	St. Louis	12	18	36	66
UT	Salt Lake City	11	16	34	61
TX	San Antonio	12	18	36	66
CA	San Diego	12	18	36	66
CA	San Francisco	12	18	36	66
CA	San Jose	11	16	34	61
WA	Seattle	12	18	36	66
FL	Tampa/Clearwater/St. Petersburg	9	13	29	51
OH	Toledo	9	13	29	51
DE	Wilmington	10	15	31	56
* Prices include tax and gratuity ** NYC Metro area, excluding Manhattan *** Manhattan only					

### Counties Included in High Cost Metropolitan Areas

<b>ALABAMA</b> Birmingham  Blount County Jefferson County Shelby County St. Clair County Walker County  Mobile  Baldwin County Mobile County  <b>ARIZONA</b> Phoenix  Maricopa County  <b>CALIFORNIA</b> Anaheim-Santa Ana  Orange County Los Angeles Los Angeles County  Oakland  Alameda County Contra Costa County  Sacramento  El Dorado County Placer County Sacramento County Yolo County  San Diego  San Diego County  San Francisco  Marin County	<b>NEVADA</b> Las Vegas  Clark County  <b>NEW JERSEY</b> Newark  Essex County Morris County Sussex County  Union County (For additional New Jersey counties see Philadelphia, PA. and Wilmington, DE)  <b>NEW YORK</b> Albany  Albany County Greene County Montgomery County Rensselaer County Saratoga County Schenectady County  Buffalo  Erie County  New York  Bronx County Kings County New York County Putnam County Queens County Richmond County Rockland County Westchester County
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	San Francisco County San Mateo County	Rochester	
San Jose		Livingston County Monroe County Ontario County Orleans County Wayne County	
	Santa Clara County		
<b>COLORADO</b>		<b>NORTH CAROLINA</b>	
Denver		Charlotte	
	Adams County Arapahoe County Denver County Douglas County Jefferson County		Cabarrus County, NC Gaston County, NC Lincoln County, NC Mecklenburg County, NC Rowan County, NC Union County, NC York County, SC
<b>CONNECTICUT</b>			
Hartford		Raleigh	
	Hartford County Litchfield County New London County Tolland County		Durham County Franklin County Orange County Wake County
<b>DELAWARE</b>		<b>OHIO</b>	
Wilmington		Akron	
	New Castle County, DE Salem County, NJ		Portage County Summit County
<b>FLORIDA</b>			
Fort Lauderdale		Cleveland	
	Broward County		Cuyahoga County Geauga County Lake County Medina County
Miami			
	Dade County	Toledo	
Orlando			Fulton County Lucas County Wood County
	Orange County Osceola County Seminole County	<b>OREGON</b>	
Tampa-St. Petersburg-Clearwater		Portland	
	Hernando County Hillsborough County Pasco County Pinellas County		Clackamas County Multnomah County Washington County Yamhill County
<b>GEORGIA</b>		<b>PENNSYLVANIA</b>	
Atlanta		Philadelphia	
	Barrow County Butts County Cherokee County Clayton County Cobb County Coweta County DeKalb County Douglas County Fayette County Forsyth County Fulton County Gwinnett County Henry County Newton County Paulding County Rockdale County		Bucks County, PA Chester County, PA Delaware County, PA Montgomery County, PA Philadelphia County, PA Burlington County, NJ Camden County, NJ Gloucester, NJ
		Pittsburgh	
			Allegheny County Fayette County Washington County

	Spalding County Walton County	Westmoreland County	
<b>HAWAII</b> Honolulu	Honolulu County	<b>RHODE ISLAND</b>	Providence Bristol County Kent County Newport County Providence County Washington County
<b>ILLINOIS</b> Chicago	Cook County DuPage County McHenry County	<b>SOUTH CAROLINA</b> Greenville-Spartanburg	
(For additional Illinois counties, see St. Louis, MO)		(For South Carolina counties see Charlotte, NC)	
<b>INDIANA</b> Indianapolis	Boone County Hamilton County Hancock County Hendricks County Johnson County Marion County Morgan County Shelby County	<b>TENNESSEE</b> Nashville	Chetham County Davidson County Dickson County Robertson County Rutherford County Sumner County Williamson County Wilson County
<b>KANSAS</b> (For Kansas counties see Kansas City, MO)		<b>TEXAS</b> Dallas	Collin County Dallas County Denton County Ellis County Kaufmann County Rockwall County
<b>LOUISIANA</b> New Orleans	Jefferson Parish Orleans Parish St. Bernard Parish St. Charles Parish St. John the Baptist Parish St. Tammany Parish	Houston	Fort Bend County Harris County Liberty County Montgomery County Waller County
<b>MASSACHUSETTS</b> Boston	Bristol County Essex County Middlesex County Norfolk County Plymouth County Suffolk County Worcester County	San Antonio	Bexer County Comal County Guadalupe County
<b>MICHIGAN</b> Detroit	Lapeer County Livingston County Macomb County Monroe County Oakland County St. Clair County Wayne County	<b>UTAH</b> Salt Lake City	Davis County Salt Lake County Weber County
Grand Rapids	Kent County Ottawa County	<b>VIRGINIA</b> Norfolk	Gloucester County James City County York County Chesapeake city Hampton city Newport News city Norfolk city
<b>MINNESOTA</b> Minneapolis - St. Paul			

	<p>Anoka County, MN  Carver County, MN  Chisago County, MN  Dakota County, MN  Hennepin County, MN  Isanti County, MN  Ramsey County, MN  Scott County, MN  Washington County, MN  Wright County, MN  St. Croix County, WI</p>		<p>Poquoson city  Portsmouth city  Suffolk city  Virginia Beach city  Williamsburg city</p>
<b>MISSOURI</b> Kansas City		Richmond	
	<p>Cass County, MO  Clay County, MO  Jackson County, MO  Lafayette County, MO  Platte County, MO  Ray County, MO  Johnson County, KS  Leavenworth County, KS  Miami County, KS  Wyandotte County, KS</p>		<p>Charles City County  Chesterfield County  Dinwiddie County  Goochland County  Hanover County  Henrico County  New Kent County  Powhatan County  Prince George County  Colonial Heights City  Hopewell City  Petersburg City  Richmond City</p>
St. Louis		<b>WASHINGTON</b> Seattle	
			<p>King County  Snohomish County</p>
	<p>Clinton, County, IL  Jersey County, IL  Madison County, IL  Monroe County, IL St.  Clair County, IL  Franklin County, MO  Jefferson County, MO  St. Charles County, MO  St. Louis County, MO  St. Louis City, MO</p>	<b>WISCONSIN</b> Madison	
			Dane County
		Milwaukee	
			<p>Milwaukee County  Ozaukee County  Washington County  Waukesha County</p>
			(For additional Wisconsin counties see Minneapolis-St. Paul, MN)
		<b>WYOMING</b> Cheyenne	
			Laramie County

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MARYLAND  
Department of Budget and Management



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## Meal & Incidental Expenses (M&IE) Reimbursement Rates for FY 2020 (effective 9/1/19)

A. Standard Meal Allowance for FY 2020 (including Tax and Tip) - **(effective 9/1/19)**

1. Breakfast....\$13.00
2. Lunch.....\$15.00
3. Dinner.....\$28.00

B. [Meal rates for high cost metropolitan areas.](#)

C. Porter fees and hotel tips. The reimbursable rate is \$1.00 per bag.

D. Transportation Tips. Tips for taxi, bus, shuttle and airport limousine services are limited to 15% of the total fare amount.

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Meal Reimbursement Rates in High Cost Metropolitan Areas FY 2020, effective 9/1/19

State	City	Breakfast	Lunch	Dinner	Total
OH	Akron	13	15	28	56
NY	Albany	14	16	31	61
CA	Anaheim/Santa Ana	13	18	35	66
GA	Atlanta	16	17	33	66
AL	Birmingham	13	15	31	59
MA	Boston	17	18	36	71
NY	Buffalo	16	17	33	66
NC	Charlotte	13	15	28	56
WY	Cheyenne	13	15	28	56
IL	Chicago	18	19	39	76
OH	Cleveland	16	17	33	66
TX	Dallas	16	17	33	66
CO	Denver	18	19	39	76
MI	Detroit	13	15	28	56
FL	Ft. Lauderdale	16	17	33	66
MI	Grand Rapids	14	16	31	61
CT	Hartford	14	16	31	61
HI	Honolulu	18	19	39	76
TX	Houston	14	16	31	61
IN	Indianapolis	13	15	28	56
KS	Kansas City	16	17	33	66
NV	Las Vegas	14	16	31	61
CA	Los Angeles	16	17	33	66
WI	Madison	14	16	26	56
FL	Miami	12	18	36	66
WI	Milwaukee	16	17	28	61
MN	Minneapolis/St. Paul	18	19	39	76
AL	Mobile	14	16	31	61
LA	New Orleans	17	18	36	71
NY	New York City (excluding Manhattan)	18	19	34	71
NY	New York City (Manhattan only)	18	19	39	76
NJ	Newark	14	16	31	61
VA	Norfolk	13	17	31	61
CA	Oakland	17	18	35	70
FL	Orlando	16	17	33	66
PA	Philadelphia	14	16	31	61
AZ	Phoenix	13	15	28	56
PA	Pittsburgh	13	15	28	56
OR	Portland	14	16	36	66
RI	Providence	14	16	31	61
NC	Raleigh	13	15	28	56
VA	Richmond	16	17	33	66
NY	Rochester	14	16	31	61
CA	Sacramento	16	17	33	66
UT	Salt Lake City	13	15	28	56
TX	San Antonio	14	16	31	61
CA	San Diego	17	18	36	71
CA	San Francisco	18	19	39	76
CA	San Jose	17	18	36	71
WA	Seattle	18	19	39	76
MO	St. Louis	16	17	33	66
FL	Tampa/Clearwater/St. Pete	14	16	31	61
OH	Toledo	13	15	28	56
DE	Wilmington	13	15	31	59

Standard M & IE Reimbursement Rates for FY 2020	13	15	28	56
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**Counties Included in High Cost Metropolitan Areas, as of 9/01/19**

<b>ALABAMA</b>		<b>NEVADA</b>	
Birmingham	Blount County Jefferson County Shelby County St. Clair County Walker County	Las Vegas	Clark County
Mobile	Baldwin County Mobile County	<b>NEW JERSEY</b>	
		Newark	Essex County Morris County Sussex County Union County (for addt'l NJ counties see Phil., PA & Wilmington, DE)
<b>ARIZONA</b>		<b>NEW YORK</b>	
Phoenix	Maricopa County	Albany	Albany County Greene County Montgomery County Rensselaer County Saratoga County Schenectady County
<b>CALIFORNIA</b>			
Anaheim-Santa Ana	Orange County	Buffalo	Erie County
Los Angeles	Los Angeles County	New York	Bronx County Kings County New York County Putnam County Queens County Richmond County Rockland County Westchester County
Oakland	Alameda County Contra Costa County	Rochester	Livingston County Monroe County Ontario County Orleans County Wayne County
Sacramento	El Dorado County Placer County Sacramento County Yolo County	<b>NORTH CAROLINA</b>	
San Diego	San Diego County	Charlotte	Cabarrus County Gaston County Lincoln County Mecklenburg County Rowan County Union County York County, SC
San Francisco	Marin County San Francisco County San Mateo County		
San Jose	Santa Clara County	Raleigh	Durham County Franklin County Orange County Wake County
<b>COLORADO</b>			
Denver	Adams County Arapahoe County Denver County Douglas County Jefferson County		
<b>CONNECTICUT</b>			
Hartford	Hartford County Litchfield County New London County Tolland County		

**Counties Included in High Cost Metropolitan Areas, as of 9/01/19**

<b>DELAWARE</b> Wilmington	New Castle County Salem County, NJ	<b>OHIO</b> Akron	Portage County Summit County
<b>FLORIDA</b> Ft. Lauderdale	Broward County	Cleveland	Cuyahoga County Geauga County Lake County Medina County
Miami	Dade County	Toledo	Fulton County Lucas County Wood County
Orlando	Orange County Osceola County Seminole County	<b>OREGON</b> Portland	Clackamas County Multnomah County Washington County Yamhill County
Tampa-St.Pete-Clearwater	Hernando County Hillsborough County Pasco County Pinellas County	<b>PENNSYLVANIA</b> Philadelphia	Bucks County Chester County Delaware County Montgomery County Philadelphia County Burlington County, NJ Camden County, NJ Gloucester, NJ
<b>GEORGIA</b> Atlanta	Barrow County Butts County Cherokee County Clayton County Cobb County Coweta County DeKalb County Douglas County Fayette County Forsyth County Fulton County Gwinnett County Henry County Newton County Paulding County Rockdale County Spaulding County Walton County	Pittsburgh	Allegheny County Fayette County Washington County Westmoreland County
<b>HAWAII</b> Honolulu	Honolulu County	<b>RHODE ISLAND</b> Providence	Bristol County Kent County Newport County Providence County Washington County
<b>ILLINOIS</b> Chicago	Cook County	<b>SOUTH CAROLINA</b>	York County (SW of Charlotte, NC)
	DuPage County McHenry County	<b>TEXAS</b> Dallas	Collin County Dallas County Denton County Ellis County Kaufmann County Rockwall County
(for addt'l IL counties, see St. Louis, MO)			
<b>INDIANA</b> Indianapolis	Boone County		

**Counties Included in High Cost Metropolitan Areas, as of 9/01/19**

Hamilton County Hancock County Hendricks County Johnson County Marion County Morgan County Shelby County	
<b>KANSAS</b> (for Kansas counties see Kansas City, MO)	
<b>LOUISIANA</b> New Orleans  Jefferson Parish Orleans Parish St. Bernard Parish St. Charles Parish St. John the Baptist Parish St. Tammany Parish	
<b>MASSACHUSETTS</b> Boston  Bristol County Essex County Middlesex County Norfolk County Plymouth County Suffolk County Worcester County	
<b>MICHIGAN</b> Detroit  Lapeer County Livingston County Macomb County Monroe County Oakland County St. Clair County Wayne County	
Grand Rapids  Kent County Ottawa County	
<b>MINNESOTA</b> Minneapolis-St. Paul Anoka County Carver County Chisago County Dakota County Hennepin County Isanti County Ramsey County Scott County Washington County Wright County St. Croix County WI	
	Houston  Ft. Bend County Harris County Liberty County Montgomery County Waller County
	San Antonio  Bexter County Comal County Guadalupe County
	<b>UTAH</b> Salt Lake City  Davis County Salt Lake County Weber County
	<b>VIRGINIA</b> Norfolk  Gloucester County James City County York County Chesapeake City Hampton City Newport News City Poquoson City Portsmouth City Suffolk City Virginia Beach City Williamsburg City
	Richmond  Charles City County Chesterfield County Dinwiddie County Goochland County Hanover County Henrico County New Kent County Powhatan County Prince George County Colonial Heights City Hopewell City Petersburg City
	<b>WASHINGTON</b> Seattle  King County Snohomish County
	<b>WISCONSIN</b> Madison  Dane County

**Counties Included in High Cost Metropolitan Areas, as of 9/01/19**

<p><b>MISSOURI</b></p> <p>Kansas City</p> <p>Cass County MO  Clay County MO  Jackson County MO  Lafayette County MO  Platte County MO  Ray County MO  Johnson County KS  Leavenworth County KS  Miami County KS  Wyandotte County KS</p> <p>St. Louis</p> <p>Clinton County IL  Jersey County IL  Madison County IL  Monroe County IL  St. Clair County IL  Franklin County MO  Jefferson County MO  St. Charles County MO  St. Louis County MO</p>	<p>Milwaukee</p> <p>Milwaukee County  Ozaukee County  Washington County  Waukesha County</p> <p>(for addt'l WI counties,  see Minneapolis-St.Paul, MN)</p> <p><b>WYOMING</b></p> <p>Cheyenne</p> <p>Laramie County</p>
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## BUDGET AND MANAGEMENT



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## Meal Reimbursement Rates in High Cost Metropolitan Areas\* FY 2017

### A. Standard Meal Allowance for FY 2017 (including Tax and Tip)

1. Breakfast....\$ 9.00
2. Lunch.....\$11.00
3. Dinner.....\$25.00

### B. [Meal rates for high cost metropolitan areas.](#)

C. Porter fees and hotel tips. The reimbursable rate is \$1.00 per bag.

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GA	Atlanta	10	15	31	56
AL	Birmingham	10	15	31	56
MA	Boston	12	18	36	66
NY	Buffalo	10	15	31	56
NC	Charlotte	9	13	29	51
WY	Cheyenne	9	13	29	51
IL	Chicago	12	18	36	66
OH	Cleveland	10	15	31	56
TX	Dallas	12	18	36	66
CO	Denver	11	16	34	61
MI	Detroit	10	15	31	56
FL	Fort Lauderdale	12	18	36	66
MI	Grand Rapids	9	13	29	51
CT	Hartford	10	15	31	56
HI	Honolulu	12	18	36	66
TX	Houston	12	18	36	66
IN	Indianapolis	11	16	34	61
MO	Kansas City	11	16	34	61
NV	Las Vegas	12	18	36	66
CA	Los Angeles	12	18	36	66
WI	Madison	10	15	31	56
FL	Miami	12	18	36	66
WI	Milwaukee	11	16	34	61
MN	Minneapolis/St. Paul	12	18	36	66
AL	Mobile	9	13	29	51
TN	Nashville	12	18	36	66
LA	New Orleans	12	18	36	66
NY	New York City **	11	16	34	61
NY	New York City ***	12	18	36	66
NJ	Newark	11	16	34	61
VA	Norfolk	10	15	31	56
CA	Oakland	10	15	31	56
FL	Orlando	10	15	31	56
PA	Philadelphia	12	18	36	66
AZ	Phoenix	12	18	36	66
PA	Pittsburgh	10	15	31	56
OR	Portland	12	18	36	66
RI	Providence	12	18	36	66
NC	Raleigh	12	18	36	66

VA	Richmond	12	18	36	66
NY	Rochester	9	13	29	51
CA	Sacramento	11	16	34	61
MO	St. Louis	12	18	36	66
UT	Salt Lake City	11	16	34	61
TX	San Antonio	12	18	36	66
CA	San Diego	12	18	36	66
CA	San Francisco	12	18	36	66
CA	San Jose	11	16	34	61
WA	Seattle	12	18	36	66
FL	Tampa/Clearwater/St. Petersburg	9	13	29	51
OH	Toledo	9	13	29	51
DE	Wilmington	10	15	31	56
* Prices include tax and gratuity ** NYC Metro area, excluding Manhattan *** Manhattan only					

## Counties Included in High Cost Metropolitan Areas

<b>ALABAMA</b> Birmingham  Blount County Jefferson County Shelby County St. Clair County Walker County  Mobile  Baldwin County Mobile County  <b>ARIZONA</b> Phoenix  Maricopa County  <b>CALIFORNIA</b> Anaheim-Santa Ana  Orange County Los Angeles Los Angeles County  Oakland  Alameda County Contra Costa County  Sacramento  El Dorado County Placer County Sacramento County Yolo County  San Diego  San Diego County  San Francisco  Marin County	<b>NEVADA</b> Las Vegas  Clark County  <b>NEW JERSEY</b> Newark  Essex County Morris County Sussex County  Union County (For additional New Jersey counties see Philadelphia, PA. and Wilmington, DE)  <b>NEW YORK</b> Albany  Albany County Greene County Montgomery County Rensselaer County Saratoga County Schenectady County  Buffalo  Erie County  New York  Bronx County Kings County New York County Putnam County Queens County Richmond County Rockland County Westchester County
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San Jose	San Francisco County San Mateo County  Santa Clara County	Rochester	Livingston County Monroe County Ontario County Orleans County Wayne County
<b>COLORADO</b> Denver	Adams County Arapahoe County Denver County Douglas County Jefferson County	<b>NORTH CAROLINA</b> Charlotte	Cabarrus County, NC Gaston County, NC Lincoln County, NC Mecklenburg County, NC Rowan County, NC Union County, NC York County, SC
<b>CONNECTICUT</b> Hartford	Hartford County Litchfield County New London County Tolland County	Raleigh	Durham County Franklin County Orange County Wake County
<b>DELAWARE</b> Wilmington	New Castle County, DE Salem County, NJ	<b>OHIO</b> Akron	Portage County Summit County
<b>FLORIDA</b> Fort Lauderdale	Broward County	Cleveland	Cuyahoga County Geauga County Lake County Medina County
Miami	Dade County	Toledo	Fulton County Lucas County Wood County
Orlando	Orange County Osceola County Seminole County	<b>OREGON</b> Portland	Clackamas County Multnomah County Washington County Yamhill County
Tampa-St. Petersburg-Clearwater	Hernando County Hillsborough County Pasco County Pinellas County	<b>PENNSYLVANIA</b> Philadelphia	Bucks County, PA Chester County, PA Delaware County, PA Montgomery County, PA Philadelphia County, PA Burlington County, NJ Camden County, NJ Gloucester, NJ
<b>GEORGIA</b> Atlanta	Barrow County Butts County Cherokee County Clayton County Cobb County Coweta County DeKalb County Douglas County Fayette County Forsyth County Fulton County Gwinnett County Henry County Newton County Paulding County Rockdale County	Pittsburgh	Allegheny County Fayette County Washington County

	Spalding County Walton County	Westmoreland County	
<b>HAWAII</b> Honolulu	Honolulu County	<b>RHODE ISLAND</b>	Providence Bristol County Kent County Newport County Providence County Washington County
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(For additional Illinois counties, see St. Louis, MO)		(For South Carolina counties see Charlotte, NC)	
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<b>MINNESOTA</b> Minneapolis - St. Paul			

	<p>Anoka County, MN  Carver County, MN  Chisago County, MN  Dakota County, MN  Hennepin County, MN  Isanti County, MN  Ramsey County, MN  Scott County, MN  Washington County, MN  Wright County, MN  St. Croix County, WI</p>		<p>Poquoson city  Portsmouth city  Suffolk city  Virginia Beach city  Williamsburg city</p>
<b>MISSOURI</b> Kansas City		Richmond	
	<p>Cass County, MO  Clay County, MO  Jackson County, MO  Lafayette County, MO  Platte County, MO  Ray County, MO  Johnson County, KS  Leavenworth County, KS  Miami County, KS  Wyandotte County, KS</p>		<p>Charles City County  Chesterfield County  Dinwiddie County  Goochland County  Hanover County  Henrico County  New Kent County  Powhatan County  Prince George County  Colonial Heights City  Hopewell City  Petersburg City  Richmond City</p>
St. Louis		<b>WASHINGTON</b> Seattle	
			<p>King County  Snohomish County</p>
	<p>Clinton, County, IL  Jersey County, IL  Madison County, IL  Monroe County, IL St.  Clair County, IL  Franklin County, MO  Jefferson County, MO  St. Charles County, MO  St. Louis County, MO  St. Louis City, MO</p>	<b>WISCONSIN</b> Madison	
			Dane County
		Milwaukee	
			<p>Milwaukee County  Ozaukee County  Washington County  Waukesha County</p>
			(For additional Wisconsin counties see Minneapolis-St. Paul, MN)
		<b>WYOMING</b> Cheyenne	
			Laramie County

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STATE JOBS

STATE EMPLOYEES

PUBLIC INFORMATION

## BUDGET AND MANAGEMENT

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- > [Equal Employment Opportunity](#)
- > [Health Benefits](#)
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- > [Zika Information](#)
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- > [Central Collection](#)

## Meal & Incidental Expenses (M&IE) Reimbursement Rates for FY 2018

### A. Standard Meal Allowance for FY 2018 (including Tax and Tip)

1. Breakfast....\$10.00
2. Lunch.....\$12.00
3. Dinner.....\$25.00

### B. [Meal rates for high cost metropolitan areas.](#)

C. Porter fees and hotel tips. The reimbursable rate is \$1.00 per bag.

D. Transportation Tips. Tips for taxi, bus, shuttle and airport limousine services are limited to 15% of the total fare amount.

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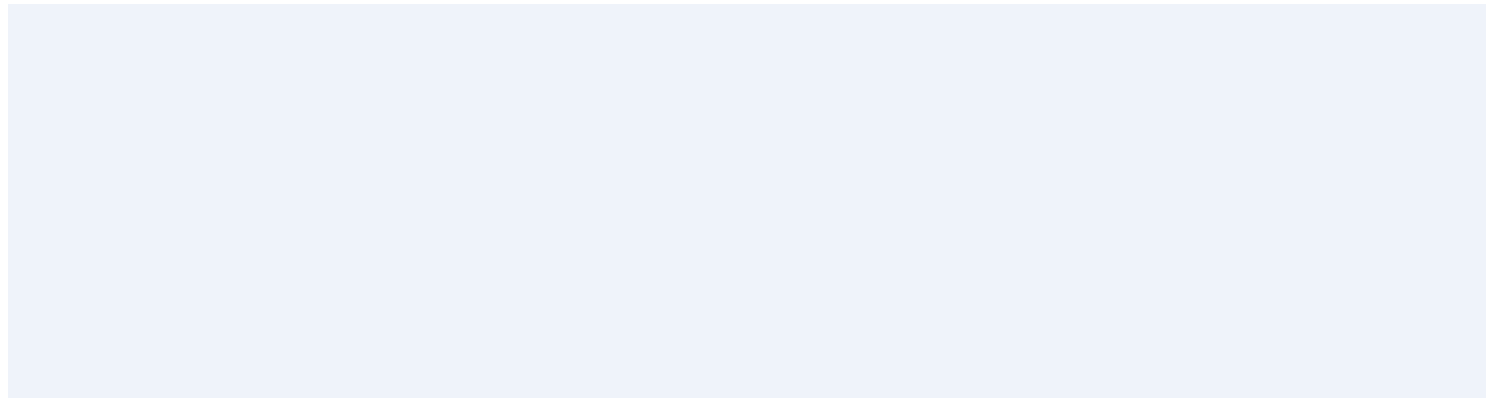
[Accessibility](#)

45 Calvert Street, Annapolis, MD 21401

300-301 West Preston Street, Baltimore, MD 21201

Toll Free (800) 705-3493





# Meal Reimbursement Rates in High Cost Metropolitan Areas\* FY 2018

STATE	CITY	BREAKFAST	LUNCH	DINNER	TOTAL
OH	Akron	9	13	29	51
NY	Albany	11	16	34	61
CA	Anaheim/Santa Ana	11	16	34	61
GA	Atlanta	10	15	31	56
AL	Birmingham	10	15	31	56
MA	Boston	12	18	36	66
NY	Buffalo	10	15	31	56
NC	Charlotte	9	13	29	51
WY	Cheyenne	9	13	29	51
IL	Chicago	12	18	36	66
OH	Cleveland	10	15	31	56
TX	Dallas	12	18	36	66
CO	Denver	11	16	34	61
MI	Detroit	10	15	31	56
FL	Fort Lauderdale	12	18	36	66
MI	Grand Rapids	9	13	29	51
CT	Hartford	10	15	31	56
HI	Honolulu	12	18	36	66
TX	Houston	12	18	36	66
IN	Indianapolis	11	16	34	61
MO	Kansas City	11	16	34	61
NV	Las Vegas	12	18	36	66
CA	Los Angeles	12	18	36	66
WI	Madison	10	15	31	56
FL	Miami	12	18	36	66
WI	Milwaukee	11	16	34	61
MN	Minneapolis/St. Paul	12	18	36	66
AL	Mobile	9	13	29	51
TN	Nashville	12	18	36	66
LA	New Orleans	12	18	36	66
NY	New York City **	11	16	34	61
NY	New York City ***	12	18	36	66
NJ	Newark	11	16	34	61
VA	Norfolk	10	15	31	56
CA	Oakland	10	15	31	56
FL	Orlando	10	15	31	56
PA	Philadelphia	12	18	36	66
AZ	Phoenix	12	18	36	66
PA	Pittsburgh	10	15	31	56
OR	Portland	12	18	36	66
RI	Providence	12	18	36	66
NC	Raleigh	12	18	36	66

VA	Richmond	12	18	36	66
NY	Rochester	9	13	29	51
CA	Sacramento	11	16	34	61
MO	St. Louis	12	18	36	66
UT	Salt Lake City	11	16	34	61
TX	San Antonio	12	18	36	66
CA	San Diego	12	18	36	66
CA	San Francisco	12	18	36	66
CA	San Jose	11	16	34	61
WA	Seattle	12	18	36	66
FL	Tampa/Clearwater/St. Petersburg	9	13	29	51
OH	Toledo	9	13	29	51
DE	Wilmington	10	15	31	56
* Prices include tax and gratuity ** NYC Metro area, excluding Manhattan *** Manhattan only					

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San Jose		Livingston County Monroe County Ontario County Orleans County Wayne County	
	Santa Clara County		
<b>COLORADO</b>		<b>NORTH CAROLINA</b>	
Denver		Charlotte	
	Adams County Arapahoe County Denver County Douglas County Jefferson County		Cabarrus County, NC Gaston County, NC Lincoln County, NC Mecklenburg County, NC Rowan County, NC Union County, NC York County, SC
<b>CONNECTICUT</b>			
Hartford		Raleigh	
	Hartford County Litchfield County New London County Tolland County		Durham County Franklin County Orange County Wake County
<b>DELAWARE</b>		<b>OHIO</b>	
Wilmington		Akron	
	New Castle County, DE Salem County, NJ		Portage County Summit County
<b>FLORIDA</b>			
Fort Lauderdale		Cleveland	
	Broward County		Cuyahoga County Geauga County Lake County Medina County
Miami			
	Dade County	Toledo	
Orlando			Fulton County Lucas County Wood County
	Orange County Osceola County Seminole County	<b>OREGON</b>	
Tampa-St. Petersburg-Clearwater		Portland	
	Hernando County Hillsborough County Pasco County Pinellas County		Clackamas County Multnomah County Washington County Yamhill County
<b>GEORGIA</b>		<b>PENNSYLVANIA</b>	
Atlanta		Philadelphia	
	Barrow County Butts County Cherokee County Clayton County Cobb County Coweta County DeKalb County Douglas County Fayette County Forsyth County Fulton County Gwinnett County Henry County Newton County Paulding County Rockdale County		Bucks County, PA Chester County, PA Delaware County, PA Montgomery County, PA Philadelphia County, PA Burlington County, NJ Camden County, NJ Gloucester, NJ
		Pittsburgh	
			Allegheny County Fayette County Washington County

	Spalding County Walton County		Westmoreland County
<b>HAWAII</b> Honolulu	Honolulu County	<b>RHODE ISLAND</b>	Providence Bristol County Kent County Newport County Providence County Washington County
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<b>MISSOURI</b> Kansas City		Richmond	
	<p>Cass County, MO  Clay County, MO  Jackson County, MO  Lafayette County, MO  Platte County, MO  Ray County, MO  Johnson County, KS  Leavenworth County, KS  Miami County, KS  Wyandotte County, KS</p>		<p>Charles City County  Chesterfield County  Dinwiddie County  Goochland County  Hanover County  Henrico County  New Kent County  Powhatan County  Prince George County  Colonial Heights City  Hopewell City  Petersburg City  Richmond City</p>
St. Louis		<b>WASHINGTON</b> Seattle	
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			Dane County
		Milwaukee	
			<p>Milwaukee County  Ozaukee County  Washington County  Waukesha County</p>
			(For additional Wisconsin counties see Minneapolis-St. Paul, MN)
		<b>WYOMING</b> Cheyenne	
			Laramie County

Cost	
111	
111	

<b>Total:</b>	<b>\$1,119.20</b>
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APR 21 2017

## Accounts Payable

[illegible]

Date 4/19/17

Title Deputy Director

Analysis of McGrath and Sherring’s Domestic Travel

Start Date	End Date	Length	Domestic Trip	Location	Attended by McGrath, Sherring, or Both	McGrath		Sherring		Total Cost
						Reimbursement Amount	Source	Reimbursement Amount	Source	
3/27/2017	3/30/2017	4	Swanapalooza Conference	Reno, NV	BOTH	\$ 1,995.53	B, cc	\$ 572.75	cc	\$ 2,568.28
5/21/2017	5/23/2017	3	International Council of Shopping Centers (“ICSC”) RECon	Las Vegas, NV	BOTH	\$ 924.75	C, cc	\$ 1,182.54	3, cc	\$ 2,107.29
5/27/2017	5/31/2017	5	SWA Renewable Energy facility visit	Palm Beach, FL	McGrath	\$ 516.14	C, ccs			\$ 516.14
10/3/2017	10/6/2017	4	National Governor's Association Energy ("NGA") Summit Conference	Denver, CO	McGrath	\$ 1,565.79	H, cc			\$ 1,565.79
2/6/2018	2/8/2018	3	GreenBiz18 Conference	Phoenix, AZ	BOTH	\$ 1,456.35	N, O	\$ 1,965.59	7, cc	\$ 3,421.94
2/26/2018	2/27/2018	2	CAP Glass Site Tour/Meeting	New Stanton, PA	Sherring			\$ 147.35	8, cc	\$ 147.35
4/4/2018	4/5/2018	2	Tour of Ostara system at the York Wastewater Treatment Plant	York, PA	BOTH	\$ 222.54	N	\$ 176.63	9, cc	\$ 399.17
4/23/2018	4/25/2018	3	WASTECON Convention (Correction: Waste Expo )	Las Vegas, NV	McGrath	\$ 2,048.08	N, O			\$ 2,048.08
5/21/2018	5/23/2018	3	ICSC RECon	Las Vegas, NV	BOTH	\$ 1,695.61	N	\$ 1,424.67	10, cc	\$ 3,120.28
6/23/2018	6/25/2018	3	S&P Global Meeting	NYC	McGrath	\$ 1,427.80	N, O			\$ 1,427.80
2/25/2019	2/28/2019	4	GreenBiz19 Conference	Phoenix, AZ	BOTH	\$ 187.92	SA	\$ 2,339.71	27	\$ 2,527.63
5/5/2019	5/7/2019	3	Waste Expo	Las Vegas, NV	McGrath	\$ 1,952.47	SA			\$ 1,952.47
5/14/2019	5/17/2019	4	SWAN Water Environment Federation	Miami, FL	McGrath	\$ 2,067.52	SA			\$ 2,067.52
5/18/2019	5/21/2019	4	ICSC Conference	Las Vegas, NV	McGrath	\$ 2,849.01	SA			\$ 2,849.01
9/24/2019	9/25/2019	2	International Conference on Sustainable Development (“ICSD”) 2019	NYC	BOTH	\$ 2,572.33	SB, SC, SD	\$ 1,018.31	38	\$ 3,590.64
10/22/2019	10/25/2019	4	Solid Waste Association of North America (“SWANA” ) WASTECON 2019	Phoenix, AZ	BOTH	\$ 3,467.75	SB, SC, SD	\$ 2,535.87	40	\$ 6,003.62
10/26/2019	10/30/2019	5	North East Recycling Council ("NERC") Conference	Providence, RI	McGrath	\$ 1,971.58	SB, SC			\$ 1,971.58
11/5/2019	11/6/2019	2	Meeting with Pepco	Arlington, VA	McGrath	\$ 369.94	SB, SC			\$ 369.94
12/8/2019	12/10/2019	3	Business Meetings: Orion Global Solutions	NYC	BOTH	\$ 725.33	SA, SC	\$ 1,693.76	41	\$ 2,419.09
2/2/2020	2/4/2020	3	ICSC Reception event site visit	Las Vegas, NV	BOTH	\$ 534.13	SD	\$ 1,566.17	42	\$ 2,100.30
2/4/2020	2/6/2020	3	GreenBiz20	Scottsdale/Phoenix, AZ	BOTH	\$ 2,452.26	SD	\$ 2,052.93	42	\$ 4,505.19
2/22/2020	2/26/2020	5	Global Waste Management Symposium	Indian Wells, CA	BOTH (Sherring arrived 2 days after McGrath )	\$ 3,893.67	SD			\$ 3,893.67
2/24/2020	2/26/2020	3						\$ 2,742.58	43	\$ 2,742.58
TOTALS:						\$ 34,896.50		\$ 19,418.85		\$ 54,315.35

# Our Mission

## Purpose

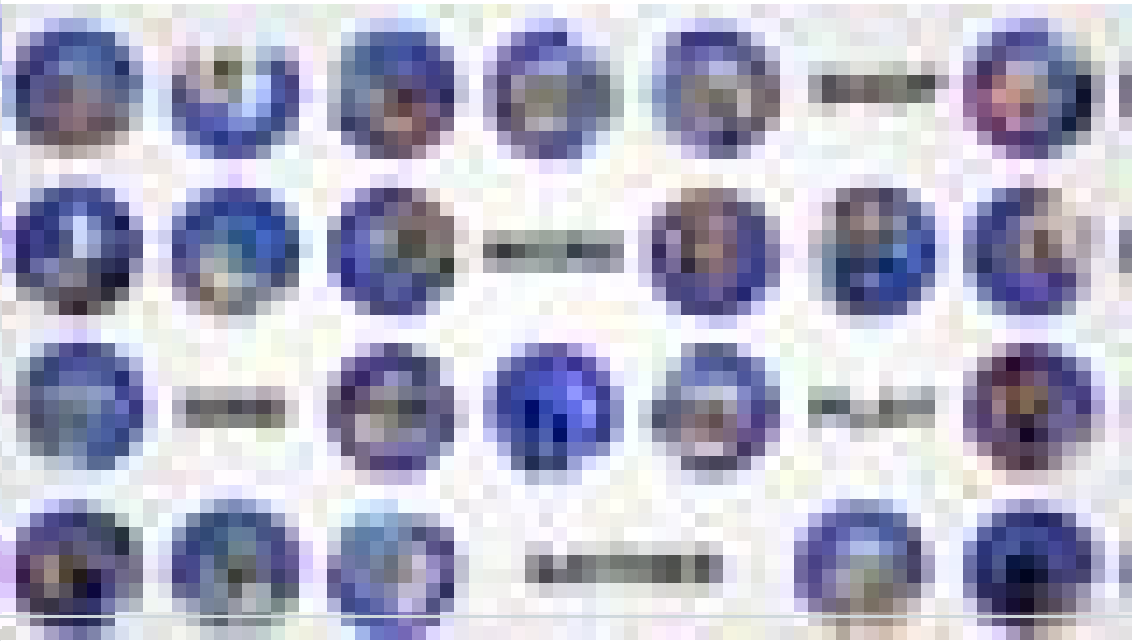
The member organization for industry advancement, ICSC promotes and elevates the marketplaces and spaces where people shop, dine, work, play and gather as foundational and vital ingredients of communities and economies.

## Value Proposition



ICSC produces experiences that create connections and catalyze deals; aggressively advocates to shape public policy; develops high impact marketing and public relations that influence opinions; provides an enduring platform for professional success; and creates forward thinking content with actionable insights — all of which drive industry innovation and growth.

## ICSC’s Rebrand

The rebranding of ICSC is about more than our organization and it is much more than a logo change. It is about redefining who we are, and by extension, redefining the industry. Learn more from the video and FAQ below:



Click to share



ICSC’s Rebrand FAQ

# ICSC 2025

Our five-year strategy to address the most critical issues facing our members today — and in the future.

[Learn More](#)

## Core Goals



Advance Industry Narrative



Grow and Engage Membership



Enhance Product and Service Offerings

## Our Core Values

**Service** – Serving our members is a privilege and we have an unrelenting focus on it. We seek out how best to address challenges and opportunities in a direct and fair manner.

**Integrity** – We recognize our reputation is essential and acting with honesty and integrity is fundamental in every interaction.

**Teamwork** – We have passion and pride in our organization and our teammates. We act with kindness and respect and are dedicated to a culture of collaboration and collegiality.

**Diversity** – We recognize that our ability to serve our members and our organization is strengthened by working with and seeking out the views of people with different backgrounds, cultures and thinking styles.

## Our Heritage

939

With a \$500 payment and a handshake, seven enterprising professionals established ICSC in a downtown Chicago hotel in 1957.

The next 60 years saw those humble roots grow to a worldwide member network.



**Become a member  
today.**

There's a membership option for you, whether you work in the retail and real estate industries or have a professional interest in connecting with those who do.

Join ICSC now

Our Mission

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**International Council of Shopping Centers (ICSC)**

Telephone call between Lesley Campbell, General Counsel, and Collin Wojciechowski on 2/25/2021

Campbell could not share attendee specific information without a subpoena; stated that it is not unusual for government employees to attend ICSC Conference (the organization has a public policy group), but ICSC mission is the retail/service industry and Campbell was unaware of a purpose for MES attendance; conversely, NACDS has obvious purpose at conference. Campbell confirmed there were no major events on ICSC central office calendar for February 2020; stated events could have been an unofficial meeting with a local task force or committee, but there is no way of knowing as these events are locally organized; Campbell stated "site visits" are not signature events.

**Annie Payne – Advertising Sales Manager at the Baltimore Business Journal (BBJ)**

Telephone call by Collin Wojciechowski on 10/18/2021

Did you attend dinner with Roy McGrath in Italy in August 2019?

- Yes.

Do you recall how that came to be?

- Had made small talk with McGrath at a BBJ event a few months prior. It came up that they would be in the same Italian town at the same time (McGrath on a cruise and Payne on a vacation).

Had you known McGrath before then?

- Had known him as a BBJ client
- Normal client relationship
- Would speak on sales calls
- Would not consider a social friend

How was the dinner arranged?

- McGrath contacted Payne while she was in Italy and invited her and her husband to join him for dinner when the ship docked in the town Payne was visiting.

Recollection of the dinner?

- Attended by Payne, husband, McGrath and McGrath's "partner" (does not recall her name).
- Made general conversation—was not a business dinner.
- McGrath at the end said "thank you for BBJ's partnership."

How was the check handled?

- Payne offered to pay but McGrath took the bill.
- There was no mention that it would be billed back to MES.

**From:** [Sarah Plombon](#)  
**To:** [Collin Wojciechowski](#); [Jennifer Hara](#)  
**Subject:** [EXTERNAL] RE: Information Regarding P3 Conference & Expo  
**Date:** Tuesday, March 16, 2021 6:09:45 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

---

Hi Collin,

In looking into our 2020 P3 Conference records, I did find that Matthew Sherring reached out to me on February 28, 2020 and shared the following:

*While we were looking forward to attending, due to our state government responsibilities, it has become unlikely we will be able to travel to Dallas for the Conference. Is there a possibility to receive a refund?*

We were able to provide Mr. Sherring with a registration credit to be used at a future event, but as Jennifer shared below, no refund was given. However, he never followed up to take advantage of this credit.

I hope this additional information helps. My apologies for just finding this now!

Best,

**Sarah Plombon** | Associate Director of Marketing

**P3C Media** [organizers of The P3 Conference | The P3 Water Summit | The P3 Airport Summit | The P3 Higher Education Summit | The P3 Government Conference | The Healthcare Project Delivery Conference | The Convention, Sports & Entertainment Conference]  
301.354.1520

---

**From:** Collin Wojciechowski <cwojciechowski@gejlaw.com>  
**Sent:** Tuesday, March 16, 2021 3:18 PM  
**To:** Jennifer Hara <JHara@accessintel.com>  
**Cc:** Sarah Plombon <SPlombon@accessintel.com>; Collin Wojciechowski <cwojciechowski@gejlaw.com>  
**Subject:** RE: Information Regarding P3 Conference & Expo

**Caution External E-mail.**

---

Makes sense. Thank you so much for the follow up and all of your help. It is very much appreciated!

**Collin Wojciechowski**  
TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201  
[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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**From:** Jennifer Hara <[JHara@accessintel.com](mailto:JHara@accessintel.com)>  
**Sent:** Tuesday, March 16, 2021 1:45 PM  
**To:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>  
**Cc:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>  
**Subject:** [EXTERNAL] RE: Information Regarding P3 Conference & Expo

Collin,

My apologies. When I sent you the email earlier today I misspoke. They did not attend or register (pay) for the P3C Conference in Dallas in 2017. They DID register and pay, but did not attend in 2020 for the same event in the same location.

Assuming you also meant to ask us about the 2020 conference, the dates were March 2-4, 2020.

They each paid \$450 and we would not have offered a refund, as this is not our policy. They did not show up for the event and they did not communicate with us about not showing up.

Thank you.

All the best,  
Jennifer

---

**From:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>  
**Sent:** Tuesday, March 16, 2021 10:35 AM  
**To:** Jennifer Hara <[JHara@accessintel.com](mailto:JHara@accessintel.com)>  
**Cc:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>; Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>  
**Subject:** RE: Information Regarding P3 Conference & Expo

**Caution External E-mail.**

---

Thank you very much, Jennifer. A few quick follow ups:

- Can you let me know the dates the 2017 conference took place?
- Would Mr. McGrath and Mr. Sherring have paid to register? What was the cost? And would the cost have been refunded since neither of them attended?

Continued thanks.

Collin

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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---

**From:** Jennifer Hara <[JHara@accessintel.com](mailto:JHara@accessintel.com)>

**Sent:** Tuesday, March 16, 2021 10:02 AM

**To:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Cc:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>

**Subject:** [EXTERNAL] RE: Information Regarding P3 Conference & Expo

Collin,

Here is the link to the conference website. However, the 2017 information is no longer available.

<https://thep3conference.com/>

According to our records, both Mr. McGrath and Mr. Sherring registered but neither gentleman attended.

Thank you.

All the best,

Jennifer

---

**From:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Sent:** Friday, March 5, 2021 4:58 PM

**To:** Jennifer Hara <[JHara@accessintel.com](mailto:JHara@accessintel.com)>

**Cc:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>; Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Subject:** RE: Information Regarding P3 Conference & Expo

**Caution External E-mail.**

---

Hi Jennifer: Thank you for getting back to me. It is very helpful to know that the conference was not cancelled. I am looking for information regarding whether two former employees of the Maryland Environmental Service attended—Roy McGrath and Matthew Sherring. Any information you could provide about their attendance, or the conference in general, would be very much appreciated.

Thanks again.

Collin

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786  
218 N Charles Street, Suite 400, Baltimore, MD 21201  
[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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---

**From:** Jennifer Hara <[JHara@accessintel.com](mailto:JHara@accessintel.com)>  
**Sent:** Friday, March 5, 2021 4:34 PM  
**To:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>  
**Cc:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>  
**Subject:** [EXTERNAL] RE: Information Regarding P3 Conference & Expo

Mr. Wojciechowski,  
Thank you for your email.

Please note the 2020 P3 Conference & Expo in Dallas was NOT canceled. We held the conference and I was actually there, though not as an employee of P3C Media or Access Intelligence.

If you still need additional information, please let us know. We will also need to know the former employee's name to verify his or her attendance.

All the best,

Jennifer

**Jennifer L. Hara** | Brand Director

**P3C Media, an Access Intelligence Company** [The P3 Conference | The P3 Water Summit | The P3 Airport Summit | The P3 Higher Education Summit | The P3 Government Conference | The Healthcare Project Delivery Conference | The Convention, Sports & Entertainment Conference]

Work: 301.354.1779 | Cell: 202.262.6010

---

**From:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Sent:** Friday, February 12, 2021 3:40 PM

**To:** Sarah Plombon <[SPlombon@accessintel.com](mailto:SPlombon@accessintel.com)>

**Cc:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Subject:** Information Regarding P3 Conference & Expo

**Caution External E-mail.**

---

Good Afternoon: My name is Collin Wojciechowski and I am an attorney at the law firm Gallagher, Evelius & Jones, LLP in Baltimore, Maryland. My law firm has been retained by the Maryland General Assembly's Joint Committee on Fair Practices and State Personnel Oversight to investigate the travel and spending habits of a former state employee. This employee was scheduled to attend the 2020 P3 Conference & Expo in Dallas prior to its cancellation. I am looking for any information you may have regarding this individual's attendance at your event as well as some basic information about the program. I would greatly appreciate if someone had a moment to discuss this matter further. I can be reached at this email or by telephone at 410.951.1428.

Many thanks.

Collin Wojciechowski

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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**From:** [Najia Hasan](#)  
**To:** [Collin Wojciechowski](#)  
**Subject:** [EXTERNAL] RE: Information Regarding 2020 Mid-Winter Dinner  
**Date:** Thursday, February 25, 2021 2:11:58 PM  
**Attachments:** [image001.png](#)

---

Hi Collin,

It does appear that Roy McGrath attended the 2020 Mid-Winter Dinner, but I do not have record of Matthew Sherring attending.

Let me know if you have any additional questions.

Thanks

Najia

Najia Hasan

Director, Program & Events

Greater Washington Board of Trade

C: 570.332.2859

---

**From:** Collin Wojciechowski  
**Sent:** Monday, February 22, 2021 5:24 PM  
**To:** Najia Hasan  
**Cc:** Collin Wojciechowski  
**Subject:** RE: Information Regarding 2020 Mid-Winter Dinner  
[Najia: Thank you very much for your response. I am curious whether two former employees of the Maryland Environmental Service—Roy McGrath and Matthew Sherring—attended.](#)  
[Thank you again for your assistance in this matter.](#)

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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---

**From:** Najia Hasan <[najiahasan@bot.org](mailto:najiahasan@bot.org)>  
**Sent:** Monday, February 22, 2021 9:27 AM  
**To:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>; Greater Washington Board of Trade Events <[events@bot.org](mailto:events@bot.org)>  
**Subject:** [EXTERNAL] RE: Information Regarding 2020 Mid-Winter Dinner

Good Morning Collin,

Please let me know the former employee's name and I'll check the attendance records. If they attended, I can also pass along a description of the program. If you have any other questions, please let me know.

Thank you,

Najia

Najia Hasan

Director, Program & Events  
Greater Washington Board of Trade  
C: 570.332.2859

---

**From:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Sent:** Friday, February 12, 2021 3:37 PM

**To:** Najia Hasan <[najiahasan@bot.org](mailto:najiahasan@bot.org)>; Greater Washington Board of Trade Events  
<[events@bot.org](mailto:events@bot.org)>

**Cc:** Collin Wojciechowski <[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)>

**Subject:** Information Regarding 2020 Mid-Winter Dinner

Good Afternoon: My name is Collin Wojciechowski and I am an attorney at the law firm Gallagher, Evelius & Jones, LLP in Baltimore, Maryland. My law firm has been retained by the Maryland General Assembly's Joint Committee on Fair Practices and State Personnel Oversight to investigate the travel and spending habits of a former state employee. This employee attended the Greater Washington Board of Trade Mid-Winter Dinner on February 27, 2020. I am looking for any information you may have regarding this individual's attendance at your event as well as some basic information about the program. I would greatly appreciate if someone had a moment to discuss this matter further. I can be reached at this email or by telephone at 410.951.1428.

Many thanks.

Collin Wojciechowski

**Collin Wojciechowski**

TEL: 410 951 1428 / FAX: 410 468 2786

218 N Charles Street, Suite 400, Baltimore, MD 21201

[cwojciechowski@gejlaw.com](mailto:cwojciechowski@gejlaw.com)



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Success! Event approved: Expense Report:  
EXP-0001362, Matthew Sherring (77022) on  
03/12/2020 for \$4,734.70

11:30 AM  
05/11/2020  
Page 1 of 2

#### Details and Process

**For** Expense Report: EXP-0001362  
**Overall Process** Expense Report: EXP-0001362, Matthew Sherring (77022) on 03/12/2020 for \$4,734.70  
**Overall Status** Successfully Completed

#### Details

**Expense Report Number** EXP-0001362  
**Company** Maryland Environmental Service  
**Reimbursement** 4,734.70  
**Personal** 0.00  
**Company Paid** 0.00  
**Total Amount** 4,734.70  
**Currency** USD  
**Memo** Miscellaneous Expenses

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
05/11/2020	Transportation	Responsible Business Summit	256.00 USD		256.00
05/11/2020	Airfare	P3 Conference	515.80 USD		515.80
05/11/2020	Dinner	GWBOT Meeting	162.12 USD		162.12
05/11/2020	Dinner	Global Waste Management Symposium	139.95 USD		139.95
05/11/2020	Lunch	Global Waste Management Symposium	10.66 USD		10.66
05/11/2020	Lunch	Global Waste Management Symposium	54.95 USD		54.95
05/11/2020	Dinner	Global Waste Management Symposium	100.27 USD		100.27
05/11/2020	Dinner	GWBOT Meeting	143.20 USD		143.20
05/11/2020	Transportation	Global Waste Management Symposium	23.33 USD		23.33
05/11/2020	Transportation	Global Waste Management Symposium	25.79 USD		25.79
05/11/2020	Parking	Budget Hearing	5.00 USD		5.00
05/11/2020	Registration Fee	P3 Conference	900.00 USD		900.00
05/11/2020	Registration Fee	Global Waste Management Symposium	595.00 USD		595.00
05/11/2020	Dinner	Global Waste Management Symposium	16.15 USD		16.15
05/11/2020	Lunch	Global Waste Management Symposium	15.28 USD		15.28
05/11/2020	Fuel	Global Waste Management Symposium	20.56 USD		20.56
05/11/2020	Parking	Southern Maryland Reception	10.00 USD		10.00
05/11/2020	Hotel	Global Waste Management Symposium	954.24 USD		954.24
05/11/2020	Airfare	Global Waste Management Symposium	786.40 USD		786.40

#### Process

##### Process History

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Expense Report Event	Step Completed	05/10/2020 03:54:32 PM		Matthew Sherring (77022)	
Expense Report Event	Approval by Manager	Approved	05/11/2020 08:56:48 AM		Roy McGrath (76856) (Manager)	
Expense Report Event	Approval by Finance Executive	Not Required				
Expense Report Event	Review Expense	Not Required				



Success! Event approved: Expense Report:  
EXP-0001362, Matthew Sherring (77022) on  
03/12/2020 for \$4,734.70

11:30 AM  
05/11/2020  
Page 2 of 2

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Report					
Expense Report Event	Approval by HR Executive	Not Required				
Expense Report Event	Review Expense Report	Approved	05/11/2020 11:30:44 AM		Katherine Tessier (67908) (Expense Data Entry Specialist)	

Hotel Annapolis  
126 West St  
Annapolis ,MD 21404  
410-263-7777  
DATE :02/27/20  
TIME :08:20: PM

Receipt No. 32/1127/83

\* Original \*

Ticket: **194983**

Entry : 02/27/20 06:54 PM

LPR :

TAX included **10.00** ✓

Credit 10.00

Trans ID : 636150030

Card No. : xxxxxxxxxxxxx5764

Card Type: MASTER CARD

Operated By Towne Park  
One Park Place  
#200 Annapolis Md, 21401  
Thank You For Visiting.

**Analysis of R. McGrath's Hotel Stays**

Date In	Date Out	Hotel	Hotel Location	Conference/Reason for Travel	Cost	Source
4/30/2017	5/2/2017	Hyatt Regency Chesapeake Bay	Cambridge	MEDA Annual Conference	\$ 369.97	C
5/11/2017	5/12/2017	Sagamore Pendry	Baltimore	Bay Cabinet Meeting	\$ 361.10	Credit Card
6/25/2017	6/28/2017	Hilton Ocean City Oceanfront Suites	Ocean City	MML Conference	\$ 1,517.34	D
7/17/2017	7/19/2017	Hyatt Regency Chesapeake Bay	Cambridge	CTW's on the Easternshore (Poplar, ECI, Cambridge)	\$ 530.62	E
8/16/2017	8/19/2017	Hilton Ocean City Oceanfront Suites	Ocean City	MACO Conference	\$ 1,701.03	F
10/16/2017	10/17/2017	Residence Inn by Marriott	Aberdeen	Harford County Site Visit	\$ 106.00	G
12/5/2017	12/7/2017	Hyatt Regency Chesapeake Bay	Cambridge	MACO 2017 Winter Conference	\$ 287.70	K
1/23/2018	1/24/2018	Sagamore Pendry	Baltimore	Breakfast Business Meeting in Baltimore County	\$ 362.58	L
3/11/2018	3/12/2018	Westin Hotel	Annapolis	Int'l Solid Waste Conference in Annapolis (speaking)	\$ 119.78	N
3/19/2018	3/20/2018	Westin Hotel	Annapolis	Clean Energy Summitt	\$ 113.42	N
4/29/2018	5/1/2018	Hyatt Regency Chesapeake Bay	Cambridge	<b>No event explanation; includes River Marsh Golf Green fees on bill</b>	\$ 490.30	N
5/10/2018	5/11/2018	Sheraton Inner Harbor	Baltimore	Board event Baltimore / HoCo Cabinet meeting	\$ 214.46	N
5/16/2018	5/17/2018	Sheraton Inner Harbor	Baltimore	<b>No event explanation</b>	\$ 249.11	N
5/23/2018	5/24/2018	Sheraton Inner Harbor	Baltimore	MD Tech Council event (Columbia)	\$ 143.51	N
6/10/2018	6/13/2018	Courtyard Marriott	Ocean City	MML Conference	\$ 777.00	N
6/13/2018	6/14/2018	Sheraton Inner Harbor	Baltimore	Baltimore City Cabinet Meeting	\$ 249.11	N
7/16/2018	7/17/2018	Fairfield Inn & Suites Marriott	Easton	Business meetings and Governor's Cabinet meeting on Eastern Shore	\$ 123.76	N
7/18/2018	7/19/2018	Westin Hotel	Annapolis	EBLC: Room for R. McGrath	\$ 218.97	O
8/15/2018	8/17/2018	Courtyard Marriott	Ocean City	MACO Conference	\$ 1,197.00	O
9/9/2018	9/10/2018	Delta Hotels Marriott	Hunt Valley	All Staff Meeting: Room for R. McGrath	\$ 111.24	O
9/24/2018	9/25/2018	Gaithersburg Marriott	Gaithersburg	MoCo Cabinet Meeting	\$ 287.76	O
10/7/2018	10/8/2018	Delta Hotels Marriott	Hunt Valley	Planned Business Meeting, Harford Co.	\$ 116.28	O
10/15/2018	10/16/2018	Annapolis Waterfront Hotel	Annapolis	MES Leadership Meeting: Room for R. McGrath	\$ 172.38	O
10/21/2018	10/22/2018	Fairfield Inn & Suites Marriott	Cumberland	MEDA Fall Conference	\$ 112.32	O
10/24/2018	10/26/2018	Hyatt Regency Chesapeake Bay	Cambridge	Board Meeting	\$ 368.54	O
11/29/2018	11/30/2018	Fairfield Inn & Suites Marriott	Baltimore	UMCES Environmental Summit	\$ 114.98	O
1/2/2019	1/4/2019	Hyatt Regency Chesapeake Bay	Cambridge	MACO Winter Conference	\$ 489.14	SA
Illegible	1/31/2019	Washington Marriott Georgetown	DC	BOT Meeting	\$ 261.16	SA
Illegible	4/11/2019	Fairfield Inn & Suites Marriott	Cumberland	Meeting with Allegany County Commissioners	\$ 112.32	SA
4/28/2019	4/30/2019	Hyatt Regency Chesapeake Bay	Cambridge	MEDA Annual Conference	\$ 543.94	SA
Illegible	5/10/2019	Residence Inn by Marriott	Owings Mills	BBJ 2019 Spring Business Growth Expo	\$ 144.78	SA
Illegible	5/29/2019	Fairfield Inn & Suites Marriott	Cumberland	Allegany County Meeting	\$ 157.68	SA
Illegible	6/18/2019	Fairfield Inn & Suites Marriott	Cumberland	Grantville, MD meeting w/ S. Pennington & J. Gillespie	\$ 112.32	SA
6/23/2019	6/26/2019	Courtyard Marriott	Ocean City	MML Summer Conference	\$ 777.00	SA
7/9/2019	7/10/2019	Four Seasons Hotel Baltimore	Baltimore	EBLC: Room for R. McGrath	\$ 611.02	Invoice
8/14/2019	8/15/2019	Residence Inn by Marriott	Ocean City	MACO	\$ 938.42	SB
8/28/2019	8/30/2019	Residence Inn by Marriott	Ocean City	TRICON	\$ 1,190.38	SB

**Analysis of R. McGrath's Hotel Stays**

Date In	Date Out	Hotel	Hotel Location	Conference/Reason for Travel	Cost	Source
10/20/2019	10/21/2019	Inn at Perry Cabin	St. Michaels	2019 MEDA Fall Conference	\$ 480.88	SB
11/11/2019	11/12/2019	The St. Regis	DC	2019 Capital Region Transportation Forum	\$ 275.51	SC
11/13/2019	11/14/2019	Bethesda North Marriott	N. Bethesda	MES Leadership Team Meeting Hotel room for R. McGrath	\$ 461.04	SC
12/4/2019	12/5/2019	Hyatt Regency Chesapeake Bay	Cambridge	DMMP Executive Committee Meeting	\$ 145.49	SA
Illegible	12/6/2019	The St. Regis	DC	BOT Event	\$ 284.90	SA
Illegible	12/15/2019	Marriott Marquis Washington DC	DC	Business meeting	\$ 119.88	SA
1/6/2020	1/7/2020	The St. Regis	DC	BOT Meeting	\$ 323.31	SD
1/15/2020	1/16/2020	BWI Airport Marriott	Linthicum	BWI Business Partnership Meeting	\$ 123.17	SD
1/26/2020	1/27/2020	Baltimore Marriott Waterfront	Baltimore	Maryland General Assembly Legislative Forum	\$ 139.83	SD
1/29/2020	1/30/2020	Marriott Suites Bethesda	Bethesda	BOT Meeting	\$ 262.90	SD
	"6/4/2020"	NO RECEIPT	NO RECEIPT	MML Fall Conference	\$ 498.83	SC

**TOTAL:     \$ 18,870.16**



Received  
OCT 09 2017  
Accounts Payable

## Cardholder Activity

Name: ROY C MCGRATH

Account Number: \*\*3924

Cycle End Date: 06/06/2017

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/27/2017	LEVEL SMALL PLATES LOUNGE	\$139.94	USD	139.94	
05/09/2017	ANNAPOLIS, MD	\$139.94	1111-1111.6815.		
05/10/2017	DC PARKING METERS	\$1.38	USD	1.38	
05/12/2017	WASHINGTON, DC	\$1.38	1111-1111.6817.	Parking Meter - Meeting DC	✓
05/12/2017	PENDRY BALTIMORE HOTEL	\$361.10	USD	361.10	✓
05/15/2017	BALTIMORE, MD	\$361.10	1111-1111.6819.	Lodging for Bay Cabinet Meeting	
05/18/2017	ORBITZ*72667478089 69	\$194.80	USD	194.80	✓
05/18/2017	ORBITZ.COM, WA	\$194.80	1111-1111.6811.		
05/18/2017	PABC MARRIOTT TRANS	\$19.00	USD	19.00	✓
05/22/2017	BALTIMORE, MD	\$19.00	1111-1111.6817.	Parking for Gov Business Summit	
05/20/2017	JIMMIE'S CITGO	\$10.00	USD	10.00	✓
05/22/2017	WHITE PLAINS, MD	\$10.00	1111-1111.6817.	Gas	
05/23/2017	STARBUCKS D EA30401582	\$3.67	USD	3.67	
05/25/2017	LAS VEGAS, NV	\$3.67	1111-1111.6815.	Coffee/breakfast - ICSC	

no receipt

no receipt

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
05/23/2017	WYNN LAS VEGAS HOTEL	\$6.48	USD	6.48	/
05/25/2017	702-770-2540, NV	\$6.48	1111-1111.6815.	.Snack - ICSC	
05/24/2017	AA INFLIGHT VISA FACET 4	\$9.99	USD	9.99	J
05/25/2017	PHOENIX, AZ	\$9.99	1111-1111.6815.	.Lunch - on flight from ICSC	
05/31/2017	BURGER KING PB10162006	\$4.39	USD	4.39	✓
06/02/2017	W PALM BEACH, FL	\$4.39	1111-1111.6815.	.Lunch - SWA Tour in FL	
05/31/2017	BRAZILIAN COURT HOTEL	\$52.41	USD	52.41	J
06/02/2017	PALM BEACH, FL	\$52.41	1111-1111.6815.	.Breakfast at hotel for SWA Tour in FL	

**Activity Totals**  
\$803.16

**Purchases**  
\$803.16

**Payments**  
\$0.00

**Cardholder Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

SAGAMORE  
**PENDRY**  
BALTIMORE

Mr. Rc Mcgrath  
United States

Room No.: 167  
Arrival: 05-11-17  
Departure: 05-12-17

INFORMATION INVOICE

A/R Number :  
Group Code :  
Company Name :

Page No.: 1 of 1  
Folio No.:  
Conf. No.: 427400  
Cashier No.: 12  
User ID: CTOWNES  
Current Date: 05-26-17

Date	Description	Charges	Credits
05-11-17	Courtyard Gratuity	17.16	
05-11-17	Package	314.10	
05-11-17	Occupancy Tax - 9.5%	29.84	
05-11-17	Room Sales Tax - 6.0%	18.85	
05-12-17	Room Sales Tax - 6.0%	-18.85	
05-12-17	Visa XXXXXXXXXXXX3924 01/21		361.10

WELCOME TO  
JIMMIES PADDOCK  
4740 CRAIN HWY.  
WHITE PLAINS MD.  
301-932-0371

00016611036-10 JIMMIE'S CITGO  
4740 Crain Highway WHITE PLAINS MD

PABC

PABC  
200 W Lombard Street  
21201 Baltimore, MD  
443-573-2800

DUPLICATE OUTDOOR RECEIPT

Receipt 7092/0672/672 05/18/17 15:50:10

010100 Pay Parking Ticket 19.00  
18/05/17 09:03 - 18/05/17 15:49  
Length of stay: 0 Dg. 6 Hr. 46 Min.  
0295123710801172713832606077

Total Amount \$ 19.00

Credit Visa \$ 19.00

Visa

MCPATH/ROY C 0  
Card No. 92=1 5>3> 2894 3924  
Amount = \$ 19.00

Thank you

VISA FLEET  
\*\*\*\*\*3924  
REF # 9600016023 2  
DATE 05/20/17 12:35  
PUMP # 04  
SERVICE LEVEL: SELF  
PRODUCT: UNLD  
APPROVAL # 072312  
GALLONS: 4.589  
PRICE / G: \$ 2.179  
FULL SALE \$ 10.00

THANKS, COME AGAIN

361.10 361.10

Balance 0.00

1715

6/6/08/17 statement

6/08/08 statement

# Maryland Environmental Service Expense Report

**Executive**

Group / Department

**Roy McGrath**

**76856**

Employee Name

Number

Employee Address

**HQ**

41.3

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6813		\$314.58
1111-1111	6819		\$84.69
1111-1111	6817		\$48.00
1111-1111	6817		\$25.62
Total: \$			472.89

Date	1/23/18	1/24/18																Totals
Day																		
Hotel Room	314	58																314.58
Breakfast																		
Lunch																		
Dinner																		
Business Meals	53	95	30	74														84.69
Telephone																		
Transportation																		
Bridge or Road Tolls																		
Mileage* (See Below)			25	62														25.62
Parking	48	00																48.00
Registration Fee																		
Other																		
Other																		
Total Expenses	416	53	56	36														472.89
Less Advances																		
Net Due (MES)/ Employee																		

**PURPOSE OF:** 1/23 - 1/24: Breakfast Business Meeting in Baltimore County

Date	Time		Territory Covered Incurring Above Expenses	Total Miles	Commute Miles	Reimb. Miles *
Day	Start	End				
1/24/18	7:00 am	11:00 am	Baltimore - Towson - Office	47		47

\* Reimbursable miles equal to total miles less total commute miles if applicable.

Certified just and correct and payment not received

Signature of Employee

Date

Approved by

Immediate Supervisor

Approved by

Authorized Signature

Title

MAR 12 2017

SAGAMORE  
**PENDRY**  
BALTIMORE

Mr. Roy Mcgrath

United States

INVOICE

A/R Number :  
Group Code :  
Company Name :

Room No. : 218  
Arrival : 01-23-18  
Departure : 01-24-18

Page No. : 1 of 1  
Folio No. : 20621  
Conf. No. : 2872404  
Cashier No. : 18  
User ID : BVENABLE  
Current Date : 01-24-18

Date	Description	Charges	Credits
01-23-18	Courtyard Dinner -	49.95	
01-23-18	Valet Parking Overnight -	48.00	
01-23-18	Package	289.00	
01-23-18	Occupancy Tax - 9.5% -	15.68	
01-23-18	Room Sales Tax - 6.0% -	9.90	
01-24-18	In Room Dining Delivery Charge -	4.00	
01-24-18	Visa		416.53
	XXXXXXXXXXXX0701 XX/XX		

Package = 289.00  
Occup tax = 15.68  
Room tax = 9.90  
\$314.58

Dinner = 49.95  
Dining Charge = 4.00  
\$53.95

Breakfast Meeting w/ly Properties  
Scott Dorsey, Mervyn Properties  
Kym Altmeyer, RMB Group

Tip: 30.74  
Total: 30.74

Amount \$30.74  
Date: 01/24/18 Time: 09:32am  
Reg: 2  
Emp: 70 Chiranjivi T  
Check: 343265  
Card Type VISA  
Card Number \*\*\*\*\*0701  
Expiration Date \*\*/\*\*  
Approval 06726C

Customer Copy  
Towson Diner  
718 York Rd  
Towson, MD 21204

416.53	416.53
<b>Balance</b>	<b>0.00</b>

# Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

76856

Employee Name

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811		
1111-1111	6815		\$ 50.98
1111-1111	6813		\$ 236.26
1111-1111	6817		\$ 77.50
1111-1111	6313		\$ 45.00
Total:			\$ 409.74

Day									
Date	03/01/2018	03/05/2018	03/12/2018	03/14/2018	03/15/2018	03/20/2018	03/23/2018	Totals	
Hotel Room			\$ 122.84			\$ 113.42		\$ 236.26	
Breakfast								\$ 0.00	
Lunch								\$ 0.00	
Dinner								\$ 0.00	
Business Meals	\$ 50.98							\$ 50.98	
Transportation								\$ 0.00	
Bridge or Road Tolls								\$ 0.00	
Mileage* (Calculated Below)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	
Parking			\$ 20.00	\$ 12.00	\$ 22.00	\$ 21.00	\$ 2.50	\$ 77.50	
Other		\$ 45.00						\$ 45.00	
Total Expenses	\$ 50.98	\$ 45.00	\$ 142.84	\$ 12.00	\$ 22.00	\$ 134.42	\$ 2.50	\$ 409.74	
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>									

Purpose of  
Travel /  
Expenditures:

03/01/18 - Business lunch w/ Adam Ortiz PG County Dept. of Environment

03/05/18 - Charles County Chamber Legislative Breakfast, 03/11/18 Int'l Solid Waste Conf. in Annapolis (speaking)

03/14/18 - ARPA-E reception, 03/15/18 CEO Business Forum

03/19/18 to 03/20/18 Overnight for Clean Energy Summit, 03/23/18 - visit to MES hospitalized employee

Date	Time		Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
	Start	End					
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
Totals				0.0	0.0	0.0	

Signature of Employee

08/27/2018

Date

Certified just and correct and payment not received

Approved By

08/27/2018

Date

Immediate Supervisor - Print Name and Title

Date

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

Westin Annapolis  
100 Westgate Circle  
Annapolis, MD 21401  
United States  
Tel: 410-972-4300 Fax: 410-972-4301

# WESTIN®

## HOTELS & RESORTS

Roy Mcgrath

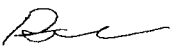
Page Number : 1 Invoice Nbr : 6541395  
Guest Number : 527906  
Folio ID : A  
Arrive Date : 11-MAR-18 22:16  
Depart Date : 12-MAR-18 11:18  
No. Of Guest : 1  
Room Number : 551  
Club Account : [REDACTED]

Tax Invoice

Westin Annapolis MAR-12-2018 11:20 GFLORES

Date	Reference	Description	Charges (USD)	Credits (USD)
11-MAR-18	RT551	Room Charge	106.00	
11-MAR-18	RT551	Room Tax	7.42	
11-MAR-18	RT551	State Tax	6.36	
12-MAR-18	AX	American Express-2001		-119.78
***For Authorization Purpose Only***				
xxxxxx2001				
Date	Code	Authorized		
11-MAR-18	585543	156.88		
12-MAR-18	14861	Grab & Go	3.06	
12-MAR-18	AX	American Express-2001		-3.06
***For Authorization Purpose Only***				
xxxxxx2001				
Date	Code	Authorized		
12-MAR-18	161075	3.06		
** Total			122.84	-122.84
*** Balance			0.00	

I agreed to pay all room & incidental charges.



PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at [westin.com/newbalance](http://westin.com/newbalance)

Continued on the next page

# Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

Employee Name

76856

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811		\$ 887.26
1111-1111	6815		\$ 130.71
1111-1111	6813		\$ 1,330.43
1111-1111	6817		\$ 158.00
1111-1111	6313		
1111-1111	6475		
Total:			\$ 2,506.40

Day	05/04/2018	05/09/2018	05/11/2018	05/17/2018	05/22/2018	05/23/2018	05/24/2018	Totals
Date								
Hotel Room			✓ \$ 214.46	✓ \$ 249.11	✓ \$ 390.02	✓ \$ 333.33	✓ \$ 143.51	\$ 1,330.43
Breakfast								\$ 0.00
Lunch								\$ 0.00
Dinner								\$ 0.00
Business Meals		✓ \$ 38.33	✓ \$ 92.38					\$ 130.71
Transportation					✓ \$ 816.40	✓ \$ 70.86		\$ 887.26
Bridge or Road Tolls								\$ 0.00
Mileage* (Calculated Below)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Parking	✓ \$ 14.00	✓ \$ 2.50		✓ \$ 54.50	✓ \$ 10.00	✓ \$ 75.00		\$ 156.00
Other				\$ 2.00				\$ 2.00
Total Expenses	\$ 14.00	\$ 40.83	\$ 306.84	\$ 305.61	\$ 1,216.42	\$ 479.19	\$ 143.51	\$ 2,506.40
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								

05/07/18 - Business meeting w/Paul Mandell, Consero (street parking - no receipt)

Purpose of  
Travel /  
Expenditures:

05/09/18 - Bus. meal w/Matt Clark (Governor's Office), 05/15/18 - Bus. mtg w/Larry Unger, MPT (parking no receipt)

05/10-05/11/18 - Board event Baltimore / HoCo Cabinet meeting , Business meal w/MD Dept of Planning team

05/21-05/23/18 - ICSC Conference, 05/23/18 - MD Tech Council event (Columbia)

Date	Time Start	Time End	Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
Totals				0.0	0.0	0.0	

Signature of Employee

08/27/2018

Date

Certified just and correct and payment not received

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

Approved By

08/27/2018

Date

MECHAC C. HARRIS  
Immediate Supervisor - Print Name and Title -

08/27/2018

Date

Sheraton Inner Harbor  
 300 South Charles Street  
 Baltimore, MD 21201  
 United States  
 Tel: 410-962-8300 Fax: 410-962-8211



**Sheraton**

Roy Mcgrath

United States

Page Number : 1 Invoice Nbr : 2917767  
 Guest Number : 1411188  
 Folio ID : A  
 Arrive Date : 16-MAY-18 19:12  
 Depart Date : 17-MAY-18 08:41  
 No. Of Guest : 1  
 Room Number : 1208  
 Club Account :

Tax Invoice

Inner Harbor MAY-17-2018 08:41 LEROSMI

Date	Reference	Description	Charges (USD)	Credits (USD)
16-MAY-18	RT1208	Room Chrg Government	191.00	
16-MAY-18	RT1208	MD State Tax	11.46	
16-MAY-18	RT1208	Occupancy/Tourism Tax	18.15	
16-MAY-18	RT1208	Parking Self-Day	23.75	
16-MAY-18	RT1208	Parking Tax	4.75	
17-MAY-18	AX	American Express-1005		-249.11
***For Authorization Purpose Only***				
xxxxxx1005				
Date	Code	Authorized		
16-MAY-18	888861	257.85		
** Total			249.11	-249.11
*** Balance			0.00	

Continued on the next page

Sheraton Inner Harbor  
300 South Charles Street  
Baltimore, MD 21201  
United States  
Tel: 410-962-8300 Fax: 410-962-8211



**Sheraton®**

Roy Mcgrath  
[Redacted]  
United States

Page Number	:	2	Invoice Nbr	:	2917767
Guest Number	:	1411188			
Folio ID	:	A			
Arrive Date	:	16-MAY-18	19:12		
Depart Date	:	17-MAY-18	08:41		
No. Of Guest	:	1			
Room Number	:	1208			

I agreed to pay all room & incidental charges.

[Redacted]  
[Signature]

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Signature\_\_\_\_\_

Sheraton Columbia Hotel  
10207 Wincopin Circle  
Columbia, MD 21044  
United States  
Tel: 410-730-3900 Fax: 410-730-1290



**Sheraton®**

R C Mcgrath  
[REDACTED]

Page Number : 1 Invoice Nbr : 306942  
Guest Number : 710865  
Folio ID : A  
Arrive Date : 23-MAY-18 20:28  
Depart Date : 24-MAY-18 08:19  
No. Of Guest : 1  
Room Number : 818  
Club Account : [REDACTED]

Tax Invoice

Tax ID :

Sheraton Columbia MAY-24-2018 08:19 ETURNER

Date	Reference	Description	Charges (USD)	Credits (USD)
23-MAY-18	RT818	Room Charge	127.00	
23-MAY-18	RT818	Maryland Tax	7.62	
23-MAY-18	RT818	Occupancy Tax	8.89	
24-MAY-18	AX	American Express-1005		-143.51
** Total			143.51	-143.51
*** Balance			0.00	

I agreed to pay all room & incidental charges.

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EXP-0000133

## Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

76856

Employee Name

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811	Transportation	\$ 485.81
1111-1111	6813	Lodging	\$ 1,464.60
1111-1111	6815	Meals	\$ 83.45
1111-1111	6817	Travel Other	\$ 85.00
1111-1111	6819	Bus. Ent.	
1111-1111	6229	Registration	
<b>Total:</b>			<b>\$ 2,118.86</b>

Day	Monday	Wednesday	Thursday	Saturday	Wednesday	Thursday	Sunday	
Date	07/02/2018	07/18/2018	07/19/2018	07/21/2018	07/25/2018	07/26/2018	07/29/2018	Totals
Hotel Room			\$ 633.98		\$ 267.42		\$ 563.20	\$ 1,464.60
Breakfast						\$ 4.36		\$ 4.36
Lunch								\$ 0.00
Dinner					\$ 25.78	\$ 33.31	\$ 20.00	\$ 79.09
Business Meals								\$ 0.00
Transportation	\$ 169.41			\$ 316.40				\$ 485.81
Bridge or Road Tolls								\$ 0.00
Mileage* (Calculated Below)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Parking		\$ 20.00						\$ 20.00
Other		\$ 5.00			\$ 55.00	\$ 5.00		\$ 65.00
<b>Total Expenses</b>	<b>\$ 169.41</b>	<b>\$ 25.00</b>	<b>\$ 633.98</b>	<b>\$ 316.40</b>	<b>\$ 348.20</b>	<b>\$ 42.67</b>	<b>\$ 583.20</b>	<b>\$ 2,118.86</b>
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								

Purpose of Travel / Expenditures: EBLC: Rooms for R. McGrath, A. Winston, R. Nawrocki  
YJP CEO Conference (speaking)  
US Chamber of Commerce Institute

Date	Time	Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
	Start End					
					0.0	0.545
					0.0	0.545
					0.0	0.545
					0.0	0.545
					0.0	0.545
					0.0	0.545
<b>Totals</b>			0.0	0.0	0.0	

Signature of Employee

Date

Certified just and correct and payment not received

Approved By

Date

Immediate Supervisor - Print Name and Title

Date

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

**R. McGrath Expenses  
July 2018**

<b>Date</b>	<b>Establishment</b>	<b>Amount</b>	<b>Object</b>	<b>Purpose</b>	<b>Note</b>
7/2/2018	American Airlines	\$ 169.41	.6811	Transporation	LGA 07/25 - DCA 07/26
7/18/2018	DPS Tickets	\$ 20.00	.6817	Parking	07/18-07/19
7/18/2018	Bellman	\$ 5.00	.6817	tip	cash
7/19/2018	Westin Annapolis	\$ 218.97	.6813	Lodging	07/18-07/19/18 McGrath
7/19/2018	Westin Annapolis	\$ 190.97	.6813	Lodging	07/18-07/19/18 Winston
7/19/2018	Westin Annapolis	\$ 224.04	.6813	Lodging	07/18-07/19/18 Nawrocki
7/21/2018	American Airlines	\$ 316.40	.6811	Transporation	Baltimore 08/18 - Chicago 08/21
7/25/2018	Junior's	\$ 25.78	.6815	Meals	
7/25/2018	Reagan National Airport	\$ 50.00	.6817	Travel Other	07/25-07/26/18
7/25/2018	Bellman	\$ 5.00	.6817	tip	cash
7/25/2018	New York Marriot Marquis	\$ 267.42	.6813	Lodging	07/25-07/26/18
7/26/2018	Dunkin Donuts	\$ 4.36	.6815	Meals	McGrath & Sherring
7/26/2018	Craft	\$ 33.31	.6815	Meals	
7/26/2018	Bellman	\$ 5.00	.6817	tip	cash
7/29/2018	Fleming's	\$ 20.00	.6815	Meals	
7/29/2018	Philadephia Marriott West	\$ 563.20	.6813	Lodging	07/29-08/02/18
		<b>\$ 2,118.86</b>			

Westin Annapolis  
100 Westgate Circle  
Annapolis, MD 21401  
United States  
Tel: 410-972-4300 Fax: 410-972-4301

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## HOTELS & RESORTS

R Mcgrath  
Maryland Environmental Service

EG18AA - Environmental Business Leader

Page Number : 1 Invoice Nbr : 6558573  
Guest Number : 541115  
Folio ID : A  
Arrive Date : 18-JUL-18 15:03  
Depart Date : 19-JUL-18 15:00  
No. Of Guest : 1  
Room Number : 540  
Club Account :


### Information Invoice

Westin Annapolis JUL-19-2018 16:59 REGMOORE

Date	Time	Reference	Description	Charges (USD)	Credits (USD)
18-JUL-18	23:18	15965	Lobby Lounge	33.07	
18-JUL-18	03:56	RT540	Room Charge	169.00	
18-JUL-18	03:56	RT540	Room Tax	11.83	
18-JUL-18	03:56	RT540	State Tax	10.14	
JUL-19-2018	16:59	AX	American Express		-224.04

\*\* Total 224.04 -224.04  
\*\*\* Balance 0.00

I agreed to pay all room & incidental charges.



For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

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Continued on the next page

EBLC  
Rooms for:  
Mcgrath, A. Winston  
(speaker)  
R. Nawrocki

Westin Annapolis  
100 Westgate Circle  
Annapolis, MD 21401  
United States  
Tel: 410-972-4300 Fax: 410-972-4301

# WESTIN®

## HOTELS & RESORTS

Roy McGrath  
Maryland Environmental Service

EG18AA - Environmental Business Leader

Page Number : 1 Invoice Nbr : 6558526  
Guest Number : 544103  
Folio ID : A  
Arrive Date : 18-JUL-18 15:06  
Depart Date : 19-JUL-18 08:41  
No. Of Guest : 1  
Room Number : 240  
Club Account :

Tax Invoice

Westin Annapolis JUL-19-2018 16:59 REGMOORE

Date	Time	Reference	Description	Charges (USD)	Credits (USD)
18-JUL-18	03:56	RT240	Room Charge	169.00	
18-JUL-18	03:56	RT240	Room Tax	11.83	
18-JUL-18	03:56	RT240	State Tax	10.14	
19-JUL-18	08:40	AX	American Express-1005		-190.97
***For Authorization Purpose Only***					
xxxxxx1005					
Date Code Authorized					
18-JUL-18 122033 250.12					
** Total				190.97	-190.97
*** Balance				0.00	

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 Annapolis, MD 21401  
 United States  
 Tel: 410-972-4300 Fax: 410-972-4301



Roy McGrath  
 Maryland Environmental Service



EG18AA - Environmental Business Leader

Page Number : 1 Invoice Nbr : 6558562  
 Guest Number : 544104  
 Folio ID : A  
 Arrive Date : 18-JUL-18 15:09  
 Depart Date : 19-JUL-18 16:00  
 No. Of Guest : 1  
 Room Number : 511  
 Club Account :

Information Invoice

Westin Annapolis JUL-19-2018 17:01 REGMOORE

Date	Time	Reference	Description	Charges (USD)	Credits (USD)
18-JUL-18	02:15	7/18/2018	Parking	28.00	
18-JUL-18	03:56	RT511	Room Charge	169.00	
18-JUL-18	03:56	RT511	Room Tax	11.83	
18-JUL-18	03:56	RT511	State Tax	10.14	
JUL-19-2018	17:01	AX	American Express		-218.97
** Total				218.97	-218.97
*** Balance				0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

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EXP-0000135

## Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

76856

Employee Name

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811	Transportation	
1111-1111	6813	Lodging	\$ 621.48
1111-1111	6815	Meals	\$ 37.96
1111-1111	6817	Travel Other	\$ 30.95
1111-1111	6819	Bus. Ent.	\$ 169.46
1111-1111	6229	Registration	
<b>Total:</b>			<b>\$ 859.85</b>

Day	Friday	Monday	Thursday	Friday	Monday			
Date	09/07/2018	09/10/2018	09/13/2018	09/14/2018	09/24/2018			<b>Totals</b>
<b>Hotel Room</b>		\$ 333.72			\$ 287.76			\$ 621.48
<b>Breakfast</b>								\$ 0.00
<b>Lunch</b>								\$ 0.00
<b>Dinner</b>	\$ 37.96							\$ 37.96
<b>Business Meals</b>			\$ 139.13		\$ 30.33			\$ 169.46
<b>Transportation</b>								\$ 0.00
<b>Bridge or Road Tolls</b>								\$ 0.00
<b>Mileage* (Calculated Below)</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
<b>Parking</b>				\$ 27.00				\$ 27.00
<b>Other</b>	\$ 3.95							\$ 3.95
<b>Total Expenses</b>	\$ 41.91	\$ 333.72	\$ 139.13	\$ 27.00	\$ 318.09	\$ 0.00	\$ 0.00	\$ 859.85
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								

Business Meeting: Academy Art Museum Trustee and Staff (5 people)

Purpose of  
Travel /  
Expenditures:

All Staff Meeting: Rooms for McGrath, M. Harris, M. Sherring

MoCo Cabinet Meeting &amp; Business Meal

Business Meeting: Washington DC

Date	Time		Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
	Start	End					
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
<b>Totals</b>				0.0	0.0	0.0	

Signature of Employee

Date

Certified just and correct and payment not received

Approved By

Date

Immediate Supervisor - Print Name and Title

Date

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

**R. McGrath Expenses**  
**September 2018**

<b>Date</b>	<b>Establishment</b>	<b>Amount</b>	<b>Object</b>	<b>Purpose</b>	<b>Note</b>
9/7/2018	Mon Ami Gabi	\$ 37.96	.6815	Meals	Business Lunch: McGrath, Mandell, Consero
9/7/2018	Bethesda Garage	\$ 3.95	.6817	Travel Other	
9/10/2018	Delta Hotels	\$ 111.24	.6813	Lodging	09/09-09/10/18 - McGrath
9/10/2018	Delta Hotels	\$ 111.24	.6813	Lodging	09/09-09/10/18 - Harris
9/10/2018	Delta Hotels	\$ 111.24	.6813	Lodging	09/09-09/10/18 - Sherring
9/13/2018	Mason's - Redux 2017	\$ 139.13	.6819	Business Entertainment	Business Mtg: Academy Art Trustee/Staff
9/14/2018	LAZ Parking	\$ 27.00	.6817	Travel Other	
9/24/2018	Guapo's	\$ 30.33	.6819	Business Entertainment	Business Dinner: MoCo Cabinet Mtg
9/24/2018	Gaithersburg Marriott	\$ 287.76	.6813	Lodging	09/24-09/25/18
		<hr/> \$ 859.85			

D  
DELTA  
HOTELS  
MARRIOTT  
BALTIMORE

R C Mcgrath

United States

Room Number: 1061  
Arrival Date: 09-09-18  
Departure Date: 09-10-18  
CRS Number: 94197198  
Rewards No: XXXXX2515  
Page No: 1 of 1

**INFORMATION INVOICE**

Folio No:

09-10-18

Date	Description	Charges	Credits
09-09-18	Manual - American Express		111.24
09-09-18	Room Charge	103.00	
09-09-18	Rooms - Occupancy Tax 8%	8.24	
<b>Total</b>		<b>111.24</b>	<b>111.24</b>
<b>Balance</b>		<b>0.00</b>	

Your Marriott Rewards Points/Frequent Flyer Miles

ent and will appear on your next

All Staff Mtg  
rooms (Mcgrath,  
M. Harris, ~~Mcgrath~~  
M. Sherring)

09/09/2018 17:42:54  
CRESCENT HOTELS, RESO  
10304 EATON PLACE, #430  
FAIRFAX, VA 220300000  
CREDIT CARD  
AMEX SALE  
Card # XXXXXXXXXXXX1005  
Chip Card: AMERICAN EXPRESS  
AID: A000000025010801  
ATC: 0021  
ARQC: 5352F2A4E06810BF  
SEQ #: 15  
Batch #: 27  
FOLIO #: 19  
CLERK 0001  
Approval Code: 823749  
Entry Method: Chip Read  
Mode:

SALE AMOUNT

CUSTOMER COPY

D  
**DELTA**  
HOTELS  
MARRIOTT  
BALTIMORE

R C Mcgrath

United States

Room Number: 3033  
Arrival Date: 09-09-18  
Departure Date: 09-10-18  
CRS Number: 94197199  
Rewards No: XXXXX2515  
Page No: 1 of 1

**INFORMATION INVOICE**

Folio No:

09-10-18

Date	Description	Charges	Credits
09-09-18	Manual - American Express		111.24
09-09-18	Room Charge	103.00	
09-09-18	Rooms - Occupancy Tax 8%	8.24	
<b>Total</b>		<b>111.24</b>	<b>111.24</b>
<b>Balance</b>		<b>0.00</b>	

Your Marriott Rewards Points/Frequent Flyer Miles earned will be credited to your account and will appear on your next statement.

09/09/2018 17:39:17

CRESCENT HOTELS RESO  
10304 EATON PLACE, #430  
FAIRFAX, VA 220300000

CREDIT CARD  
AMEX SALE

Card # XXXXXXXXXXXX1005  
Chip Card: AMERICAN EXPRESS  
AID: A000000025010801  
ATC: 0020  
ARQC: F7C3F6F5C4CECA4  
SEQ #: 14  
Batch #: 27  
FOLIO #: 18  
CLERK 0001  
Approval Code: 862629  
Entry Method: Chip Read  
Mode: Issuer

SALE AMOUNT \$111.24

CUSTOMER

D  
DELTA  
HOTELS  
MARRIOTT  
BALTIMORE

R C Mcgrath

United States

Room Number: 3032  
Arrival Date: 09-09-18  
Departure Date: 09-10-18  
CRS Number: 94197200  
Rewards No: XXXXX2515  
Page No: 1 of 1

**INFORMATION INVOICE**

Folio No: 1002

09-10-18

Date	Description	Charges	Credits
09-09-18	Manual - American Express		111.24
09-09-18	Room Charge	103.00	
09-09-18	Rooms - Occupancy Tax 8%	8.24	
<b>Total</b>		<b>111.24</b>	<b>111.24</b>
<b>Balance</b>		<b>0.00</b>	

Your Marriott Rewards Points/Frequent Flyer Miles earned will be credited to your account and will appear on your next statement.

09/09/2018 17:45:50  
CRESCENT HOTELS RESO  
10304 EATON PLACE #430  
FAIRFAX, VA 220300000  
CREDIT CARD  
AMEX SALE

Card # XXXXXXXXXX1005  
Chip Card: AMERICAN EXPRESS  
AID: A000000025010801  
ATC: 0022  
ARQC: A1C4DED51858/E2+  
SEQ #: 16  
Batch #: 27  
FOLIO #: 20  
CLERK: 0001  
Approval Code: 821756  
Entry Method: Chip Read  
Mode: Issuer

SALE AMOUNT \$111.24  
CUSTOMER CODE

Exp-0000136

## Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

76856

Employee Name

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811	Transportation	
1111-1111	6813	Lodging	\$ 1,503.52
1111-1111	6815	Meals	
1111-1111	6817	Travel Other	\$ 25.00
1111-1111	6819	Bus. Ent.	\$ 34.20
1111-1111	6229	Registration	
<b>Total:</b>			<b>\$ 1,562.72</b>

Day	Wednesday	Thursday	Monday	Tuesday	Wednesday	Sunday	Wednesday	Totals
Date	10/03/2018	10/04/2018	10/08/2018	10/16/2018	10/17/2018	10/21/2018	10/24/2018	
Hotel Room	\$ 347.52		\$ 116.28	\$ 172.38	\$ 331.84	\$ 112.32	\$ 423.18	\$ 1,503.52
Breakfast								\$ 0.00
Lunch								\$ 0.00
Dinner								\$ 0.00
Business Meals		\$ 34.20						\$ 34.20
Transportation								\$ 0.00
Bridge or Road Tolls								\$ 0.00
Mileage* (Calculated Below)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Parking					\$ 25.00			\$ 25.00
Other								\$ 0.00
<b>Total Expenses</b>	<b>\$ 347.52</b>	<b>\$ 34.20</b>	<b>\$ 116.28</b>	<b>\$ 172.38</b>	<b>\$ 356.84</b>	<b>\$ 112.32</b>	<b>\$ 423.18</b>	<b>\$ 1,562.72</b>
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								

US Chamber of Commerce Summit, Washington DC, Business Meeting with C. Williams - Johns Hopkins

Purpose of  
Travel /  
Expenditures:

MES Leadership Meeting, Board Meeting, Business Meeting with Brady Walker, Dept. of Commerce,

Harford County Business Meetings

MEDA Fall Conference

Date	Time		Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
	Start	End					
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
<b>Totals</b>				0.0	0.0	0.0	

Signature of Employee

Date

Certified just and correct and payment not received

Approved By

Date

Immediate Supervisor - Print Name and Title

Date

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

**R. McGrath Expenses  
October 2018**

<b>Date</b>	<b>Establishment</b>	<b>Amount</b>	<b>Object</b>	<b>Purpose</b>	<b>Note</b>
10/3/2018	Mayflower Autograph Hotel	\$ 347.52	.6815	Lodging	US Chamber of Commerce Summit
10/4/2018	Heroes Pub	\$ 34.20	.6819	Business Entertainment	Business Mtg: Walker, Dept. of Commerce
10/8/2018	Delta Hotels	\$ 116.28	.6815	Lodging	Business Mtg - Harford County
10/16/2018	Annapolis Waterfront Hotel	\$ 172.38	.6815	Lodging	MES Leadership Mtg - R. McGrath
10/17/2018	Harbor Park Garage	\$ 25.00	.6817	Travel Other	Parking
10/17/2018	Annapolis Waterfront Hotel	\$ 331.84	.6815	Lodging	MES Leadership Mtg - D. Aaker
10/21/2018	Fairfield Inn & Suites	\$ 112.32	.6815	Lodging	10/21 - 10/22/18
10/24/2018	Hyatt Regency	\$ 423.18	.6815	Lodging	10/24-10/26/18
		<hr/> \$ 1,562.72			

# THE ANNAPOLIS WATERFRONT HOTEL

GUEST FOLIO

611 ROOM MCGRATH/RC

134.00 RATE

10/16/18 DEPART

11:27 TIME

8560 ACCT#

PK TYPE

10/15/18 ARRIVE

17:10 TIME

GUEST FOLIO

49 ROOM

XXXXXXXXXXXX1005 PAYMENT

8250 RWD# XXXXX2515

DATE	DESCRIPTION	REFERENCES	CHARGES	CREDITS	BALANCES DUE
------	-------------	------------	---------	---------	--------------

10/15	O/N PARK	212	29.00		
10/15	ROOM	611, 1	134.00		
10/15	CITY TAX	611, 1	9.38		
10/16	CCARD AX			172.38	
PAYMENT RECEIVED BY: AMERICAN EXPRESS XXXXXXXXXX1005					BALANCES DUE

See our "Privacy & Cookie Statement" on Marriott.com

MES Leadership  
Mtg.  
McGrath

AUTOGRAPH COLLECTION: THE ANNAPOLIS WATERFRONT HOTEL  
80 COMPROMISE STREET  
ANNAPOLIS, MD 21401  
P: 410-268-7555 F: 410-269-5864

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are delinquent, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1 5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

THE ANNAPOLIS WATERFRONT HOTEL

GUEST FOLIO

605	MCGRATH/RC	134.00	10/17/18	08:47	9206
ROOM	NAME	RATE	DEPART	TIME	ACCT#
GK	AKER/DAVID		10/15/18	17:09	
TYPE			ARRIVE	TIME	
58					
ROOM		AXXXXXXXXXXXXXX1005			
CLERK	ADDRESS	PAYMENT			RWD#: XXXXX2515
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
10/15	O/N PARK 228	29.00			
10/15	ROOM 605, 1	134.00			
10/15	ROOM TAX 605, 1	8.04			
10/15	CITY TAX 605, 1	9.38			
10/16	ROOM 605, 1	134.00			
10/16	ROOM TAX 605, 1	8.04			
10/16	CITY TAX 605, 1	9.38			
10/17	CCARD-AX		331.84		
PAYMENT RECEIVED BY: AMERICAN EXPRESS XXXXXXXXXXXXXXXX1005					.00

See our "Privacy & Cookie Statement" on Marriott.com

AKES Leadership Mtg.  
Room for David Aker

Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement for update activity.

AUTOGRAPH COLLECTION\* THE ANNAPOLIS WATERFRONT HOTEL  
HOTELS  
80 COMPROMISE STREET  
ANNAPOLIS, MD 21401  
P: 410-268-7555 F: 410-269-5864

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X



**FOUR SEASONS**  
HOTEL  
BALTIMORE

Maryland Environmental Service  
259 Najoles Rd  
Millersville MD 21108 US

Room Number: 0701  
Arrival Date: 07/09/19  
Departure Date: 07/11/19

Guest Name: *Mcgrath, Roy*

**COPY OF INVOICE**

Folio No: 400570

Page No: 1 of 1

Date	Description	Charges	Credits
07/09/19	Room Charge	279.00	
07/09/19	City Tax @ 9.5%	26.51	
07/09/19	State Tax @ 6%	16.74	
07/10/19	Room Charge	279.00	
07/10/19	City Tax @ 9.5%	26.51	
07/10/19	State Tax @ 6%	16.74	
<b>Total</b>		<b>644.50</b>	<b>0.00</b>
<b>Balance</b>		<b>644.50</b>	

**Details and Process**

**For** Expense Report: EXP-0001699  
**Overall Process** Expense Report: EXP-0001699, Roy McGrath (76856) on 06/04/2020 for \$13,611.77  
**Overall Status** Successfully Completed

**Details**

**Expense Report Number** EXP-0001699  
**Company** Maryland Environmental Service  
**Reimbursement** 13,611.77  
**Personal** 0.00  
**Total Amount** 13,611.77  
**Currency** USD  
**Memo** Expense Report B

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
10/11/2019	Airfare	Roundtrip Airfare for NERC	197.60	USD	197.60
10/17/2019	Hotel	U.S. Chamber of Commerce Event	737.21	USD	737.21
10/20/2019	Tolls	Toll charges for MEDA Fall Conference	4.00	USD	4.00
10/21/2019	Hotel	2019 MEDA Fall Conference	480.88	USD	480.88
10/23/2019	Hotel	WASTECON Hotel	524.57	USD	524.57
10/23/2019	Other	USPS Service During WASTECON	9.30	USD	9.30
10/25/2019	Parking	Parking for GBC meeting	22.00	USD	22.00
10/25/2019	Dinner	Dinner during transit from WASTECON	7.84	USD	7.84
10/25/2019	Transportation	Rental car for WASTECON	229.79	USD	229.79
10/26/2019	Lunch	Lunch enroute to NERC	10.59	USD	10.59
10/29/2019	Tolls	Toll charges during NERC (received 11/9/2019)	8.90	USD	8.90
10/30/2019	Hotel	NERC Event Hotel	878.73	USD	878.73
10/31/2019	Parking	Business Parking - Baltimore	1.25	USD	1.25
11/05/2019	Hotel	Meeting with Pepco	349.94	USD	349.94
11/07/2019	Hotel	BBJ Expo	111.69	USD	111.69
11/16/2019	Airfare	Roundtrip Airfare for WATEC Conference including schedule change fees	4,482.96	USD	4,482.96
11/21/2019	Parking	Airport Parking for WATEC Conference (11/16/19 - 11/21/19)	85.00	USD	85.00
11/25/2019	Parking	Parking for GBC Meeting	15.00	USD	15.00
06/04/2020	Parking	Parking for NYC meeting	18.00	USD	18.00
06/04/2020	Airfare	Roundtrip Airfare for WasteCon	1,187.79	USD	1,187.79
06/04/2020	Other	Partner Relations	56.00	USD	56.00
06/04/2020	Supplies	Supplies for Solutions Group Co-Chair Meeting	20.14	USD	20.14
06/04/2020	Fuel	Fuel for Solutions Group Co-Chair Meeting	16.50	USD	16.50
06/04/2020	Business Meal	Business meeting with W. Wainer	60.42	USD	60.42
06/04/2020	Business Meal	Business Meeting with B. Bobage	61.94	USD	61.94
06/04/2020	Parking	Parking for pre-board meeting	24.00	USD	24.00
06/04/2020	Parking	Fuel for business meeting in DC	15.00	USD	15.00
06/04/2020	Hotel	Hotel - EBLC staff parking	184.00	USD	184.00
06/04/2020	Parking	Parking - BDC Reception	1.00	USD	1.00

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
06/04/2020	Hotel	CEO Update Meeting	461.29 USD		461.29
06/04/2020	Hotel	MES All-Team Meeting	99.74 USD		99.74
06/04/2020	Dinner	Dinner - IOM Event	36.86 USD		36.86
06/04/2020	Dinner	Dinner - IOM Event	21.65 USD		21.65
06/04/2020	Dinner	Dinner - IOM Event	12.19 USD		12.19
06/04/2020	Hotel	IOM Event	550.00 USD		550.00
06/04/2020	Fuel	Fuel for DC meetings	22.00 USD		22.00
06/04/2020	Business Meal	Business meeting with V. Thompson, HCEDA	51.76 USD		51.76
06/04/2020	Business Meal	Business meeting with C. Shank, Governor's Office	22.71 USD		22.71
06/04/2020	Business Meal	Business meeting with M. Clark	38.86 USD		38.86
06/04/2020	Hotel	Hotel for TRICON event	1,190.38 USD		1,190.38
06/04/2020	Registration Fee	Registration - CEO Update	29.00 USD		29.00
06/04/2020	Business Meal	Business meeting	29.68 USD		29.68
06/04/2020	Parking	Fuel for travel back from Resiliency & Sustainability Solution Group Meeting	16.50 USD		16.50
06/04/2020	Dinner	Dinner during TRICON with M. Sherring	67.60 USD		67.60
06/04/2020	Parking	Parking for Resiliency & Sustainability Solution Group Meeting, DC	1.38 USD		1.38
06/04/2020	Supplies	Supplies for TRICON	8.99 USD		8.99
06/04/2020	Parking	Parking for business meeting in DC	3.62 USD		3.62
06/04/2020	Hotel	MACo Hotel	938.42 USD		938.42
06/04/2020	Hotel	BBJ Event - Corporate Philanthropy	207.10 USD		207.10

**Process**
**Process History**

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Expense Report Event	Step Completed	06/04/2020 08:02:20 PM		Jennifer Brown (49225)	
Expense Report Event	Approval by Manager	Not Required				
Expense Report Event	Approval by Finance Executive	Approved	06/04/2020 08:17:51 PM		Michael Harris (79991) (Finance Executive)	
Expense Report Event	Review Expense Report	Not Required				
Expense Report Event	Approval by HR Executive	Not Required				
Expense Report Event	Review Expense Report	Approved	06/04/2020 08:59:21 PM		Jennifer Brown (49225) (Expense Data Entry Specialist)	



THE RITZ-CARLTON

WASHINGTON, DC

Mr. R C MCORATH

United States

Room Number: 0914  
Arrival Date: 10/16/19  
Departure Date: 10/17/19  
CRS Number: 73677938  
Rewards No: XXXXX2515  
Page No: 1 of 1

INFORMATION INVOICE  
Folio No: 606616

				10/17/19
Date	Description		Charges	Credits
10/16/19	Valet Parking Overnight	879945	59.00	
10/16/19	Package Charge		590.00	
10/16/19	Occupancy Tax 14.95%		88.21	
10/17/19	American Express	XXXXXXXXXXXX1005 XXXX		737.21
Total			737.21	737.21
Balance			0.00	

1150 22nd Street NW Washington, DC 20037  
tel: (202) 835-0500 fax: (202) 853-1588 www.ritzcarlton.com



Mr. Roy McGrath

United States

INVOICE

A/R Number :  
Group Code :  
Company Name :

Room No. : 65  
Arrival : 10/20/19  
Departure : 10/21/19  
Page No. : 1 of 1  
Folio No. : 74421  
Conf. No. : 658894  
Invoice No. :  
Date : 10/21/19  
User ID : ACABELL@IPC

Date	Text	Charges	Credits
		USD	USD
10/20/19	Deposit Transfer at Check in		432.60
10/20/19	Room Charge	360.50	
10/20/19	State Tax - Room	21.63	
10/20/19	Local Occupancy Tax - Room	14.42	
10/20/19	10% Resort Fee - Rooms	38.05	
10/21/19	Stars	48.28	
	001082720191021083412		
10/21/19	American Express Card		48.28
	XXXXXXXXXXXX1005 XX/XX		
Total		480.88	480.88
Balance		0.00 USD	

TERMS: DUE AND PAYABLE UPON PRESENTATION. I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT THE INDICATED PERSON, COMPANY, OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF THESE CHARGES.

**Details and Process**

**For** Expense Report: EXP-0001705  
**Overall Process** Expense Report: EXP-0001705, Roy McGrath (76856) on 06/04/2020 for \$6,413.74  
**Overall Status** Successfully Completed

**Details**

**Expense Report Number** EXP-0001705  
**Company** Maryland Environmental Service  
**Reimbursement** 6,413.74  
**Personal** 0.00  
**Total Amount** 6,413.74  
**Currency** USD  
**Memo** Expense Report C

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
06/04/2020	Dinner	MACo Winter Conference	5.57 USD		5.57
06/04/2020	Transportation	Transportation to airport for WasteCon	97.40 USD		97.40
06/04/2020	Hotel	Business meeting with Orion Global Solutions, NYC	702.33 USD		702.33
06/04/2020	Dinner	ICDS dinner with M. Sherring	105.28 USD		105.28
06/04/2020	Business Meal	Business Meal with M. Sherring	108.50 USD		108.50
06/04/2020	Dinner	MML Dinner	18.25 USD		18.25
06/04/2020	Business Meal	Business meeting with S. Crim	29.68 USD		29.68
06/04/2020	Other	Gratuties	22.00 USD		22.00
06/04/2020	Business Meal	Business meeting with D. Mayer, C. Deegan, C. Cavey	111.52 USD		111.52
06/04/2020	Business Meal	Business meeting - BBJ staff (while traveling) M/M A. Payne	175.76 USD		175.76
06/04/2020	Parking	Parking for Pepco meeting, D.C.	20.00 USD		20.00
06/04/2020	Parking	Rental car parking during NERC	6.00 USD		6.00
06/04/2020	Parking	Board of Trade Executive Meeting	25.00 USD		25.00
06/04/2020	Dinner	Dinner during NERC	54.01 USD		54.01
06/04/2020	Dinner	Dinner during NERC	67.68 USD		67.68
06/04/2020	Transportation	Train to business meeting and return	16.00 USD		16.00
06/04/2020	Parking	Mountain MD event	10.00 USD		10.00
06/04/2020	Fuel	Rental Car Fuel for NERC	5.01 USD		5.01
06/04/2020	Parking	RBLC site visit	18.00 USD		18.00
06/04/2020	Parking	Parking for NERC (10/26 - 10/29)	99.00 USD		99.00
06/04/2020	Business Meal	2019 MEDA Fall Conference - Business with M. Sherring	49.42 USD		49.42
06/04/2020	Hotel	MES Leadership Team Meeting Hotel Room R. McGrath	461.04 USD		461.04
06/04/2020	Dinner	Dinner during NERC	10.98 USD		10.98
06/04/2020	Transportation	Rental Car for NERC	108.08 USD		108.08
06/04/2020	Hotel	MML Fall Conference	498.83 USD		498.83
06/04/2020	Hotel	MES Leadership Team Meeting Hotel room for M. Sherring	503.98 USD		503.98
06/04/2020	Hotel	2019 Capital Region Transportation Forum	275.51 USD		275.51
06/04/2020	Lunch	Lunch for Grantsville business meetings	10.12 USD		10.12
06/04/2020	Fuel	Fuel - Baltimore and DC	30.31 USD		30.31

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
06/04/2020	Transportation	meetings Amtrak ticket for ICSD	326.00	USD	326.00
06/04/2020	Fuel	Fuel for Bisnow event	20.21	USD	20.21
06/04/2020	Dinner	Maryland Governor's Business Summit with M. Sherring	6.55	USD	6.55
06/04/2020	Business Meal	MES Board and Garrett County Officials Lunch	333.66	USD	333.66
06/04/2020	Parking	Parking for Resilience & Sustainability Solution Group Meeting, DC	16.50	USD	16.50
06/04/2020	Dinner	Lunch with M. Sherring during ICSD	107.28	USD	107.28
06/04/2020	Transportation	Transit ticket for ICSD	12.00	USD	12.00
06/04/2020	Hotel	Hotel for ICSD	931.83	USD	931.83
06/04/2020	Hotel	Hotel for ICSD	1,014.45	USD	1,014.45

## Process

## Process History

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Expense Report Event	Step Completed	06/04/2020 08:19:49 PM		Jennifer Brown (49225)	
Expense Report Event	Approval by Manager	Not Required				
Expense Report Event	Approval by Finance Executive	Approved	06/04/2020 08:21:01 PM		Michael Harris (79991) (Finance Executive)	
Expense Report Event	Review Expense Report	Not Required				
Expense Report Event	Approval by HR Executive	Not Required				
Expense Report Event	Review Expense Report	Approved	06/04/2020 08:50:32 PM		Jennifer Brown (49225) (Expense Data Entry Specialist)	



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**Details and Process**

For Expense Report: EXP-0001707  
 Overall Process Expense Report: EXP-0001707, Roy McGrath (76856) on 06/04/2020 for \$14,165.38  
 Overall Status Successfully Completed

**Details**

Expense Report Number EXP-0001707  
 Company Maryland Environmental Service  
 Reimbursement 14,165.38  
 Personal 0.00  
 Total Amount 14,165.38  
 Currency USD  
 Memo Expense Report D

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
03/08/2019	Registration Fee	2019 Great Ideas Conference Registration	1,359.00	USD	1,359.00
03/20/2019	Hotel	Ideas Conference	1,215.88	USD	1,215.88
06/23/2019	Dinner	MML Dinner	12.00	USD	12.00
07/02/2019	Business Meal	Business Lunch - T. Waddell	65.83	USD	65.83
07/02/2019	Business Meal	Business meeting breakfast	4.17	USD	4.17
08/24/2019	Business Meal	Business meeting with Greg Gardner	73.48	USD	73.48
08/29/2019	Dinner	Lunch during Tricon with M. Sherring	32.09	USD	32.09
09/24/2019	Dinner	Dinner during ICDS	35.49	USD	35.49
10/25/2019	Hotel	WasteCon Hotel	1,411.06	USD	1,411.06
10/31/2019	Registration Fee	Northeast Recycling Council, Inc. Registration Fee	525.00	USD	525.00
11/25/2019	Transportation	WATEC Transportation	12.07	USD	12.07
01/06/2020	Airfare	GreenBiz	995.00	USD	995.00
01/07/2020	Other	Gratuities - BOT Meeting	14.00	USD	14.00
01/07/2020	Hotel	BOT Meeting	323.31	USD	323.31
01/11/2020	Subscriptions	Costco Business Membership Renewal	120.00	USD	120.00
01/13/2020	Registration Fee	CEO Update Registration	29.00	USD	29.00
01/16/2020	Hotel	BWI Business Partnership Meeting	123.17	USD	123.17
01/22/2020	Business Meal	Business Mtg. with D. Nevins	48.02	USD	48.02
01/24/2020	Parking	Parking - 2020 Mountain Maryland PACE Breakfast	10.00	USD	10.00
01/25/2020	Other	Battery for business car key	6.35	USD	6.35
01/27/2020	Hotel	Maryland General Assembly Legislative Forum	139.83	USD	139.83
01/28/2020	Business Meal	Business meeting with J. Sargeant	21.87	USD	21.87
01/28/2020	Fuel	Fuel for meetings	30.76	USD	30.76
01/29/2020	Parking	Parking MTC's Annual Leadership Meeting	10.00	USD	10.00
01/30/2020	Parking	Parking for BOT Event	8.00	USD	8.00
01/30/2020	Hotel	BOT Meeting	262.90	USD	262.90
02/03/2020	Dinner	ICSC Reception/Site Visit - Dinner, M. Sherring	49.18	USD	49.18
02/04/2020	Hotel	Hotel for ICSC Site Visit	407.46	USD	407.46
02/04/2020	Transportation	Rental Car for ICSC Site Visit (2/2/2020 - 2/4/2020)	77.49	USD	77.49
02/05/2020	Other	Courier Service - GreenBiz	65.21	USD	65.21
02/06/2020	Hotel	Hotel for GreenBiz	1,227.02	USD	1,227.02

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
02/06/2020	Transportation	Rental Car for GreenBiz (2/4 - 2/6 2020)	157.19 USD		157.19
02/06/2020	Dinner	GreenBiz	7.84 USD		7.84
02/10/2020	Airfare	Roundtrip airfare for P3 Conference (Nonrefundable ticket - Delayed due to COVID-19)	704.80 USD		704.80
02/11/2020	Parking	Parking for ESRI event in DC	20.00 USD		20.00
02/12/2020	Business Meal	Business meeting with B. Scholz and C. Williams	61.94 USD		61.94
02/13/2020	Parking	Meeting with DNR	10.00 USD		10.00
02/18/2020	Airfare	Roundtrip Airfare for Global Waste Management Solutions	1,393.15 USD		1,393.15
02/18/2020	Business Meal	Business meeting, M. Sherring	58.80 USD		58.80
02/19/2020	Hotel	CEO Update Meeting	211.51 USD		211.51
02/19/2020	Parking	Parking for business meeting in Washington	35.00 USD		35.00
02/22/2020	Lunch	Lunch - Global Waste Management Symposium	4.23 USD		4.23
02/22/2020	Lunch	Lunch - Global Waste Management Symposium	4.23 USD		4.23
02/22/2020	Dinner	Dinner - Global Waste Management Symposium	12.12 USD		12.12
02/23/2020	Lunch	Global Waste Symposium	4.10 USD		4.10
02/23/2020	Dinner	Dinner - Global Waste Symposium	43.56 USD		43.56
02/24/2020	Hotel	Hotel for Global Waste Management Symposium	1,029.58 USD		1,029.58
02/26/2020	Hotel	Hotel for Global Waste Management Symposium	1,116.05 USD		1,116.05
02/26/2020	Transportation	Rental Car - Global Waste Management Symposium	176.65 USD		176.65
02/26/2020	Parking	Airport Parking - Global Waste Management Symposium (2/22 - 2/26)	110.00 USD		110.00
03/26/2020	Registration Fee	Registration for online webinar - Leading Authorities	50.00 USD		50.00
04/23/2020	Subscriptions	LinkedIn Subscription	239.99 USD		239.99

## Process

## Process History

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Expense Report Event	Step Completed	06/04/2020 08:17:14 PM		Jennifer Brown (49225)	
Expense Report Event	Approval by Manager	Not Required				
Expense Report Event	Approval by Finance Executive	Approved	06/04/2020 08:19:20 PM		Michael Harris (79991) (Finance Executive)	
Expense Report Event	Review Expense Report	Not Required				
Expense Report Event	Approval by HR Executive	Not Required				
Expense Report Event	Review Expense Report	Approved	06/04/2020 09:02:07 PM		Jennifer Brown (49225) (Expense Data Entry Specialist)	



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922	MCCRATHR	109.00	01/15/20	16:00	2677
ROOM	NAME	RATE	DELINQ	TR	ACCT#
CKG			01/15/20	17:24	
TYPE			STATUS	TIME	
45					
ROOM	ADDRESS	REMARK			MBV# XXXXX2516
CLASS					
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
01/15	ROOM TR 922.1	109.00			
01/15	ROOM TAX 922.1	6.24			
01/15	COUNTY TAX 922.1	7.63			
01/16	AX CARD			\$123.17	

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EXP-0000135

## Maryland Environmental Service Expense Report Calendar Year 2018

Executive

Group / Department

Roy C. McGrath

76856

Employee Name

Employee Number

Employee Address

HQ

n/a

Assigned Office Location (City)

One Way Commute Miles

Cost Center Number	Object #	Subsidiary	Amount
1111-1111	6811	Transportation	
1111-1111	6813	Lodging	\$ 621.48
1111-1111	6815	Meals	\$ 37.96
1111-1111	6817	Travel Other	\$ 30.95
1111-1111	6819	Bus. Ent.	\$ 169.46
1111-1111	6229	Registration	
<b>Total:</b>			<b>\$ 859.85</b>

Day	Friday	Monday	Thursday	Friday	Monday			
Date	09/07/2018	09/10/2018	09/13/2018	09/14/2018	09/24/2018			<b>Totals</b>
<b>Hotel Room</b>		\$ 333.72			\$ 287.76			\$ 621.48
<b>Breakfast</b>								\$ 0.00
<b>Lunch</b>								\$ 0.00
<b>Dinner</b>	\$ 37.96							\$ 37.96
<b>Business Meals</b>			\$ 139.13		\$ 30.33			\$ 169.46
<b>Transportation</b>								\$ 0.00
<b>Bridge or Road Tolls</b>								\$ 0.00
<b>Mileage* (Calculated Below)</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
<b>Parking</b>				\$ 27.00				\$ 27.00
<b>Other</b>	\$ 3.95							\$ 3.95
<b>Total Expenses</b>	\$ 41.91	\$ 333.72	\$ 139.13	\$ 27.00	\$ 318.09	\$ 0.00	\$ 0.00	\$ 859.85
Travel Status? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Overnight? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>								

Business Meeting: Academy Art Museum Trustee and Staff (5 people)

Purpose of  
Travel /  
Expenditures:

All Staff Meeting: Rooms for McGrath, M. Harris, M. Sherring

MoCo Cabinet Meeting &amp; Business Meal

Business Meeting: Washington DC

Date	Time		Territory Covered	Total Miles	Commute Miles	Reimb. Miles*	Rate**
	Start	End					
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
						0.0	0.545
<b>Totals</b>				0.0	0.0	0.0	

Signature of Employee

Date

Certified just and correct and payment not received

Approved By

Date

Immediate Supervisor - Print Name and Title

Date

\*\* Effective January 1, 2018 - \$ 545 per mile

\* Reimbursable miles equal to total miles less total commute miles if applicable.

**Details and Process**

**For** Expense Report: EXP-0001705  
**Overall Process** Expense Report: EXP-0001705, Roy McGrath (76856) on 06/04/2020 for \$6,413.74  
**Overall Status** Successfully Completed

**Details**

**Expense Report Number** EXP-0001705  
**Company** Maryland Environmental Service  
**Reimbursement** 6,413.74  
**Personal** 0.00  
**Total Amount** 6,413.74  
**Currency** USD  
**Memo** Expense Report C

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
06/04/2020	Dinner	MACo Winter Conference	5.57 USD		5.57
06/04/2020	Transportation	Transportation to airport for WasteCon	97.40 USD		97.40
06/04/2020	Hotel	Business meeting with Orion Global Solutions, NYC	702.33 USD		702.33
06/04/2020	Dinner	ICDS dinner with M. Sherring	105.28 USD		105.28
06/04/2020	Business Meal	Business Meal with M. Sherring	108.50 USD		108.50
06/04/2020	Dinner	MML Dinner	18.25 USD		18.25
06/04/2020	Business Meal	Business meeting with S. Crim	29.68 USD		29.68
06/04/2020	Other	Gratuties	22.00 USD		22.00
06/04/2020	Business Meal	Business meeting with D. Mayer, C. Deegan, C. Cavey	111.52 USD		111.52
06/04/2020	Business Meal	Business meeting - BBJ staff (while traveling) M/M A. Payne	175.76 USD		175.76
06/04/2020	Parking	Parking for Pepco meeting, D.C.	20.00 USD		20.00
06/04/2020	Parking	Rental car parking during NERC	6.00 USD		6.00
06/04/2020	Parking	Board of Trade Executive Meeting	25.00 USD		25.00
06/04/2020	Dinner	Dinner during NERC	54.01 USD		54.01
06/04/2020	Dinner	Dinner during NERC	67.68 USD		67.68
06/04/2020	Transportation	Train to business meeting and return	16.00 USD		16.00
06/04/2020	Parking	Mountain MD event	10.00 USD		10.00
06/04/2020	Fuel	Rental Car Fuel for NERC	5.01 USD		5.01
06/04/2020	Parking	RBLC site visit	18.00 USD		18.00
06/04/2020	Parking	Parking for NERC (10/26 - 10/29)	99.00 USD		99.00
06/04/2020	Business Meal	2019 MEDA Fall Conference - Business with M. Sherring	49.42 USD		49.42
06/04/2020	Hotel	MES Leadership Team Meeting Hotel Room R. McGrath	461.04 USD		461.04
06/04/2020	Dinner	Dinner during NERC	10.98 USD		10.98
06/04/2020	Transportation	Rental Car for NERC	108.08 USD		108.08
06/04/2020	Hotel	MML Fall Conference	498.83 USD		498.83
06/04/2020	Hotel	MES Leadership Team Meeting Hotel room for M. Sherring	503.98 USD		503.98
06/04/2020	Hotel	2019 Capital Region Transportation Forum	275.51 USD		275.51
06/04/2020	Lunch	Lunch for Grantsville business meetings	10.12 USD		10.12
06/04/2020	Fuel	Fuel - Baltimore and DC	30.31 USD		30.31

Date	Expense Item	Charge Description/Memo	Total Amount	Currency	Converted Amount
06/04/2020	Transportation	meetings Amtrak ticket for ICSD	326.00	USD	326.00
06/04/2020	Fuel	Fuel for Bisnow event	20.21	USD	20.21
06/04/2020	Dinner	Maryland Governor's Business Summit with M. Sherring	6.55	USD	6.55
06/04/2020	Business Meal	MES Board and Garrett County Officials Lunch	333.66	USD	333.66
06/04/2020	Parking	Parking for Resilience & Sustainability Solution Group Meeting, DC	16.50	USD	16.50
06/04/2020	Dinner	Lunch with M. Sherring during ICSD	107.28	USD	107.28
06/04/2020	Transportation	Transit ticket for ICSD	12.00	USD	12.00
06/04/2020	Hotel	Hotel for ICSD	931.83	USD	931.83
06/04/2020	Hotel	Hotel for ICSD	1,014.45	USD	1,014.45

## Process

## Process History

Process	Step	Status	Completed On	Due Date	Person	Comment
Expense Report Event	Expense Report Event	Step Completed	06/04/2020 08:19:49 PM		Jennifer Brown (49225)	
Expense Report Event	Approval by Manager	Not Required				
Expense Report Event	Approval by Finance Executive	Approved	06/04/2020 08:21:01 PM		Michael Harris (79991) (Finance Executive)	
Expense Report Event	Review Expense Report	Not Required				
Expense Report Event	Approval by HR Executive	Not Required				
Expense Report Event	Review Expense Report	Approved	06/04/2020 08:50:32 PM		Jennifer Brown (49225) (Expense Data Entry Specialist)	

### Personal Education and Leadership Conferences

Start Date	End Date	Length	Total Expenses	Attended by McGrath, Sherring, or Both	CONFERENCE	LOCATION	McGrath Source	Sherring Source
6/14/2017	6/16/2017	3	\$ 461.60	M	Leadership MD	Baltimore	D	
7/12/2017	7/14/2017	3	\$ 447.32	M	Leadership MD	Cumberland, MD	E	
7/25/2017	7/29/2017	5	\$ 2,481.97	<b>BOTH</b> ( <i>McGrath appears to have left after 3 days</i> )	Young Jewish Professionals ("YJP") CEO Leadership, Innovation & Diversity Symposium	NYC	F	4
7/30/2017	8/3/2017	5	\$ 1,009.32	M	U.S. Chamber of Commerce's Institute for Organization Management ("IOM") NE Institute Course	Villanova	F	
9/6/2017	9/8/2017	3	\$ 832.91	M	American Society of Association Executives ("ASAE") Seminar	DC	F, cc	
9/14/2017	9/15/2017	2	\$ 275.60	M	Leadership MD	Cambridge, MD	F	
10/18/2017	10/20/2017	3	\$ 540.14	M	Leadership MD	College Park, MD	G	
12/5/2017	12/5/2017	1	\$ 28.56	M	Leadership MD	Baltimore	K	
1/3/2018	1/7/2018	5	\$ 2,605.04	M	U.S. Chamber of Commerce's IOM Winter Institute	Tucson, AZ	L, O	
3/15/2018	3/15/2018	1	\$ 22.00	M	CEO Business Forum	DC	N	
3/27/2018	3/31/2018	5	\$ 9,217.39	M	Disney's Approach to Leadership Excellence Course	Orlando, FL	N, O	
4/5/2018	4/6/2018	2	\$ 111.24	S	Better Business Journal ("BBJ") Spring Business Growth Expo	Hunt Valley		cc
6/3/2018	6/7/2018	5	\$ 4,529.52	<b>BOTH</b>	U.S. Chamber of Commerce's IOM 2018 Midwest Institute	Madison, WI	N	11, cc
7/25/2018	7/26/2018	2	\$ 1,182.03	<b>BOTH</b>	YJP's CEO Leadership & Innovation Symposium	NYC	O	12
7/29/2018	8/2/2018	5	\$ 2,543.33	<b>BOTH</b>	U.S. Chamber of Commerce Foundation's IOM 2018 Northeast Institute	Villanova, PA	O	13, cc
8/18/2018	8/21/2018	4	\$ 3,471.88	<b>BOTH</b>	ASAE Annual Meeting & Exposition	Chicago, IL	O	15, cc
10/2/2018	10/3/2018	2	\$ 404.90	<b>BOTH</b>	U.S. Chamber of Commerce's Small Business Summit	DC	O	18
10/30/2018	10/30/2018	1	\$ 250.00	S	Leadership MD, <i>application fee for class of 2019</i>	N/A		21
1/9/2019	1/10/2019	2	\$ 208.06	M	U.S. Chamber of Commerce's State of American Business event	DC	SA	
2/6/2019	2/6/2019	1	\$ 338.92	M	CEO Update	DC	SA	
3/17/2019	3/19/2019	3	\$ 3,670.15	M	ASAE Great Ideas Conference ( <i>possibly 3/16-3/21/2019</i> )	Colorado Springs, CO	SA, SD	
3/21/2019	3/22/2019	2	\$ 332.62	M	Climate Leadership Conference (Four Seasons)	Baltimore	SA	
5/9/2019	5/10/2019	2	\$ 215.93	S	BBJ 2019 Spring Business Growth Expo	Hunt Valley		30
6/5/2019	6/6/2019	2	\$ 210.80	M	BBJ Leaders in Diversity event	Baltimore	SA	
4/30/2019	6/18/2019	50	\$ 4,164.00	M	UMUC's "Communicating, Problem Solving, and Leading in Professional Fields" PRO 600 course	UMUC	P	
7/17/2019	7/18/2019	2	\$ 207.10	M	BBJ Event - Corporate Philanthropy	Baltimore	SB	
7/28/2019	8/1/2019	5	\$ 4,265.21	<b>BOTH</b>	U.S. Chamber of Commerce Foundation's IOM 2019 Northeast Institute	PA	SB	34, cc
9/9/2019	9/10/2019	2	\$ 490.29	M	CEO Update Live: Skills for the C-Suite	DC	SB	
10/16/2019	10/17/2019	2	\$ 902.58	<b>BOTH</b>	U.S. Chamber of Commerce Summit for Small and Growing Businesses	DC	SC	39
11/6/2019	11/7/2019	2	\$ 338.44	<b>BOTH</b>	BBJ Fall Business Growth Expo/Site Visit	Hunt Valley	SC	40
2/18/2020	2/19/2020	2	\$ 334.31	M	CEO Update Live: Executive Recruiting	DC	SD	
3/2/2020	3/4/2020	3	\$ 2,120.60	<b>BOTH</b>	The Public-Private Partnership (P3) Conference & Expo 2020 (postponed due to COVID)	Dallas, TX	SD	43
3/15/2020	3/17/2020	3	\$ 256.00	S	The Responsible Business Summit New York 2020 (postponed to 10/2020)	NYC		43
	3/26/2020	0	\$ 50.00	M	Online Webinar: Leading Authorities	Online	SD	

Personal Education and Leadership Conferences

Start Date	End Date	Length	Total Expenses	Attended by McGrath, Sherring, or Both	CONFERENCE	LOCATION	McGrath Source	Sherring Source
	3/26/2020	0	\$ 50.00	M	CEO Update event	DC	SA	
	6/4/2020	0	\$ 5,250.00	M	UMUC Tuition Reimbursement	UMUC	R	

Expenses related to leadership trips	\$ 43,666.28
Other	\$ 10,153.48
Total:	<u>\$ 53,819.76</u>



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# Governor Hogan Names New Chief of Staff

*Maryland Environmental Service CEO Roy McGrath to Succeed Matthew Clark*

**ANNAPOLIS, MD**—Governor Larry Hogan today announced the appointment of Roy McGrath, IOM, CAE as the new chief of staff for the State of Maryland.

McGrath, currently CEO and Chairman of the Maryland Environmental Service Board of Directors, was appointed to this role by Governor Hogan in December 2016. He previously served as a senior advisor to the governor, deputy chief of staff, and liaison to the Maryland Board of Public Works. Since March, he has served as a key member of the governor’s Coronavirus Response Team, supporting alignment of critical state resources to manage the crisis.

“Roy McGrath is an experienced public and private sector leader with a proven track record of managing at every level of government and a passionate commitment to public service,” said Governor Hogan. “Roy has played a key role in our coronavirus response over the last three months, so his transition to chief of staff will be seamless. I want to sincerely thank Matthew Clark, who has been a close advisor to me and an integral part of our administration’s success over the last five years, and wish him and his family all the best.”

“I am grateful to Governor Hogan for his trust and confidence, and for this opportunity to work alongside his exceptional team at this important moment in our state’s history,” said McGrath.

Prior to his roles in the Hogan administration, McGrath was most recently vice president of business development for the National Association of Chain Drug Stores, a leading retail and health care trade group, where he worked for nearly 20 years. He also served at the U.S. Department of Health and Human Services, the U.S. Department of Defense, and in the office of former Maryland Congressman Wayne T. Gilchrest. McGrath is a graduate of the University of Maryland, College Park. [Click here for McGrath’s full biography.](#)

McGrath succeeds Matthew Clark, who will begin next month as Senior Vice President, Marketing and Communications with the University of Maryland Medical System. Clark has been Governor Hogan’s chief of staff since August 2017, and was director of communications from January 2015-July 2016.

“Serving in the Hogan administration and working on behalf of Governor Hogan has been a great honor and I am profoundly grateful to have had this incredible opportunity to serve the people of Maryland. This role has been the highlight of my career and one of the most rewarding experiences of my life,” said Clark.

-###-

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# TIMESHEET REPORT

EMPLOYEE NUMBER: 76856

NAME: McGrath, Roy C.

PAYROLL ENDING:  
03/27/2018 Page 1 of 1

	WED 3/14	THU 3/15	FRI 3/16	SAT 3/17	SUN 3/18	MON 3/19	TUE 3/20	WED 3/21	THU 3/22	FRI 3/23	SAT 3/24	SUN 3/25	MON 3/26	TUE 3/27	
NORMAL WORK HOURS >	8.00	8.00	8.00			8.00	8.00	8.00	8.00	8.00			8.00	8.00	80.00
IN >	10:00	06:30	09:00	08:00		08:00	07:00	09:00	08:00	08:00		08:00	06:30	08:00	
OUT >	21:00	11:00	12:00	11:00		12:00	12:00	05:00	12:00	12:00		10:00	08:30	12:00	
IN >		01:30	12:30			12:30	12:30		12:30	12:30			09:30	12:30	
OUT >		06:00	17:30			06:30	04:30		17:00	17:30			12:00	20:30	
IN >													14:30		
OUT >													18:00		

PROJECT NAME	COST CENTER	SUB #	PAY	PAY DESCRIPTION	WED 3/14	THU 3/15	FRI 3/16	SAT 3/17	SUN 3/18	MON 3/19	TUE 3/20	WED 3/21	THU 3/22	FRI 3/23	SAT 3/24	SUN 3/25	MON 3/26	TUE 3/27	TOTAL
Executive Direction	1111-1111		1	Regular	8.00	8.00	8.00			8.00	8.00		8.00	8.00			8.00	8.00	72.00
Executive Direction	1111-1111		510	Comp Earned	3.00	1.00		3.00		2.00	1.00		1.00	1.00		2.00		4.00	18.00
MES Fringe Benefits	1131-1133		612	RLCompErn18								8.00							8.00
TOTAL					11.00	9.00	8.00	3.00		10.00	9.00	8.00	9.00	9.00		2.00	8.00	12.00	98.00

McGrath, Roy C. 03/26/2018

SUBMITTED BY / DATE

Harris, Michael C. 03/29/2018

APPROVED BY / DATE





# TIMESHEET REPORT

EMPLOYEE NUMBER: 76856

NAME: McGrath, Roy C.

PAYROLL ENDING:  
04/10/2018 Page 1 of 1

	WED 3/28	THU 3/29	FRI 3/30	SAT 3/31	SUN 4/1	MON 4/2	TUE 4/3	WED 4/4	THU 4/5	FRI 4/6	SAT 4/7	SUN 4/8	MON 4/9	TUE 4/10	
NORMAL WORK HOURS >	8.00	8.00	8.00			8.00	8.00	8.00	8.00	8.00			8.00	8.00	80.00
IN >	09:00	08:00	07:00	13:30		09:30	08:00	09:00	07:30	08:30			09:00	09:00	
OUT >	12:00	12:00	12:00	18:30		12:00	12:00	12:00	12:00	12:00			12:00	12:00	
IN >	12:30	12:30	12:30			12:30	12:30	12:30	12:30	12:30			12:30	12:30	
OUT >	21:30	04:30	03:30			19:00	18:30	18:30	17:00	17:00			19:30	22:30	

PROJECT NAME	COST CENTER	SUB #	PAY	PAY DESCRIPTION														TOTAL	
Executive Direction	1111-1111		1	Regular	8.00	8.00	8.00			8.00	8.00	8.00	8.00	8.00			8.00	8.00	80.00
Executive Direction	1111-1111		510	Comp Earned	4.00			5.00		1.00	2.00	1.00	1.00				2.00	5.00	21.00
TOTAL					12.00	8.00	8.00	5.00		9.00	10.00	9.00	9.00	8.00			10.00	13.00	101.00

McGrath, Roy C. 04/13/2018  
SUBMITTED BY / DATE

Wojton, Beth S. 04/13/2018  
APPROVED BY / DATE



**Analysis of McGrath and Sherring's International Travel**

Start Date	End Date	Length	International Trip	Location	Attended by McGrath, Sherring, or Both	McGrath		Sherring		Total Cost
						Reimbursement Amount	Source	Reimbursement Amount	Source	
4/11/2017	4/14/2017	4	New Partnership Opportunity – Sibelco trip	Europe (Belgium, France)	BOTH	\$ 4,928.06	C, cc	\$ 3,507.13	1, cc	\$ 8,435.19
10/27/2017	11/2/2017	7	Strategic partnership site visit/tour of BTS Bioenergy facilities	Italy	BOTH	\$ 4,311.03	H, SC			\$ 4,311.03
10/28/2017	11/2/2017	6						\$ 3,297.69	5, cc	\$ 3,297.69
11/16/2019	11/21/2019	6	Water Technology and Environment Control ("WATEC") 2019 Conference (11/18/2019 – 11/21/2019 Israel time)	Tel Aviv, Israel	BOTH	\$ 10,786.60	SA,SB, SD	\$ 2,838.87	41	\$ 13,625.47
<b>TOTALS</b>						<u><b>\$ 20,025.69</b></u>		<u><b>\$ 9,643.69</b></u>		<u><b>\$ 29,669.38</b></u>





THE OFFICE OF  
GOVERNOR LARRY HOGAN



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- Lt. Governor Boyd K. Rutherford
- First Lady Yumi Hogan

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- Citizens Redistricting Commission
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- [State Transparency and Accountability Reform Commission](#)

# PHOTO RELEASE: Governor Hogan Celebrates Ribbon Cutting of Bioenergy DevCo's New Anaerobic Digestion Facility

*Reaffirms Administration's Commitment to Reducing Greenhouse Gas Emissions*

ANNAPOLIS, MD—Governor Larry Hogan today participated in the ribbon cutting of Bioenergy DevCo's new anaerobic digestion (AD) facility, located on the Maryland Food Center campus in Jessup. Upon completion, the site will be Maryland's largest AD facility.



“Maryland and the nation face significant challenges when it comes to excess food scraps and discarded organic waste,” said Governor Hogan. “We can and we must do better, and that’s why facilities like this one are so exciting. It is a shining example of Maryland’s innovative approach to addressing the challenges associated with our solid waste stream.”



Bioenergy DevCo's new anaerobic digester is a public-private partnership that began with a land lease between the parties, key regulatory support from the Maryland Department of the Environment, and the approval of the Board of Public Works in February 2018. The Maryland Energy Administration granted more than \$460,000 to help launch the operation.

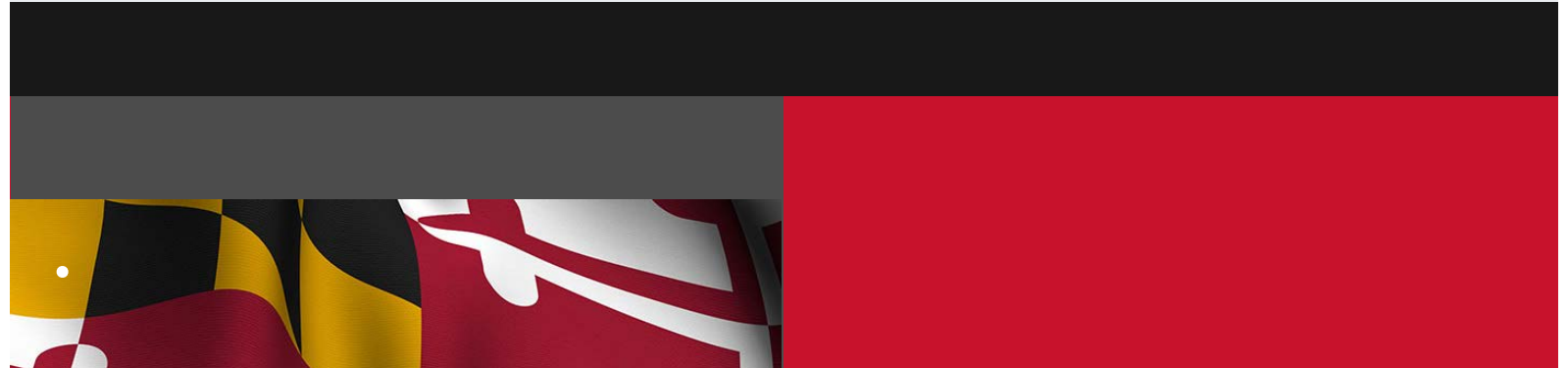


The site is expected to process 125,000 tons of food waste each year and produce enough energy to power 4,800 homes. In addition to reducing greenhouse gas emissions and creating renewable energy, it will also improve Maryland’s recycling processes and create up to 50 new jobs.

-###-

# Press Release Archives

Select Month





## Customer Service Promise

*The State of Maryland pledges to provide constituents, businesses, customers, and stakeholders with friendly and courteous, timely and responsive, accurate and consistent, accessible and convenient, and truthful and transparent services.*

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National Human Trafficking Hotline - 24/7  
Confidential

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100 State Circle, Annapolis, MD 21401  
(410) 974-3901  
1-800-811-8336  
MD Relay 1-800-735-2258

**McGrath and Sherring's Shared Meals**

Date	Amount	Description	Location	Source	ID	Per Diem Overage
5/23/2017	\$ 78.03	Meal at Terrace Point Café / Wynn Las Vegas	Las Vegas, NV	Sherring	cc	\$ 6.03
7/21/2017	\$ 12.00	Dinner at the Yard	Baltimore, MD	McGrath	F	\$ -
7/25/2017	\$ 15.57	Breakfast at Georgetown Market	DCA, Arlington, VA	Sherring	cc	\$ 5.57
7/25/2017	\$ 15.57	"Dinner" at Georgetown Market	DCA, Arlington, VA	McGrath	F	\$ -
7/27/2017	\$ 24.49	Lunch at Junior's	NYC	McGrath	F	\$ 6.49
7/27/2017	\$ 19.13	Lunch at Junior's	NYC	Sherring	cc	\$ 1.13
8/16/2017	\$ 58.85	Dinner at Big Fish Grill - Rehoboth	Rehoboth, DE	McGrath	F	\$ 8.85
8/17/2017	\$ 30.73	Lunch at Belly Busters	OCMD	Sherring	cc	\$ 6.73
8/17/2017	\$ 114.87	Dinner at Touch of Italy	OCMD	Sherring	cc	\$ 64.87
8/18/2017	\$ 9.79	Dinner at Dumser's Dairyland	OCMD	McGrath	F	\$ -
11/1/2017	\$ 16.89	Meal at McDonald's	Italy	Sherring	cc	\$ -
11/1/2017	\$ 87.45	Meal at Ristorante Limone Con Plz	Italy	Sherring	cc	\$ 37.45
11/2/2017	\$ 15.46	Meal at Network Italia Edicole	Italy	Sherring	cc	\$ -
2/6/2018	\$ 119.47	Dinner at Mastro's Steakhouse	Scottsdale, AZ	Sherring	cc	\$ 83.27
2/6/2018	\$ 85.33	Dinner at Mastro's Steakhouse	Scottsdale, AZ	McGrath	N	\$ 13.33
2/7/2018	\$ 54.78	Meal at S. Grill / JW Marriott Desert Ridge	Phoenix, AZ	Sherring	cc	\$ -
2/8/2018	\$ 64.58	Meal at Ritas RC / Marriott Camelback Inn Resort	Scottsdale, AZ	Sherring	cc	\$ -
4/29/2018	\$ 13.53	Lunch at Burger King	Chester, MD	Sherring	cc	\$ -
5/1/2018	\$ 44.63	Breakfast at Waters Edge / Hyatt Regency	Cambridge, MD	Sherring	cc	\$ 24.63
5/21/2018	\$ 68.00	Meal at XS Nightclub / Encore Wynn Las Vegas	Las Vegas, NV	Sherring	cc	\$ -
5/22/2018	\$ 119.05	Dinner at Bacchanal / Encore Wynn Las Vegas	Las Vegas, NV	Sherring	cc	\$ 47.05
5/23/2018	\$ 68.46	Lunch at Terrace Point Café / Wynn Las Vegas	Las Vegas, NV	Sherring	cc	\$ 32.46
6/3/2018	\$ 33.38	Lunch at The Old Fashioned	Madison, WI	Sherring	cc	\$ 3.38
6/3/2018	\$ 68.34	Dinner at Café La Bellitalia	Madison, WI	Sherring	cc	\$ 6.34
6/4/2018	\$ 109.34	Dinner at Tornado Steakhouse	Madison, WI	Sherring	cc	\$ 47.34
6/7/2018	\$ 16.75	Lunch at McDonald's	Chicago, IL	Sherring	cc	\$ -
6/10/2018	\$ 12.38	Lunch at Burger King	OCMD	Sherring	cc	\$ -
6/10/2018	\$ 73.72	Dinner at Touch of Italy	OCMD	Sherring	cc	\$ 23.72
6/10/2018	\$ 7.61	Meal at Dumser's Dairyland	OCMD	Sherring	cc	\$ -
6/12/2018	\$ 62.80	Dinner at Big Fish Grill	Rehoboth, DE	Sherring	cc	\$ 12.80
6/12/2018	\$ 10.51	Meal at Dumser's Dairyland	OCMD	Sherring	cc	\$ -
6/13/2018	\$ 40.55	Breakfast at Courtyard Marriott	OCMD	Sherring	cc	\$ 20.55
6/13/2018	\$ 9.74	Lunch at Rise Up Coffee	Cambridge, MD	Sherring	cc	\$ -
7/25/2018	\$ 58.27	Lunch at Junior's	NYC	Sherring	12	\$ 22.27
7/25/2018	\$ 25.78	"Dinner" at Junior's	NYC	McGrath	O	\$ -
7/26/2018	\$ 4.36	Breakfast at Dunkin Donuts	NYC	McGrath	O	\$ -
7/26/2018	\$ 77.50	Lunch at Craft	NYC	Sherring	12	\$ 41.50
7/26/2018	\$ 33.31	"Dinner" at Craft	NYC	McGrath	O	\$ -
7/29/2018	\$ 45.16	Dinner at Fleming's Prime Steakhouse & Wine Bar	Radnor, PA	Sherring	13	\$ -
7/29/2018	\$ 20.00	Dinner at Fleming's Prime Steakhouse & Wine Bar	Radnor, PA	McGrath	O	\$ -
8/2/2018	\$ 21.34	Lunch at Capps Deli LLC	Conshohocken, PA	Sherring	13	\$ -
8/15/2018	\$ 12.16	"Dinner" at Panera Bread	Easton, MD	McGrath	O	\$ -
8/15/2018	\$ 40.08	Dinner at Dry 85	OCMD	Sherring	14	\$ -
8/16/2018	\$ 8.79	"Lunch" at Dumser's Dairyland	OCMD	McGrath	O	\$ -
8/16/2018	\$ 35.65	Dinner at Big Fish Grill - Rehoboth	Rehoboth, DE	McGrath	O	\$ -
8/17/2018	\$ 19.97	Lunch at Captain's Table Restaurant	OCMD	McGrath	O	\$ -
8/17/2018	\$ 24.97	Meal at Courtyard Marriott	OCMD	McGrath	O	\$ -
8/17/2018	\$ 10.51	"Lunch" at Dumser's Dairyland	OCMD	McGrath	O	\$ -
8/17/2018	\$ 53.43	Dinner at Carrabba's Italian Grill	OCMD	Sherring	14	\$ 3.43
8/18/2018	\$ 41.08	Breakfast at Courtyard Marriott	OCMD	Sherring	14	\$ 21.08

**McGrath and Sherring's Shared Meals**

Date	Amount	Description	Location	Source	ID	Per Diem Overage
8/18/2018	\$ 7.86	Breakfast at Captain's Table Restaurant	OCMD	McGrath	O	\$ -
8/18/2018	\$ 98.56	Dinner at Gibsons Bar & Steakhouse	Chicago, IL	Sherring	15	\$ 26.56
8/18/2018	\$ 6.00	Dinner at Gibsons Bar & Steakhouse	Chicago, IL	McGrath	O	\$ -
8/18/2018	\$ 13.84	"Dinner" at 830 North Michigan Avenue	Chicago, IL	McGrath	O	\$ -
8/19/2018	\$ 65.42	Dinner at The Dearborn	Chicago, IL	Sherring	15	\$ -
10/2/2018	\$ 57.38	Dinner at Old Ebbitt Grill	Washington, DC	Sherring	18	\$ 7.38
10/21/2018	\$ 13.65	Lunch at McDonald's Restaurant	Gaithersburg, MD	Sherring	19	\$ -
10/21/2018	\$ 75.96	Dinner at Ristorante Ottaviani	Cumberland, MD	Sherring	19	\$ 25.96
10/25/2018	\$ 81.90	Dinner at Bistro Poplar	Cambridge, MD	Sherring	19	\$ 31.90
10/26/2018	\$ 9.08	Lunch at Panera Bread	Easton, MD	Sherring	19	\$ -
1/3/2019	\$ 53.32	Lunch at Ava's Pizzeria & Wine Bar	Groove City, MD	Sherring	22	\$ 29.32
1/9/2019	\$ 119.73	Dinner at Filomena Ristorante	Washington, DC	Sherring	23	\$ 69.73
1/30/2019	\$ 70.25	Dinner at Old Ebbitt Grill	Washington, DC	Sherring	24	\$ 20.25
2/25/2019	\$ 20.78	Lunch at Potbelly Sandwich Shop	BWI	Sherring	27	\$ -
2/25/2019	\$ 13.36	Dinner at In-N-Out Burger	Phoenix, AZ	Sherring	27	\$ -
4/30/2019	\$ 69.34	Lunch at Evolution Craft Brewing Co. & Public House	Salisbury, MD	Sherring	29	\$ 45.34
5/9/2019	\$ 79.96	Dinner at G&M Restaurant	Linthicum, MD	Sherring	30	\$ 29.96
6/12/2019	\$ 57.27	Dinner at Old Ebbitt Grill	Washington, DC	Sherring	31	\$ 7.27
6/23/2019	\$ 12.70	Lunch at Burger King	Chester, MD	Sherring	32	\$ -
6/23/2019	\$ 66.35	Dinner at Big Fish Grill - Rehoboth	Rehoboth, DE	Sherring	32	\$ 16.35
6/23/2019	\$ 12.00	Dinner at MML [conference]	OCMD	McGrath	SD	\$ -
6/24/2019	\$ 21.04	Breakfast at Courtyard Marriott	OCMD	Sherring	32	\$ 1.04
6/24/2019	\$ 31.63	Lunch at Shotti's Point OCMD	OCMD	Sherring	32	\$ 7.63
6/25/2019	\$ 35.11	Breakfast at The Dough Roller	OCMD	Sherring	32	\$ 15.11
6/25/2019	\$ 50.60	Dinner at Touch of Italy	OCMD	Sherring	32	\$ 0.60
7/31/2019	\$ 51.46	Dinner at Pepperoncini	Conshohocken, PA	Sherring	34	\$ -
8/1/2019	\$ 46.22	Lunch at Jasper's Backyard	Conshohocken, PA	Sherring	34	\$ 10.22
8/14/2019	\$ 14.80	Lunch at Burger King	Kent Island, MD	Sherring	35	\$ -
8/14/2019	\$ 68.60	Dinner at Big Fish Grill - Rehoboth	Rehoboth, DE	Sherring	35	\$ 18.60
8/15/2019	\$ 51.80	Lunch at Hooked	OCMD	Sherring	35	\$ 27.80
8/16/2019	\$ 39.27	Lunch at The Dough Roller	OCMD	Sherring	35	\$ 15.27
8/28/2019	\$ 67.60	Dinner at Big Fish Grill - Rehoboth	Rehoboth, DE	McGrath	SB	\$ 17.60
8/29/2019	\$ 32.09	Lunch at Touch of Italy	OCMD	McGrath	SD	\$ 8.09
9/9/2019	\$ 75.10	Dinner at Unconventional Diner	Washington, DC	Sherring	37	\$ 19.10
9/19/2019	\$ 30.97	Lunch at Queen City Creamery	Cumberland, MD	Sherring	37	\$ 0.97
9/20/2019	\$ 6.55	Dinner at Dunkin Donuts	Hagerstown, MD	McGrath	SC	\$ -
9/23/2019	\$ 22.29	Lunch at 18th and Eye	Washington, DC	Sherring	37	\$ -
9/24/2019	\$ 8.00	Breakfast at Acela Café	Penn Station, MD	Sherring	38	\$ -
9/24/2019	\$ 62.97	Lunch at Junior's	NYC	Sherring	38	\$ 24.97
9/24/2019	\$ 117.08	Dinner at Balthazar	NYC	Sherring	38	\$ 39.08
9/24/2019	\$ 35.49	Dinner at Balthazar	NYC	McGrath	SD	\$ -
9/25/2019	\$ 107.28	Lunch at [illegible] Court	NYC	McGrath	SC	\$ 69.28
9/25/2019	\$ 127.28	Dinner [receipt lost per McGrath]	NYC	McGrath	SC	\$ 49.28
10/13/2019	\$ 69.27	Dinner at Cooper's Hawk Winery & Restaurant	Annapolis, MD	Sherring	39	\$ 13.27
10/14/2019	\$ 40.98	Lunch at Water's Edge	Cambridge, MD	Sherring	39	\$ 10.98
10/15/2019	\$ 14.80	Lunch at Burger King	Kent Island, MD	Sherring	39	\$ -
10/20/2019	\$ 107.10	Dinner at Limoncello	St. Michaels, MD	Sherring	40	\$ 51.10
10/20/2019	\$ 49.42	Dinner at Limoncello	St. Michaels, MD	McGrath	SC	\$ -
10/22/2019	\$ 16.02	Breakfast at In-N-Out Burger	Phoenix, AZ	Sherring	40	\$ -
10/22/2019	\$ 70.49	Dinner at Desert Ridge Keg	Phoenix, AZ	Sherring	40	\$ 14.49

**McGrath and Sherring's Shared Meals**

Date	Amount	Description	Location	Source	ID	Per Diem Overage
10/23/2019	\$ 33.15	Lunch at The Kettle Black	Phoenix, AZ	Sherring	40	\$ 3.15
10/23/2019	\$ 83.23	Dinner at Olive & Ivy	Scottsdale, AZ	Sherring	40	\$ 27.23
10/25/2019	\$ 39.80	Breakfast at Butters Café	Scottsdale, AZ	Sherring	40	\$ 13.80
11/6/2019	\$ 51.96	Dinner at Texas Roadhouse	Hunt Valley, MD	Sherring	40	\$ -
11/7/2019	\$ 43.10	Lunch at BlueStone	Lutherville, MD	Sherring	40	\$ 13.10
11/11/2019	\$ 63.90	Dinner at Off The Record	Washington, DC	Sherring	40	\$ 7.90
11/11/2019	\$ 108.50	Dinner at Off The Record	Washington, DC	McGrath	SC	\$ 52.50
11/13/2019	\$ 99.54	Dinner at Mon Ami Gabi	Bethesda, MD	Sherring	40	\$ 43.54
11/25/2019	\$ 60.42	Lunch at The Blackwall Barn & Lodge	Gambrills, MD	Sherring	41	\$ 30.42
12/5/2019	\$ 121.95	Dinner at Le Diplomate	Washington, DC	Sherring	41	\$ 65.95
12/8/2019	\$ 16.75	Breakfast at Amtrak Food Service	BWI	Sherring	41	\$ -
12/8/2019	\$ 31.93	Lunch at Shake Shack	NYC	Sherring	41	\$ -
12/8/2019	\$ 134.92	Dinner at Atlantic Grill	NYC	Sherring	41	\$ 56.92
12/9/2019	\$ 122.34	Dinner at Oxomoco	Brooklyn, NY	Sherring	41	\$ 54.34
1/6/2020	\$ 63.87	Dinner at Old Ebbitt Grill	Washington, DC	Sherring	42	\$ 7.87
1/26/2020	\$ 154.90	Dinner at Fleming's Prime Steakhouse & Wine Bar	Baltimore, MD	Sherring	42	\$ 98.90
2/2/2020	\$ 14.52	Breakfast at In-N-Out Burger	Las Vegas, NV	Sherring	42	\$ -
2/2/2020	\$ 41.76	Lunch at Vesper Bar in The Cosmopolitan	Las Vegas, NV	Sherring	42	\$ 9.76
2/2/2020	\$ 116.25	Dinner at Ferraros	Las Vegas, NV	Sherring	42	\$ 54.25
2/3/2020	\$ 60.02	Breakfast at The Henry	Las Vegas, NV	Sherring	42	\$ 32.02
2/3/2020	\$ 61.15	Lunch at Gordon Ramsay Pub	Las Vegas, NV	Sherring	42	\$ 29.15
2/3/2020	\$ 201.23	Dinner at STK in The Cosmopolitan	Las Vegas, NV	Sherring	42	\$ 139.23
2/3/2020	\$ 49.18	Dinner at The Comopolitan of Las Vegas	Las Vegas, NV	McGrath	SD	\$ -
2/4/2020	\$ 63.27	Breakfast at Jardin	Las Vegas, NV	Sherring	42	\$ 35.27
2/4/2020	\$ 138.31	Dinner at Eddie Vs Prime Seafood	Scottsdale, AZ	Sherring	42	\$ 82.31
2/5/2020	\$ 36.10	Breakfast at Butters Café	Scottsdale, AZ	Sherring	42	\$ 10.10
2/5/2020	\$ 98.47	Dinner at Olive & Ivy	Scottsdale, AZ	Sherring	42	\$ 42.47
2/6/2020	\$ 31.24	Breakfast at The Marketplace in The Phoenician	Scottsdale, AZ	Sherring	42	\$ 5.24
2/6/2020	\$ 98.16	Dinner at Gibsons Bar & Steakhouse	Rosemont, IL	Sherring	42	\$ 20.16
2/7/2020	\$ 57.40	Dinner at The Capital Burger	Washington, DC	Sherring	42	\$ 1.40
2/11/2020	\$ 78.00	Lunch at RPM Italian	Washington, DC	Sherring	42	\$ 48.00
2/18/2020	\$ 143.20	Dinner at La Chaumiere	Washington, DC	Sherring	43	\$ 87.20
2/18/2020	\$ 58.80	Dinner at La Chaumiere	Washington, DC	McGrath	SD	\$ 2.80
2/24/2020	\$ 100.27	Dinner at Lantana	Indian Wells, CA	Sherring	43	\$ 44.27
2/24/2020	\$ 53.45	Dinner at Lantana	Indian Wells, CA	McGrath	SD	\$ 25.45
2/25/2020	\$ 139.95	Dinner at Castelli's	Palm Desert, CA	Sherring	43	\$ 83.95
3/4/2020	\$ 162.12	Dinner at Joe's Seafood, Prime Steak & Stone Crab	Washington, DC	Sherring	43	\$ 106.12

**Total: \$ 7,623.27**

**\*\* \$ 2,599.54**

*\*\*Per Diem Overage uses Dept. of Budget and Management Meal Reimbursement Rates, amount requested in reimbursement request, for two individuals (McGrath and Sherring). If meal not identified on report or receipt, the standard dinner rate used.*

*Highlight indicates where both submitted receipts.*

Captain's Table Restaurant  
2 15th Street  
Ocean City, MD 21842  
(410) 289-7191  
(410) 289-7192 Reservations

423 CRISTINA

tbl 12/1 Chk 610 Gst 1  
Aug17'18 12:02PM

1 PLAIN OMLET \$TOMATO 9.00  
\$MUSHROOMS \$SWISS  
1 FRENCH TOAST 6.50  
1 JUICE 3.25

Food Total 15.5  
N/A BevTotal 3.2  
Tax Total 1.2

12:48PM Total Due 19.9

Food Tax 1.1  
City Tax 0.0

HOTEL GUESTS:  
PLEASE COMPLETE FOR ROOM CHARGE

ROOM CHARGE TIP

TOTAL CHARGE

ROOM NUMBER

PRINT NAME

SIGNATURE

*McGrath & Sherry*

DUMSER'S

Drive-In  
49th & Coastal Hwy.  
Ocean City, MD  
410-524-1588

1 Carry Ou

Chk 466 Aug17'18 09:54P Gs

TO-GO

2 Sundae-Sml @ 4.93 9.86

XXXXXXX0701  
sa 10.51

total 9.86  
k 0.65  
ment 10.51

-----1 Check Closed-----  
-----Aug17'18 09:55PM-----

*McGrath & Sherry*

BIG FISH GRILL - REHOBOTH  
Raw Bar

Date: 08/16/2018 Time: 8:04:28 PM  
Check: 455646 Table: 6473  
Covers: 1 Person#: 1  
Server #: 808 Opened: 7:07:00 PM

Tab Name: **RB 1\_2**

1 Brewed Iced Tea 2.75  
1 GRLEK SALAD 5.95  
1 BROILED COMB 20.95

SUB-TOTAL 29.65

**TOTAL 29.65**

*McGrath & Sherry*

DUMSERS DAIRYLAND  
12305 COASTAL HWY  
OCEAN CITY, MD. 21842-47.1  
410-250-5543

Clerk ID: 1

Sale

XXXXXXXXXXXX0701

VISA

Entry Method:

ount: \$ 8.

p:

total: -

5/18

l: 000000030

d: Online

20:51

Appr Code: 05563C

VISA

ATD: A0000000031010

TVR: 00 00 00 00

TO F8 00

Customer Copy

THANK YOU!

Help us make a difference  
in our Community! Donate to  
the Big Fish Charitable  
Foundation

\$

100% of all donations go  
directly to supporting  
underprivileged kids in  
our community Online

BIG FISH GRILL - REHOBOTH  
(302)227-3474

\*\*\*\*\*  
PLEASE RETAIN THIS COPY  
\*\*\*\*\*

Date: 08/16/2018 Time: 8:06:34 PM  
Status: Approved

Server: RAW BAR TEAM  
eck Number: 455646  
le Number: 6473  
sons: 1

INT 29.65

6.00 tip

\$35.65

val: 885495

Welcome to Dunkin' Donuts  
Store #303321  
4004 N Dupont Hwy  
(302) 658-2222

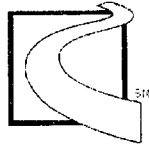
118 3:34:58 PM

Lat In  
Order: 542

ister:2 Tran Seq No: 2440542  
Cashier:Aurdrey R.

\*\*\*\*\*SALE\*\*\*\*\*

1 Ice Cof SM OrigBlnd	2.00
2 Whl Milk	
CaramelSwrl	
Ice Cof SM Decaf	2.00
lmond Milk 1	0.50
Sub. Total:	\$4.50
Tax:	\$0.00
Total:	\$4.50
Discount Total:	\$0.00
Change	\$0.00
Amex:	\$4.50



Maryland  
Transportation  
Authority

www.ezpassmd.com  
1-888-321-6824

Maryland Transportation Authority

COLL	LANE	Bay Bridge	DATE	TIME
6030	011	08/15/18	11:50:23	

2-AXLE VEHICLE  
AMOUNT PAID \$4.00

PAID BY CASH

\*\*THANK YOU\*\*

McBrath & Sherry

Panera Bread  
Cafe 3763  
Easton, MD 21601  
Phone: (410)763-8230

Accuracy matters. If your order is not  
right, please let a manager know.

8/15/2018	12:42:15 PM
Check Number: 542978	Cashier: Kaitlyn
1 Napa Almd ChxSal Sdw	7.29
1 ***CHIPS	
1 Bottled Water	1.99
1 Md Soda	2.19
SubTotal	11.47
Tax	0.69
Total	12.16
American Express	12.16
Acct:XXXXXXXX1005	
AuthCode:849944	
Trans#:115383	
American Express	12.16

in at PaneraBread.com.  
are 5 visits away from your next reward

MyPanera Member: xxxxxxxxxxxx21905  
MyPanera Offers Earned:   
Visits to Next Reward: 5

www.panerabread.com

TOGO POS

Your Order Number is: 578

Premium Parking  
Thomas St.  
8/17/18 \$14

No receipt  
Chesapeake Council Mtg.  
Chesapeake

M. Sherring  
R. McGrath  
MEDA Fall  
Conference  
Lunch

190

Buy One Big Mac get one Free  
Tell us about your visit.  
WWW.MCDVOICE.COM  
Validation code

Survey Code:  
10714-01901-02118-15008-00136-5

McDonald's Restaurant #10714  
83 BUREAU DRIVE  
GAITHERSBURG, MD 20878  
TEL# 301 948 5567

KS# 1 10/21/2018 03:00 PM  
Sidel - Order 90

1 Big Mac Meal 7.59  
1 M Coke 4.29  
1 Filet-O-Fish 1.00  
1 Hamburger  
  
Subtotal 12.88  
Tax 0.77  
Eat-In Total 13.65  
  
Cashless 13.65  
Change 0.00

MER# 061230  
CARD ISSUER ACCOUNT#  
Visa SALE \*\*\*\*\*8970  
TRANSACTION AMOUNT 13.65  
CHIP READ  
AUTHORIZATION CODE - 039666  
SEQ# 036031  
AID: A0000000031010

Now Hiring! Apply on line  
www.mcdon

RISTORANTE OTTAVIANI  
25 N. CENTRE ST  
CUMBERLAND, MD 21502  
(301) 722-0052

\$80.96 total  
\$37.98 each  
\$25.00 per diem

## Ristorante Ottaviani

25 North Centre Street  
Cumberland, MD. 21502

301-722-0052

Sunday, October 21, 2018 08:10 PM

Empl: christine Chk#: 0000012  
Open: October 21, 2018 07:04 PM  
Station: 2 Guest: 1 Table: 0011

Qty Description Price Amount

### \*\* DINE-IN \*\*

1 Soda 3.00 3.00  
1 yuengling - personal 4.00 4.00  
1 small Caesar 6.00 6.00  
1 small Romano 6.00 6.00  
1 Small Chix Abruzzo 15.00 15.00  
1 Small Marsala 14.00 14.00  
1 Cannoli 8.00 8.00  
1 Tiramisu 8.00 8.00

Item Count: 8

M. Sherring  
R. McGrath

Sub Total 64.00  
MD Sales Tax 3.60  
MD Liquor Tax 0.36

MEDA Fall Total 67.96

Conference Dinner  
Total Due 67.96

Thank you, Please Come Again!

### Sale

Bank ID: 1340  
Merchant ID: 000012040055  
Term ID: 006  
Server ID: 15

XXXXXXXXXXXX8970  
VISA

Entry Method: Chip

67.96

13.00

80.96

Amount: \$

Tip:

Total:

10/21/18

Appr Code: 04521C

Batch#: 294001

10/21/18

Inv #: 000013

Apprvd: Online

Retrieval Ref. #: 50100004

CHASE VISA

AID: A0000000031010

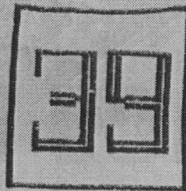
TSI: F680

Customer Copy

FOR HERE

Your Number is:

M. Sherring  
R. McGrath



2806539

Welcome to Burger King Kent Island  
70 Kent Town Market, Chester, MD, 21619

2019-08-14

11:33

1 Whopper Jr CMB MED	7.08
Add SM Am. Chs	
1 Medium Onion Ring	0.10
1 Medium COKE	
1 Whopper Jr CMB MED	6.68
1 Medium Onion Ring	0.10
1 Medium COKE	

Subtotal+Tax(0.84) = 14.80 ✓

Account: VISA \*\*\*\*\*8970

Approval: 00076C Amount: 14.80

Ref #: 100760714375

Thank You for your Visit.  
Gracias por su Visita.  
Merci pour votre Visite.

Drwr: 1-C02

store# 4860

FREE WHOPPER!

TURN ME OVER

FREE WHOPPER!

TURN ME OVER

FREE WHOPPER!

TURN ME OVER

FREE WHOPPER!

TURN ME OVER

FREE WHOPPER!

M. Sherring  
R. McGrath

**RPM ITALIAN**

650 K St. NW  
Washington, DC 20001  
(202) 204-4480

1028 Chris H

Tbl 33/1 Chk 3798 Gst 2  
Feb11'20 12:42PM

**Restaurant**

3 Soda 2 Diet Coke 1 Coke	12.00
2 LE Seabass	48.00
2 LE- Squash Soup	0.00
1 Pumpkin Gelato	0.00
1 Toast Pistachio	0.00

SUBTOTAL	60.00
Tax	6.00
TOTAL DUE	66.00

Lettuce Eats

Mobile Code: \_\_\_\_\_

Add Points \_\_\_\_\_

Spend Rewards  
Dollars \_\_\_\_\_

\$ 39.00 each  
\$ 15.00 per diem  
\$ 24.00 overage

**RPM ITALIAN**

601 Massachusetts Ave NW  
Washington, DC  
(202) 204-4480

TABLE# 33.1  
SERVER 1028/Chris H  
CHECK# 3798

\*\*\*\*\* TRANSACTION RECORD \*\*\*\*\*

Tran. : 27500 Table : 33.1

Check : 3798

Employee : 1028

MID: 5050338 TID: 3795042

Trace : 264963

Pre-Auth Purchase

American Express xxxxxxxxxxxx1007

APPROVED Chip Read

Amount USD \$66.00

Tip \$ 12.00

TOTAL \$ 78.00

I agree to pay the above total  
amount according to the card  
issuer agreement

X Mutter C. Sherring  
Cardholder Signature

RRN: 000000136291 C

Auth. : 822033 Mode: Issuer

7/LEYE1203CC07 00 (001)

02/11/2020

1:33:55 PM

AID: A000000025010801

App Name: AMERICAN EXPRESS

TVR: 0000008000

IAD: 06460103602002

TSI: F800

ARC: 00

Customer Copy



# OLD EBBITT GRILL

Since 1856

0652 Table 8 #Party 2  
TESHOME F SvrCk: 39 7:57p 01/30/19  
MAIN DINING

1 CALAMARI APP	11.59
1 DIET COKE	2.99
1 MEATLOAF DINNER	17.29
1 CRABCAKE SAND	21.99

Sub Total: 53.86  
Tax: 5.39

01/30 8:55p TOTAL: 59.25

YOUR COMMENTS PLEASE AT WWW.EBBITT.COM

Dinner

M. Sherring

R. McGrath

*amb*

0652

Server: TESHOME F Rec: 513  
01/30/19 20:56, Chip T: 8 Term: 10

OLD EBBITT GRILL  
675 15TH ST NW  
WASHINGTON, DC 20005  
(202)347-4800

=====

MERCH ID: 433023404885 : 10  
PURCHASE USD\$59.25  
\*\*\*\*\*8970 Visa  
1/30/2019 9:01 PM  
AUTH: 05268C Approved 000  
ENTRY: CHIP READ  
CHASE VISA - A0000000031010  
TC - F6331CEA182B1F2F  
Mode: Issuer  
TVR: 0080008000  
IAD: 06010A03602002  
TSI: E800  
ARC: 00

SHERRING/MATTHEW

CHECK: 59.25

TIP: 11.60

TOTAL: 70.25

\*\*\*\*\*  
YOUR COMMENTS PLEASE AT WWW.EBBITT.COM

\*\*\*\*\*  
top copy -> customer

Customer Copy

\$ 35.25 each

per diem = \$ 25.00



59 of 270

M. Sherring  
R. McGrath

FLEMING'S  
PRIME STEAKHOUSE & WINE BAR  
Baltimore, MD 21202  
410-332-1666

0028a-2 TABLE 42 #Party 2  
SARAH L SvrCk: 6 7:32p 01/26/20

2 -Glass-PN Avalon - *personal* 20.00  
2 LTO Petite Filet and Lob 110.00  
1 Fleming's Potatoes 13.00

Sub Total: 143.00

TAX: 7.38

LBW TAX: 1.80

01/26 9:11p TOTAL: 152.18

www.FlemingsSteakhouse.com

Dine Rewards account not attached

\*\*\*\*\*

Not a Dine Rewards member?

Join now at DINE-REWARDS.COM

123.00

tax 7.90

130.90

tip 24.00

\$ 154.90

\$77.45 each

\$28.00 per diem

\$49.45 overage

28-2

Server: SARAH L

Rec: 37

Flemings 3101

720 Aliceanna St

Baltimore, MD 21202

410-332-1666

MERCH ID: 300003419819

AMERICAN EXPRESS - A000000025010801

TC - F4421EE97E64F08F

SHERRING/MATTHEW

Mode: Issuer

TVR: 0000008000

IAD: 06460103602002

TSI: E800

ARC: 00

PURCHASE \$152.18

\*\*\*\*\*1007 CHIP READ AmEx

1/26/2020 9:13 PM Term: 1

AUTH: 848032 APPROVED 990126200024

CHECK: 152.18

TIP:

23.00

TOTAL:

130.18

===== CUSTOMER COPY =====

mt

Joe's Seafood  
Prime Steak & Stone Crab  
750 15th Street NW  
Washington, DC 20005  
202-489-0140

TABLE# 21.1  
SERVER 1037/Austin I  
CHECK# 954

\*\*\*\*\* TRANSACTION RECORD \*\*\*\*\*

Tran. : 31074 Table : 21.1

Check : 954

Employee : 1037

MID: 3807119 TID: 3795104

Trace : 432454

Pre-Auth Purchase

American Express xxxxxxxxxxxx1007

APPROVED Chip Read

Amount USD \$137.12

Tip \$ 25.00

TOTAL \$ 162.12

I agree to pay the above total  
amount according to the card  
issuer agreement

x Matt C. Sherry  
Cardholder Signature

RRN: 000000221364 C

Auth. :824042 Mode: Issuer

14/LEYE1388CC14

00 (001)

03/04/2020 9:43:54 PM

AID: A000000025010801

App Name: AMERICAN EXPRESS

TVR: 0000008000

IAD: 06460103602002

TSI: F800 ARC: 00

Customer Copy

M. Sherry  
R. McGrath

Joe's Seafood  
Prime Steak & Stone Crab  
750 15th Street NW  
Washington, DC 20005  
202-489-0140

1037 Austin I

Tbl 21/1 Chk 954 Gst 3  
Mar04'20 08:02PM

Dining Rm

1 Ginger Ale	3.50
1 Iced Tea - <i>personal</i>	3.50
1 Diet Coke	3.50
1 Tomato Onion Sal	12.95
1 Mahi Mahi	32.95
1 Salm Au Poivre - <i>personal</i>	25.95
1 Filet - 8oz	33.95
1 Lyonnaise	9.95
1 Asparagus-Steam	10.95
1 Strawberry Sorbe	7.95
1 Peppermint	8.95

SubTotal 154.10

Tax 15.41

Total Due 169.51

For your convenience we are  
providing the following  
gratuity calculations:  
Split check calculations vary  
18% is \$27.74  
20% is \$30.82

\$81.06 each  
\$28.00 per diem  
\$53.06 overage

THE COSMOPOLITAN  
OF LAS VEGAS

M. Sherring  
R. McGrath

Welcome to STK  
The Cosmopolitan of Las Vegas  
2/3/2020 19:13

STK  
Check: 5844297 Table: 220  
Server: Corey Guests: 2  
Terminal: 583

THE COSMOPOLITAN™  
OF LAS VEGAS

Regular Check  
1 Blue Iceberg 21.00  
1 Beet Salad 19.00  
2 6oz. Filet 98.00  
@ 49.00  
1 STK 4.00  
1 Mush Pot Pie 16.00

Subtotal 158.00  
Tax 13.23  
Total 171.23

2720  
Identity <sup>5 extra</sup>

MEMBERSHIP & REWARDS

THIS TRANSACTION OF:  
\$158.00 EARNS 790.00  
IDENTITY POINTS

PRESENT IDENTITY CARD WITH PAYMENT  
OR VISIT IDENTITY WITH PAID RECEIPT  
TO ENROLL & RECEIVE POINTS.

\*POINTS ARE NOT EARNED ON COMPS,  
SERVICE CHARGES, & GRATUITIES  
SUBJECT TO TERMS & CONDITIONS\*

THE COSMOPOLITAN™  
OF LAS VEGAS

THE C

2/3/20 20:23  
SALES DRAFT

THE COSMOPOLITAN™  
OF LAS VEGAS

STK  
The Cosmopolitan of Las Vegas

Check Number: 5844297  
Cashier: Corey  
Terminal: 586 Table: 220

Room Charge

Name: SHERRING, MATTHEW  
Account: 2720

Total: 171.23

Gratuity: 30.00

Total: 201.23

THE COSMOPOLITAN™  
OF LAS VEGAS

I agree to pay above  
total amount.

X Matthew C. Sherring  
SIGNATURE

\$ 100.62 each

\$ 31.00 per diem

\$ 69.62 overage

LITAN™

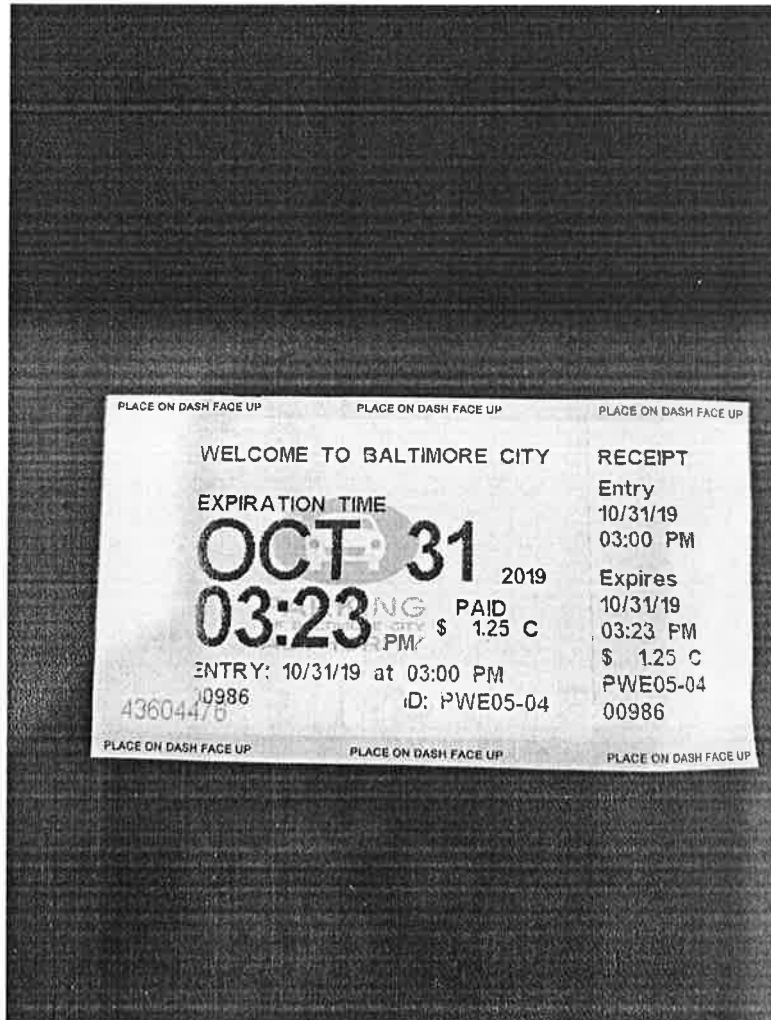
m4

### Examples of McGrath's Double Reimbursement Requests

Date	Classified	Charge Description/Memo	Total Amount	Source
5/15/2019	Dinner	Dinner - SWAN	\$ 85.04	SA
5/15/2019	Dinner	Dinner - SWAN	\$ 85.04	SA
5/18/2019 - 5/21/2019	Transportation	Rental Car for ICSC	\$ 86.51	SA
5/18/2019 - 5/21/2019	Transportation	Rental Car for ICSC	\$ 86.51	SA
9/8/2019	Dinner	Staff dinner before all-team meeting	\$ 99.74	SA
9/8/2019	Hotel	MES All-Team Meeting	\$ 99.74	SB
8/23/2019	Business Meal	Business meeting	\$ 29.68	SB
8/23/2019	Business Meal	Business meeting with S. Crim	\$ 26.68	SC

**\$ 598.94**





5/7/18

Belknap St. parking

\$2.50

no receipt



3061 TECHNOLOGY PLACE  
WALDORF, MD 20601  
301.645.2637

Kona Grill Baltimore  
1 E Pratt St  
Baltimore, MD 21202  
(410) 244-8994

REG#04 TRN#7937 CSHR#0494483 STR#1481

Helped by: MARCUS

Server: Leon  
06:07 PM  
Table 303/1

DOB: 04/10/2018  
04/10/2018  
4/40039

ExtraCare Card #: \*\*\*\*\*0005

1 ELMR GLUSTK 3PK .21Z 3.49T

SALE

SUBTOTAL 3.49  
MD 6.0% TAX .21  
TOTAL 3.70  
CHARGE 3.70  
\*\*\*\*\*1005 CH

Amex 7340047  
Card #XXXXXXXXXX1005  
Magnetic card present: MCGRATH ROY  
Card Entry Method: S

AMERICAN EXPRESS \*\*\*\*\*1005  
APPROVED# 868514  
REF# 049377  
TRAN TYPE: SALE  
AID: A000000025010801  
TC: 9F64541AAD285EFO  
TERMINAL# 69031822  
NO SIGNATURE REQUIRED.  
CVM: 5E0300  
TVR(95): 0000008000  
TSI(9B): E800

Approval: 684770

Amount: \$ 29.59

+ Tip: 5.00

= Total: 34.59 ✓

CHANGE .00

I agree to pay the above  
total amount according to the  
card issuer agreement.

X

2501 4818 1187 9370 49  
Returns with receipt, subject to  
CVS Return Policy, thru 06/27/2018

Please Leave Signed Copy

APRIL 28, 2018

3:04 PM

itemized receipt next page

THANK YOU. SHOP 24 HOURS AT CVS.COM

ExtraCare Card balances as of 04/17

Year to Date S:

2% of your Spr.  
Spring 2018 Spr.

Buy 7 Get One  
ect Hair Co  
antity Towel  
antity Need.

WELCOME TO  
38 LIGHT STREET  
DRUG HOURS 6AM-12AM H-Su  
410-244-5678  
PLEASE KEEP THIS TICKET  
WITH YOU

Entered/Service:  
2018/04/13 16:26

Ticket/Receipt#: 25080873  
Our/Your Fee: 151:46  
Paid On/By: Let  
2018/04/13 18:18

Paid/By: \$ 16.00  
Our/Your Fee: \$ 16.00  
C: \$ 0.00  
S: \$ 0.00

Change: \$ 0.00  
AMX  
SC: \$ 0.00

Merchant ID:  
\*\*\*\*\*1005 S

AMERICAN EXPRESS

714020

APR 18/04/13 18:24:19

521477



**Lappert's Ice Cream -Hwy 111**

73221 Hwy 111  
Palm Desert, CA 92260  
7608954447

**Dine In**

Cashier: Jonas  
23-Feb-2020 1:59:54P  
Transaction 002613

1 Child Cup	\$4.10
<b>Total</b>	<b>\$4.10</b>
CREDIT CARD AUTH	\$4.10
VISA 0701	

23-Feb-2020 2:00:05P  
\$4.10 | Method: EMV  
VISA CREDIT XXXXXXXXXXXX0701  
R MCGRAFF  
Ref #: 005 00526191 | Auth #: 00175D  
MID: \*\*\*\*\*6472  
AID: A000000031010  
SIGNATURE: ELIZABETH  
Mahalo!

Online: <https://clover.com/p/07C17A9BSVJ0C>

Order 78JVI09G1KHW4

Clover Privacy Policy  
See us at clover.com/privacy



**Queen City Creamery**

108 W Harrison Street April 11, 2019  
Cumberland, MD 21502 2:54 PM  
(301) 777-0011 Rhiannon  
[www.queencitycreamery.com](http://www.queencitycreamery.com)

Receipt: RQ14

**FOR HERE**

Sundae **\$4.13**  
Small, Hot Fudge, Whipped cream,  
flavor of the day

Subtotal \$4.13  
Sales Tax \$0.25

**Total \$4.38**  
Cash \$5.00  
Change \$0.62

Ice Cream's Better Tasting Cousin



#06167 3025 LAS VEGAS BLVD S  
LAS VEGAS, NV 89109  
702-836-0820

245 9771 0025 04/23/2018 2:40 PM

VOSS STILL WATER 16.90Z  
68243040010 2.49  
RETURN VALUE 2.49  
T/T WALG DENTAL KIT COS PEPP AST  
04902272411 OTC A 1.99  
RETURN VALUE 1.99

SUBTOTAL 4.48  
SALES TAX A=8.25% 0.16

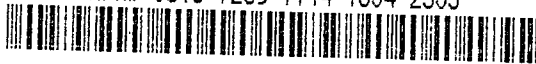
TOTAL 4.64  
VISA ACCT 0701 4.64  
CHANGE .00

AID A0000000031010  
CHASE VISA  
Integrated chip card

THANK YOU FOR SHOPPING AT WALGREENS

DID YOU KNOW THAT YOU CAN EARN POINTS  
ON THOUSANDS OF ITEMS IN-STORE AND  
ONLINE? SEE OUR WEEKLY AD FOR MORE  
INFORMATION. ITEMS CHANGE WEEKLY.  
RESTRICTIONS APPLY. FOR TERMS AND  
CONDITIONS, VISIT WALGREENS.COM/BALANCE.

RFN# 0616-7259-7714-1804-2303



Tutto  
3600 Las Vegas Blvd. South  
Las Vegas, NV 89109  
Telephone: (702)893-7762

SALE

04900026566 5.75T2  
DASANI WATER 1L 5.75  
Group Subtotal -0.58  
SubTotal Discount Percent 10%  
Reason: Promotion  
Subtotal \$5.17  
Non Taxable 0.00% 0.00  
Total \$5.17  
Room Charge 5.17  
Room Number: 28018  
ast Name: Mcgrath, Roy  
ast Property: Bellagio  
th. No. 02047231

Reg: 02  
: 047231 Assoc: 00097523  
: 04/23/18 Time: 23:01

Item(s) sold: 1  
Item(s) Returned: 0

Gloria served you today.  
Thank you for shopping at  
Tutto

Please retain your receipt  
for return or exchange.

www.walgreens.com  
Las Vegas



010002047231042318

04/23/18

17:29

SALES DRAFT

Caesars Las Vegas  
3570 Las Vegas Blvd South.  
Las Vegas, NV 89109

MERCH ID: 637710  
CASHIER: Stephe  
TERMINAL: 684 Hell's Kitch

American Exp

NAME: MCGRATH/ROY  
NUMBER: XXXXXXXXXXXX1005  
EXPIRE: XX/XX  
AUTH: 507612  
AMOUNT: 29.77

CHECK: 6843930  
TABLE: B7

TOTAL: 29.77

GRATUITY: \_\_\_\_\_

TOTAL: \_\_\_\_\_

X  
SIGNATURE \_\_\_\_\_

018-04-23 17:29:39 507612 226101



MOMENTS OF TIMELESS PLEASURE

3545 South Las Vegas Blvd, L-14  
Las Vegas, NV 89109  
702.650.0096

45 Cedric M

Chk 642                      MAC                      Gst 0  
                                 Apr24'18 04:04PM

**Retail**

1 1 Scoop Goblet	4.75
Espresso Chip	
Add	
Drk Hot Fudge	1.50
0070116308114099238	
EMV Visa	6.77
FTN	6.25
Tax	0.52
Payment	6.77

Complete our survey for a  
chance to WIN a year's  
supply of Ghirardelli Chocolate!  
[ghirardelli.com/2018survey](http://ghirardelli.com/2018survey)

Please Come Again!



MOMENTS OF TIMELESS PLEASURE

3545 South Las Vegas Blvd, L-14  
Las Vegas, NV 89109  
702.650.0096

**Customer Copy**

Table #	: 0
Server	: 45
Merchant ID	: 000000004825430
Terminal ID	: 141CMD
Card No.	: XXXXXXXXXXXX0701
Check No.	: 642
EntryMode	: ICC
Card Type	: VISA
Trans Type	: SALE
Trans Time	: 04/24/2018 16:04
Trace No.	: 070683
Reference #	: 308114099238
Auth Code	: 05298C

Application Label: CHASE VISA

AID: A0000000031010

TVR: 0080008000

IAD: 06010A03602002

SI: F800

RC: 00

btotal : USD 6.77  
tal : USD 6.77

SIGNATURE VERIFIED\*

*Sprinkles*  
CUPCAKES

3545 s las vegas blvd  
las vegas nv 89119  
702.733.0522

1007 Lucas D

Chk 4489                      Apr24'18 04:02P                      Gst 0

**To Go**

1 BOX PEACE 3M                      5.00  
RED VELVET M  
VANILLA M  
DARK CHOC M

CREDIT CARD

FOOD  
PAYMENT

1007 Check Closed  
Apr24'18 04:02PM

follow sprinkles on  
facebook and twitter to get the  
inside scoop!

[facebook.com/sprinkles](http://facebook.com/sprinkles)  
[twitter.com/sprinkles](http://twitter.com/sprinkles)

[sprinkles.com](http://sprinkles.com)

Paradies Lagardere  
# 3752 - Say Si Bon!  
Ronald Reagan National Airport  
Arlington, VA

Garrett Popcorn Shops  
O'Hare International  
Airport - T3

**#291**

Host: Tiajuanna  
#291

06/03/2018  
11:19 AM  
10291

Order Type: CARRY-OUT

S Garrett Mix

5.05

Subtotal

5.05

FOOD TAX Tax

0.57

Total Tax

0.57

**CARRY-OUT Total 5.62**

Amex #XXXXXXXXXXXX1005  
Auth:525934

5.62

Thank You!  
Please visit us on the web at  
GarrettPopcorn.com

--- Check Closed ---

1759 Menebere

CHK 54679

GST 1

6/3/2018 8:50 AM

1 FRUIT CUP	6.49
1 MMAID ORANGE	2.99
American Express	\$10.43
AT880176 XXX1005	
Food	\$6.49
Retail	\$2.99
Tax	\$0.95
Payment	\$10.43
<b>Change Due</b>	<b>\$0.00</b>

----- Check Closed -----  
6/3/2018 8:51 AM

Tell us about your experience and enter  
for a chance to win a \$500 GIFT CARD!

In the next 7 days, please visit  
MyFoodFeedback.smg.com to take the  
survey & for official sweepstakes rules.

To enter the survey, you will need to  
provide specific information from  
this receipt.

SURVEY CODE  
0160 5878 5500 3627 4039

American



03MAY18

PASSENGER NAME

MCGRATH/ROY

WAS AA X/CHI AA MSN232.56SUHZN1 AA X/CHI AA WAS2  
32.56SUHZN1 465.12END ZPDCAORDMSNORD XT16.40ZP18  
00XFDCA4.5ORD4.5MSN4.5ORD4.5

Get the Citi(R) Platinum Select(R) / AAdvantage(R)  
world MasterCard(R) and earn 15,000 bonus miles  
after first purchase. call 1-800-753-0901!

FARE 465.12 USD  
TFC 34.88 US  
TFC 11.20 AY  
TFC 14 40 XT  
TOTAL 545.60 USD

NOT VALID FOR TRAVEL

FOP-TBM\*IKXXXXXXXXXXXX5374  
0012187219658

TFC=TAXES, FEES & CHARGES

1032

RECORD  
LOCATOR  
RAPXBM

DCA  
ORD AA 1563 S 03JUN SUAHZN  
MSN AA 3234 S 03JUN SUAHZN  
ORD AA 3159 S 07JUN SUAHZN  
DCA AA 2679 S 07JUN SUAHZN

Garrett Popcorn Shops  
O'Hare International  
Airport - T3

#929

Host: adrianne 10/25/2019  
#929 6:03 PM  
10929

Order Type: CARRY-OUT

M Garrett Mix 7.05

Subtotal 7.05

FOOD TAX Tax 0.79

Total Tax 6.79

CARRY-OUT Total 7.84

Amex #XXXXXXXXXX1005 7.84  
Auth:504331

Thank You!  
Please visit us on the web at  
GarrettPopcorn.com!

--- Check Closed ---

Graze  
grazemadison.com  
1 South Pinckney St  
Madison, WI 53703

1469 Trevor R

Tbl 305/1 Chk 4671 Gst 1  
Jun05'18 03:04PM

**Dining In**

1 HOUSE Lemonade	3.50
1 Mixed Greens	8.00
1 Strozzapreti	18.00
1 Gianduja Mousse	8.00

Food Total	34.00
N/A BevTotal	3.50
Tax Total	2.06
09:07PM Total Due	<b>39.56</b>

THANK YOU!!

Graze  
grazemadison.com  
1 South Pinckney St  
Madison, WI 53703

Date: Jun05'18 09:09PM  
Card Type: AMEX  
Acct #: XXXXXXXXXXXX1005  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: GIG007769703898  
Auth Code: 587714  
Check: 4671  
Table: 305/1  
Server: 1469 Trevor R

Subtotal: **39.56**

TIP **8.00**

TOTAL **47.56**

SIGNATURE

THIS IS CUSTOMERS COPY

Garrett Popcorn Shops  
O'Hare International  
Airport - T3

**#504**

Host: Nilita  
#504  
06/07/2  
2:15  
11

Order Type: CARRY-OUT

Medium Popcorn  
Med 1/2  
M 1/2 CheeseCorn  
M 1/2 Cashew CaramelCrisp

Subtotal 7.73

FOOD TAX Tax 0.87

Total Tax 0.87

**CARRY-OUT Total 8.60**

Amex #XXXXXXXXXXXX1005  
522164 60

Thank You!  
Please visit us on the web at  
GarrettPopcorn.com

--- Check Closed ---

**From:** Damika Baker <dbaker@academyartmuseum.org>  
**Sent:** Thu, 26 Jul 2018 16:29:52 -0400  
**To:** rmcgrath@menv.com  
**CC:** Craig Fuller <craig@thefullercompany.com>  
**Subject:** Academy Art Museum Craft Show Sponsorship  
**Attachments:**  
· R. McGrath-MD Environmental Service-CS.pdf (627 kb)

---

Good Afternoon Mr. McGrath,

Attached please find your Craft Show sponsorship letter from event chair Craig Fuller. A hard copy of the letter will follow via snail mail.

Should you have any questions please feel free to contact Craig or myself.

Thank you!

Sincerely,

Damika Baker  
Director of Development

Academy Art Museum  
106 South Street  
Easton, MD 21601  
[academyartmuseum.org](http://academyartmuseum.org)



July 26, 2018

Roy McGrath  
Director/CEO  
Maryland Environmental Service  
259 Najoles Road  
Millersville, MD 21108

Dear Roy:

I appreciated having an opportunity to discuss the Academy Art Museum's 2018 Craft Show, **Dazzled**. And, I am extraordinarily grateful for your interest in supporting this most important annual event, now in its 21<sup>st</sup> year.

The Academy Art Museum is the only accredited art museum on the Eastern Shore. Our exhibitions, educational programs and special events draw people from throughout Maryland and the surrounding states. The annual craft show brings to Maryland's Eastern Shore some of the finest artists from around the country where more than seventy are selected by a jury to participate in the event held this year from October 19<sup>th</sup> to the 21<sup>st</sup>.

As we discussed, craft in America represents a remarkable movement of our most creative and talented citizens who pursue their artistic abilities by designing and making unique items using glass, ceramics, wood, metal, jewels, fabric and more. Our Academy Art Museum Craft Show is designed to support these fine artists who will travel here from around the country as well as from neighboring communities in Maryland. The Show is also critically important as a vehicle for raising funds to support the work and mission of the Museum. All proceeds raised go to the Academy Art Museum.

This year, in addition to the onsite Craft Show, we will offer an online component, **Dazzled Online**. This online component will form the heart of our online messaging and promotion of the Museum's Craft Show and provides us with the opportunity to preview the work of many of our artists. The work will be available for purchase through an online auction.

With all support for the Craft Show going to the Academy Art Museum, we are fortunate to have built a strong base of local sponsors and individual donors. Work is underway to secure the support again this year from dozens and dozens of donors.

It is my belief that **Dazzled Online** presents a different and an important new opportunity because we literally can reach several hundred thousand people with our messaging and maybe more. For this reason, I propose to you the exclusive **Dazzled Online** sponsorship package.

With a \$20,000 commitment (which could be cash and a pledge to raise the balance), we would like to feature Maryland Environmental Service in all **Dazzled Online** messaging and on the site itself, allowing MES to reach far beyond the numbers of people who will travel to the Craft Show. We would indicate that **Dazzled Online** is being made possible by a grant from Maryland Environmental Service.

The **Dazzled Online** site will open on October 1<sup>st</sup> and it will be promoted by a massive emailing invitation campaign utilizing our board, community leaders, Museum friends and extensive social media techniques. Of course, we would welcome your participation in offering invitations to participate to employees and partners in the community.

As a major donor, you and your guests would be welcomed to all Craft Show related events without charge, including the Director's Reception on Friday evening, October 19<sup>th</sup> and the Preview night immediately following the reception. Additionally, Ben Simons, the Museum's director will extend invitations to you throughout the year to attend other significant events and lectures at the Museum. This gift would make you an important partner in helping us fulfill our mission.

Below are listed links to the Academy Art Museum as well as the Craft Show where you can continuously find current information. Additionally, there is a link to the Dazzled Online site which we continue to perfect, but it will give you a sense of what the site would look like and we would work with you to insure your name and corporate image is displayed appropriately.

Again, thank you for your favorable consideration of this request. We look forward to working with you further in the weeks ahead.

Sincerely,



Craig L. Fuller  
Chairman

2018 Academy Art Museum Craft Show

cc: Ben Simons, Director, Academy Art Museum

Links:

[Academy Art Museum](#)

[Academy Art Museum Craft Show](#)

[\*Dazzled Online\*](#)

**From:** Kenneth Holt -DHCD- <kenneth.holt@maryland.gov>  
**Sent:** Tue, 28 Aug 2018 15:42:54 -0700  
**To:** Roy McGrath <rmcgrath@menv.com>  
**Subject:** Re: An Update from the Academy Art Museum

---

Hi Roy

We will help. Let me check tomorrow \$5,000 or \$10,000. I'll let you know shortly. Sounds like a great initiative.

Thanks for including us.

Ken

Sent from my iPhone

On Aug 28, 2018, at 9:30 AM, Roy McGrath <[rmcgrath@menv.com](mailto:rmcgrath@menv.com)> wrote:

Good morning, Ken -

Wonderful seeing you at MACo. I hope all went well. We certainly had a busy meeting.

I wanted to bring an opportunity to your attention that MES is supporting. The Academy Art Museum in Easton ([www.academyartmuseum.org](http://www.academyartmuseum.org)) hosts an annual craft show on October 19-21, this year it is themed "Dazzled" (more details in the letter from the organizers below).

They are complementing the live event with an online platform, [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online), which is open October 1 through the show dates. To cover development costs, etc, they are raising \$20K for this purpose. As MES owns and operates the MidShore II Landfill in nearby Ridgely, we are supporting this worthwhile community program with a \$10K commitment. Is this possibly something DHCD would have budget for and interest in partnering with us on for the second-half \$10K? We would then share in the community exposure and website acknowledgement together.

There are other benefits, receptions, etc., depending on your availability those days, but if this works, I would be happy to meet you and Mary there for an in person visit. We can figure out the details later...

Looking forward to your thoughts. Please call if more convenient.

Best,

Roy

---

Academy Art Museum-Easton, MD

[www.academyartmuseum.org](http://www.academyartmuseum.org)

The mission of the Academy Art Museum is to provide the knowledge, practice, and appreciation of the arts and to enhance cultural life on the Eastern Shore by making available to everyone the Museum's expanding collection, exhibitions, and broad spectrum of arts programs.

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[Click here to complete a three question customer experience survey.](#)

---

**From:** Craig Fuller <[craig@thefullercompany.com](mailto:craig@thefullercompany.com)>

**Sent:** Monday, August 27, 2018 1:42 PM

**To:** Roy McGrath

**Cc:** Ben Simons; Damika Baker

**Subject:** An Update from the Academy Art Museum

Roy,

Just wanted to check in with you as September approaches....

We have been busy the past few weeks with the Academy Art Museum Craft Show project.

I had a chance to brief the Museum Trustees last week on our progress and on the support MES is providing to make our [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online) site a reality. Needless to say, this group is extremely grateful for your leadership and generosity!

We also have been testing social media options and have found that we can successfully drive people to the [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online) site. In fact, the Facebook people called me today to share some insights having noticed the effort and the engagement we are getting.

Below, I have shared an image of the site banner as it now appears and as it was shown to the over 50,000 viewers we reached in the past week with our test messages on Facebook and Instagram.

Additionally, I want to make sure you “hold the dates” and do as much as you wish with us during the Craft Show period. You will find all of the relevant dates and activities on [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online) . Please come as our guest and very honored sponsor to whatever you desire during the October 18 - 21 time period. I think you would especially enjoy the Museum Director’s Reception for Trustees and Patrons at the Museum at 5:30 PM on October 19th. Following the reception, we will enter the Museum to meet the artists and see the show.

On the business side of things, our Development Director, Damika Baker, would like to invoice you for your pledge. You suggested to me that you might do this in two parts, so we’d like to send an invoice in the next few days for \$10,000. Let me know if there is any special handling needed.

Finally, I hope you will pass through again soon so we can get together with the Museum Director, Ben Simons. We’d be pleased to have lunch, coffee or just show you around. Let me know when you see another trip in the works.

Thanks so much!

Craig

Below, you will see the banner as well as a report on test social media efforts to drive viewers to [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online) .

<DO banner 8-27-18.jpg>

<Post Boost Report 8-27.jpg>

---

Craig L. Fuller  
5999 Canterbury Drive

Easton, Maryland 21601  
410-919-9401

Check out the Academy Art Museum

Craft Show NOW at....

<http://bit.ly/Dazzled-Online>

**From:** Matthew Sherring  
**Sent:** Fri, 31 Aug 2018 17:01:47 +0000  
**To:** Kelly Vaughn -DHCD-; Michael White -DHCD-  
**Subject:** RE: An Update from the Academy Art Museum

---

Thank you, Kelly and Mike! We'll submit shortly.

Enjoy your weekends!

Sincerely,  
Matthew

p.s. Great to see you both at MACo!

**From:** Kelly Vaughn -DHCD- <kelly.vaughn@maryland.gov>  
**Sent:** Friday, August 31, 2018 12:16 PM  
**To:** Michael White -DHCD- <michael.white@maryland.gov>  
**Cc:** Matthew Sherring <msherring@menv.com>  
**Subject:** Re: An Update from the Academy Art Museum

Absolutely!

Matt - It's always below my signature line under helpful links. Here you go.

**HELPFUL LINKS**

**Sponsorship:** [complete this form](#)

**Collateral:** [complete this form](#)



**Kelly L. Vaughn**

*Director,  
Sponsorships/Community  
Outreach*  
Maryland Department of  
Housing  
and Community  
Development  
7800 Harkins Road  
Lanham, Maryland 20706  
[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)  
O: 301-429-7430

[Click here](#) to complete a  
three-question customer  
experience survey.

**HELPFUL LINKS**

**Sponsorship:** [complete this  
form](#)

**Collateral:** [complete this  
form](#)

On Fri, Aug 31, 2018 at 11:55 AM, Michael White -DHCD- <[michael.white@maryland.gov](mailto:michael.white@maryland.gov)> wrote:

Kelly,

When you get a moment could you please forward the link for the sponsorship program to Matt Sherring.

Thanks and have a great weekend!

Michael White

On Fri, Aug 31, 2018 at 7:05 AM Kenneth Holt -DHCD- <[kenneth.holt@maryland.gov](mailto:kenneth.holt@maryland.gov)> wrote:

Hi Roy

We are pleased to support the Easton arts program with a \$5,000 sponsorship. I look forward to visiting it with you. Forward the details and contact information and we will process the award.

Thanks

Ken

Sent from my iPhone

On Aug 28, 2018, at 9:30 AM, Roy McGrath < [rmcgrath@menv.com](mailto:rmcgrath@menv.com) > wrote:

Good morning, Ken -

I wanted to bring an opportunity to your attention that MES is supporting. The Academy Art Museum in Easton ([www.academyartmuseum.org](http://www.academyartmuseum.org)) hosts an annual craft show on October 19-21, this year it is themed "Dazzled" (more details in the letter from the organizers below).

They are complementing the live event with an online platform, [bit.ly/Dazzled-Online](http://bit.ly/Dazzled-Online), which is open October 1 through the show dates. To cover development costs, etc, they are raising \$20K for this purpose. As MES owns and operates the MidShore II Landfill in nearby Ridgely, we are supporting this worthwhile community program with a \$10K commitment. Is this possibly something DHCD would have budget for and interest in partnering with us on for the second-half \$10K? We would then share in the community exposure and website acknowledgement together.

Looking forward to your thoughts. Please call if more convenient.

Best,

Roy

---

[Academy Art Museum-Easton, MD](#)

[www.academyartmuseum.org](http://www.academyartmuseum.org)

The mission of the Academy Art Museum is to provide the knowledge, practice, and appreciation of the arts and to enhance cultural life on the Eastern Shore by making available to everyone the Museum's expanding collection, exhibitions, and broad spectrum of arts programs.

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--

Michael White  
Chief of Staff

Maryland Department of Housing and Community Development

**From:** Roy McGrath  
**Sent:** Thu, 13 Sep 2018 21:57:35 +0000  
**To:** Jennifer Colton -GOV-  
**CC:** Ben Simons; Craig Fuller  
**Subject:** Introduction

---

Hi Jen,

I'd like to introduce you by email to Ben Simons, director of the Academy Art Museum in Easton:  
<https://academyartmuseum.org/>

Craig Fuller, who is also copied, is a member of their Board of Trustees, and a friend of many years.

Ben and the Academy team run an exceptional cultural institution that serves the Shore and our State. I had the opportunity to tour it, and was beyond impressed.

The Maryland Arts Council is a supporter of the Academy. Ben and I were also talking over the topic of possible State grant opportunities, so I suggested he connect with you.

I know you would be able to point him in the right direction....

I'm happy to stay in the loop, or you and Ben could connect directly.

Thanks in advance for reaching out and helping encourage this great, Maryland treasure!

(See you at the Montgomery County cabinet meeting or sooner)...

Best,

Roy

**From:** Roy McGrath <rmcgrath@menv.com>  
**Sent:** Mon, 24 Sep 2018 19:33:03 +0000  
**To:** 'Jinny Kong -GOV-' <jinny.kong@maryland.gov>  
**CC:** Craig Fuller <craig@thefullercompany.com>  
**Subject:** Introduction and Invitation

---

Hi Jinny,

I hope this note finds you doing well (and keeping busy, I'm certain)!

With this note, I would like to introduce you and the First Lady to my friend, and former CEO, Craig Fuller.

Craig resides in Easton. He is actively engaged as a trustee of the Academy Art Museum there. I understand the First Lady has visited. In October, they are hosting an event: the Academy Craft Show. I suggested to Craig that this might be of interest to the First Lady if schedules align. By the way, MES is actively supporting the event, as we have operations, employees, and clients in the Easton area.

I'll leave it to you and Craig to connect from here, but first I'll just add that I recently visited the museum and was beyond impressed by the wonderful art and community programs they offer...

Hopefully, there may be opportunities to engage the First Lady further, and please let me know if there is any way in which I may be helpful further too.

See you again soon!

Roy



[Click here to complete a three question customer experience survey.](#)

**From:** Jinny Kong -GOV- <jinny.kong@maryland.gov>  
**Sent:** Wed, 26 Sep 2018 17:23:42 -0400  
**To:** Roy McGrath <rmcgrath@menv.com>  
**Subject:** Re: Introduction and Invitation

---

Hi Roy,

I appreciate the background on Craig. At this time, it'll be difficult for First Lady to attend on either dates, as on Sunday she's hosting at the Ravens suites for doctors and nurses.

If anything changes, I'll be sure to connect with Craig and see what we can do. On a separate note, we've also been in contact with the museum's Director to schedule a visit and potentially do a solo show in the future!

I'll keep the Art Academy in mind.

Thank you for the suggestion!

Best,

Jinny

On Wed, Sep 26, 2018 at 3:03 PM Roy McGrath <[rmcgrath@menv.com](mailto:rmcgrath@menv.com)> wrote:

Hi Jinny!

Thank you so much for your reply to Craig about the Academy Art Museum Craft Show.

As background, Craig is semi-retired and now lives on the Eastern Shore. His career included serving in two White Houses, first as special assistant for cabinet affairs to President Reagan, and later as Chief of Staff to George HW Bush. He is now active in the Talbot County community, including as a trustee at the Art Museum.

I see from your message that TFL is committed to another event on 10/21. The Art Museum's event runs both Saturday and Sunday, 10/21-10/22. If there's any possibility of having TFL visit either day for a while, it would be incredibly well received and appreciated.

Thank you for checking and the consideration...

Hope to see you again soon!

Roy

--



**Roy McGrath**

*Director*

259 Najoles Road | Millersville,  
MD 21108

[rmcgrath@menv.com](mailto:rmcgrath@menv.com) | [menv.com](http://menv.com)

[410.729.8200](tel:410.729.8200) (main)

| [410.729.8201](tel:410.729.8201) (direct)



Sent from my iPhone

On Sep 25, 2018, at 6:46 PM, Jinny Kong -GOV- <[jinny.kong@maryland.gov](mailto:jinny.kong@maryland.gov)> wrote:

Dear Craig,

It's a pleasure to virtually meet you!

Roy - thank you for the introduction.

We appreciate the thoughtful invitation to the preview event on October 19th. Unfortunately, First Lady is unable to attend this time due to another charity organization's event in Baltimore.

We'll be sure to keep your Museum in mind the next time we're in the area.

Best wishes for a successful event.

Kind Regards,

Jinny

On Tue, Sep 25, 2018 at 3:37 PM Craig Fuller <[craig@thefullercompany.com](mailto:craig@thefullercompany.com)> wrote:

Jinny,

Greetings!

This was very nice of Roy to make an introduction.

I know it is a very busy time, but if it is of any interest, the Academy Art Museum's 21st annual Craft Show will be held from October 19th to the 21st.

The evening of Friday, October 19th is actually our Preview Event with activities beginning at 5:30 PM here in Easton. This year, along with being a Trustee of the Museum, I am chairing the Craft Show and can work anything out.

So, if a stop is at all of interest, we would enjoy working something out. That said, it would be delightful to have the First Lady stop any time she is in the area.

All the best,

Craig

---

Craig L. Fuller

[5999 Canterbury Drive](#)

[Easton, Maryland 21601](#)

[410-919-9401](#)

Check out the Academy Art Museum

Craft Show NOW at....

<http://bit.ly/Dazzled-Online>

On Sep 24, 2018, at 3:33 PM, Roy McGrath < [rmcgrath@menv.com](mailto:rmcgrath@menv.com) > wrote:

Hi Jinny,

I hope this note finds you doing well (and keeping busy, I'm certain)!

With this note, I would like to introduce you and the First Lady to my friend, and former CEO, Craig Fuller.

Craig resides in Easton. He is actively engaged as a trustee of the Academy Art Museum there. I understand the First Lady has visited. In October, they are hosting an event: the Academy Craft Show. I suggested to Craig that this might be of interest to the First Lady if schedules align. By the way, MES is actively supporting the event, as we have operations, employees, and clients in the Easton area.

I'll leave it to you and Craig to connect from here, but first I'll just add that I recently visited the museum and was beyond impressed by the wonderful art and community programs they offer...

Hopefully, there may be opportunities to engage the First Lady further, and please let me know if there is any way in which I may be helpful further too.

See you again soon!

Roy

[Click here to complete a three question customer experience survey.](#)

--

Sent from Gmail Mobile

[Click here to complete a three question customer experience survey.](#)

--

Sent from Gmail Mobile

**From:** Matthew Sherring  
**Sent:** Mon, 15 Oct 2018 23:06:10 +0000  
**To:** dbaker@academyartmuseum.org  
**CC:** bsimons@academyartmuseum.org; Kelly Vaughn -DHCD-  
**Subject:** Sponsorship Request Form

---

Hi Damika - We've finally gotten around to following up on the Department of Housing & Community Development (DHCD) sponsorship for your upcoming event. Please complete the form found at the below link:

<https://dhcd.maryland.gov/Pages/DHCD-Sponsorship-Request-Form.aspx>

Kelly Vaughn from DHCD is copied. Thank you Team DHCD for the support!!

Sincerely,

Matthew

**From:** Roy McGrath  
**Sent:** Thu, 28 Mar 2019 11:40:21 +0000  
**To:** Ben Simons  
**CC:** 'Craig Fuller'; Catherine McCoy; jtsmith2@verizon.net  
**Subject:** Re: Thank you

---

Thank you, Ben.

It was a terrific get-together. I genuinely enjoyed my time with you, Cathy, JT, and, of course, Craig. Thank you again for your interest in my participation - I'm honored by the invitation. I will work to handle a few housekeeping items on my end, so that I may hopefully reply affirmatively in short order.

In the meantime, I am holding the Board dates, and will return the Gala RSVP today.

Looking forward to seeing everyone again soon!

Best,

Roy

---

**From:** Ben Simons <bsimons@academyartmuseum.org>  
**Sent:** Wednesday, March 27, 2019 2:47 PM  
**To:** Roy McGrath  
**Cc:** 'Craig Fuller'; Catherine McCoy; jtsmith2@verizon.net  
**Subject:** Re: Thank you

Dear Roy,

Thank you for a great lunch conversation, we'd be delighted and honored for you to join the Board, and certainly will await your final thoughts on the prospect, which we hope

will be affirmative!

Here are the dates of the upcoming Board Meetings for the relevant remainder of the year:

**October 24, 2019 4pm**

**December 19, 2019 4pm**

Attached you will find our Long Range Plan with updates as of Feb 2018 (we are refreshing these updates soon), as well as the closely related Capital Campaign Case Statement.

Looking forward to things ahead,

Best, Ben



April 12, 2019

Mr. Roy McGrath  
259 Najoles Road  
Millersville, MD 21108

Dear Roy,

Thank you very much for your generous support of the Academy Art Museum's Kentucky Derby-themed Spring Gala! Your purchase of two tickets to the Gala is greatly appreciated. It is only through the generosity of our supporters that we are able to succeed in achieving our mission of bringing exceptional art and art education to the Mid-Shore.

You should also know that proceeds from the event will benefit our year-round outreach and education programs. Consequently, \$200 of your donation is tax-deductible to the full extent of the law. We gratefully acknowledge your donation and encourage you to keep a copy of this letter for your records.

Thank you again for your kind donation and support. We look forward to seeing you at the Derby!

Sincerely,

Ben Simons  
Director

*Thank you Roy!*

Ticket Purchase: \$500

Tax-Deductible Amount: \$200

**From:** Roy McGrath  
**Sent:** Thu, 08 Aug 2019 16:47:50 +0000  
**To:** Ben Simons  
**Subject:** Re: Re: Contact Info

---

Hi Ben,

Looks good. Maybe best if we use my personal mailing address going forward, as this will not be an official function of my work role (although I certainly anticipate some overlap).

P.O. Box 476

Edgewater, MD 21037-0476

Looking forward to seeing you later this month.

Roy

--

Roy McGrath, IOM, CAE

Director/CEO and Chairman

Maryland Environmental Service

259 Najoles Rd | Millersville, MD 21108

(410) 729-8201 (direct) | (410) 729-8200 (main)

---

**From:** Ben Simons <bsimons@academyartmuseum.org>  
**Sent:** Thursday, August 8, 2019 3:20:17 PM  
**To:** 'Karen Shook' <karenhshook@yahoo.com>; Chuck Mangold Jr.  
<mangold@bensonandmangold.com>; Roy McGrath <rmcgrath@menv.com>; 'Julie Madden'  
<spanglergallery@gmail.com>  
**Subject:** Re: Contact Info

Dear Karen, Chuck, Roy and Julie,

Were excited to welcome you to the Board! You will have seen the material sent yesterday for the upcoming Board Meeting which you are invited to attend, with a Reception after for you and your spouse or guest. Attached you will find a Board Contact Sheet, can you please take a look and double-check your contact information and let me know of any updates/changes,

Thanks, Ben

**From:** Ben Simons <bsimons@academyartmuseum.org>  
**Sent:** Tue, 08 Oct 2019 12:14:13 +0000  
**To:** Matthew Sherring <msherring@menv.com>  
**CC:** Kelly Vaughn -DHCD- <kelly.vaughn@maryland.gov>  
**Subject:** Re: Academy Art Museum Sponsorship  
**Attachments:**

- image301650.png (181 kb)
  - image967271.png (852 b)
  - image840919.png (1238 b)
  - image960070.png (898 b)
  - image775200.png (866 b)
  - image038514.png (53 kb)
- 

Dear Kelly and Matthew,

On behalf of the Academy Art Museum, we're so grateful for your past support, and for considering continuing to support the Museum again this year!

Thank you!

Best,

Ben Simons

Director

Academy Art Museum

On Oct 8, 2019, at 8:00 AM, Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)> wrote:

Hi Kelly,

I hope that this email finds you well!

As you may recall, the Maryland Department of Housing and Community Development team generously supported the Academy Art Museum in Easton last year and we'd ask that you consider supporting again.

I've copied their Executive Director, Ben Simons. I hope that you can find time to connect, if not done so already.

Thank you!

Sincerely,  
Matthew

**Matthew Sherring**

*Director, Strategic Partnerships*

259 Najoles Road | Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

410.729.8239 (office) | 443.618.4875 (mobile)

[Click here to complete a three question customer experience survey.](#)

**From:** Ben Simons <bsimons@academyartmuseum.org>  
**Sent:** Tue, 08 Oct 2019 14:36:36 +0000  
**To:** 'Roy McGrath' <rmcgrath@menv.com>, "Craig Fuller (craig@thefullercompany.com)" <craig@thefullercompany.com>  
**CC:** Jennifer Chrzanowski <JChrzanowski@academyartmuseum.org>  
**Subject:** Re: MDHCD

---

Hi Roy,

Just wanted to let you know that Matthew Sherring kindly connected me with Kelly Vaughn at MDHCD. They have a formal application process, which I have just submitted this! I requested \$5K of support linked to Craft Show Sponsorship, but making clear that this Sponsorship supports our year-round delivery on our mission. I hope they agree!

Thanks again for the connection and for MES' generous support!

Best, Ben

**From:** Matthew Sherring <msherring@menv.com>  
**Sent:** Thu, 20 Feb 2020 17:45:56 +0000  
**To:** Kelly Vaughn -DHCD- <kelly.vaughn@maryland.gov>  
**Subject:** RE: FW: Academy Art Museum Sponsorship

---

Appreciate the question! We helped facilitate DHCD's relationship/support of the organization the year before and was interested in the outcome for this most recent year.



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)  
410.729.8239 (office) | 443.618.4875 (mobile)



[Click here to complete a three question customer experience survey.](#)

**From:** Kelly Vaughn -DHCD- <kelly.vaughn@maryland.gov>  
**Sent:** Thursday, February 20, 2020 12:36 PM  
**To:** Matthew Sherring <msherring@menv.com>  
**Subject:** Re: FW: Academy Art Museum Sponsorship

Matt-

What is your role in this organization? The letter was sent to them back in October.

Thanks,



**Kelly L. Vaughn**

Director  
Community Outreach & Sponsorships  
Maryland Department of Housing  
and Community Development  
O: 301-429-7430  
[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)

**We're social! Follow us**  
on [Facebook](#), [Twitter](#), and [Instagram](#) at [@MarylandMMP](#).

**HELPFUL LINKS**

Sponsorship: [complete this form](#)

Events: <https://dhcd.maryland.gov/Pages/EventRequestForm.aspx>

On Thu, Feb 20, 2020 at 12:31 PM Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)> wrote:

Hi Kelly – Welcome back! Thank you for the quick response! Unfortunately, I don't have a copy of the confirmation email as it would have been submitted by Ben Simons (per below).

Looks like it was around October 8, 2019; could you search by date?

Sincerely,  
Matthew



**Matthew Sherring**

Director, Operations

259 Najoles Road, Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

[410.729.8239](tel:410.729.8239) (office) | [443.618.4875](tel:443.618.4875) (mobile)



[Click here to complete a three question customer experience survey.](#)

**From:** Kelly Vaughn -DHCD- <[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)>

**Sent:** Thursday, February 20, 2020 12:27 PM

**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>

**Cc:** Clovis Bond -DHCD- <[clovis.bond@maryland.gov](mailto:clovis.bond@maryland.gov)>

**Subject:** Re: FW: Academy Art Museum Sponsorship

Hi Matt-

Happy New Year!

I'm back now. Let me check on this one. Please forward the confirmation email that you received when you submitted the form online.

Thanks!



**Kelly L. Vaughn**

Director  
Community Outreach & Sponsorships  
Maryland Department of Housing  
and Community Development  
O: 301-429-7430  
[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)

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**HELPFUL LINKS**

Sponsorship: [complete this form](#)

Events: <https://dhcd.maryland.gov/Pages/EventRequestForm.aspx>

On Thu, Feb 20, 2020 at 12:18 PM Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)> wrote:

Hi Kelly and Clovis,

Happy 2020! In following up, please can you share a status update on the below request?

Thank you!

Matthew

**Matthew Sherring**

Director, Operations

259 Najoles Road, Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

[410.729.8239](tel:410.729.8239) (office) | [443.618.4875](tel:443.618.4875) (mobile)



[Click here to complete a three question customer experience survey.](#)

**From:** Matthew Sherring  
**Sent:** Tuesday, December 3, 2019 9:26 AM  
**To:** Clovis Bond -DHCD- <[clovis.bond@maryland.gov](mailto:clovis.bond@maryland.gov)>  
**Subject:** FW: Academy Art Museum Sponsorship

Hi Clovis,

I hope that this email finds you well! Per Kelly's OOO message, I wanted to follow up with you.

Please can you provide a status update on the below sponsorship request?

Sincerely,

Matthew



**Matthew Sherring**

*Director, Operations*

259 Najoles Road | Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

[410.729.8239](tel:410.729.8239) (office) | [443.618.4875](tel:443.618.4875) (mobile)



[Click here to complete a three question customer experience survey.](#)

---

**From:** Matthew Sherring  
**Sent:** Tuesday, December 3, 2019 9:21 AM  
**To:** Kelly Vaughn -DHCD- <[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)>  
**Subject:** FW: Academy Art Museum Sponsorship

Hi Kelly,

I hope that you had a nice Thanksgiving!

In following up, I wanted to close the loop on the below. Was the Department of Housing able to support the Academy Art Museum again this year?

Please give my best to the team!

Sincerely,  
Matthew



**Matthew Sherring**

*Director, Operations*

259 Najoles Road | Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

[410.729.8239](tel:410.729.8239) (office) | [443.618.4875](tel:443.618.4875) (mobile)



[Click here to complete a three question customer experience survey.](#)

---

**From:** Ben Simons <[bsimons@academyartmuseum.org](mailto:bsimons@academyartmuseum.org)>

**Sent:** Tuesday, October 8, 2019 10:22 AM

**To:** Kelly Vaughn -DHCD- <[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)>

**Cc:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>

**Subject:** RE: Academy Art Museum Sponsorship

Thank you Kelly! We look forward to the review. The Preview Party for the Craft Show will be held on Thursday at 5:30, and we would welcome any representatives from MDHCD to attend the event even as the application is pending. Please let me know of any names of guests who might want to attend,

Best, Ben

**From:** Kelly Vaughn -DHCD- <[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)>  
**Sent:** Tuesday, October 8, 2019 10:18 AM  
**To:** Ben Simons <[bsimons@academyartmuseum.org](mailto:bsimons@academyartmuseum.org)>  
**Cc:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Subject:** Re: Academy Art Museum Sponsorship

Thank you, it typically takes about 5-7 business days to get the file prepare, reviewed and decisioned.



**Kelly L. Vaughn**

Director  
Sponsorships & Community Outreach  
Maryland Department of Housing  
and Community Development  
O: 301-429-7430  
[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)

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on [Facebook](#), [Twitter](#), and [Instagram](#) at  
[@MarylandMMP](#).

**HELPFUL LINKS**

Sponsorship Application: [complete this form](#)

On Tue, Oct 8, 2019 at 10:16 AM Ben Simons <[bsimons@academyartmuseum.org](mailto:bsimons@academyartmuseum.org)> wrote:

Thank you Kelly, I have submitted the Sponsorship Application through the online portal! We look forward to hearing from you!

Best, Ben

**From:** Kelly Vaughn -DHCD- <[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)>  
**Sent:** Tuesday, October 8, 2019 8:58 AM  
**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Cc:** Ben Simons <[bsimons@academyartmuseum.org](mailto:bsimons@academyartmuseum.org)>  
**Subject:** Re: Academy Art Museum Sponsorship

Matt,

Thank you for the "heads up." All requests must be submitted online to be considered for funding. Below my signature is the link to the online application.

Regards,



**Kelly L. Vaughn**

Director  
Sponsorships & Community Outreach  
Maryland Department of Housing  
and Community Development  
O: 301-429-7430  
[kelly.vaughn@maryland.gov](mailto:kelly.vaughn@maryland.gov)

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on [Facebook](#), [Twitter](#), and [Instagram](#) at  
[@MarylandMMP](#).**

**HELPFUL LINKS**

Sponsorship Application: [complete  
this form](#)

On Tue, Oct 8, 2019 at 8:00 AM Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)> wrote:

Hi Kelly,

I hope that this email finds you well!

As you may recall, the Maryland Department of Housing and Community Development team generously supported the Academy Art Museum in Easton last year and we'd ask that you consider supporting again.

I've copied their Executive Director, Ben Simons. I hope that you can find time to connect, if not done so already.

Thank you!

Sincerely,  
Matthew

**Matthew Sherring**

*Director, Strategic Partnerships*

259 Najoles Road | Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

[410.729.8239](tel:410.729.8239) (office) | [443.618.4875](tel:443.618.4875) (mobile)



CELEBRATING 50 YEARS OF EXCELLENCE  
Learn more about our historic new  
Garrett County Partnership at  
[www.menv.com](http://www.menv.com)



[Click here to complete a three question customer experience survey.](#)

AP CHECK

377580

9/21/18

94216

ACADEMY ART MUSEUM

377580

377580



MARYLAND  
ENVIRONMENTAL  
SERVICE

Stub 1 of 1

Check No.: 377580  
Check Date: 9/21/2018

DETACH STATEMENT BEFORE DEPOSITING

INVOICE NUMBER	DATE	DESCRIPTION	GROSS AMOUNT	DEDUCTIONS	AMOUNT PAID
CS1801	8/29/2018		10,000.00		10,000.00
			10,000.00		10,000.00

SECURITY FEATURES PRESENT: 1) BLUE SAFETY PAPER, 2) Invisible Fluorescent Fibers, View Under Black Light 3) MICROPRINTING In The Signature Line (Magnify to View),



MARYLAND  
ENVIRONMENTAL  
SERVICE

259 Najoles Road  
Millersville, MD 21108  
(410) 729-8295

VOID AFTER 180 DAYS

Bank of America

7-163/520

CHECK NO. 00377580

DATE	AMOUNT
9/21/2018	\$****10,000.00

PAY TEN THOUSAND AND 00/100\*\*\*\*\*

94216

TO THE  
ORDER  
OF  
ACADEMY ART MUSEUM  
106 SOUTH ST  
EASTON MD 21601-2917

*Michael C. H.*  
AUTHORIZED SIGNATURE

MP

4) TRUE CHAINLINK WATERMARKED Security Paper • Hold Up To Light To View, 5) PADLOCK ORIGINAL DOCUMENT ENDORSEMENT BACKER, 6) Blue and Brown Stain Chemical Reactant Paper

00377580



**MARYLAND  
ENVIRONMENTAL  
SERVICE**

**CHECK REQUEST FORM**

92746

This Check Request form can only be used for the payment of the following items. Please mark appropriate item.

- |   |  |
|---|--|
| <input type="checkbox"/> UTILITIES                | <input type="checkbox"/> PERMITS, LICENSES & TAXES |
| <input type="checkbox"/> MEMBERSHIPS              | <input type="checkbox"/> TRAINING & CONFERENCES    |
| <input type="checkbox"/> TIPPING FEES             | <input type="checkbox"/> FINANCE DEPT. PAYMENTS    |
| <input type="checkbox"/> SUBSCRIPTIONS            | <input type="checkbox"/> INMATE LABOR              |
| <input type="checkbox"/> OFF SYSTEM CONTRACTS     | <input checked="" type="checkbox"/> OTHER          |
| <input type="checkbox"/> PETTY CASH REIMBURSEMENT |  |
| <input type="checkbox"/> FLEET FUEL               |  |

SEP 14 2018

<b>VENDOR NAME:</b>	<u>Academy Art Museum</u>	<b>INV#</b>	<u>CS1801</u>
<b>VENDOR NUMBER:</b>	<u>94216</u>	<b>INV#</b>	<u></u>
<b>PURPOSE OF REQUEST:</b>	<u>Craft Show Sponsorship Pledge</u>	<b>DATE:</b>	<u>9/13/18</u>
	<u></u>		
	<u></u>		

PLEASE ATTACH SUPPORTING INVOICE(S) OR OTHER SUPPORTING DETAIL.

PROJECT	COST CENTER (XXX-XXXX)	OBJ (XXXX)	SUB (XXXX)	AMOUNT
Donations/Sponsorships	1111-1111	6217		\$10,000.00
TOTAL TO BE PAID:				\$10,000.00

\*A SUBSIDIARY NUMBER IS REQUIRED ONLY WHEN THE SECOND DIGIT OF THE COST CENTER NUMBER IS EITHER AN 8 OR 9.

Special Instructions:

A/P:

Please include copy of invoice.

REQUESTED BY:

Shannon Beleyon

9/13/18  
DATE

APPROVED BY:

Michael Harris

9/13/18  
DATE

APPROVED BY:

\_\_\_\_\_  
DATE

\* Director Approval needed for all OH charges

# INVOICE



Academy Art Museum  
106 South St.  
Easton, MD 21601

Invoice No.: CS1801  
Date: August 29, 2018

To: Maryland Environmental Service

		PAYMENT TERMS	DUE DATE
		Due Upon Receipt	

QUANTITY	DESCRIPTION		LINE TOTAL
	Craft Show Sponsorship Pledge		\$10,000
		SUBTOTAL	\$10,000
		SALES TAX	--
		TOTAL	\$10,000

*dyk*

Please make all checks payable to Academy Art Museum.

Thank you!

## AP CHECK

<b>Check Number</b>	391018
<b>Payment Date</b>	Oct 25, 2019
<b>Supplier ID</b>	S-0001956
<b>Supplier Name</b>	ACADEMY ART MUSEUM



**MARYLAND  
ENVIRONMENTAL  
SERVICE**

259 Najoles Road  
Millersville, MD 21108  
(410) 729-8295

Bank of America

7-163/520

S-0001956

**CHECK NO.**  
391018

VOID AFTER 180 DAYS

**DATE**

10-25-2019

**AMOUNT**

\$ \*\*\*15,000.00

**PAY**

FIFTEEN THOUSAND AND 00/100\*\*\*\*\*

TO THE  
ORDER  
OF

ACADEMY ART MUSEUM  
106 SOUTH ST  
EASTON, MD 21601-2917

*[Signature]*  
AUTHORIZED SIGNATURE

MP

4) TRUE WATERMARKED Security Paper • Hold Up To Light To View, 5) PADLOCK ORIGINAL DOCUMENT ENDORSEMENT BACKER, 6) Blue and Brown Stain Chemical Reactant Paper.

391018

Maryland Environmental Service

ACADEMY ART MUSEUM

Check: 391018

10-25-2019

Invoice Date	Reference	Invoice Amount	Discount	Payment Amount
10-21-2019	09122019 Craft Show Sponsor	\$15,000.00	0.00	\$15,000.00
TOTAL				\$15,000.00

004805

<b>Operational Journal</b>	Operational Journal: Maryland Environmental Service - 10/21/2019
<b>Current Status</b>	Posted
<b>Journal Sequence Number</b>	2020-FY2020-22822

<b>Operational Journal Information</b>	
<b>Operational Transaction</b>	Supplier Invoice: SINV-0006760
<b>Originated by</b>	Katherine Tessier
<b>Company</b>	Maryland Environmental Service
<b>Ledger</b>	Actuals
<b>Period</b>	Oct - FY2020
<b>Accounting Date</b>	10/21/2019
<b>Journal Source</b>	Supplier Invoice

<b>Operational Journal Details</b>	
<b>Balanced</b>	Yes
<b>Total Debits</b>	15,000.00
<b>Total Credits</b>	15,000.00
<b>Currency</b>	USD

## Journal Lines

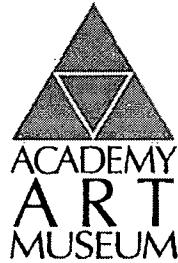
Ledger Account	Debit Amount	Credit Amount	Memo	Project	Cost Center	*Fund	Program	Spend Category	Revenue Category	Additional Worktags	Budget Date
6450:Materials & Supplies	15,000.00				CC1111 Executive	10 MES Operating Fund	PROGRAM_1 1 Overhead Pool	6455 - Instructional & Promotional		Supplier: ACADEMY ART MUSEUM	10/21/2019
2071:Accounts Payable		15,000.00				10 MES Operating Fund				Supplier: ACADEMY ART MUSEUM	

## Retained Earnings

Retained Earnings											
Ledger Account	Debit Amount	Credit Amount	Memo	Project	Cost Center	*Fund	Program	Spend Category	Revenue Category	Additional Worktags	Budget Date
3661:Undesignated Unrestricted Net Asset	15,000.00					10 MES Operating Fund					

## Accounting History

SIW-0006760



September 12, 2019

Roy McGrath  
Director and Chief Executive Officer  
Maryland Environmental Service  
259 Najoles Road  
Millersville, MD 21108

Dear Roy:

We have enjoyed our discussions about the Eastern Shore and your commitment to a strong culture for the Maryland Environmental Service community. Your past support of the Academy Art Museum is evidence of your organization's important commitment and is sincerely appreciated.

We also appreciate your willingness to consider sponsoring the Academy Art Museum's Craft Show this year at the \$15,000 level. This not only ensures the success of our major 2019 event, but it will support the mission of the Museum throughout the year.

In recognition of this substantial support, we believe representing MES as the organization making our new Museum podcasting channel possible would provide the greatest visibility throughout the region and, indeed, the country. We have shared that the Craft Show theme, Celebrating the Makers, has been embraced by the 70 artists we have participating in the show. And, their enthusiasm has already caused exhibiting artists to record podcasts.

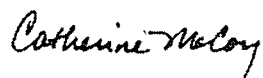
The Academy Art Museum podcasts can be viewed on their own unique platform; however, the strongest audience is built through our Facebook, email and other social media marketing efforts. We are pleased to report that currently, just the Craft Show effort has reached 68,420, with some action being taken 7,235 times. One of our artists, Estelle Vernon, has seen her podcast promotion by us on the Craft Show Facebook page reach 10,330 with 1,659 "ThruPlays." All of our efforts are carefully targeted to reach our key audience in Maryland, Delaware and some of the surrounding areas.

Initially, we will focus your support on the podcasting/Craft Show related efforts. However, once the Craft Show concludes on October 13<sup>th</sup>, recognition of your support will be visible in all places

where we recognize sponsorship for the entire fiscal year ahead, including our weekly e-newsletter and other social media.

Again, thank you for generosity and contribution to the mission of enhancing the appreciation of art and the culture of our community for all citizens.


Sincerely,



Catherine McCoy  
Muséum Chairman



Ben Simons  
Museum Director



Craig Fuller  
Craft Show Chairman

AP CHECK

364735

9/8/17

14055

University of Maryland College Park Foun

364735

364735



MARYLAND  
ENVIRONMENTAL  
SERVICE

Stub 1 of 1

Check No.: 364735  
Check Date: 9/8/2017

## DETACH STATEMENT BEFORE DEPOSITING

INVOICE NUMBER	DATE	DESCRIPTION	GROSS AMOUNT	DEDUCTIONS	AMOUNT PAID
UMD	9/1/2017		10,000.00		10,000.00
			10,000.00		10,000.00



MARYLAND  
ENVIRONMENTAL  
SERVICE

259 Najoles Road  
Millersville, MD 21108  
(410) 729-8295

Bank of America

7-163/520

CHECK NO.

00364735

VOID AFTER 180 DAYS

14055

PAY TEN THOUSAND AND 00/100\*\*\*\*\*

DATE

AMOUNT

9/8/2017

\$\*\*\*\*10,000.00

TO THE  
ORDER  
OF

University of Maryland  
College Park Foundation  
C/O Jennifer Kilberg  
BSOS External Relations  
0145 TYDINGS HALL  
COLLEGE PARK MD  
20742-7231

*Janet R. Irvin*

AUTHORIZED SIGNATURE

MP

00364735



CHECK REQUEST FORM

New 4229

This Check Request form can only be used for the payment of the following items. Please mark appropriate item.

- |                              |                               |
|------------------------------|-------------------------------|
| ( ) UTILITIES                | ( ) PERMITS, LICENSES & TAXES |
| ( ) MEMBERSHIPS              | ( ) TRAINING & CONFERENCES    |
| ( ) TIPPING FEES             | ( ) FINANCE DEPT. PAYMENTS    |
| ( ) SUBSCRIPTIONS            | ( ) INMATE LABOR              |
| ( ) OFF SYSTEM CONTRACTS     | (x) OTHER                     |
| ( ) PETTY CASH REIMBURSEMENT |                               |
| ( ) FLEET FUEL               |                               |

VENDOR NAME: University of MD College Park Foundation

INV# \_\_\_\_\_

VENDOR NUMBER: 14055

INV# \_\_\_\_\_

PURPOSE OF REQUEST: UMD Scholarship fund donation

DATE: 8/30/17

PLEASE ATTACH SUPPORTING INVOICE(S) OR OTHER SUPPORTING DETAIL.

PROJECT	COST CENTER (XXX-XXXX)	OBJ (XXXX)	SUB (XXXX)	AMOUNT
Executive Direction	1111-1111	6247		\$10,000.00

TOTAL TO BE PAID: \$10,000.00

\*A SUBSIDIARY NUMBER IS REQUIRED ONLY WHEN THE SECOND DIGIT OF THE COST CENTER NUMBER IS EITHER AN 8 OR 9.

Special Instructions: A/P: \_\_\_\_\_

REQUESTED BY:

Rachel Harman  
Rachel Harman

8/30/17  
DATE

APPROVED BY:

Roy McGrath  
Roy McGrath

9/1/17  
DATE

APPROVED BY:

DATE

\* Director Approval needed for all OH charges



# UNIVERSITY OF MARYLAND

August 23, 2017

Mr. Roy McGrath, Director  
Maryland Environmental Service  
259 Najoles Road  
Millersville, MD 21108 - 2515

Dear Mr. McGrath,

On behalf of the College of Behavioral and Social Sciences at the University of Maryland, College Park, we applaud the Maryland Environmental Service's continuous mission of providing operational and technical services to protect and enhance Maryland's environment.

At the University of Maryland, we share MES's core mission of serving and protecting the environment, which is emphasized in the undergraduate major of Environmental Science and Policy (ENSP), a multi-disciplinary course of study where students aspire to solve the world's greatest environmentally challenges. Currently, the College of Behavioral and Social Sciences (BSOS) offers students six areas of concentrations for students focus on: Culture & the Environment (ANTH), Environmental Politics & Policy (GVPT), Global Environmental Change (GEOG), Land Use (GEOG), Marine & Coastal Management (GEOG) and Society & Environmental Issues (SOCY).

Though the generous support of Maryland Environmental Service (MES), we hope to provide annual scholarships to students enrolled in one of the College of Behavioral and Social Sciences (BSOS)'s Environmental Science and Policy (ENSP) concentrations, particularly to a passionate student who has expressed his/her intention to pursue a career in the field of environmental protection.

We hope you will consider a gift of \$10,000 to fund a scholarship for a University of Maryland student for the 2017-2018 academic year. Your gift may be sent payable to the: ***University of Maryland College Park Foundation*** and mail to **University of Maryland, C/O Jennifer Kilberg, BSOS External Relations, 0145 Tydings Hall, College Park, MD 20742.**

If you have any questions about this gift or how to remit payment, please feel free to reach me directly at 301-405-7959 or [drheberg@umd.edu](mailto:drheberg@umd.edu). Thank again for your support and we look forward to having your insight and on our College of Behavioral and Social Sciences Board of Visitors.

Sincerely,

Deb Rhebergen  
Assistant Dean, External Relations  
College of Behavioral and Social Sciences

Text Size: [N](#) [L](#) [XL](#)

## Roy McGrath Selected for University of Maryland College Park Behavioral and Social Sciences Board of Visitors

- ☐ All Articles
- ☐ Projects
- ☐ Press Releases
- ☐ News

Roy McGrath, chairman and CEO of the Maryland Environmental Service, has been selected to serve as a member of the Board of Visitors at the University of Maryland's College of Behavioral and Social Sciences (BSOS) in College Park.

Mr. McGrath, a 1993 graduate of the college, formally joined the Board at its 2017 Fall Meeting on November 17, 2017. "It is a genuine honor for me to serve with such a distinguished group of board advisors to the college, faculty, and alumni," Mr. McGrath said about his selection. "The university and BSOS College are among our nation's most prestigious academic research institutions. It is a privilege for me to have this opportunity to give back to an institution from which I have benefited immeasurably in my professional career."

Mr. McGrath has led the 800 person Maryland Environmental Service, a not-for-profit public corporation and independent agency of the State, since December 2016, and he chairs its Board of Directors. Recent prior roles held by Mr. McGrath include two years as Deputy Chief of Staff to Maryland Governor Larry Hogan, where he provided oversight for State business matters, public safety, and the university system; and eighteen years with the National Association of Chain Drug Stores, most recently as Vice President of Business Development.

Meeting three times a year, the Board of Visitors at BSOS provides a source of valuable support and guidance from experienced professionals and industry leaders. Working closely with the college's administration, faculty, students, and Dean, the Board of Visitors focuses on a number of initiatives and projects to further the college's pursuits.

For more information on the Board of Visitors at the College of Behavioral and Social Sciences, please see the Board's website (<https://bsos.umd.edu/about-us/board-visitors>).



### Sign Up for our Newsletter

Join our mailing list to hear more about MES. News that we share includes innovative technologies, community service, environmental stewardship, new and exciting projects, promotions, employee spotlights, and more.





Join Today! (<https://visitor.r20.constantcontact.com/d.jsp?llr=b6pkayzab&p=oi&m=1127160823713&sit=mrkg5rilb&f=158&>)

### Human Trafficking

GET HELP

National Human Trafficking Hotline -- 24/7 Confidential

 1-888-373-7888

 Text: 233733  
[Skip to content](#)

1086



For more information on human trafficking in Maryland click here (<http://goccp.maryland.gov/victims/rights-resources/human-trafficking/>).  
(<https://menv.com>)

(<https://governor.maryland.gov/>)



(<https://governor.maryland.gov/>)

(<https://covidlink.maryland.gov/content/vaccine/>)



Public Notices (<https://menv.com/public-notice/>) | Public Information Act (<https://menv.com/public-information-act/>)

| Privacy & Security (<https://menv.com/privacy-policy/>)

| Veterans Services Specialist Program (<https://menv.com/careers/veterans-services-specialist-program/>)



Click to Stop  
Fraud in State  
Government, or  
Call  
877-FRAUD-11  
877-372-8311

(<https://www.ola.state.md.us/fraud/ola-fraud-hotline/>)



(<https://www.facebook.com/MDEnvironmentalService>)



(<https://www.youtube.com/meswave>)



(<https://www.linkedin.com/company/maryland-environmental-service>)



(<https://www.instagram.com/marylandenvironmentalservice/?hl=en>)

Employee Login (<https://meswave.menv.com>)

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AP CHECK

380063

11/23/18

14055

University of Maryland College Park Foun

380063

380063


**MARYLAND  
ENVIRONMENTAL  
SERVICE**

Stub 1 of 1

 Check No : 380063  
 Check Date 11/23/2018

**DETACH STATEMENT BEFORE DEPOSITING**

INVOICE NUMBER	DATE	DESCRIPTION	GROSS AMOUNT	DEDUCTIONS	AMOUNT PAID
PLEDGE	11/21/2018		10,000.00		10,000.00
			10,000.00		10,000.00

SECURITY FEATURES PRESENT: 1) BLUE SAFETY PAPER; 2) Invisible Fluorescent Fibers, View Under Black Light 3) MICROPRINTING in The Signature Line (Magnify to View).


**MARYLAND  
ENVIRONMENTAL  
SERVICE**

 259 Najoles Road  
 Millersville, MD 21108  
 (410) 729-8295

VOID AFTER 180 DAYS

Bank of America

7-163/520

CHECK NO. 00380063

DATE	AMOUNT
11/23/2018	\$****10,000.00

14055

PAY TEN THOUSAND AND 00/100\*\*\*\*\*

 TO THE  
ORDER  
OF

 University of Maryland  
 College Park Foundation  
 C/O Jennifer Kilberg  
 BSOS External Relations  
 0145 TYDINGS HALL  
 COLLEGE PARK MD

*sent to address an invoice*

AUTHORIZED SIGNATURE

MP

4) TRUE CHAINLINK WATER MARKED Security Paper • Hold Up To Light To View; 5) PADLOCK ORIGINAL DOCUMENT ENDORSEMENT BACKER; 6) Blue and Brown Stain Chemical Reactant Paper.

00380063



CHECK REQUEST FORM

W97782

This Check Request form can only be used for the payment of the following items. Please mark appropriate item.

- ( ) UTILITIES ( ) PERMITS, LICENSES & TAXES  
( ) MEMBERSHIPS ( ) TRAINING & CONFERENCES  
( ) TIPPING FEES ( ) FINANCE DEPT PAYMENTS  
( ) SUBSCRIPTIONS ( ) INMATE LABOR  
( ) OFF SYSTEM CONTRACTS (x) OTHER  
( ) PETTY CASH REIMBURSEMENT  
( ) FLEET FUEL

VENDOR NAME: University of Maryland College Park Foundation INV#  
VENDOR NUMBER: 14055 INV#  
PURPOSE OF REQUEST: Pledge/Gift DATE: 10/19/18

PLEASE ATTACH SUPPORTING INVOICE(S) OR OTHER SUPPORTING DETAIL.

PROJECT	COST CENTER (XXX-XXXX)	OBJ (XXXX)	SUB (XXXX)	AMOUNT
Donations/Sponsorships	1111-1111	6247		\$10,000.00
TOTAL TO BE PAID:				\$10,000.00

\*A SUBSIDIARY NUMBER IS REQUIRED ONLY WHEN THE SECOND DIGIT OF THE COST CENTER NUMBER IS EITHER AN 8 OR 9.

Special Instructions:

A/P:

Please include pledge number (0004576283) on check,  
and include a copy of the summary.

REQUESTED BY:

Shannon Bettleyon

DATE

11/21/18

APPROVED BY:

Michael Harris

DATE

11/21/18

APPROVED BY:

DATE

\* Director Approval needed for all OH charges

NOV 21 2018

# PLEDGE SUMMARY AND STATUS UPDATE

*Prepared for Maryland Environmental Service*

## Environmental Science and Policy Fund Concentrations in the College of Behavioral and Social Sciences

Established on October 19, 2017

Total gift pledge: \$50,000.00  
Amount fulfilled: \$10,000.00  
Remaining pledge balance: \$40,000.00

Original pledge schedule			Dates and amounts fulfilled	
October 19, 2017	\$10,000.00	Fulfilled	October 19, 2017	\$10,000.00
<del>October 19, 2018</del>	<del>\$10,000.00</del>			
October 19, 2019	\$10,000.00			
October 19, 2020	\$10,000.00			
October 19, 2021	\$10,000.00			

**We are pleased to offer you three ways to make your gift:**

### Credit card

Web: [giving.umd.edu/pledge/D4LJI](http://giving.umd.edu/pledge/D4LJI)  
Phone: 301.955.1280

### Wire or stock transfer

Contact: Kevin Pfister  
Phone: 301.955.1280  
Email: [kpfinder@umd.edu](mailto:kpfinder@umd.edu)

### Mail

Make check payable to: UMCPF  
Please include your pledge number (0004576283) on your check, and include a copy of this summary.  
Please send to:  
Office of Donor Relations and Stewardship  
7801 Alumni Drive  
4100 Samuel Riggs IV Alumni Center  
College Park, MD 20742

**Original pledge schedule:** the official payment schedule outlined in the gift agreement or on the pledge form. Please contact us if you need to adjust future dates or amounts.

**Dates and amounts fulfilled:** the dates installments were processed by the University of Maryland College Park Foundation and the amounts. Payments may represent a single installment, part of an installment or multiple installments.

Contributions are maintained and managed by the University of Maryland College Park Foundation, Inc., an affiliated 501(c)(3) organization authorized by the Board of Regents. Tax ID# [REDACTED]



**BOARD OF DIRECTORS  
MINUTES – CLOSED SESSION  
MEETING 4-18  
April 19, 2018**

**LOCATION:** Sagamore Pendry – Price Conference Room  
1715 Thames Street, Baltimore

**TIME:** 9:30 am

**DIRECTORS PRESENT:** Roy McGrath, Director / CEO  
Beth Wojton, Deputy Director  
Michael Harris, Treasurer  
Richard P. Streett, Jr., V.M.D., Secretary  
William B.C. Addison  
Joseph Snee, Esq.  
Leslie Jackson-Jenkins, Esq.  
Kevin Hedge  
J.P. Smith

**DIRECTORS ABSENT:**

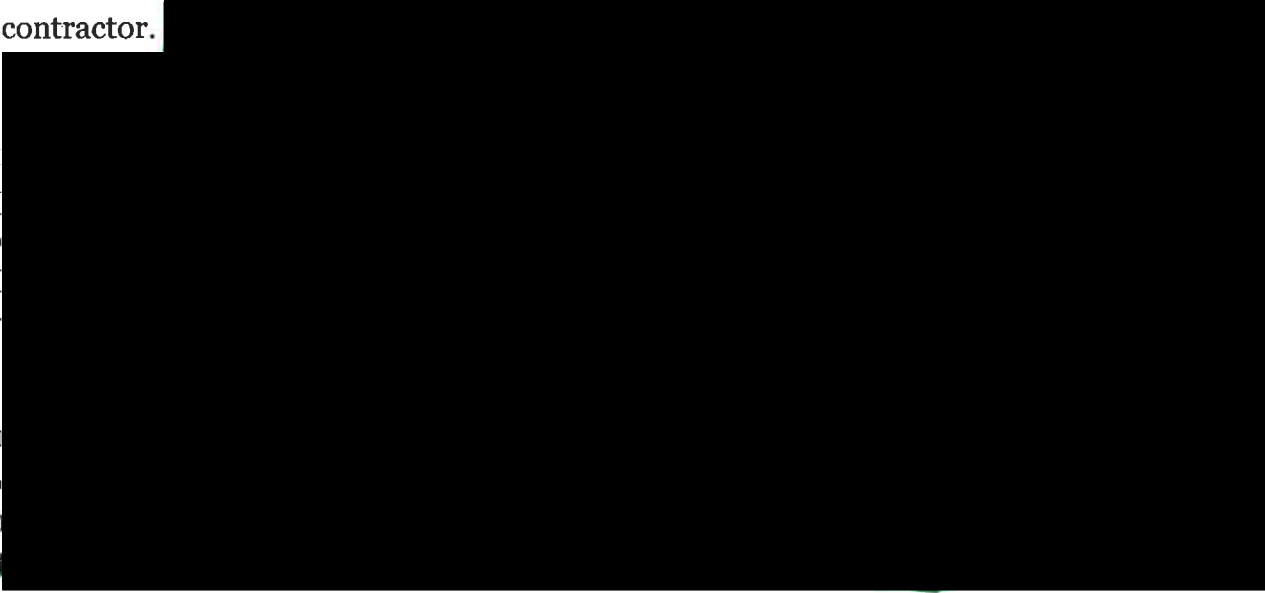
**OTHERS PRESENT:** Sean L. Coleman, Esq.  
Pamela Fuller

**LEGAL REPORT – CLOSED SESSION**

At 10:17 am, in accordance with Md. Ann. Code, Gen Prov. §3-305(b) (8) and (1) Mr. Addison made a motion that the Board enter a closed session to approve the Minutes of a past Closed session, to discuss new litigation filed by a sub-contractor, and to discuss a personnel issue. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. Bhatia, Mr. Tomczewski, Mr. Gillespie, Ms. Banta and Mr. Sherring left the room. Board members Mr. Addison, Mr. Snee, Ms. Jenkins, Mr. Hedge, Mr. Smith, Mr. McGrath, Ms. Wojton, and Mr. Harris remained in the conference room, in addition to Mr. Coleman, and Ms. Fuller.

Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of March 26th, 2018. Mr. Hedge made the motion to approve the minutes and Ms. Wojton seconded. The minutes were unanimously approved.

Mr. Coleman briefed the Board on a matter of new litigation filed by an MES sub-contractor.



The Board also discussed the resignation of a Diana Olson, the agency Internal Auditor. Ms. Olson has resigned to accept another position. The agency is considering issuing an RFP to hire an outside auditor on an as-needed basis. Ms. Jenkins suggested calling the job "Compliance" rather than "Auditor."

At 10:31 am the Board unanimously voted to come out of closed session. No other action was taken during the closed session.



**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**



**ROY MCGRATH**  
**DIRECTOR / CEO**

## **BOARD OF DIRECTORS AUDIT COMMITTEE MEETING MINUTES - DRAFT**

**March 25, 2021**

**LOCATION:** Conference/Video Call

**TIME:** 8:30 a.m.

**COMMITTEE MEMBERS PRESENT:**

Shelley Heller (video)  
Morgan Hall (video)  
J.P. Smith (video)

**OTHERS PRESENT:**

Charles Glass, Chairman (video)  
Judge Frederic Smalkin, Secretary (video)  
Sean L. Coleman, Esq. (video)  
Winsome Condra (video)  
Hament Patel (video)  
Vishal Bhatia (video)  
Pamela Fuller (video)  
Jana Leech (video)

### **CALL TO ORDER**

Ms. Heller called the meeting to order at 8:31 a.m. Board members and staff participated via Teams video. The meeting was broadcast live to the public on YouTube.

### **MINUTES**

Ms. Heller requested discussion or a motion for the approval of the minutes of the meeting of October 22<sup>nd</sup>, 2020. Mr. Hall made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved, with the exception of Judge Smalkin and Ms. Heller, who abstained.

### **INTERNAL AUDIT REPORT**

Dr. Glass formally introduced Winsome Condra, the MES Internal Auditor to the Committee. She was selected by a committee of Managing Directors about five months

ago. In that time, she has been conducting a top to bottom financial review of the last four years, with much work still to do.

Ms. Condra reported on several items she has recently completed. The first was an Executive T&E review (Travel and Expenses) of FY20 expenses to determine adherence to MES' reimbursable and One Card (credit card) policies and ensure controls are in place to deter misuse. Findings were rated as Top, High or Medium. Observations, impact and recommendations were presented for each finding.

**TOP Priority:**

- The MES reimbursable policy was not being adhered to. The Internal Auditor ("IA") recommends the creation of a travel and non-entertainment guideline for MES employees to ensure reimbursed activities are accounted for. The IA also recommends the agency establish vendor accounts and/or expand the usage of corporate card/One Card.
- Many of the corporate card purchases did not have a receipt attached. The IA recommends the agency communicate and enforce the One Card policy requirement to provide documentation for transactions.
- There was an observed lack of controls validating employees' commute miles and the reduced mileage rate which resulted in overpayments. The IA recommends working with IT to determine if IT has the capability to validate commute miles and pool car availability per MES location, and update the reimbursement policy.

**High Priority:**

- Reimbursable transactions that appeared to be non-reimbursable, such as the purchase of fuel, and tuition reimbursement were observed on expense reimbursements. The IA recommends adopting a conservative definition of what qualifies as a reimbursable expense and consider having a separate plan to reimburse non-deductible business expenses as compensation.
- Several issues were identified with One Card purchases such as: companies where MES could use tax exemption, and companies where discounts are available with national account. The IA recommends performing an analysis of MES' indirect spending to obtain a National account with vendors and to pursue merchant discount opportunities.

Medium Priority:

- Several One Card purchases exceeded the \$5,000 limit, and some transactions had date discrepancies or lacked pre-authorization. The IA recommends communicating and enforcing One Card policy requirements, and ensure controls in Workday can capture the criteria required by One Card.

Ms. Condra indicated about 115 employees have One Cards. The current analysis only looked at Executives' cards. Future reviews will include all card holders.

The MES Fraud Hotline received one call. The allegation involved possible improper timekeeping at a steam plant. There are no timeclocks or security cameras at this facility. The investigation is ongoing.

Ms. Condra introduced the MES Audit Charter. The charter is a formal document approved by the governing body and audit committee and agreed to by management. It defines the internal auditor's purpose within the agency, authority, and responsibilities. The charter provides the agency a blueprint for how internal audit will operate and helps the governing body to clearly signal the value it places on internal audit's independence.

Ms. Condra presented the FY21 and FY22 Risk Assessment and Internal Audit Plan. This plan includes a detailed timeline of what activities the IA will complete, and when.

The Charter and Plan needs to be signed by the Audit Committee, then presented to the full Board, then to the full agency staff and posted on the MES web site.

Ms. Heller asked for a motion to approve the Internal Audit Charter. Mr. Smith made a motion to approve the charter, Mr. Hall seconded. The motion passed unanimously.

Ms. Heller asked for a motion to approve the Internal Audit Plan for FY21 and FY22. Mr. Hall made the motion to approve the Plan, Mr. Smith seconded. The motion passed unanimously.

### **RSM ANNUAL AUDIT PROCESS**

Mr. Patel presented an overview of the annual audit conducted by RSM US LLP. RSM has conducted annual audits of the agency for the last two years. Since Covid, they have conducted their reviews remotely. This audit consists of reviewing thousands of transactions and documents. They will begin in May, then come back in August for

**Board of Directors Meeting  
Audit Committee  
March 25, 2021  
Page 4**

about a month. This year, most of their work will be done remotely, working with documents primarily housed in Workday and Laserfiche. Mr. Patel then reviewed the extensive list of items they will be reviewing.

- Comparative Trial Balance.
- List of Journal Entries.
- New or amendments for Leases/Contracts/Debt.
- Internal Control Procedures (updates).
- List of all active bank accounts, Investments, and debt accounts.
- SEFA schedules, including grant agreements of major programs.
- Copies of litigation matters.
- Last check issued in current FY and firsts checks issued in following FY, for sequence testing.
- Year End (June 30) Bank statements and reconciliations.
- List of Invoices generated (For testing selection).
- List of checks/ACH's, and deposits generated (For testing selection).
- A/R aging listing (for testing selection).
- Capital Assets additions & disposals.
- Back up of all CIP and Prepaid.
- A/P open liability report.
- BEST accrual (calculation and support).
- Midshore Closure/Postclosure calculations.
- Payroll Registers (for Payroll selections).
- Quarterly headcount.
- Detail of OPEB remittances.
- OPEB Actuarial Valuation Report.

Judge Smalkin and Dr. Glass expressed their appreciation for all of these efforts.

**ADJOURNMENT**

Upon motion by Mr. Hall, seconded by Mr. Smith, the meeting adjourned at 9:25 a.m.

  
\_\_\_\_\_  
**Shelley Heller**  
**Chair, Audit Committee**

---

**Re: Roy McGrath**

1 message

---

**Mona Vaidya -GOV-** <mona.vaidya@maryland.gov>

Tue, May 19, 2020 at 6:39 PM

To: Roy McGrath <[REDACTED]>

Cc: [REDACTED]

Hi Roy,

Yes, understood. Thank you for the salary information. I will send the offer by tomorrow.

Congratulations!!

Mona

On Tue, May 19, 2020 at 10:44 AM Roy McGrath <[REDACTED]> wrote:

CONFIDENTIAL.

Hi Mona,

This is also confidential on the MES side please, as we will not begin soft notices until at least later this week. Please let me know if you need anything from me. As you may not have easy, direct access to MES salary info, my current base pay is \$233,647.23.

Please let me know if you need anything from me. Should be fairly straightforward.

Thanks,

Roy

Sent from my iPhone

On May 19, 2020, at 10:04 AM, Mona Vaidya -GOV- <mona.vaidya@maryland.gov> wrote:

Hi Matt,

All understood. I will draft the offer and send it to Roy within 24 hours.

Thanks,

Mona

On Tue, May 19, 2020 at 9:19 AM Matthew Clark <[REDACTED]> wrote:

Mona,

I am sending this from my personal email to maintain confidentiality (I have not yet informed Staff).

Roy McGrath (copied here) will take over as Chief of Staff on June 1. He and the Governor have agreed to a salary of approximately \$233,000 which is an increase from my current salary, but is the same as his base pay at MES. This may require additional approvals, which I can handle if there are documents to be signed by myself or the Governor.

Roy will need an offer letter in the next day.

My last day as a state employee will be Thursday June 11th, but I will take 56 hours of personal leave and 16 hours of Comp time for the period of Monday June 1 to Thursday June 11, and am available to Roy as necessary by phone during that period. Between these dates, Roy and I will occupy the same PIN.

Sometime next week, after this is announced, We should meet to take care of any termination paperwork.

Kind Regards,

Matt



**Mona Vaidya**

Director, Financial Administration  
Office of the Governor  
100 State Circle  
Annapolis, Maryland 21401  
mona.vaidya@maryland.gov  
(410) 974-3071 (O)  
(410) 693-7677 (M)  
Website | Facebook | Twitter



**Mona Vaidya**

Director, Financial Administration  
Office of the Governor  
100 State Circle  
Annapolis, Maryland 21401  
mona.vaidya@maryland.gov  
(410) 974-3071 (O)  
(410) 693-7677 (M)  
Website | Facebook | Twitter

## Re: Offer Confirmation

1 message

**Mona Vaidya -GOV-** <mona.vaidya@maryland.gov>

Fri, May 29, 2020 at 6:37 AM

To: Roy McGrath <[REDACTED]>

Received. Thank you, Roy.

We will need you to complete a few onboarding documents to get you on payroll. I will ask Bruce to call you to best coordinate.

I, too look forward to working with you again.

Happy Friday,  
Mona

On Thu, May 28, 2020, 11:52 PM Roy McGrath <[REDACTED]> wrote:

Dear Mona,

Thank you. Please find signed offer letter attached.

Looking forward to working with you again. If Bruce needs to reach me by phone, my work cell number remains (410) 533-8313.

Best,

Roy

On Wednesday, May 20, 2020, 12:27:17 PM EDT, Mona Vaidya -GOV- <mona.vaidya@maryland.gov> wrote:

Dear Mr. McGrath,

Congratulations on your appointment as Chief of Staff. Attached you will find your offer letter with a start date of Monday, June 1, 2020. Please return a signed copy (electronically) to me at your earliest convenience.

Please note, though the offer states Bruce will reach out regarding onboarding; this will only occur post announcement.

Please let me know if you have any questions.

Best,  
Mona

--



**Mona Vaidya**  
Director, Financial Administration  
Office of the Governor  
100 State Circle  
Annapolis, Maryland 21401  
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(410) 974-3071 (O)  
(410) 693-7677 (M)  
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STATE OF MARYLAND  
OFFICE OF THE GOVERNOR



LARRY HOGAN  
GOVERNOR

STATE HOUSE  
100 STATE CIRCLE  
ANNAPOLIS, MARYLAND 21401-1925  
(410) 974-3901  
(TOLL FREE) 1-800-811-8336

TTY USERS CALL VIA MD RELAY

May 20, 2020

Mr. Roy McGrath  
Offer Confirmation

Dear Mr. McGrath,

I am pleased to confirm the offer extended to you by Governor Hogan to join the Governor's Office as the Chief of Staff. Your appointment to PIN position #002051 is considered to be a Political Special Appointment under the State's personnel system, which means that you will serve at the pleasure of the Governor. Your first day of work will be Monday, June 1, 2020 and your starting annual salary will be \$233,648 (Executive Scale 9691 on the State's Executive Pay Plan Schedule). To indicate your acceptance of this offer, please sign this letter below and return it to me at your earliest convenience.

Bruce Contino from my office will be in touch with you to coordinate the completion of any remaining personnel forms that you need to complete. If you have any questions concerning these forms or any other matter regarding your employment with the Governor's Office, please don't hesitate to contact me at (410) 974-3071. Congratulations.

Sincerely,

Mona Vaidya  
Director  
Governor's Office of Financial Administration

cc: Matthew Clark

Acceptance of Offer



## Summary for Beth Wojton: 410-980-6312

### EXECUTIVE-BB

### Your Plan

#### Americas Ch Email & Data 400

\$64.09 monthly charge  
400 monthly allowance minutes  
\$.25 per minute after allowance

#### Friends & Family

#### M2M National Unlimited

Unlimited Mobile to Mobile

#### UNL Night & Weekend Min

Unlimited OFFPEAK

#### UNL Picture/Video MSG

Unlimited Picture & Video

#### UNL Text Messaging

Unlimited M2M Text  
Unlimited Text Message

#### Email & Data Unlimited

Unlimited monthly kilobyte

Beginning on 04/04/12:

25% Access Discount

Have more questions about your charges?  
Get details for usage charges at  
[www.vzw.com/mybusinessaccount](http://www.vzw.com/mybusinessaccount).

### Monthly Charges

Americas Ch Email & Data 400	06/04 – 07/03	64.09
25% Access Discount	06/04 – 07/03	-16.02
		<b>\$48.07</b>

### Usage and Purchase Charges

Voice	Allowance	Used	Billable	Cost
Shared <i>minutes</i>	400 (shared)	349	--	--
Mobile to Mobile <i>minutes</i>	unlimited	1159	--	--
Night/Weekend <i>minutes</i>	unlimited	181	--	--
Total Voice				\$0.00

Messaging	Allowance	Used	Billable	Cost
Text <i>messages</i>	unlimited	97	--	--
Unlimited M2M Text <i>messages</i>	unlimited	95	--	--
Picture & Video – Sent <i>messages</i>	unlimited	29	--	--
Picture & Video – Rcv'd <i>messages</i>	unlimited	294	--	--
Total Messaging				\$0.00

Data	Allowance	Used	Billable	Cost
Kilobyte Usage <i>kilobytes</i>	unlimited	234,890	--	--
Total Data				\$0.00

**Total Usage and Purchase Charges \$0.00**

### Surcharges

Fed Universal Service Charge	1.83
Regulatory Charge	.15
	<b>\$1.98</b>

### Taxes, Governmental Surcharges and Fees

MD State 911 Surcharge	.50
Anne Arundel Cnty 911 Surchg	.75
	<b>\$1.25</b>

**Total Current Charges for 410-980-6312 \$51.30**



Invoice Number Account Number Date Due Page

9855900079 [REDACTED] Past Due 611 of 1671

## Detail for Beth Wojton: 410-980-6312

## Voice, continued

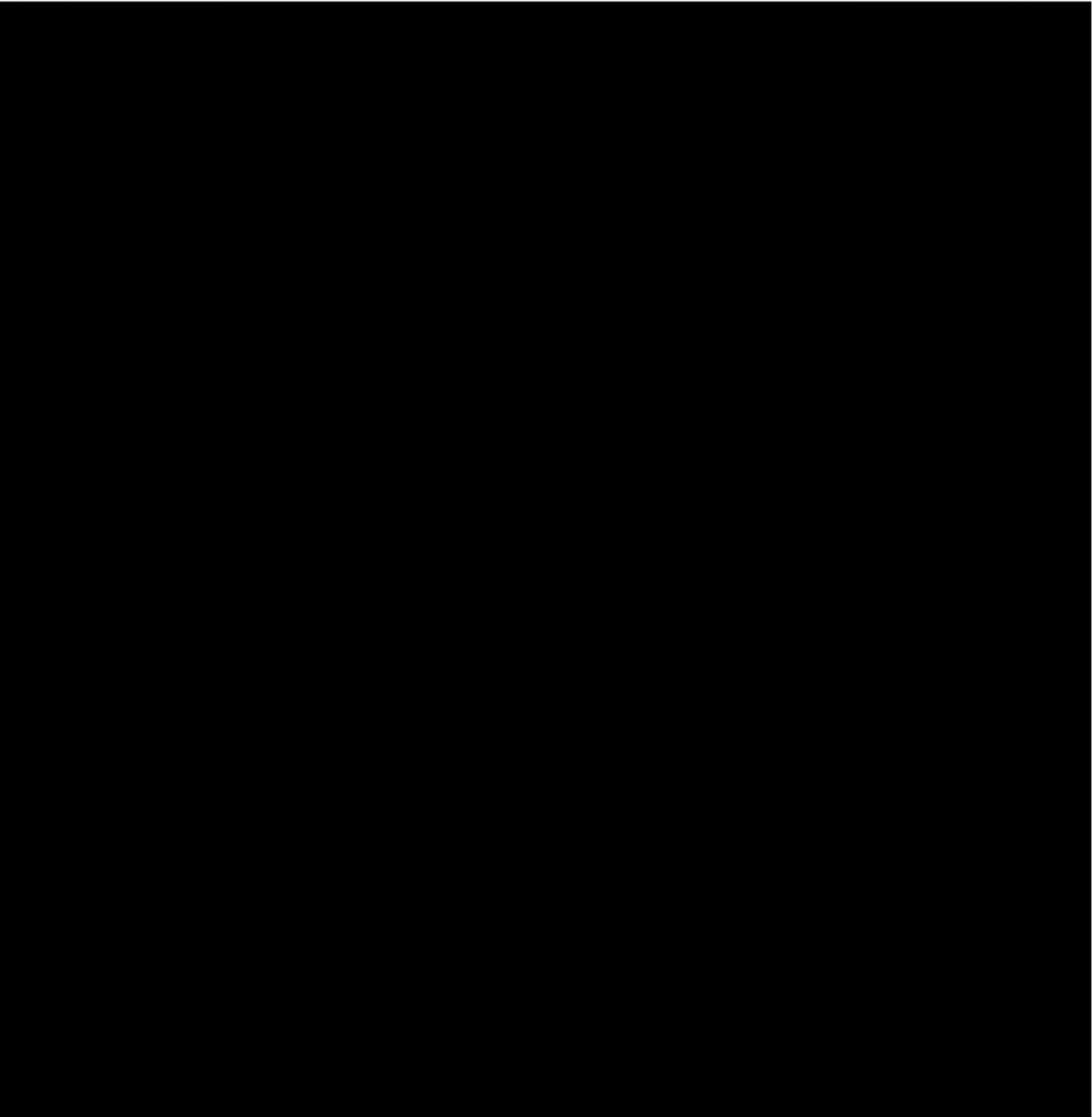
Date	Time	Number	Rate	Usage Type	Origination	Destination	Min.	Airtime Chrgs	LD/Other Chrgs	Total
5/22	1:31P	410-533-8313	Peak	M2Mallow	Crownsville MD	Incoming CL	14	--	--	--
[REDACTED]										
5/23	11:07A	410-459-8650	Off-Peak	N&W	Crownsville MD	Incoming CL	8	--	--	--
[REDACTED]										
5/26	1:40P	410-459-8650	Peak	M2Mallow	Crownsville MD	Incoming CL	20	--	--	--
[REDACTED]										
5/26	4:37P	410-533-8313	Other	Wi-Fi,M2M	Baltimore MD	Incoming CL	18	--	--	--
[REDACTED]										
5/26	5:13P	410-459-8650	Other	Wi-Fi,M2M	WiFi CL	VM Deposit CL	3	--	--	--
5/26	5:48P	410-459-8650	Peak	M2Mallow	Crofton MD	Incoming CL	3	--	--	--
5/26	5:50P	410-459-8650	Peak	M2Mallow	Crofton MD	Incoming CL	3	--	--	--
5/26	5:53P	410-459-8650	Peak	M2Mallow	Crofton MD	Incoming CL	2	--	--	--
5/26	5:54P	410-459-8650	Peak	M2Mallow	Crofton MD	Incoming CL	1	--	--	--



Detail for Beth Wojton: 410-980-6312

Voice, continued

Date	Time	Number	Rate	Usage Type	Origination	Destination	Min.	Airtime Chrgs	LD/Other Chrgs	Total
5/26	5:55P	410-459-8650	Peak	M2MAIlow	Crofton MD	Incoming CL	1	---	---	---
5/26	5:55P	410-459-8650	Peak	M2MAIlow	Crofton MD	Incoming CL	1	---	---	---
5/26	5:55P	410-459-8650	Peak	M2MAIlow	Crofton MD	Incoming CL	1	---	---	---
5/26	5:56P	410-459-8650	Peak	M2MAIlow	Crofton MD	Incoming CL	1	---	---	---
5/26	5:57P	410-459-8650	Peak	M2MAIlow	Crofton MD	Incoming CL	3	---	---	---



87 -- 2020.05.26 - All Team Meeting.

## [Voicemail](#)

## Joseph Snee

---

**From:** Beth Wojton <bwojton@menv.com>  
**Sent:** Wednesday, May 27, 2020 3:37 PM  
**To:** Joseph Snee  
**Subject:** Hope this helps...

Joe,

A couple of points:

- Sean points out that Jim worked for 11 years and Sean implied that his severance was as a result of his longevity with MES. The minutes from the closed session do not reflect that. In fact, no reason was given for the severance.
- Roy feels that Harkins severance set the precedent.
- **Roy says that the "Governor anticipates" a severance equal to one year's salary.**
- During his tenure revenue increased over 6% and Labor sales increased over 14%.
- Maybe a motion that says something like the following: During Roy's tenure, MES has achieved its highest revenue and labor sales (this was even after Baltimore County terminated our contract the year before), in appreciation of Roy's Leadership during the State's COVID crisis, and in recognition that Roy will continue to serve the Governor and the State of Maryland in his new role as Chief of Staff (at a lesser salary?), and in recognition that Roy will not be an MES employee at the time of the executive incentive payout, the Board hereby authorizes a payment equivalent to Roy's annual salary and thanks him for his service.



**Beth Wojton**  
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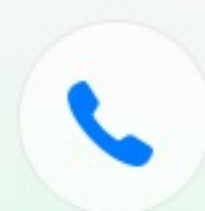
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# Details

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Matt Clark



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Attachments



Matt &gt;

Thu, Aug 20, 7:28 PM

I thought MES was outside the state personnel system. They are state employees! How in the hell do you get a severance for a lateral transfer within state service? How do they pay bonuses based on profits? But also get state pension and leave?!

It's pretty convoluted. MES is technically a public corporation, not a state agency (which allows them to borrow money in



Text Message





Matt &gt;

employees! How in the hell do you get a severance for a lateral transfer within state service? How do they pay bonuses based on profits? But also get state pension and leave?!

It's pretty convoluted. MES is technically a public corporation, not a a state agency (which allows them to borrow money in debt markets without relying on the state). But it's true that they are on state personnel. It's complicated for sure.



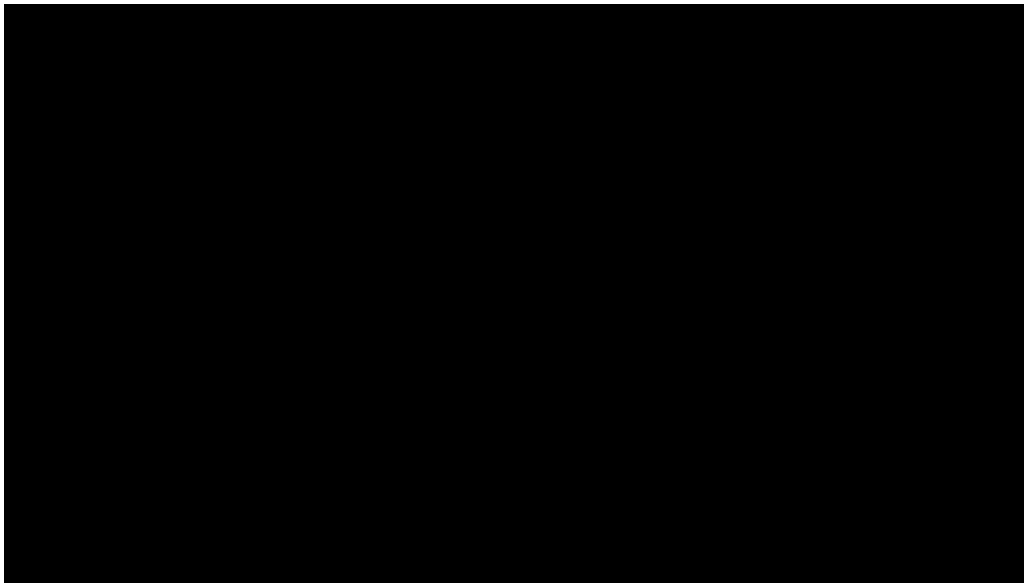
Text Message



## POLITICS

# Maryland Gov. Hogan said he was 'concerned' about ex-chief of staff's severance payout

By PAMELA WOOD  
BALTIMORE SUN | AUG 27, 2020



"I knew nothing about the details of what his discussions were with his current employer or the board members of MES," Hogan said.



Maryland Gov. Larry Hogan said Thursday that he was "concerned" when he first learned that his new top aide had accepted a six-figure severance from his last job in public service.

Hogan said he talked three weeks ago with his chief of staff, Roy McGrath, and McGrath told him the details of the \$238,000 payout from the Maryland Environmental Service as he left the agency. But Hogan took no public action until four days after The Baltimore Sun [made the severance public](#) Aug. 13.

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1111



In response to questions at a State House news conference in Annapolis, the Republican governor said he talked with McGrath after his top lawyer told him there was “concerning news” about the terms of McGrath’s departure from the environmental service.

McGrath negotiated the severance in May, when he left the environmental service after 3½ years [to lead Hogan’s team](#).

ADVERTISEMENT

State lawmakers are investigating the practices of severance and bonuses at MES, an independent state agency that carries out environmental and public works projects.

[\[Most read\] Here’s what you need to know about Maryland Gov. Larry Hogan’s newly announced coronavirus restrictions »](#)

The service’s customers are almost entirely local governments and state agencies that need help with tasks such as operating sewage plants and landfills, dredging waterways and monitoring the environment for contaminants. Local and state government agencies provide 95% of the service’s revenue.

The MES board of directors approved McGrath’s severance, but lawmakers have questioned whether it was appropriate to reward to a public servant voluntarily leaving for another job in state service in the midst of the coronavirus pandemic and an economic downturn.

Four days after The Sun first reported on McGrath’s severance, he resigned from the governor’s office. Lawmakers have launched an investigation and Hogan ordered his budget office to conduct an audit.

During a legislative oversight hearing Tuesday, three members of the MES board testified [they had reservations](#) about McGrath's requested severance package. But they said they signed off on it after McGrath assured them Hogan supported the payout.

McGrath has [defended the severance](#) and bonuses as customary and well-earned at an agency that he described as operating much like a private business.

[\[Most read\] Maryland cancels football game against Ohio State due to high number coronavirus cases »](#)

Asked Thursday by email for comment, McGrath responded: "I stand 100% by all statements I have made on this matter."

The day of the hearing, Hogan issued a statement saying he'd ordered the audit and had no role in McGrath's payout. He reiterated Thursday that he didn't sign off on a deal.

Back when Hogan offered McGrath the chief of staff job in May, McGrath told the governor the move would be "a big cut in pay," Hogan said at the news conference.

McGrath's salary at the environmental service for the fiscal year that ended June 30 was \$233,647. His predecessor as Hogan's chief of staff, Matthew A. Clark, made \$205,000 annually, according to state records.

Hogan said McGrath told him when he offered him the job that he had to "figure out" his expected bonus and other issues with MES before accepting the position.

[\[Most read\] Here are the states you can travel to under Maryland's new COVID-19 travel advisory »](#)

"I knew nothing about the details of what his discussions were with his current employer or the board members of MES," Hogan said. "I mean, I didn't discuss it or approve it or know anything about the amounts of it or anything."

Hogan referred to MES as an agency not under his control.

"It's not really under our purview," he said. "I don't know much of what goes on over there."

However, the governor appoints the MES director and five members of the nine-person board of directors. The director serves as chair of the board and appoints three other members.

Hogan's attempt to distance himself from MES concerned Del. Erek Barron, who co-chairs the General Assembly committee investigating the matter.

[\[Most read\] Maryland Republican Kimberly Klacik sets new standard for election denial | COMMENTARY »](#)

"Given the governor's control of MES and the board's reliance on his opinion, it certainly is a state agency one would think he'd be more familiar with," said Barron, a Prince George's County Democrat.

The governor also said Thursday that McGrath had been his chief of staff for about 60 days. McGrath's tenure actually ran 11 weeks.

The governor said his chief counsel, Michael Pedone, made him aware of "questions" about McGrath's severance roughly three weeks ago, which would be one week before The Sun's report.

"I called Mr. McGrath in and said, 'What's this all about?'" Hogan said.

McGrath responded that it was a "normal practice" for departing MES directors to receive severance, the governor recalled.

[\[Most read\] With Maryland in 'danger zone,' Hogan tightens coronavirus restrictions on restaurants, strongly discourages large gatherings »](#)

Hogan said he was surprised to learn about the practice and the amount of the payout, using the word, "Wow." He also said: "I was concerned when I heard some of it."

"As soon as we heard some of the details, we addressed it with him," Hogan said.

The governor's office and MES declined to comment for The Sun's initial report. But McGrath posted the first of two statements the next night on social media, seeking to defend himself and MES. Three days after that, the governor's office announced McGrath's resignation.

"As soon as further concerning things came out, he resigned immediately," Hogan said Thursday.

The Sun then reported that McGrath and other top officials at MES [earned bonuses](#) worth up to 20% of their salary. The bonuses were approved by the board of directors.



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The newspaper also reported that after departing MES, McGrath [was paid more than \\$55,000 in expense reimbursements](#), including extensive travel and hotel stays, some of them dating back to January 2019.

Lawmakers remain unsatisfied with the answers they've gotten. The Joint Committee on Fair Practices and State Personnel Oversight, chaired by Barron and Democratic Sen. Clarence Lam of Howard County, has scheduled a second hearing on the matter for next week.

Lam said he found the governor's remarks this week in conflict with one another. Hogan's Tuesday statement said he "did not approve, recommend, or have any involvement whatsoever" in the severance decision.

Now, Lam said, the governor has acknowledged he was aware, at least broadly, of a payment coming to McGrath, Lam said.

"I'm not understanding why the governor can't get his story straight," Lam said. "It's a straightforward question: Was the governor aware of a severance package for Mr. McGrath or not?"

#### LATEST POLITICS

Hopkins officials, others with ties to Maryland to serve on Biden-Harris transition team

17m

Vice President-elect Kamala Harris inspires Black women in Prince George's, highlights HBCU pride

2h

Half a century ago, a U.S. Army soldier escaped armed captors in Africa. He's still seeking the recognition many say he's due.

6:02 AM

Given the public health and economic stressors on the state in May, Lam contends Hogan should have seen a "red flag" when McGrath started talking about bonuses and finances, and investigated further.



Pamela Wood  
The Baltimore Sun



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Pamela Wood covers Maryland politics from The Baltimore Sun's State House bureau in Annapolis. She's been with The Baltimore Sun since 2013, and previously wrote for The Capital, the Maryland Gazette, the Daily Times (Salisbury) and Gannett News Service. She grew up in Howard County and graduated from the University of Maryland.

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Roy &gt;

Congratulations, the board approved your severance!

Ok, thanks. Good thing - I'd have had to stay put!

Any wrap up items we should be thinking about?

I'll be available of course, but anything while I'm still official?

I have that DOIT letter that I will email you. Also I need your advice on Sudlersville. I propose that maybe if we give them the names of a few other operators and give them 60 days to figure it out it would work out?

Also, can you send me an official resignation letter I am assuming Friday, May 29 is your last day at MES?

May 28, 2020, 5:12 PM

Let's talk about Sudlersville.

Yes, I'll move to state payroll on Monday. I'll be sending letter to the Board (cc'd to Gov) probably



Text Message



### **McGrath's and Sherring's Attempt to Alter the May 2020 Meeting Minutes**

**June 16, 2020**

Sherring emails Fuller (MES paralegal) requesting “a word version of the May Board minutes for review/editing.” **Ex. 1.** During McGrath's tenure, Sherring routinely received Board minutes: In a departure from past MES procedures, McGrath instructed that Sherring receive the previous month's Board minutes – both open session minutes and closed session minutes (even though Sherring never attended closed sessions).

**June 17, 2020**

**9:58 am** – Sherring texts McGrath: “We're preparing for BOD mtg, 6/25. Would you like to review the BOD mtg minutes from May?” McGrath responds: “Yes... offline.” **Ex. 2.**

**2:34 pm** – Fuller sends Sherring the draft May 2020 open session minutes. Fuller explained that “Beth [Wojton] and Sean [Coleman] have already reviewed [the minutes]. If you have any corrections, just let me know, and I'll fix on my copy.” **Ex. 3.**

**4:07 pm** – Sherring sends Fuller minor, stylistic edits to the draft meeting minutes. **Ex. 4.**

**5:54 pm** – Fuller forwards Sherring's proposed stylistic edits to Wojton and Coleman, and writes: “[h]e kept bugging me, so I sent him a copy to play with.” **Ex. 5.**

**June 27, 2020**

**2:52 pm** – Sherring sends Fuller an email (copying Glass and Coleman) stating: “Attached, please find: (1) Updated May BOD minutes (additional edits and closed session minutes removed) and (2) Updated May closed session minutes (separated out from the regular BOD minutes; should probably be put on same template as the regular BOD minutes or whichever you see fit).” **Ex. 6.**

- For the open session minutes, Sherring proposed deleting most of a section titled “Closed Session,” which was required by law. The paragraphs Sherring proposed deleting summarized the Board's action on McGrath's “severance” payment (the summary did not mention the Governor's alleged “approval” of the payment). After Sherring's proposed edits, the only remaining content about the closed session indicated that such a session had occurred.

- For the closed session minutes, Sherring created a new document and pasted into the document – word-for-word – the content about the Board’s action on McGrath’s “severance” that he had deleted from the open session minutes. Neither Sherring nor McGrath attended the May 2020 closed session, and would have had no basis to describe what occurred during that session.

The effects of Sherring’s proposed edits were to (1) eliminate any reference to McGrath’s “severance” payment in the public meeting minutes, and (2) omit from the closed session minutes any reference to the Governor’s approval of the payment.

**2:57 pm** – Coleman responds to Sherring that “some of the changes are not consistent with the Open Meetings Act requirements.” Coleman asks Sherring “Why are you requesting these changes?” **Ex. 7.**

**3:14 pm** – Glass responds to Coleman, instructing him to make Sherring’s edits “as soon as possible” unless a statute or regulation prohibited Sherring’s edits. **Ex. 8.**

**7:23 pm** – Coleman emails Glass explaining why Sherring’s edits should be rejected. (MES redacted the substance of Coleman’s email to Glass, because MES is asserting attorney-client privilege.) **Ex. 9.**

**June 28, 2020**

**2:52 pm** – Fuller emails Sherring to inform him that “Sean has discussed your proposed edits to the Closed Session section with Dr. Glass, and they both agreed the original language should remain. Other edits have been incorporated.” **Ex. 10.**

**5:20 pm** – Sherring circulates to the Board the final versions of the open and closed sessions from May 2020 Board meeting. **Ex. 11.**

- The final open session minutes include the Board’s action on McGrath’s requested “severance.” **Ex. 12.**
- Among other things, the final closed session minutes (which include a more detailed account of the Board’s approval of the “severance”) provide: “Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object.” **Ex. 13.**

# **EXHIBIT 1**

**From:** Matthew Sherring <msherring@menv.com>

**Sent:** Tue, 16 Jun 2020 20:42:53 +0000

**To:** Pamela Fuller <pfuller@menv.com>

**Subject:** May BOD Minutes

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Hi Pam – please can you share a word version (either by OneDrive or attachment) of the May BOD minutes for review/editing?

Thank you,  
Matthew



**Matthew Sherring**

Director, Operations

259 Najoles Road, Millersville, MD 21108

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410.729.8239 (office) | 443.618.4875 (mobile)



# **EXHIBIT 2**

## Conversation with Matthew Sherring

SMS Message received from Matthew Sherring 6/12/2020 9:09:30 AM

MS

GM! How goes? FYI, there's a BOT co-chair call today at 11:00 am (we were invited), I'll plan to join. Also, Stu Solomon (President and CEO of ConnectedDMV) would like to connect with you

SMS Message sent 6/12/2020 9:12:23 AM

Morning! It goes. They hired a separate CEO? Huh. BOT isn't that big to begin with (\$3M I think). Can you connect him with Sarah to schedule with me? Thanks. Let's catch up over weekend too

SMS Message received from Matthew Sherring 6/12/2020 9:13:35 AM

MS

Heard. I think he's "overseeing" it. I met him at one of their events last year

6/16/2020

SMS Message sent 6/16/2020 10:49:55 AM

Good morning! What is Richard Corbi's cell number?

SMS Message received from Matthew Sherring 6/16/2020 10:54:26 AM

MS

GM! How goes? Please see below: [REDACTED]

SMS Message sent 6/16/2020 12:31:07 PM

Thanks! He texted but I didn't have the number in my phone

SMS Message received from Matthew Sherring 6/16/2020 12:42:41 PM

MS

Sounds good

6/17/2020

SMS Message received from Matthew Sherring 6/17/2020 9:58:49 AM

MS

GM! We're preparing for BOD mtg, 6/25. Would you like to review the BOD mtg minutes from May?

SMS Message sent 6/17/2020 10:15:59 AM

Yes... offline

SMS Message sent 6/17/2020 10:16:09 AM

And GM!

SMS Message received from Matthew Sherring 6/17/2020 10:21:06 AM

MS

6/22/2020

SMS Message received from Matthew Sherring 6/22/2020 10:27:59 AM

MS

GM! FYI, looks like your email is missing an "@" on the MSA listing

# **EXHIBIT 3**

**From:** [Pamela Fuller](#)  
**To:** [Matthew Sherring](#)  
**Subject:** RE: May BOD Minutes  
**Date:** Wednesday, June 17, 2020 2:34:56 PM  
**Attachments:** [image276011.png](#)  
[image996616.png](#)  
[image773401.png](#)  
[image330081.png](#)  
[image400658.png](#)  
[image769787.png](#)  
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[image015.png](#)  
[image014.png](#)  
[Minutes - June 2020 DRAFT.docx](#)

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**Pamela Fuller**  
Senior Paralegal  
259 Najoles Road, Millersville, MD 21108  
[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)  
410.729.8243 (office)



**From:** Matthew Sherring  
**Sent:** Wednesday, June 17, 2020 2:17 PM  
**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Subject:** RE: May BOD Minutes

Thank you, Pam. I do not access the K drive remotely. Can you share via OneDrive or as an attachment?

Sincerely,  
Matthew

**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)



410.729.8239 (office) | 443.618.4875 (mobile)



**From:** Pamela Fuller

**Sent:** Wednesday, June 17, 2020 2:15 PM

**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>

**Subject:** RE: May BOD Minutes

It can be found here: <K:\EXECUTIVE\BOD Meeting Files\BOD 2020\06 June 2020\Minutes - June 2020 DRAFT - new letterhead.docx>



**Pamela Fuller**

Senior Paralegal

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410.729.8243 (office)



**From:** Matthew Sherring

**Sent:** Wednesday, June 17, 2020 11:41 AM

**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** RE: May BOD Minutes

Hi Pam – Thank you for the update. It's a significantly more efficient process to edit the word version, as we've done historically. Please share the word document.

Sincerely,  
Matthew

**Matthew Sherring**  
Director, Operations



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410.729.8239 (office) | 443.618.4875 (mobile)



**From:** Pamela Fuller  
**Sent:** Tuesday, June 16, 2020 5:21 PM  
**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Subject:** Re: May BOD Minutes

Beth and Sean have already reviewed. If you have any corrections, just let me know, and I'll fix on my copy.



**Pamela Fuller**  
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410.729.8243 (office)



**From:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Sent:** Tuesday, June 16, 2020 4:42 PM  
**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Subject:** May BOD Minutes

Hi Pam – please can you share a word version (either by OneDrive or attachment) of the May BOD minutes for review/editing?

Thank you,  
Matthew

**Matthew Sherring**  
Director, Operations



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</html

## **BOARD OF DIRECTORS MEETING MINUTES**

**MEETING 5-20**

**May 28, 2020**

**LOCATION:**

**Conference/Video Call**

**TIME:**

**9:30 a.m.**

**DIRECTORS PRESENT:**

Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:**

Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

### **CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. Some board members were visible to one another via video connection.

### **MINUTES**

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

### **DIRECTOR'S REPORT**

Mr. McGrath provided a Covid19 update. The agency is doing well, and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Most cases have been in Prince George's County, but there have been a few hot-spots on the Eastern Shore recently. Governor Hogan has been lifting restrictions as the number of cases has been rising at a less steep rate, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES should be returning to normal in phases. Teleworking will continue where possible.

The agency is on track for its best financial year yet. This is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES will need to continue to expand its business relationships.

Mr. McGrath has accepted the position of the Governor's Chief of Staff and will start his new job on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have done, and will continue to do. The Governor will be appointing a new Director in due time. Mr. Snee expressed the appreciation of the Board for his service.

### **AGENCY ACTIVITY REPORT**

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. Ms. Banta indicated there may be some budget reductions on MDOT/MPA projects, and some work may be delayed, but will most likely still occur. Dredging the channels is a critical component of shipping, and the material has to go somewhere. The dikes must be raised and widened to accept new material. Mr. Tomczewski indicated the work at the Brown Station Landfill is in a similar situation, the landfill capacity must be expanded to continue to accept new waste.

### **STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington's team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary's County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

### **FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$165 million in total revenue, which is higher than FY 19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. Cash and Investments are \$2 million lower than last year mainly due to the early BEST payout. If not for the early Best payout, the amounts would be comparable to FY19 at the same point. The Equipment Fund is doing well. MES should end the year with an increase of \$4 million in net assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the Covid-19 pandemic. As of May 22<sup>nd</sup>, SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The financial auditors will start field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with Workday.

Mr. Snee asked what could be done about the Sudlersville outstanding invoices. He expressed concern that the debt is increasing and they will never be able to repay MES in full. It is very small town, with little likelihood their revenues will increase. Mr. Gillespie addressed a proposed BMX track and detention facility the town is hoping will increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%; once all the new hires are brought on board it will be 3.59%.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Continuity of Operations, bicycle routes, local data annual submissions and TMDL GIS support services for MDOT/SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Addison made the motion to approve the item, Ms. Wojton seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT/SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 – Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 7. The procurement is for spillway modifications at the Masonville Dredged Material Containment Facility. Dr. Streett made the motion to approve the item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 8. The procurement is for a complete engine repower of the Poplar Island crew boat Terrapin. The Terrapin will be used in conjunction with the new crew boat currently being built. Mr. Snee made the motion to approve the item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss the compensation of a specific employees of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m.. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the

**Board of Directors Minutes**  
**May 28, 2020**  
**Page 6**

meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Relations Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Relations Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020, The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

---

**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**

---

**BETH WOJTON**  
**DEPUTY DIRECTOR**

# **EXHIBIT 4**

**From:** [Matthew Sherring](#)  
**To:** [Pamela Fuller](#)  
**Subject:** RE: May BOD Minutes  
**Date:** Wednesday, June 17, 2020 4:07:22 PM  
**Attachments:** [image148319.png](#)  
[image088761.png](#)  
[image368593.png](#)  
[image008450.png](#)  
[image213351.png](#)  
[image624962.png](#)  
[image013.png](#)  
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[image009.png](#)  
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[image007.png](#)  
[image006.png](#)  
[image005.png](#)  
[image004.png](#)  
[image003.png](#)  
[image002.png](#)  
[image001.png](#)  
[Minutes - May 2020 DRAFT w MCS edits.docx](#)

---

Please see attached.

Thank you,  
Matthew



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)  
410.729.8239 (office) | 443.618.4875 (mobile)



**From:** Pamela Fuller  
**Sent:** Wednesday, June 17, 2020 2:34 PM  
**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Subject:** RE: May BOD Minutes

**Pamela Fuller**  
Senior Paralegal  
259 Najoles Road, Millersville, MD 21108  
[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)  
410.729.8243 (office)



**From:** Matthew Sherring  
**Sent:** Wednesday, June 17, 2020 2:17 PM  
**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Subject:** RE: May BOD Minutes

Thank you, Pam. I do not access the K drive remotely. Can you share via OneDrive or as an attachment?

Sincerely,  
Matthew



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
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**From:** Pamela Fuller  
**Sent:** Wednesday, June 17, 2020 2:15 PM  
**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Subject:** RE: May BOD Minutes

It can be found here: <K:\EXECUTIVE\BOD Meeting Files\BOD 2020\06 June 2020\Minutes - June 2020 DRAFT - new letterhead.docx>

**Pamela Fuller**  
Senior Paralegal



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**From:** Matthew Sherring  
**Sent:** Wednesday, June 17, 2020 11:41 AM  
**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Subject:** RE: May BOD Minutes

Hi Pam – Thank you for the update. It's a significantly more efficient process to edit the word version, as we've done historically. Please share the word document.

Sincerely,  
Matthew



**Matthew Sherring**  
Director, Operations  
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**To:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>  
**Subject:** Re: May BOD Minutes

Beth and Sean have already reviewed. If you have any corrections, just let me know, and I'll fix on my copy.

**Pamela Fuller**  
Senior Paralegal



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[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)  
410.729.8243 (office)



**From:** Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>

**Sent:** Tuesday, June 16, 2020 4:42 PM

**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** May BOD Minutes

Hi Pam – please can you share a word version (either by OneDrive or attachment) of the May BOD minutes for review/editing?

Thank you,  
Matthew



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
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</html

**BOARD OF DIRECTORS  
MEETING MINUTES****MEETING 5-20****May 28, 2020****LOCATION:** **Conference/Video Call****TIME:** **9:30 a.m.**

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. Some board members were visible to one another via video connection.

## **MINUTES**

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

## **DIRECTOR'S REPORT**

Mr. McGrath provided a ~~COVID-19~~<sup>ovid19</sup> update. The ~~organization agency~~ is doing well, and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Most cases have been in Prince George's County, but ~~recently~~ there have been a few hot-spots on the Eastern Shore ~~recently~~. Governor Hogan has been lifting restrictions as the number of cases has been rising at a ~~lower~~<sup>ess steep</sup> rate, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES ~~are likely~~<sup>should be</sup> ~~to~~ returning to normal in phases. Teleworking will continue where possible.

The ~~organization agency~~ is on track for its best financial year yet. ~~This~~<sup>which</sup> is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES will ~~need to~~ continue to focus on expanding its business relationships.

Mr. McGrath has accepted the position of the Governor's Chief of Staff and will start his new ~~role~~<sup>job</sup> on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have ~~done, and~~<sup>done and</sup> will continue to do moving forward. The Governor will be appointing a new Director in due time. Mr. Snee expressed the appreciation of the Board for his service.

## **AGENCY ACTIVITY REPORT**

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. ~~Ms. Banta indicated~~ that there may be some budget reductions on MDOT ~~/MPA~~ projects, and some work may be delayed, but will most likely still occur. Dredging the channels is a critical component of shipping, and the material has to go somewhere. The dikes must be raised and widened to accept new material. Mr. Tomczewski indicated that the work at the Brown Station Landfill is in a similar ~~situation, the~~<sup>situation; the</sup> landfill capacity must be expanded to continue to accept new waste.

### **STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington's team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary's County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

### **FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$165 million in total revenue, which is higher than FY-19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. Cash and Investments are \$2 million lower than last year mainly due to the early BEST payout. If not for the early Best payout, the amounts would be comparable to FY19 at the same point. The Equipment Fund is doing well. MES should end the year with an increase of \$4 million in net assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the COVID-19 pandemic. As of May 22<sup>nd</sup>, MDOT SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The financial auditors will start field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with Workday.

Mr. Snee asked what could be done about the Sudlersville outstanding invoices. He expressed concern that the debt is increasing and they will never be able to repay MES in full. It is very small town, with little likelihood their revenues will increase. Mr. Gillespie addressed a proposed BMX track and detention facility the town is hoping will increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%; once all the new hires are brought on board it will be 3.59%.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Continuity of Operations, bicycle routes, local data annual submissions and TMDL GIS support services for MDOT ~~/~~SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Addison made the motion to approve the item, Ms. Wojton seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT ~~/~~SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 – Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 7. The procurement is for spillway modifications at the Masonville Dredged Material Containment Facility. Dr. Streett made the motion to approve the item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 8. The procurement is for a complete engine repower of the Poplar Island crew boat Terrapin. The Terrapin will be used in conjunction with the new crew boat currently being built. Mr. Snee made the motion to approve the item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss the compensation of a specific employees of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the

**Board of Directors Minutes**  
**May 28, 2020**  
**Page 6**

meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Resources Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present, unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Resources Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present, unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director, the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

---

**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**

---

**BETH WOJTON**  
**DEPUTY DIRECTOR**

# **EXHIBIT 5**

**From:** [Beth Wojton](#)  
**To:** [Pamela Fuller](#)  
**Cc:** [Sean Coleman](#)  
**Subject:** Re: May BOD Minutes  
**Date:** Wednesday, June 17, 2020 5:58:00 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
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[image478724.png](#)  
[image358635.png](#)  
[image907825.png](#)

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No



**Beth Wojton**

Deputy Director, MES

259 Najoles Road, Millersville, MD 21108

[bwojton@menv.com](mailto:bwojton@menv.com) | [menv.com](http://menv.com)

410.729.8203 (office) | 410.980.6312 (mobile)



---

**From:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Sent:** Wednesday, June 17, 2020 5:54:40 PM  
**To:** Beth Wojton <[bwojton@menv.com](mailto:bwojton@menv.com)>  
**Cc:** Sean Coleman <[scoleman@menv.com](mailto:scoleman@menv.com)>  
**Subject:** FW: May BOD Minutes

He kept bugging me, so I sent him a copy to play with. It's up to you guys if you want me to include. Some of it I am fine with, but do we really want to replace "agency" with "organization"?

|



**Pamela Fuller**  
Senior Paralegal  
259 Najoles Road, Millersville, MD 21108  
[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)  
410.729.8243 (office)



**From:** Matthew Sherring  
**Sent:** Wednesday, June 17, 2020 4:07 PM  
**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>  
**Subject:** RE: May BOD Minutes

Please see attached.

Thank you,  
Matthew



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Director, Operations  
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**Subject:** RE: May BOD Minutes

It can be found here: <K:\EXECUTIVE\BOD Meeting Files\BOD 2020\06 June 2020\Minutes - June 2020 DRAFT - new letterhead.docx>

**Pamela Fuller**  
Senior Paralegal



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Sincerely,  
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**Subject:** Re: May BOD Minutes

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**To:** Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** May BOD Minutes

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# **EXHIBIT 6**

**From:** [Matthew Sherring](#)  
**To:** [Pamela Fuller](#)  
**Cc:** [Charles C. Glass](#); [Sean Coleman](#)  
**Subject:** Updated BOD Minutes  
**Date:** Saturday, June 27, 2020 2:52:25 PM  
**Attachments:** [image227021.png](#)  
[image987019.png](#)  
[image025117.png](#)  
[image558343.png](#)  
[image771816.png](#)  
[image368304.png](#)  
[Minutes - May 2020 DRAFT w MCS edits.docx](#)  
[BOD - MAY Closed Session Minutes.docx](#)

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Hi Pam – Please excuse the short notice, but it has been brought to my attention that we have some additional edits to the May BOD minutes.

Attached, please find:

- Updated May BOD minutes (additional edits and closed session minutes removed)
- Updated May closed session minutes (separated out from the regular BOD minutes; should probably be put on same template as the regular BOD minutes or whichever you see fit)

Can you make these changes? I'm happy to reshare with BOD and staff once updated. Also, if there is anything else that we're not thinking of, please let us know.

Sincerely,  
Matthew



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD 21108  
[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)  
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5 Keys

**BOARD OF DIRECTORS  
MEETING MINUTES****MEETING 5-20****May 28, 2020****LOCATION:** **Conference/Video Call****TIME:** **9:30 a.m.**

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. The video connection provided the ability for bSome board members to be-were visible to one another via video-connection.

## MINUTES

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

## DIRECTOR'S REPORT

Mr. McGrath provided a COVID-19 update. The organization agency is doing well, and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Overall, most Maryland COVID-19 cases have been in the Washington Metropolitan area Prince George's County, also but there have been a few hot-spots elsewhere including on the Eastern Shore recently. Governor Hogan has been easing lifting restrictions as the number of cases has been rising at a less steep rate declining, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES are likely should be to returning to normal in phases. Teleworking is expected will to continue as where possible.

The organization agency is on track for its best financial year every yet. This is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES should will need to continue to focusing on expanding its business relationships.

Mr. McGrath announced that he has accepted the position of the Governor's Chief of Staff for the State of Maryland in the Office of the Governor and will start his new role job on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have done, and done and will continue to do moving forward. The Governor will be appointing a new Director in due time. Mr. Snee expressed the appreciation of the Board for Mr. McGrath's his service.

## AGENCY ACTIVITY REPORT

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. Ms. Banta indicated that there may be some budget reductions on MDOT /MPA projects, and some work may be delayed, but will most likely still occur. Dredging the channels is a critical component of shipping, and the material has to go somewhere. The dikes must be raised and widened to accept new material. Mr. Tomczewski indicated that the work at the Brown Station Landfill is in a similar situation, the situation; the landfill capacity must be expanded to continue to accept new waste.



### **STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington's team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary's County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

### **FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$165 million in total revenue, which is higher than FY-19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. ~~Cash and Investments are \$2 million lower than last year mainly due to the early BEST payout. If not for the early Best payout, the amounts would be comparable to FY19 at the same point.~~ The Equipment Fund is doing well. MES should end the year with an increase of \$4 million in net assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the COVID-19 pandemic. As of May 22<sup>nd</sup>, MDOT SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The financial auditors will start field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with Workday.

Mr. Snee asked what could be done about the Sudlersville outstanding invoices. He expressed concern that the debt is increasing and they will never be able to repay MES in full. It is very small town, with little likelihood their revenues will increase. Mr. Gillespie addressed a proposed BMX track and detention facility the town is hoping will increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%; once all the new hires are brought on board it will be 3.59%.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Continuity of Operations, bicycle routes, local data annual submissions and TMDL GIS support services for MDOT ~~/~~SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Addison made the motion to approve the item, Ms. Wojton seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT ~~/~~SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 – Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 7. The procurement is for spillway modifications at the Masonville Dredged Material Containment Facility. Dr. Streett made the motion to approve the item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 8. The procurement is for a complete engine repower of the Poplar Island crew boat Terrapin. The Terrapin will be used in conjunction with the new crew boat currently being built. Mr. Snee made the motion to approve the item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss the compensation of a specific employees of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m.. The Board members and Mr. Coleman then called into a secure conference phone line.

~~Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the~~

~~meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.~~

~~At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.~~

~~Mr. Snee, as Chair of the Human Relations Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.~~

~~At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.~~

~~Mr. Snee, as Chair of the Human Relations Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.~~

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

---

**RICHARD P. STRETT, JR., V.M.D**  
**SECRETARY**

---

**BETH WOJTON**  
**DEPUTY DIRECTOR**

## **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss personnel compensation matters ~~the compensation of a specific employee of the Maryland Environmental Service~~, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Resources Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position ~~as Director~~ on May 31 to take another position in State government. Following the discussion, the Board members then present, unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

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The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.



# **EXHIBIT 7**

**From:** Sean Coleman <scoleman@menv.com>  
**Sent:** Sat, 27 Jun 2020 18:57:37 +0000  
**To:** Matthew Sherring <msherring@menv.com>, Pamela Fuller <pfuller@menv.com>  
**CC:** "Charles C. Glass" <cglass@menv.com>  
**Subject:** Re: Updated BOD Minutes

---

Matthew, some of changes are not consistent with the Open Meetings Act requirements. I am on my phone and not able to review all of them. Will do so later this evening. Why are you requesting these changes?

Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scoleman@menv.com](mailto:scoleman@menv.com)  
410.729.8240 (office)

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**From:** Matthew Sherring <msherring@menv.com>  
**Sent:** Saturday, June 27, 2020 2:52:03 PM  
**To:** Pamela Fuller <pfuller@menv.com>  
**Cc:** Charles C. Glass <cglass@menv.com>; Sean Coleman <scoleman@menv.com>  
**Subject:** Updated BOD Minutes

Hi Pam – Please excuse the short notice, but it has been brought to my attention that we have some additional edits to the May BOD minutes.

Attached, please find:

- Updated May BOD minutes (additional edits and closed session minutes removed)
- Updated May closed session minutes (separated out from the regular BOD minutes; should probably be put on same template as the regular BOD minutes or whichever you see fit)

Can you make these changes? I'm happy to reshare with BOD and staff once updated. Also, if

there is anything else that we're not thinking of, please let us know.

Sincerely,  
Matthew



**Matthew Sherring**

Director, Operations

259 Najoles Road, Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

410.729.8239 (office) | 443.618.4875 (mobile)



# **EXHIBIT 8**

**From:** "Charles C. Glass" <cglass@menv.com>

**Sent:** Sat, 27 Jun 2020 21:14:18 +0000

**To:** Sean Coleman <scoleman@menv.com>, Matthew Sherring <msherring@menv.com>, Pamela Fuller <pfuller@menv.com>

**Subject:** Re: Updated BOD Minutes

---

Hey Sean,

The changes are editorial and unless they are in statute, I believe closed session information related to individual employees do not have to be posted on the internet. Please make these changes as soon as possible. If I am wrong, please share the statute or regulation that requires this information to be posted.

Best regards,

Charles



**Charles C. Glass, Ph.D., P.E.**

Director, MES

259 Najoles Road, Millersville, MD 21108

[cglass@menv.com](mailto:cglass@menv.com) | [menv.com](http://menv.com)

410.729.8200 (office) | 410.353.9314 (mobile)



---

**From:** Sean Coleman <scoleman@menv.com>

**Sent:** Saturday, June 27, 2020 2:57:37 PM

**To:** Matthew Sherring <msherring@menv.com>; Pamela Fuller <pfuller@menv.com>

**Cc:** Charles C. Glass <cglass@menv.com>

**Subject:** Re: Updated BOD Minutes

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**Sent:** Saturday, June 27, 2020 2:52:03 PM  
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Sincerely,  
Matthew



**Matthew Sherring**

Director, Operations

259 Najoles Road, Millersville, MD 21108

[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)

410.729.8239 (office) | 443.618.4875 (mobile)



# **EXHIBIT 9**

**From:** "Charles C. Glass" <cglass@menv.com>  
**Sent:** Sun, 28 Jun 2020 00:41:22 +0000  
**To:** Matthew Sherring <msherring@menv.com>  
**Subject:** Fwd: Updated BOD Minutes

---

FYI!



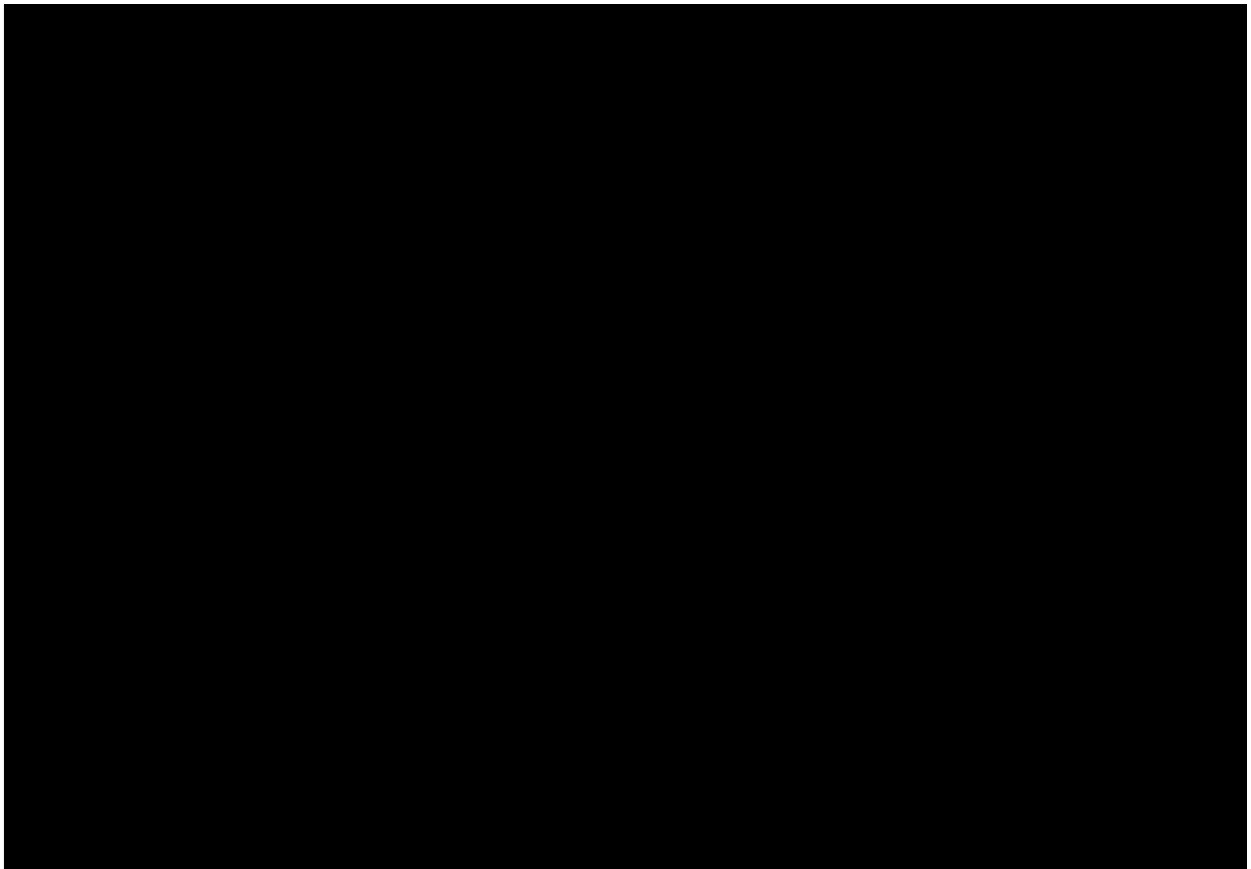
**Charles C. Glass, Ph.D., P.E.**  
Director, MES  
259 Najoles Road, Millersville, MD 21108  
[cglass@menv.com](mailto:cglass@menv.com) | [menv.com](http://menv.com)  
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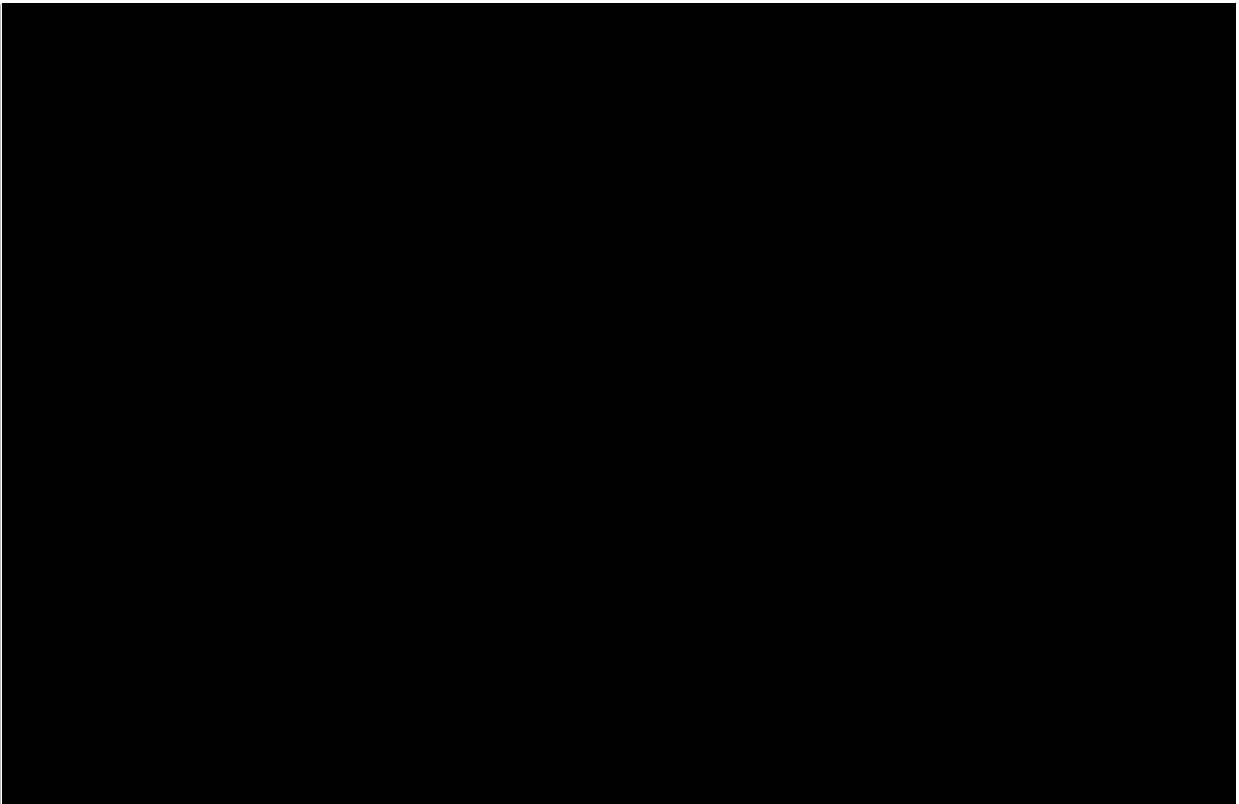


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**From:** Sean Coleman <scoleman@menv.com>  
**Sent:** Saturday, June 27, 2020 7:23:49 PM  
**To:** Charles C. Glass <cglass@menv.com>  
**Subject:** Re: Updated BOD Minutes

Good evening Charles.





Sean



**Sean Coleman**  
*Assistant Attorney General*  
Office of the Attorney General  
Maryland Environmental Service  
259 Najoles Road | Millersville, MD 21108  
[scoleman@menv.com](mailto:scoleman@menv.com)  
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**From:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>  
**Sent:** Saturday, June 27, 2020 5:14 PM  
**To:** Sean Coleman <[scoleman@menv.com](mailto:scoleman@menv.com)>; Matthew Sherring <[msherring@menv.com](mailto:msherring@menv.com)>; Pamela Fuller <[pfuller@menv.com](mailto:pfuller@menv.com)>

**Subject:** Re: Updated BOD Minutes

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---

**5 Keys**

---

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**Sent:** Saturday, June 27, 2020 2:57:37 PM

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**Sean Coleman**

*Assistant Attorney General*

Office of the Attorney General

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[5 Keys](#)

# **EXHIBIT 10**

**From:** [Pamela Fuller](#)  
**To:** [Matthew Sherring](#)  
**Cc:** [Charles C. Glass](#); [Sean Coleman](#)  
**Subject:** Re: Updated BOD Minutes  
**Date:** Sunday, June 28, 2020 2:52:51 PM  
**Attachments:** [image595884.png](#)  
[image744391.png](#)  
[image639635.png](#)  
[image618539.png](#)  
[image180233.png](#)  
[image399642.png](#)  
[Minutes - May 2020 FINAL- revised 6-28-20.pdf](#)  
[Agenda - June 2020.pdf](#)  
[image448538.png](#)  
[image056824.png](#)  
[image226095.png](#)  
[image431407.png](#)  
[image988252.png](#)  
[image451055.png](#)

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Attached is the updated Agenda (the only change is the additional of the line for the Closed session) and the updated Minutes as requested. Sean has discussed your proposed edits to the Closed Session section with Dr. Glass, and they both agreed the original language should remain. Other edits have been incorporated.

The June meeting will now included a closed session. The Closed Session Minutes from the May meeting, and the call in information will need to be sent to the Board members and Sean. (Sean drafted separate Closed Session minutes that I will forward to you). Do you want to send this information, or do you want me to send it?



**Pamela Fuller**  
Senior Paralegal  
259 Najoles Road, Millersville, MD 21108  
[pfuller@menv.com](mailto:pfuller@menv.com) | [menv.com](http://menv.com)  
410.729.8243 (office)



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**From:** Matthew Sherring <msherring@menv.com>  
**Sent:** Saturday, June 27, 2020 2:52 PM  
**To:** Pamela Fuller <pfuller@menv.com>  
**Cc:** Charles C. Glass <cglass@menv.com>; Sean Coleman <scoleman@menv.com>  
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410.729.8239 (office) | 443.618.4875 (mobile)





**Board of Directors Meeting**  
**Conference Call Dial in: 408-418-9388**  
**Access Code: 132 174 1988 Password: 63726362**  
**June 29, 2020**  
**9:30 a.m.**

## Agenda

### Board Members

Dr. Charles Glass  
*Chairman*

Beth Wojton  
*Deputy Director*

Michael C. Harris  
*Treasurer*

Richard P. Streett, Jr.  
V.M.D.  
*Secretary*

William B.C. Addison

Morgan Hall

Leslie Jackson Jenkins,  
Esq., CPM

J.P. Smith, Jr.

Joseph F. Snee, Jr., Esq.

Call to Order	Charles Glass
Inspire Awards	Group Directors
Approval of Minutes – May 28, 2020	Charles Glass
Director's Report	Charles Glass
• Building Update	
Agency Activity Report	Charles Glass
Strategic Partnership Opportunities	Steve Pennington
Financial Report	Michael Harris
Human Resources	Beth Wojton
Procurement	Group Directors
• Procurement Items ( 7 )	
• Item 1 – ECI Co-Gen natural gas conversion	
• Item 2 – Prince George's MRF – plastics line upgrade	
• Item 3 – Brown Station Landfill – compliance & monitoring	
• Item 4 – Brown Station Landfill – engineering & design services	
• Item 5 – Sandy Hill Landfill – consent order compliance services	
• Item 6 – Sandy Hill Landfill – compliance monitoring	
• Item 7 – DNR/Maryland Fisheries - electronic reporting system	
• Notifications	
Legal Report	Sean Coleman
Old/New Business	Charles Glass
Closed Session (personnel matter)	Charles Glass
Adjournment	Charles Glass

**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**MEETING 5-20**  
**May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 a.m.

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. The video connection provided the ability for some board members to be visible to one another.

### **MINUTES**

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

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Mr. McGrath provided a COVID-19 update. The agency is doing well and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Overall, most Maryland COVID-19 cases have been in the Washington Metropolitan area, also there have been hot spots elsewhere including on the Eastern Shore. Governor Hogan has been easing restrictions as the number of cases has been declining, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES are likely to return to normal in phases. Teleworking is expected to continue as possible.

The agency is on track for its best financial year ever, This is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES should continue focusing on expanding its business relationships.

Mr. McGrath announced that he has accepted the position of Chief of Staff for the State of Maryland in the Office of the Governor and will start his new role on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have done and will continue to do moving forward. The Governor will be appointing a new Director. Mr. Snee expressed the appreciation of the Board for Mr. McGrath's service.

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Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. Ms. Banta indicated there may be budget reductions on MDOT MPA projects and MES is waiting to hear what the reductions will be. Some work may be postponed or eliminated. The Port of Baltimore is an economic engine for the state and dredging of the channels is necessary to maintain access for the ships to reach the Port. The dredged material needs to be placed somewhere while innovative reuse of dredged material takes hold. Therefore, the Masonville and Cox Creek Dredged Material Containment Facility dikes should be widened and raised to accommodate the material. Mr. Tomczewski indicated that the

## **Board of Directors Minutes**

**May 28, 2020**

**Page 3**

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The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the COVID-19 pandemic. As of May 22<sup>nd</sup>, MDOT SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The Auditors will start preliminary field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with the Workday platform.

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increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%, once all the new hires are brought on board it will be 3.59%.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

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Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

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## **Board of Directors Minutes**

**May 28, 2020**

**Page 5**

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Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. McGrath stated that the Board intended to enter closed session to discuss the compensation of a specific employee of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Mr. McGrath asked if anyone objected to the Board entering closed session, and no objections were heard. Mr. Snee then made a motion that the Board enter closed session for the reasons stated above. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the

**Board of Directors Minutes**  
**May 28, 2020**  
**Page 6**

meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Resources Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present, unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Resources Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present, unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director, the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

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**RICHARD P. STREETT, JR., V.M.D.**  
**SECRETARY**

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**CHARLES GLASS, Ph.D.**  
**CHAIRMAN/DIRECTOR**

# **EXHIBIT 11**

**From:** [Matthew Sherring](#)  
**To:** [WilliamBC Addison Jr](#); [Charles C. Glass](#); [morganhall2409@gmail.com](#); [Michael Harris](#); [Jackson-Jenkins, Leslie](#); [smithunt01@msn.com](#); [Joseph Snee](#); [richardstreett@comcast.net](#); [Beth Wojton](#)  
**Cc:** [Sean Coleman](#)  
**Subject:** Updated Board of Directors Meeting Materials  
**Date:** Sunday, June 28, 2020 5:20:45 PM  
**Attachments:** [image675930.png](#)  
[image387206.png](#)  
[image651447.png](#)  
[image659905.png](#)  
[image402251.png](#)  
[image750231.png](#)  
[Agenda - June 2020.pdf](#)  
[Minutes - May 2020 FINAL- revised 6-28-20.pdf](#)  
[Minutes - May 2020 closed session.pdf](#)

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Dear MES Board of Directors:

As a reminder, we'll have our regular Board of Directors meeting starting at 9:30 a.m. tomorrow via WebeEx. You should have received the particular details to join in the calendar invitation (please let me know if I can be of assistance when joining).

A few other items:

- Attached, please find an updated agenda for the regular meeting along with revised minutes from the May meeting. As you'll see, an item has been added for a closed session.
- Please use the following conference line to access the closed session at the end of the regular meeting.
  - Call In: 866-905-9436
  - Participant Code: 5611273
- Attached, please find the minutes from the last closed session.

We look forward to speaking with you tomorrow.

Sincerely,

Matthew



**Matthew Sherring**  
Director, Operations  
259 Najoles Road, Millersville, MD21108  
[msherring@menv.com](mailto:msherring@menv.com) | [menv.com](http://menv.com)  
410.729.8239 (office) | 443.618.4875 (mobile)



5 Keys





**Board of Directors Meeting**  
**Conference Call Dial in: 408-418-9388**  
**Access Code: 132 174 1988 Password: 63726362**  
**June 29, 2020**  
**9:30 a.m.**

## Agenda

### Board Members

Dr. Charles Glass  
*Chairman*

Beth Wojton  
*Deputy Director*

Michael C. Harris  
*Treasurer*

Richard P. Streett, Jr.  
V.M.D.  
*Secretary*

William B.C. Addison

Morgan Hall

Leslie Jackson Jenkins,  
Esq., CPM

J.P. Smith, Jr.

Joseph F. Snee, Jr., Esq.

Call to Order	Charles Glass
Inspire Awards	Group Directors
Approval of Minutes – May 28, 2020	Charles Glass
Director's Report <ul style="list-style-type: none"><li>• Building Update</li></ul>	Charles Glass
Agency Activity Report	Charles Glass
Strategic Partnership Opportunities	Steve Pennington
Financial Report	Michael Harris
Human Resources	Beth Wojton
Procurement <ul style="list-style-type: none"><li>• Procurement Items ( 7 )<ul style="list-style-type: none"><li>• Item 1 – ECI Co-Gen natural gas conversion</li><li>• Item 2 – Prince George's MRF – plastics line upgrade</li><li>• Item 3 – Brown Station Landfill – compliance &amp; monitoring</li><li>• Item 4 – Brown Station Landfill – engineering &amp; design services</li><li>• Item 5 – Sandy Hill Landfill – consent order compliance services</li><li>• Item 6 – Sandy Hill Landfill – compliance monitoring</li><li>• Item 7 – DNR/Maryland Fisheries - electronic reporting system</li></ul></li><li>• Notifications</li></ul>	Group Directors
Legal Report	Sean Coleman
Old/New Business	Charles Glass
Closed Session (personnel matter)	Charles Glass
Adjournment	Charles Glass

**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**MEETING 5-20**  
**May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 a.m.

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## **Board of Directors Minutes**

**May 28, 2020**

**Page 3**

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## **Board of Directors Minutes**

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**Board of Directors Minutes**

**May 28, 2020**

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**RICHARD P. STREETT, JR., V.M.D.**  
**SECRETARY**

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**CHARLES GLASS, Ph.D.**  
**CHAIRMAN/DIRECTOR**

**BOARD OF DIRECTORS**  
**MEETING MINUTES – CLOSED SESSION**  
**MEETING 5-20**  
**May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 am

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
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J.P. Smith (phone)  
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Morgan Hall (video)

**DIRECTORS ABSENT:** none

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)

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**Board of Directors Minutes**  
**May 28, 2020**  
**Page 2**

At 10:46 a.m. Mr. McGrath called the closed session to order. All Board members were present during the closed session. Mr. Coleman was also present during the closed session.

Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Mr. McGrath then announced he was leaving the meeting, and he then signed off. Mr. McGrath did not return to the meeting.

Mr. Snee, as Chair of the Human Resources Committee initiated a discussion regarding compensation for the Director. Mr. Snee advised that Mr. McGrath had announced his resignation as Director of the agency and would be starting a new position as Governor Hogan's Chief of staff on Monday, June 1. Mr. McGrath had requested that the Board approve a severance payment like the severance that the Board had approved for the two prior Directors. Mr. Snee stated that he had told Mr. McGrath that he would not recommend that a severance payment be made unless the Governor was aware of the proposed severance and did not object. Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object. Mr. Snee also reported that he and Mr. McGrath had also discussed other personnel and budgetary matters and Mr. McGrath assured him that the concerns of the Board would be considered.

Mr. Snee then advised that the Human Resources Committee had met via conference call on May 27, and again on the morning of May 28 prior to the Board meeting. The Human Resources Committee was recommending that the full Board approve a severance payment to Mr. McGrath consisting of an amount equal to one year's salary, which is \$233,647.23, plus tuition reimbursement in the amount of \$5,250, for a total amount of \$238,897.23. Mr. Snee further stated that the Committee recommended that the amount be rounded up to \$239,000.00. In making this recommendation Mr. Snee noted that by leaving prior to the end of the fiscal year Mr. McGrath would be not able to receive an Executive Incentive payment for FY 2020. This amount would be approximately \$47,000. Additionally, Mr. McGrath has a significant amount of unused leave, which he intends to transfer to his new position. Mr. McGrath had told Mr. Snee that the cash value of his unused leave was approximately \$211,000.

In response to a question, Mr. Harris stated that the agency has sufficient cash to make the proposed payment to Mr. McGrath.

Following additional discussion among the Board members Mr. Smith then moved to adopt the recommendation to pay Mr. McGrath a severance in the total amount of \$239,000. Mr. Hall seconded the motion. Mr. Snee then asked that the motion be modified to also allow Mr. McGrath to utilize his agency-issued laptop computer and cell phone in his new position as Governor's Chief of Staff. The Board members then voted by roll call and unanimously approved the motion, as modified.

At 11:12 a.m. Ms. Wojton announced that she was leaving the meeting and she then signed off. Ms. Wojton did not return to the meeting.

Mr. Snee then initiated a discussion of the salary of the Deputy Director. Since Ms. Wojton would now oversee the agency while the Director's position was vacant, the Human Resources Committee was recommending that the Deputy Director be paid a salary equal to the Director's salary while the Director's position was vacant. The new salary would be effective June 1, 2020 and remain in effect until a new Director was appointed by the Governor. Upon the appointment of a new Director, the Deputy Director's salary would automatically revert to the salary in effect on May 31, 2020. Mr. Addison made a motion to adopt the recommendation of the Human Resources Committee, Mr. Harris seconded the motion. The Board members then voted by roll call and unanimously approved the motion.

At 11:21 a.m. the closed session adjourned, and the Board meeting ended.

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**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**

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**CHARLES GLASS, Ph.D**  
**DIRECTOR**

# **EXHIBIT 12**

## **BOARD OF DIRECTORS MEETING MINUTES**

**MEETING 5-20****May 28, 2020****LOCATION:****Conference/Video Call****TIME:****9:30 a.m.****DIRECTORS PRESENT:**

Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:****OTHERS PRESENT:**

Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. The video connection provided the ability for some board members to be visible to one another.

### **MINUTES**

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

### **DIRECTOR'S REPORT**

Mr. McGrath provided a COVID-19 update. The agency is doing well and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Overall, most Maryland COVID-19 cases have been in the Washington Metropolitan area, also there have been hot spots elsewhere including on the Eastern Shore. Governor Hogan has been easing restrictions as the number of cases has been declining, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES are likely to return to normal in phases. Teleworking is expected to continue as possible.

The agency is on track for its best financial year ever, This is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES should continue focusing on expanding its business relationships.

Mr. McGrath announced that he has accepted the position of Chief of Staff for the State of Maryland in the Office of the Governor and will start his new role on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have done and will continue to do moving forward. The Governor will be appointing a new Director. Mr. Snee expressed the appreciation of the Board for Mr. McGrath's service.

### **AGENCY ACTIVITY REPORT**

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. Ms. Banta indicated there may be budget reductions on MDOT MPA projects and MES is waiting to hear what the reductions will be. Some work may be postponed or eliminated. The Port of Baltimore is an economic engine for the state and dredging of the channels is necessary to maintain access for the ships to reach the Port. The dredged material needs to be placed somewhere while innovative reuse of dredged material takes hold. Therefore, the Masonville and Cox Creek Dredged Material Containment Facility dikes should be widened and raised to accommodate the material. Mr. Tomczewski indicated that the

work at the Brown Station Landfill is in a similar situation; the landfill capacity must be expanded to continue to accept new waste.

### **STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington's team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary's County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

### **FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$145 million in total revenue, which is higher than FY 19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. The Equipment Fund is doing well, and will end the year with \$4 million in assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the COVID-19 pandemic. As of May 22<sup>nd</sup>, MDOT SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The Auditors will start preliminary field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with the Workday platform.

Mr. Snee asked what could be done about the Town of Sudlersville outstanding invoices. It is very small town, with little likelihood their revenues will increase. Mr. Gillespie addressed a proposed BMX track and detention facility they are hoped will

increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

### **HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%, once all the new hires are brought on board it will be 3.59%.

### **PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Continuity of Operations, bicycle routes, local data annual submissions and TMDL GIS support services for MDOT SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Addison made the motion to approve the item, Ms. Wojton seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 7. The procurement is for spillway modifications at the Masonville Dredged Material Containment Facility. Dr. Streett made the motion to approve the item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 8. The procurement is for a complete engine repower of the Poplar Island crew boat Terrapin. The Terrapin will be used in conjunction with the new crew boat currently being built. Mr. Snee made the motion to approve the item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. McGrath stated that the Board intended to enter closed session to discuss the compensation of a specific employee of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Mr. McGrath asked if anyone objected to the Board entering closed session, and no objections were heard. Mr. Snee then made a motion that the Board enter closed session for the reasons stated above. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the

**Board of Directors Minutes**  
**May 28, 2020**  
**Page 6**

meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Resources Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present, unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Resources Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present, unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director, the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

*Richard P. Streett Jr. V.M.D.*

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**RICHARD P. STREETT, JR., V.M.D**  
**SECRETARY**

*Charles Glass*

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**CHARLES GLASS, Ph.D.**  
**CHAIRMAN/DIRECTOR**

# **EXHIBIT 13**

**BOARD OF DIRECTORS**  
**MEETING MINUTES – CLOSED SESSION**  
**MEETING 5-20**  
**May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 am

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William B.C. Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:** none

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)

**CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code, Ann., Gen. Prov. §3-305(b)(1), Mr. McGrath stated that the Board intended to enter closed session to discuss compensation issues related to specific employees of the agency, and to approve the minutes of a prior closed meeting session. Mr. McGrath asked if anyone objected to the Board entering closed session, and no objections were heard. Mr. Snee then made a motion that the Board enter closed session for the reasons stated above. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. The open session of the Board then ended at 10:38 a.m. Board members then called a conference line that was not made available to the public.

**Board of Directors Minutes**  
**May 28, 2020**  
**Page 2**

At 10:46 a.m. Mr. McGrath called the closed session to order. All Board members were present during the closed session. Mr. Coleman was also present during the closed session.

Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Mr. McGrath then announced he was leaving the meeting, and he then signed off. Mr. McGrath did not return to the meeting.

Mr. Snee, as Chair of the Human Resources Committee initiated a discussion regarding compensation for the Director. Mr. Snee advised that Mr. McGrath had announced his resignation as Director of the agency and would be starting a new position as Governor Hogan's Chief of staff on Monday, June 1. Mr. McGrath had requested that the Board approve a severance payment like the severance that the Board had approved for the two prior Directors. Mr. Snee stated that he had told Mr. McGrath that he would not recommend that a severance payment be made unless the Governor was aware of the proposed severance and did not object. Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object. Mr. Snee also reported that he and Mr. McGrath had also discussed other personnel and budgetary matters and Mr. McGrath assured him that the concerns of the Board would be considered.

Mr. Snee then advised that the Human Resources Committee had met via conference call on May 27, and again on the morning of May 28 prior to the Board meeting. The Human Resources Committee was recommending that the full Board approve a severance payment to Mr. McGrath consisting of an amount equal to one year's salary, which is \$233,647.23, plus tuition reimbursement in the amount of \$5,250, for a total amount of \$238,897.23. Mr. Snee further stated that the Committee recommended that the amount be rounded up to \$239,000.00. In making this recommendation Mr. Snee noted that by leaving prior to the end of the fiscal year Mr. McGrath would be not able to receive an Executive Incentive payment for FY 2020. This amount would be approximately \$47,000. Additionally, Mr. McGrath has a significant amount of unused leave, which he intends to transfer to his new position. Mr. McGrath had told Mr. Snee that the cash value of his unused leave was approximately \$211,000.

In response to a question, Mr. Harris stated that the agency has sufficient cash to make the proposed payment to Mr. McGrath.

Following additional discussion among the Board members Mr. Smith then moved to adopt the recommendation to pay Mr. McGrath a severance in the total amount of \$239,000. Mr. Hall seconded the motion. Mr. Snee then asked that the motion be modified to also allow Mr. McGrath to utilize his agency-issued laptop computer and cell phone in his new position as Governor's Chief of Staff. The Board members then voted by roll call and unanimously approved the motion, as modified.

At 11:12 a.m. Ms. Wojton announced that she was leaving the meeting and she then signed off. Ms. Wojton did not return to the meeting.

Mr. Snee then initiated a discussion of the salary of the Deputy Director. Since Ms. Wojton would now oversee the agency while the Director's position was vacant, the Human Resources Committee was recommending that the Deputy Director be paid a salary equal to the Director's salary while the Director's position was vacant. The new salary would be effective June 1, 2020 and remain in effect until a new Director was appointed by the Governor. Upon the appointment of a new Director, the Deputy Director's salary would automatically revert to the salary in effect on May 31, 2020. Mr. Addison made a motion to adopt the recommendation of the Human Resources Committee, Mr. Harris seconded the motion. The Board members then voted by roll call and unanimously approved the motion.

At 11:21 a.m. the closed session adjourned, and the Board meeting ended.

*Richard P. Streett Jr. V.M.D.*

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**RICHARD P. STRETT, JR., V.M.D**  
**SECRETARY**

*Charles Glass*

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**CHARLES GLASS, Ph.D**  
**DIRECTOR**

**MES Draft Open Minutes****BOARD OF DIRECTORS  
MEETING MINUTES****MEETING 5-20  
May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 a.m.

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. Some board members were visible to one another via video connection.

**McGrath/Sherring  
Proposed Edits to Open Minutes****BOARD OF DIRECTORS  
MEETING MINUTES****MEETING 5-20  
May 28, 2020**

**LOCATION:** Conference/Video Call

**TIME:** 9:30 a.m.

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)  
Steve Tomczewski (phone)  
Tammy Banta (phone)  
Jason Gillespie (phone)  
Vishal Bhatia (phone)  
Steve Pennington (phone)  
Dan Faoro (phone)  
Matthew Sherring (phone)  
Hattie Crosby (phone)  
Pamela Fuller (phone)

**CALL TO ORDER**

Mr. McGrath called the meeting to order at 9:30 a.m. The video connection provided the ability for b~~Some~~ board members to be~~were~~ visible to one another ~~via video connection.~~

MINUTES

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

DIRECTOR'S REPORT

Mr. McGrath provided a Covid19 update. The agency is doing well, and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Most cases have been in Prince George's County, but there have been a few hot-spots on the Eastern Shore recently. Governor Hogan has been lifting restrictions as the number of cases has been rising at a less steep rate, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES should be returning to normal in phases. Teleworking will continue where possible.

The agency is on track for its best financial year yet. This is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES will need to continue to expand its business relationships.

Mr. McGrath has accepted the position of the Governor's Chief of Staff and will start his new job on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have done, and will continue to do. The Governor will be appointing a new Director in due time. Mr. Snee expressed the appreciation of the Board for his service.

AGENCY ACTIVITY REPORT

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. Ms. Banta indicated there may be some budget reductions on MDOT/MPA projects, and some work may be delayed, but will most likely still occur. Dredging the channels is a critical component of shipping, and the material has to go somewhere. The dikes must be raised and widened to accept new material. Mr. Tomczewski indicated the work at the Brown Station Landfill is in a similar situation, the landfill capacity must be expanded to continue to accept new waste.

MINUTES

Mr. McGrath requested discussion or a motion for the approval of the minutes of the meeting of April 30, 2020. Mr. Addison made a motion to approve the minutes, and Mr. Smith seconded. The minutes were unanimously approved.

DIRECTOR'S REPORT

Mr. McGrath provided a ~~COVID-19~~<sup>ovid19</sup> update. The ~~organization~~<sup>agency</sup> is doing well, and operating smoothly. Several teammates have tested positive, but have already recovered, or are doing better, and expected to be well again soon. Overall, Most Maryland COVID-19 cases have been in the Washington Metropolitan areaPrince George's County, also but there have been ~~a few~~ hot-spots elsewhere including on the Eastern Shore ~~recently~~. Governor Hogan has been ~~easing~~<sup>lifting</sup> restrictions as the number of cases has been ~~rising at a less steep rate~~<sup>declining</sup>, and hospitalizations have been leveling out. Testing efforts have increased State-wide. Operations at MES ~~are likely~~<sup>should be to</sup> returning to normal in phases. Teleworking is expected ~~will to~~ continue ~~as~~<sup>where</sup> possible.

The ~~organization~~<sup>agency</sup> is on track for its best financial year ~~ever~~<sup>yet</sup>. ~~This~~<sup>his</sup> is a remarkable accomplishment. The team remains cautious going forward, as many clients will be seeing a decrease in revenues. MES ~~should~~<sup>will need to</sup> continue ~~to~~ focusing on expanding its business relationships.

Mr. McGrath announced that he has accepted the position of ~~the Governor's~~ Chief of Staff for the State of Maryland in the Office of the Governor and will start his new ~~role~~<sup>job</sup> on Monday, June 1<sup>st</sup>. He wished to express his thanks to the leadership team for the great work they have ~~done, and~~<sup>done and</sup> will continue to do moving forward. The Governor will be appointing a new Director ~~in due time~~. Mr. Snee expressed the appreciation of the Board for Mr. McGrath's ~~his~~ service.

AGENCY ACTIVITY REPORT

Mr. McGrath presented the Agency Activity Report. Questions regarding work at the Cox Creek Dredged Material Containment Facility, Seagirt Marine Terminal and Brown Station Landfill proposals were addressed. ~~Ms. Banta indicated~~<sup>that</sup> there may be some budget reductions on MDOT ~~/MPA~~ projects, and some work may be delayed, but will most likely still occur. Dredging the channels is a critical component of shipping, and the material has to go somewhere. The dikes must be raised and widened to accept new material. Mr. Tomczewski indicated that the work at the Brown Station Landfill is in a similar ~~situation, the~~<sup>situation; the</sup> landfill capacity must be expanded to continue to accept new waste.

**STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington’s team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary’s County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

**FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$165 million in total revenue, which is higher than FY 19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. Cash and Investments are \$2 million lower than last year mainly due to the early BEST payout. If not for the early Best payout, the amounts would be comparable to FY19 at the same point. The Equipment Fund is doing well. MES should end the year with an increase of \$4 million in net assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the Covid-19 pandemic. As of May 22<sup>nd</sup>, SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The financial auditors will start field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with Workday.

**STRATEGIC PARTNERSHIP REPORT**

Mr. Pennington’s team has been building a municipality matrix based on size to help evaluate budget availability within different areas. This should be completed by mid-June. They are also looking at omnibus agreements in different areas, similar to the contract MES has with St. Mary’s County. A meeting is scheduled with the City of Cumberland for next week to discuss staffing and operational issues.

Mr. Snee inquired into the status of the Garrett County operations. Mr. Gillespie advised all is going well. They came in under budget this year, and the County has asked for more services next year. Ms. Wojton indicated a letter is being drafted to the Commissioners listing the accomplishments made this year, and cost savings provided by MES.

**FINANCIAL REPORT**

Mr. Harris presented the April 2020 financial report. March closed with over \$165 million in total revenue, which is higher than FY-19 at the same point. Direct labor is at \$29.7 million, about 10% higher than FY19. The change in net assets is higher than it was at this point in FY19, despite the FY20 overhead rate being lower. There have been no snow events this year, which has positively impacted fringe recovery. The lower overhead rates have allowed MES to pass cost savings on to the customers. ~~Cash and Investments are \$2 million lower than last year mainly due to the early BEST payout. If not for the early Best payout, the amounts would be comparable to FY19 at the same point.~~ The Equipment Fund is doing well. MES should end the year with an increase of \$4 million in net assets.

The list of accounts past 90 days is longer than usual, but Finance staff and project managers are in constant contact with customers. Many of the accounts were paid after the end of the month. Late payments are expected as customers have limited access to hard copy records and facilities due to the ~~COVID~~ovid-19 pandemic. As of May 22<sup>nd</sup>, MDOT SHA had paid over \$800,000 and other payments are now in the pipeline.

FY21 will be challenging. Decisions will be made as State partners make decisions. At this point, DBM is not planning to cut any State Reimbursable projects as they are essential and critical services.

The financial auditors will start field work in a few weeks. A share site has been setup for documents. This will be the first year conducting a full financial audit with Workday.

Mr. Snee asked what could be done about the Sudlersville outstanding invoices. He expressed concern that the debt is increasing and they will never be able to repay MES in full. It is very small town, with little likelihood their revenues will increase. Mr. Gillespie addressed a proposed BMX track and detention facility the town is hoping will increase tourism and revenue within the Town. Mr. Coleman was asked to review the contract between MES and the Town.

**HUMAN RESOURCES REPORT**

Ms. Wojton reported that the agency currently has 851 total positions. Hiring for open positions is ongoing, despite the closures. The vacancy rate is currently 4.23%; once all the new hires are brought on board it will be 3.59%.

**PROCUREMENT ITEMS**

Ms. Crosby introduced Item 1. The procurement is for upgrades to boiler 1 and 3 controls at MCI-Hagerstown by Limbach Co. Ms. Jenkins made the motion to approve the item, Mr. Harris seconded. The motion passed unanimously.

Ms. Crosby introduced Item 2. The procurement is for a new landfill compactor for the Midshore II Landfill. Dr. Streett made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

Ms. Crosby introduced Item 3. The procurement is for sewer improvements provided by Insituform Technologies at the Rocky Gap State Park. Ms. Jenkins made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 4. The procurement is for Continuity of Operations, bicycle routes, local data annual submissions and TMDL GIS support services for MDOT/SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Addison made the motion to approve the item, Ms. Wojton seconded. The motion passed unanimously.

Ms. Crosby introduced Item 5. The procurement is for 2019/2020 analysis, extraction, publication, local data capture and conflation and associated Highway Performance Monitoring support services for MDOT/SHA provided by Whitney, Bailey, Cox and Magnani. Mr. Harris made the motion to approve the item, Mr. Hall seconded. The motion passed unanimously.

Ms. Crosby introduced Item 6. The procurement is for Cox Creek Expanded, Task 5 – Tronox Facility environmental remediation evaluation conducted by Anchor QEA. Mr. Snee made the motion to approve the item, Mr. Smith seconded. The motion passed unanimously.

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Ms. Crosby introduced Item 7. The procurement is for spillway modifications at the Masonville Dredged Material Containment Facility. Dr. Streett made the motion to approve the item, Mr. Addison seconded. The motion passed unanimously.

Ms. Crosby introduced Item 8. The procurement is for a complete engine repower of the Poplar Island crew boat Terrapin. The Terrapin will be used in conjunction with the new crew boat currently being built. Mr. Snee made the motion to approve the item, Dr. Streett seconded. The motion passed unanimously.

Ms. Crosby introduced Item 9. The procurement is for the supply and barge delivery of stone aggregate to Poplar Island by FTC Aggregates. Mr. Harris made the motion to approve the item, Ms. Jenkins seconded. The motion passed unanimously.

The Board Notifications were reviewed.

#### **LEGAL REPORT**

Mr. Coleman advised that the Midshore I closure cap case that had been scheduled for trial in July has been postponed. A new pre-trial conference has been scheduled for August, with a new trial date expected for late Fall or Winter.

Assistant Attorney General William J. Selle will be retiring the end of July. His position has been advertised, and Mr. Coleman hopes to bring a replacement on board before Mr. Selle leaves. The Board expressed their appreciation for Mr. Selle's service.

#### **OLD/NEW BUSINESS**

The next meeting is scheduled for June 25, 2020 at 9:30 a.m.

#### **CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss the compensation of a specific employees of the Maryland Environmental Service, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m.. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the

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meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Relations Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position as Director on May 31 to take another position in State government. Following the discussion, the Board members then present unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Relations Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020, The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

RICHARD P. STREETT, JR., V.M.D  
SECRETARY

BETH WOJTON  
DEPUTY DIRECTOR

~~meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.~~

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The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

RICHARD P. STREETT, JR., V.M.D  
SECRETARY

BETH WOJTON  
DEPUTY DIRECTOR

**MES Final Draft Closed Session Minutes****BOARD OF DIRECTORS  
MEETING MINUTES – CLOSED SESSION****MEETING 5-20****May 28, 2020****LOCATION:** Conference/Video Call**TIME:** 9:30 am

**DIRECTORS PRESENT:** Roy McGrath, Chairman (video)  
Beth Wojton, Deputy Director (video)  
Michael C. Harris, Treasurer (video)  
Richard P. Streett, Jr., V.M.D., Secretary (video)  
Joseph Snee, Esq. (phone)  
Leslie Jackson-Jenkins, Esq. (phone)  
J.P. Smith (phone)  
William B.C. Addison (video)  
Morgan Hall (video)

**DIRECTORS ABSENT:** none

**OTHERS PRESENT:** Sean L. Coleman, Esq. (phone)

**CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code, Ann., Gen. Prov. §3-305(b)(1), Mr. McGrath stated that the Board intended to enter closed session to discuss compensation issues related to specific employees of the agency, and to approve the minutes of a prior closed meeting session. Mr. McGrath asked if anyone objected to the Board entering closed session, and no objections were heard. Mr. Snee then made a motion that the Board enter closed session for the reasons stated above. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. The open session of the Board then ended at 10:38 a.m. Board members then called a conference line that was not made available to the public.

**McGrath/Sherring Proposed Closed Session Minutes****CLOSED SESSION**

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss personnel compensation matters ~~the compensation of a specific employee of the Maryland Environmental Service~~, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

Mr. Snee, as Chair of the Human Resources Committee of the Board initiated a discussion regarding the compensation of the Director of the Maryland Environmental Service, who would be leaving his position ~~as Director~~ on May 31 to take another position in State government. Following the discussion, the Board members then present, unanimously approved a motion to (i) pay the Director a severance equal to one year's salary, (ii) reimburse the Director \$5,250 for tuition expenses, (iii) permit the Director to retain the use of the laptop computer and cell phone he had been issued by the agency.

At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Resources Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present, unanimously approved a motion to establish the Deputy Director's salary to be the same amount as the Director's salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director, the Deputy Director's salary would then revert to the salary in effect on May 31, 2020.

The closed session then ended, and the Board meeting adjourned, at 11:21 a.m.

At 10:46 a.m. Mr. McGrath called the closed session to order. All Board members were present during the closed session. Mr. Coleman was also present during the closed session.

Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Mr. McGrath then announced he was leaving the meeting, and he then signed off. Mr. McGrath did not return to the meeting.

Mr. Snee, as Chair of the Human Resources Committee initiated a discussion regarding compensation for the Director. Mr. Snee advised that Mr. McGrath had announced his resignation as Director of the agency and would be starting a new position as Governor Hogan's Chief of staff on Monday, June 1. Mr. McGrath had requested that the Board approve a severance payment like the severance that the Board had approved for the two prior Directors. Mr. Snee stated that he had told Mr. McGrath that he would not recommend that a severance payment be made unless the Governor was aware of the proposed severance and did not object. Mr. McGrath had assured Mr. Snee that the Governor was aware of the proposed severance payment and did not object. Mr. Snee also reported that he and Mr. McGrath had also discussed other personnel and budgetary matters and Mr. McGrath assured him that the concerns of the Board would be considered.

Mr. Snee then advised that the Human Resources Committee had met via conference call on May 27, and again on the morning of May 28 prior to the Board meeting. The Human Resources Committee was recommending that the full Board approve a severance payment to Mr. McGrath consisting of an amount equal to one year's salary, which is \$233,647.23, plus tuition reimbursement in the amount of \$5,250, for a total amount of \$238,897.23. Mr. Snee further stated that the Committee recommended that the amount be rounded up to \$239,000.00. In making this recommendation Mr. Snee noted that by leaving prior to the end of the fiscal year Mr. McGrath would be not able to receive an Executive Incentive payment for FY 2020. This amount would be approximately \$47,000. Additionally, Mr. McGrath has a significant amount of unused leave, which he intends to transfer to his new position. Mr. McGrath had told Mr. Snee that the cash value of his unused leave was approximately \$211,000.

In response to a question, Mr. Harris stated that the agency has sufficient cash to make the proposed payment to Mr. McGrath.

## CLOSED SESSION

At 10:36 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b)(1), Mr. Snee made a motion that the Board enter closed session to discuss personnel compensation matters ~~the compensation of a specific employee of the Maryland Environmental Service~~, and to approve the minutes of a prior closed meeting session. Dr. Streett seconded the motion, all members voted in favor of closing the meeting. Mr. McGrath announced that the meeting of the Board of Directors would immediately adjourn following the closed session. The public meeting then ended at 10:38 a.m. The Board members and Mr. Coleman then called into a secure conference phone line.

Present at the start of the closed session of the Board were Board members McGrath, Wojton, Harris, Streett, Snee, Jackson-Jenkins, Smith, Addison, Hall, and Assistant Attorney General Coleman. At the start of the closed session Mr. McGrath requested a motion for the approval of the minutes of the closed session from the meeting of October 31, 2019. Dr. Streett made the motion to approve the minutes and Mr. Smith seconded. The minutes were unanimously approved.

At 10:48 a.m. Director McGrath left the closed session and did not participate in the remainder of the Board meeting.

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At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

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Following additional discussion among the Board members Mr. Smith then moved to adopt the recommendation to pay Mr. McGrath a severance in the total amount of \$239,000. Mr. Hall seconded the motion. Mr. Snee then asked that the motion be motion be modified to also allow Mr. McGrath to utilize his agency-issued laptop computer and cell phone in his new position as Governor’s Chief of Staff. The Board members then voted by roll call and unanimously approved the motion, as modified.

At 11:12 a.m. Ms. Wojton announced that she was leaving the meeting and she then signed off. Ms. Wojton did not return to the meeting.

Mr. Snee then initiated a discussion of the salary of the Deputy Director. Since Ms. Wojton would now oversee the agency while the Director’s position was vacant, the Human Resources Committee was recommending that the Deputy Director be paid a salary equal to the Director’s salary while the Director’s position was vacant. The new salary would be effective June 1, 2020 and remain in effect until a new Director was appointed by the Governor. Upon the appointment of a new Director, the Deputy Director’s salary would automatically revert to the salary in effect on May 31, 2020. Mr. Addison made a motion to adopt the recommendation of the Human Resources Committee, Mr. Harris seconded the motion. The Board members then voted by roll call and unanimously approved the motion.

At 11:21 a.m. the closed session adjourned, and the Board meeting ended.

**RICHARD P. STRETT, JR., V.M.D**  
**SECRETARY**

**CHARLES GLASS, Ph.D**  
**DIRECTOR**

**CLOSED SESSION**

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At 11:12 a.m. Ms. Wojton left the closed session and did not participate in the remainder of the Board Meeting.

Mr. Snee, as Chair of the Human Resources Committee, initiated a discussion regarding the compensation of the Deputy Director of the Maryland Environmental Service. Following the discussion, the Board members then present, unanimously approved a motion to establish the Deputy Director’s salary to be the same amount as the Director’s salary, effective June 1, 2020. The motion further provided that the Deputy Director shall be paid this salary during the period the position of Director of Maryland Environmental Service is vacant. Upon the appointment of a new Director, the Deputy Director’s salary would then revert to the salary in effect on May 31, 2020.

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THE OFFICE OF  
GOVERNOR LARRY HOGAN



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# Governor Hogan Announces Charles Glass as Director of Maryland Environmental Service

ANNAPOLIS, MD—Governor Larry Hogan today announced he has appointed Charles Glass, Ph.D. as the director of Maryland Environmental Service (MES). Glass is currently the deputy secretary at the Maryland Department of Natural Resources (DNR). He replaces Roy McGrath, who was recently appointed as chief of staff for the administration.

“Charles has served in senior leadership roles in our administration since 2016, and I am proud to appoint him to this position,” said Governor Hogan. “His expertise in areas such as water and wastewater treatment and solid waste management will be a tremendous asset to the MES team.”

Prior to his position at DNR, Glass served as an assistant secretary at the Maryland Department of Transportation. He has 20 years of experience in academia and the engineering consulting industry, including serving as an associate professor in civil engineering at Howard University.

He received his bachelor of science in civil engineering at Johns Hopkins University. He completed his master of science and Ph.D. at the University of Colorado at Boulder.

-###-

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100 State Circle, Annapolis, MD 21401  
(410) 974-3901  
1-800-811-8336  
MD Relay 1-800-735-2258

SMS Message received from Charles Glass 6/24/2020 11:12:26 AM

CG

Thanks!

6/25/2020

SMS Message received from Charles Glass 6/25/2020 6:01:10 PM

CG

Fwd:Hi Charles, as per our conversation this afternoon I think the following would be reasonable upon my departure from the agency: all annual, comp, holiday and personal leave to be paid out at my current salary; early payout of executive incentive, \$1,000 for each year of my service (32 years), and ownership of my current MES assigned electronic devices. If you agree to this, I will ride quietly into the sunset on the date of your choice.

SMS Message received from Charles Glass 6/25/2020 6:02:59 PM

CG

Roy, the above is from Beth. I am unfamiliar with these types of payouts. Happy to discuss when you are available or accept her offer with a June 30 end date.

6/30/2020

SMS Message sent 6/30/2020 5:06:34 PM

Charles, busy yet?! Hope you're doing well. You should have received a cabinet meeting invite today and I will propose giving you 5 mins on the agenda to do a briefing (something I never got!). Not firm yet but just a heads up. RM

SMS Message received from Charles Glass 6/30/2020 5:17:04 PM

CG

Thanks Roy! I am having a blast! Looking forward to defending the pipeline tomorrow if it is necessary. Today is Beth's last day. The inner circle is great and things are well. Happy to join the Cabinet and have 5 minutes!

SMS Message sent 6/30/2020 5:25:35 PM

You are a doer! I think the Gov will say some things tomorrow to welcome you (if the pipeline requires discussion). Keep you posted on cabinet agenda. Shout if you need anything!

---

**From:** Jackson-Jenkins, Leslie <ljjenkins@co.pg.md.us>  
**Sent:** Thursday, August 6, 2020 3:22 PM  
**To:** Colimon, Valerie  
**Cc:** Charles C. Glass; Michael Harris  
**Subject:** FW: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements  
**Attachments:** Maryland Environmental Service (MES) 2020.pdf

Hi Valerie,  
Many thanks for the updated letter.  
Kindly confirm that both audits (Roy McGrath and Managing Directors) are included in the engagement letter.  
Regards,  
Leslie

**From:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Sent:** Thursday, August 6, 2020 10:51 AM  
**To:** Jackson-Jenkins, Leslie <ljjenkins@co.pg.md.us>  
**Cc:** Charles C. Glass <cglass@menv.com>; Michael Harris <mharris@menv.com>  
**Subject:** RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

**CAUTION:** This email originated from an external email domain which carries the additional risk that it may be a phishing email and/or contain malware.

Good morning,

Please find attached the updated letter. Please let me know if there are any questions.

Best,

**Valerie Colimon, CPA**  
Senior Manager

**RSM US LLP**  
1250 H St. NW, Suite 650, Washington, D.C. 20005  
1861 International Drive, 4<sup>th</sup> Floor, McLean, VA 22102  
D: 202.370.8174 | E: [valerie.colimon@rsmus.com](mailto:valerie.colimon@rsmus.com) | W: [www.rsmus.com](http://www.rsmus.com)



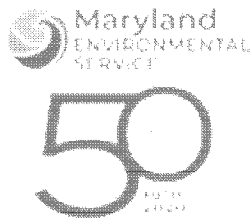
**From:** Jackson-Jenkins, Leslie <[ljjenkins@co.pg.md.us](mailto:ljjenkins@co.pg.md.us)>  
**Sent:** Monday, August 3, 2020 9:37 AM  
**To:** Colimon, Valerie <[Valerie.Colimon@rsmus.com](mailto:Valerie.Colimon@rsmus.com)>  
**Cc:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>; Michael Harris <[mharris@menv.com](mailto:mharris@menv.com)>  
**Subject:** EXT: RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

Great! Thanks Valerie.

Regards,

Leslie

*Leslie Jackson Jenkins, MES Audit Committee Chair*



**From:** Colimon, Valerie <[Valerie.Colimon@rsmus.com](mailto:Valerie.Colimon@rsmus.com)>  
**Sent:** Monday, August 3, 2020 9:19 AM  
**To:** Jackson-Jenkins, Leslie <[ljjenkins@co.pg.md.us](mailto:ljjenkins@co.pg.md.us)>  
**Cc:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>; Michael Harris <[mharris@menv.com](mailto:mharris@menv.com)>  
**Subject:** RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

---

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---

Received Leslie. I will update the letter and send over a new one to review.

Best,

Valerie Colimon, CPA  
Senior Manager

**RSM US LLP**

1250 H St. NW, Suite 650, Washington, D.C. 20005

1861 International Drive, 4<sup>th</sup> Floor, McLean, VA 22102

D: 202.370.8174 | E: [valerie.colimon@rsmus.com](mailto:valerie.colimon@rsmus.com) | W: [www.rsmus.com](http://www.rsmus.com)



CARING



COLLABORATIVE



COURAGEOUS



CRITICAL  
THINKERS



CURIOUS

**From:** Jackson-Jenkins, Leslie <ljenkins@co.pg.md.us>  
**Sent:** Saturday, August 1, 2020 8:20 AM  
**To:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Cc:** Charles C. Glass <cglass@menv.com>; Michael Harris <mharris@menv.com>  
**Subject:** EXT: FW: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

Good Morning Valerie,

Thank you for providing the updated engagement letter. We would like to revise our request to include an audit of MES Managing Directors expenses incurred in Fiscal Year20 (July 1, 2019 thru June 30, 2020). The supporting documentation will be forthcoming for the following Managing Directors:

- Tammy Banta - Managing Director, Environmental Dredging and Restoration
- Vishal Bhatia - Managing Director, Information Technology & Innovation
- Dan Faora - Managing Director, Communications
- Jason Gillespie - Managing Director, Water/Wastewater, Environmental Monitoring & GES
- Michael Harris - Managing Director, Finance
- Steve Pennington - Managing Director, Strategic Partnerships & Industry Relations
- Craig Renner - Managing Director, Communications (Former)
- Steve Tomczewski - Managing Director, Environmental Operations
- Beth Wojton - Deputy Director (Former)
- 

Please let us know if we may provide additional information.

With kind regards,

Leslie

*Leslie Jackson Jenkins, MES Audit Committee Chair*



**From:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Sent:** Thursday, July 30, 2020 10:52 AM  
**To:** Jackson-Jenkins, Leslie <ljenkins@co.pg.md.us>  
**Cc:** Charles C. Glass <cglass@menv.com>; Michael Harris <mharris@menv.com>  
**Subject:** RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

---

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---

Hello,

Please find attached the updated engagement letter which factors a few edits requested by Michael.

Please let me know of any questions you may have with the latest version, thanks.

Best,

**Valerie Colimon, CPA**  
Senior Manager

**RSM US LLP**

1250 H St. NW, Suite 650, Washington, D.C. 20005

1861 International Drive, 4<sup>th</sup> Floor, McLean, VA 22102

D: 202.370.8174 | E: [valerie.colimon@rsmus.com](mailto:valerie.colimon@rsmus.com) | W: [www.rsmus.com](http://www.rsmus.com)



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**From:** Jackson-Jenkins, Leslie <[ljjenkins@co.pg.md.us](mailto:ljjenkins@co.pg.md.us)>

**Sent:** Tuesday, July 28, 2020 4:36 PM

**To:** Colimon, Valerie <[Valerie.Colimon@rsmus.com](mailto:Valerie.Colimon@rsmus.com)>

**Cc:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>; Michael Harris <[mharris@menv.com](mailto:mharris@menv.com)>

**Subject:** EXT: FW: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

Good Afternoon Valerie,

Thanks much. We will review and provide feedback or approval.

Regards,

Leslie

Regards,

*Leslie Jackson Jenkins, MES Audit Committee Chair*



**From:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Sent:** Tuesday, July 28, 2020 3:32 PM  
**To:** Jackson-Jenkins, Leslie <ljjenkins@co.pg.md.us>  
**Cc:** Charles C. Glass <cglass@menv.com>; Michael Harris <mharris@menv.com>  
**Subject:** RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

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Hi Leslie,

I wanted to send over a draft of the engagement letter for your review. In particular the outlined steps in the back, please let me know if you have any questions, thanks!

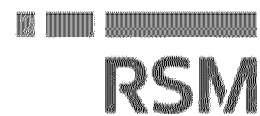
Best,

Valerie Colimon, CPA  
Senior Manager

**RSM US LLP**  
1250 H St. NW, Suite 650, Washington, D.C. 20005  
1861 International Drive, 4<sup>th</sup> Floor, McLean, VA 22102  
D: 202.370.8174 | E: [valerie.colimon@rsmus.com](mailto:valerie.colimon@rsmus.com) | W: [www.rsmus.com](http://www.rsmus.com)



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**From:** Jackson-Jenkins, Leslie <ljjenkins@co.pg.md.us>  
**Sent:** Monday, July 27, 2020 3:41 PM  
**To:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Cc:** Charles C. Glass <cglass@menv.com>; Michael Harris <mharris@menv.com>  
**Subject:** EXT: RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

Valerie,  
Thanks for your acknowledgment of our request.  
Regards,  
Leslie

**From:** Colimon, Valerie <Valerie.Colimon@rsmus.com>  
**Sent:** Monday, July 27, 2020 3:32 PM  
**To:** Jackson-Jenkins, Leslie <ljjenkins@co.pg.md.us>

**Cc:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>; Michael Harris <[mharris@menv.com](mailto:mharris@menv.com)>

**Subject:** RE: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

---

**CAUTION:** This email originated from an external email domain which carries the additional risk that it may be a phishing email and/or contain malware.

---

Good afternoon Leslie,

Thank you for the below. I will work on the engagement letter and send over for review.

Best,

**Valerie Colimon, CPA**  
Senior Manager

**RSM US LLP**

1250 H St. NW, Suite 650, Washington, D.C. 20005

1861 International Drive, 4<sup>th</sup> Floor, McLean, VA 22102

D: 202.370.8174 | E: [valerie.colimon@rsmus.com](mailto:valerie.colimon@rsmus.com) | W: [www.rsmus.com](http://www.rsmus.com)



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**From:** Jackson-Jenkins, Leslie <[ljjenkins@co.pg.md.us](mailto:ljjenkins@co.pg.md.us)>

**Sent:** Monday, July 27, 2020 1:55 PM

**To:** Colimon, Valerie <[Valerie.Colimon@rsmus.com](mailto:Valerie.Colimon@rsmus.com)>

**Cc:** Charles C. Glass <[cglass@menv.com](mailto:cglass@menv.com)>; Michael Harris <[mharris@menv.com](mailto:mharris@menv.com)>

**Subject:** EXT: Request to RSM US, LLP for Audit of Maryland Environmental Services Expense Reimbursements

Good Afternoon Valerie,

I am requesting RSM conduct an audit of Roy McGrath's expenses (receipts, expense report and supporting documentation) to determine whether the expenses were permissible reimbursements adhering to Maryland Environmental Service ("MES") and Maryland State policies. Mr. McGrath is the former Director/CEO of MES. The expense documentation is attached. For your convenient reference, please find the following relevant MES and State policies/procedures attached:

- MES Travel Advance and Expense Reimbursement Procedures (note that MES follows the State Standard Travel Regulations)

- MES also has a meal reimbursement policy. The maximum allowable meal reimbursement is posted at the website of the Department of Budget and Management <https://dbm.maryland.gov/Pages/MealTipReimbursement.aspx>
- Executive Order 01.01.2015.08, Standards of Conduct for Executive Branch Employees.

Would you kindly provide an engagement letter to memorialize the terms and fees for conducting the requested audit. Please feel free to contact me at [REDACTED] should you require additional information.

Regards,

*Leslie Jackson Jenkins, MES Audit Committee Chair*




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August 6, 2020

RSM US LLP

Audit Committee of the Board of Directors  
Maryland Environmental Service (MES)  
259 Najoles Road  
Millersville, MD 21108

9801 Washingtonian Blvd.  
Suite 500  
Gaithersburg, MD 20878  
T +1 301 296 3600  
F +1 301 296 3601

[www.rsmus.com](http://www.rsmus.com)

Attention: Leslie Jackson Jenkins, MES Audit Committee Chair,

This letter is to explain our understanding of the arrangements for, and the nature and limitations of, the services we are to perform for Maryland Environmental Service (the Service) with respect to the Expense Report Review in accordance to defined policies and procedure provided by the Service of the specified Managing Directors listed in attachment B of the Service for the specified period of July 1, 2019, through June 30, 2020. The specific procedures to be performed are included as an attachment A to this letter.

### **Engagement Services**

Our engagement will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Because the procedures included in the attachment to this letter do not constitute an examination or review, the objective of which is the expression of an opinion or conclusion, respectively, we will not express an opinion or any other form of assurance thereon and if additional procedures were to be performed, other matters might have come to our attention.

At the conclusion of our engagement, we will submit a report in letter form outlining the procedures performed and our findings resulting from the procedures performed. It is our understanding that you have requested that findings in excess of \$1, be reported to you.

Our report will contain a statement that it is intended solely for the use of the Service and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Should you desire that others be added to our report as specified parties, please contact us as it will be necessary to obtain their agreement with respect to the sufficiency of the procedures for their purpose.

The procedures that we will perform are not designed and cannot be relied upon to disclose errors, fraud or illegal acts, should any exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential.

Furthermore, the procedures were not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. However, we will communicate to management and those charged with governance any significant deficiencies or material weaknesses that become known to us during the course of the engagement.

### **The Service's Responsibilities**

The sufficiency of the procedures included in the attachment is solely the responsibility of the Service. We make no representation regarding the sufficiency of the procedures described above, either for the purpose for which these services have been requested or for any other purpose. Management is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of expense reimbursements that is free from material misstatement, whether due to fraud or error.

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In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Service involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the Service received in communications from employees, former employees, analysts, regulators, short sellers or others.

The Service agrees that it will not include our reports, or otherwise make reference to us, in any public or private securities offering without first obtaining our consent. Any request to consent is also a matter for which separate arrangements may be necessary. After obtaining our consent, the Service also agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing, and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when the Service seeks such consent, we will be under no obligation to grant such consent or approval.

#### **Records and Assistance**

If circumstances arise relating to the condition of the Service's records, the availability of appropriate evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets that, in our professional judgment, prevent us from completing the engagement or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Service's books and records. The Service will determine that all such data, if necessary, will be so reflected. Accordingly, the Service will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by Service personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Michael Harris, Managing Director, Finance. The timely and accurate completion of this work is an essential condition to our completion of our services and issuance of our report.

#### **Parties' Understandings Concerning Situation Around COVID-19**

RSM US LLP and MES acknowledge that, at the time of the execution of this arrangement letter, federal, state and local governments, both domestic and foreign, have restricted travel and/or the movement of their citizens due to the ongoing and evolving situation around COVID-19. In addition, like many organizations and companies in the United States and around the globe, RSM US LLP has restricted its employees from travel and onsite work, whether at a client facility or RSM US LLP facility, to protect the health of both RSM US LLP's and its clients' employees. Accordingly, to the extent that any of the services described in this arrangement letter requires or relies on RSM US LLP or MES personnel to travel and/or perform work onsite, either at MES's or RSM US LLP's facilities, including, but not limited to, maintaining business operations and/or IT infrastructure, RSM US LLP and MES acknowledge and agree that the performance of such work may be delayed, significantly or indefinitely, and thus certain services described herein may need to be rescheduled and/or suspended at either RSM US LLP's or MES's sole discretion. RSM US LLP and MES agree to provide the other with prompt written notice (email will be sufficient) in the event any of the services described herein will need to be rescheduled and/or suspended. RSM US LLP and MES also acknowledge and agree that any delays or workarounds due to the situation surrounding COVID-19 may increase the cost of the services described herein. RSM US LLP will obtain MES's prior written approval (email will be sufficient) for any increase in the cost of RSM US LLP services that may result from the situation surrounding COVID-19.

### **Fees, Costs, and Access to Documentation**

Our fees for the services described above are \$160, an hour with an expected budget range of 25 to 40 hours and are based upon the value of the services performed and the time required by the individuals assigned to the engagement plus directly billed expenses, including report processing, travel, meals, and fees for services from other professionals, as well as a charge of 5% percent of fees for all other expenses, including indirect administrative expenses such as technology, research and library databases, communications, photocopying, postage and clerical assistance. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission.

In the event we are requested or authorized by the Service or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for the Service, the Service will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers, and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

Our professional standards require that we perform certain additional procedures on current and previous years' engagements whenever a partner or professional employee leaves the Firm and is subsequently employed by or associated with a client. Accordingly, the Service agrees it will compensate RSM US LLP for any additional costs incurred because of the Service's employment of a partner or professional employee of RSM US LLP.

### **Termination**

Your failure to make full payment of any and all undisputed amounts invoiced in a timely manner constitutes a material breach for which we may refuse to provide deliverables and/or, upon written notice, suspend or terminate our services under this arrangement letter. We will not be liable to you for any resulting loss, damage or expense connected with the suspension or termination of our services due to your failure to make full payment of undisputed amounts invoiced in a timely manner.

In the event you terminate this engagement, you will pay us for all services rendered (including deliverables and products delivered), expenses incurred, and noncancelable commitments made by us on your behalf through the effective date of termination.

We will not be responsible for any delay or failure in our performance resulting from acts beyond our reasonable control or unforeseen or unexpected circumstances, such as, but not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At your option, you may terminate this arrangement letter where our services are delayed more than 120 days; however, you are not excused from paying us for all amounts owed for services rendered and deliverables provided prior to the termination of this arrangement letter.

When an engagement has been suspended at the request of management or those charged with governance and work on that engagement has not recommenced within 120 days of the request to suspend our work, we may, at our sole discretion, terminate this arrangement letter without further obligation to you. Resumption of our work following termination may be subject to our client acceptance procedures and, if resumed, will require additional procedures not contemplated in this arrangement letter. Accordingly, the scope, timing and fee arrangement discussed in this arrangement letter will no longer apply. In order for us to recommence work, the execution of a new arrangement letter will be required.

We may terminate this arrangement letter upon written notice if: (i) we determine that our continued performance would result in a violation of law, regulatory requirements, applicable professional or ethical standards, or our client acceptance or retention standards; or (ii) you are placed on a verified sanctioned the Service list or if any director or executive of, or other person closely associated with, you or any of your affiliates is placed on a verified sanctioned person list, in each case, including, but not limited to, lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the United Nations Security Council, the European Union, or any other relevant sanctioning authority.

#### **Indemnification and Claim Resolution**

Because RSM US LLP will rely on the Service and its management and those charged with governance to discharge the foregoing responsibilities, the Service holds harmless and indemnifies RSM US LLP and its partners and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the Service's management that has caused, in any respect, RSM US LLP's breach of contract or negligence.

The Service and RSM US LLP agree that no claim arising out of services rendered pursuant to this arrangement letter shall be filed more than the earlier of two years after the date of the report issued by RSM US LLP or the date of this arrangement letter if no report has been issued. In no event shall either party be liable to the other for claims of punitive, consequential, special, or indirect damages.

RSM US LLP's liability for all claims, damages and costs of the Service arising from this engagement is limited to the amount of fees paid by the Service to RSM US LLP for the services rendered under this arrangement letter.

These provisions will survive termination of this letter.

#### **Information Security - Miscellaneous Terms**

RSM US LLP is committed to the safe and confidential treatment of the Service's proprietary information. RSM US LLP is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards, which govern the provision of services described herein. The Service agrees that it will not provide RSM US LLP with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the Service information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

### Electronic Signatures and Counterparts

Each party hereto agrees that any electronic signature of a party to this agreement or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy (as a "pdf" (portable document format) or other replicating image) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities or (iv) a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule.

If this letter defines the arrangements as the Service understands them, please sign and date a copy and return it to us. We appreciate your business.

RSM US LLP



Valerie Colimon, CPA, Senior Manager

Confirmed on behalf of the Service:

\_\_\_\_\_  
Leslie Jackson Jenkins, MES Audit Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Charles C. Glass MES Director/CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael Harris, MES Managing Director, Finance

\_\_\_\_\_  
Date

Attachment A

1. Obtain the applicable policies and procedures as defined by MES which include:
  - a. MES Travel Advance and Expense Report Procedures Revised 10-02
  - b. State Travel Management Unit – Board of Public Works Subtitle 02 Business Administration 23.02.01 Standard Travel Regulations
  - c. Maryland Environmental Service Personnel Meal Reimbursement Policy no. 10.16
  - d. State of Maryland Standards of Conduct for Executive Branch Employees and Reporting of Misconduct
2. Obtain the July 1, 2019 to June 30, 2020 expense reports and all corresponding supporting documentation for the individuals listed in attachment B.
3. Trace each expense to an external party receipt/supporting documentation.
4. Compare each expense to the policies noted in step 1.

Attachment B

1. Roy McGrath, Director/CEO (Former)
2. Tammy Banta - Managing Director, Environmental Dredging and Restoration
3. Vishal Bhatia - Managing Director, Information Technology & Innovation
4. Dan Faora - Managing Director, Communications
5. Jason Gillespie - Managing Director, Water/Wastewater, Environmental Monitoring & GES
6. Michael Harris - Managing Director, Finance
7. Steve Pennington - Managing Director, Strategic Partnerships & Industry Relations
8. Craig Renner - Managing Director, Communications (Former)
9. Steve Tomczewski - Managing Director, Environmental Operations
10. Beth Wojton - Deputy Director (Former)

iMessage Message received from David Nevins 8/7/2020 11:12:41 AM

DN

I'd just try it. Old number

iMessage Message received from David Nevins 8/7/2020 11:33:30 AM

DN

All good?

iMessage Message sent 8/7/2020 11:41:33 AM - Delivered

That was a good call. He liked it and it was substantive. I'd like to do some follow up on the NY topic together

iMessage Message received from David Nevins 8/7/2020 11:41:52 AM

DN

A ok

---

8/9/2020

iMessage Message received from David Nevins 8/9/2020 8:15:33 AM

DN

Happy birthday.

iMessage Message sent 8/9/2020 11:01:49 AM - Delivered

Thank you, David! Raise a glass for me tonight

---

8/14/2020

iMessage Message received from David Nevins 8/14/2020 3:54:41 AM

DN

If you feel like discussing your current matter just give me a call. As is typical, making a mountain out of mole hill. But like all else, this too shall pass. D.

iMessage Message sent 8/14/2020 6:52:03 AM - Delivered

Thanks for the note, David. It left out the important fact this was routine — my predecessors got the exact same thing, as did the deputy when she left recently. Will touch base around 8 if you're available.

iMessage Message received from David Nevins 8/14/2020 6:53:54 AM

DN

Sure.

---

8/16/2020

iMessage Message received from David Nevins 8/16/2020 2:25:50 PM

DN

All ok?

iMessage Message sent 8/16/2020 3:45:41 PM - Delivered

I'm ok. Anything new?

iMessage Message received from David Nevins 8/16/2020 3:49:52 PM

DN

Nope. All good for now. Have am call w Charles. Will advise re results. Feel free to keep me in loop re other details as/if they unfold. So far so good. My evaluation so far: payment was not great optics, and an opportunity for opposition political points, but not much beyond that. Having said that, if it was me, I'd have requested and taken the money too. As long as the Guv is happy.... we will attempt to keep Charles et al in line.

iMessage Message sent 8/16/2020 6:04:56 PM - Delivered

Understood. The comms (not you) hasn't been handled well. No comment doesn't work in a pile on. We have a strategy meeting in morning too. Expecting a more aggressive and appropriate response finally. If you have time for a brief talk let me know

---

8/17/2020

iMessage Message received from David Nevins 8/17/2020 1:41:31 PM

DN

Anything up?

iMessage Message sent 8/17/2020 1:43:02 PM - Delivered

Always. Can talk when you like

Thank you and Farewell

**Subject:** Thank you and Farewell

**From:** Roy McGrath -GOV- <roy.mcgrath@maryland.gov>

**Date:** 8/17/2020, 5:00 PM

**To:** dlgoystatehouse\_gov@maryland.gov, Sam Abed -DJS- <sam.abed@maryland.gov>, Joe Bartenfelder -MDA- <joe.bartenfelder@maryland.gov>, Carol Beatty -MDOD- <carol.beatty@maryland.gov>, David Brinkley -DBM- <david.brinkley@maryland.gov>, Chris Cavey -GOV- <chris.cavey@maryland.gov>, Ellington Churchill -DGS- <ellington.churchill@maryland.gov>, James Fielder -GOV- <james.fielder@maryland.gov>, Glenn Fueston -GOCCP- <glenn.fueston@maryland.gov>, "Gowen, Timothy E (Tim) MG USARMY NG MDARNG (USA)" <Timothy.e.gowen.mil@mail.mil>, "Robert L. Green -DPSCS-" <robertl.green@maryland.gov>, Ben Grumbles -MDE- <ben.grumbles@maryland.gov>, "Jeannie H. Riccio -DNR-" <jeannie.riccio@maryland.gov>, Michael Higgs -SDAT- <michael.higgs@maryland.gov>, Kenneth Holt -DHCD- <kenneth.holt@maryland.gov>, Woodrow W Jones -State Police- <woodrow.jones@maryland.gov>, Rona Kramer -MDOA- <rona.kramer@maryland.gov>, Patrick Lally -GOV- <patrick.lally@maryland.gov>, Michael Leahy -DoIT- <michael.leahy@maryland.gov>, Steve McAdams <steven.mcadams@maryland.gov>, Robert McCord -MDP- <robert.mccord@maryland.gov>, cglass@menv.com, Robert Neall -MDH- <robert.neall@maryland.gov>, George Owings -MDVA- <George.Owings@maryland.gov>, lourdes.padilla@maryland.gov, Wendi Peters -GOV- <wendi.peters@maryland.gov>, Gregory Slater <gslater@mdot.maryland.gov>, kathleen.birrane@maryland.gov, Jimmy Rhee -GOSBA- <jimmy.rhee@maryland.gov>, Tiffany Robinson -DHCD- <tiffany.robinson@maryland.gov>, Karen Salmon -MSDE- <karen.salmon@maryland.gov>, Steve Schuh -MEMA- <steve.schuh@maryland.gov>, "Kelly M. Schulz -COMMERCE-" <kelly.schulz@maryland.gov>, Russ Strickland -MEMA- <russell.strickland@maryland.gov>, Mary Beth Tung -MEA- <marybeth.tung@maryland.gov>, John Wobensmith -SOS- <john.wobensmith@maryland.gov>, Kelby Brick -ODHH- <kelby.brick@maryland.gov>, Jennifer Colton -GOV- <jennifer.colton@maryland.gov>, tdelbridge@miemss.org, "Frenz, Michael" <mfrenz@mdstad.com>, kate.hession1@maryland.gov, Walter Landon -GOV- <walter.landon@maryland.gov>, gordon.medenica@maryland.gov, allison.cordell@maryland.gov, jason.stanek@maryland.gov, Tiffany Waddell -GOV- <tiffany.waddell@maryland.gov>

Dear colleagues,

As you may be aware, there has been discussion in recent days related to my transition back to state employment. Some do not agree with the circumstances, which has led to an unfortunate, terribly-timed distraction. Reasonable people can disagree. However, this role, especially at this time, does not have the bandwidth to not be focused fully on the urgent matters at hand. As such, I have decided to step aside, and I will be transitioning out of the public sector and back into the private. I will remain available to the Governor and to you until a new chief of staff is selected, and for transition purposes.

From the Baltimore riots to the ongoing pandemic, this administration has been

challenged in ways that few could imagine. Consistently, we have risen to occasion -- together. We live in a period of troublingly toxic politics that serves to be a disincentive for attracting good, well-intentioned talent into public service. I have given all that I can to it for now.

I want to genuinely thank all of you for being such incredible partners, many of you throughout my six years of dedicated public service. So far as I am concerned, this team is the best in the nation, and is led by the nation's preeminent Governor. Please keep carrying the torch. Please keep championing our incredible citizens, businesses, and communities. Please keep showing that bi-partisan leadership works.

And finally, please continue doing the exemplary job that you have of changing Maryland for the better. I am proud of you and this team.

Sincerely,

Roy



**Roy McGrath, IOM, CAE**  
Chief of Staff, State of Maryland  
Office of the Governor  
100 State Circle  
Annapolis, Maryland 21401  
[roy.mcgrath@maryland.gov](mailto:roy.mcgrath@maryland.gov)  
(410) 974-5154 (O)  
[Website](#) | [Facebook](#) | [Twitter](#)

### **MES Historical Financial Performance**

Fiscal Year	Total Revenues (\$)	Total Revenue Change Fiscal Year-to-Year	Total Net Assets (\$)	Total Net Assets Change Fiscal Year-to-Year
2004	71,151,000		7,583,000	
2005	78,681,000	7,530,000	6,407,000	-1,176,000
2006	78,412,000	-269,000	7,186,000	779,000
2007	93,351,000	14,939,000	8,701,000	1,515,000
2008	123,136,000	29,785,000	8,215,000	-486,000
2009	105,735,000	-17,401,000	12,170,000	3,955,000
2010	118,755,000	13,020,000	15,931,000	3,761,000
2011	108,762,000	-9,993,000	16,510,000	579,000
2012	105,904,000	-2,858,000	18,729,000	2,219,000
2013	93,923,000	-11,981,000	19,600,000	871,000
2014	110,317,000	16,394,000	20,567,000	967,000
2015	141,173,000	30,856,000	22,017,000	1,450,000
2016	159,505,000	18,332,000	23,825,000	1,808,000
2017	165,784,000	6,279,000	26,236,000	2,411,000
2018	155,299,000	-10,485,000	28,074,000	1,838,000
2019	161,121,000	5,822,000	29,757,000	1,683,000
2020	182,221,000	21,100,000	30,484,000	727,000

## Joseph Snee

---

**From:** Beth Wojton <bwojton@menv.com>  
**Sent:** Sunday, June 28, 2020 9:49 AM  
**To:** Joseph Snee  
**Subject:** "Severance"

This is what Charles and Roy agreed to:

all annual, comp, holiday and personal leave to be paid out at my current salary; early payout of executive incentive, \$1,000 for each year of my service (32 + years), and ownership of my current MES assigned electronic devices.

Thanks



### Beth Wojton

Deputy Director, MES

259 Najoles Road, Millersville, MD 21108

[bwojton@menv.com](mailto:bwojton@menv.com) | [menv.com](http://menv.com)

410.729.8203 (office) | 410.980.6312 (mobile)



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## Former Hogan chief of staff calls MES severance, bonuses 'customary'; legislators seek answers on 'problematic' payouts

By PAMELA WOOD  
BALTIMORE SUN | AUG 21, 2020



Roy McGrath says his six-figure severance payout from the Maryland Environmental Service helped make up for bonuses he lost out on by leaving his job as director. It also was a "well-earned performance award." (Pamela Wood)

The Maryland Environmental Service — whose former director is under scrutiny for a six-figure payout as he left to head Gov. Larry Hogan's staff — has a history of paying large severances and bonuses to executives.

Former director Roy McGrath received an amount equal to [his annual salary](#) of about [\\$233,000](#) and other perks when he left this summer. But he also regularly received tens of thousands of dollars in bonuses at the agency, which is funded by public money from sources such as contracts with local governments and federal grants.

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McGrath told The Baltimore Sun on Friday that he received a 15% bonus last year and expected his next bonus to be 20%. A 15% bonus is more than \$35,000 and a 20% bonus would have been nearly \$47,000.

State legislators have raised questions about whether McGrath's departing payout was appropriate for a public servant, particularly during an economic crisis, and House Speaker Adrienne A. Jones has said he ought to return it.

But McGrath said again that he sees the agency as functioning like a business and the rewards as routine. The bonuses, he said, "were usual and customary, based on performance." Other MES executives received them, as well, he said.

Lawmakers investigating the payment and McGrath's leadership say such statements only raise more questions.

[Roy McGrath: Severance from Maryland Environmental Service earned through 'exceptional performance' | COMMENTARY »](#)

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"The more we hear, the more problematic it appears to be and the more concerns we have," said Del. Erek Barron, a Prince George's County Democrat.

He will co-chair a General Assembly oversight hearing Tuesday on the matter.

McGrath has declined interview requests since The Baltimore Sun reported last week on [the payment he received](#) when he resigned from the Maryland Environmental Service to become Hogan's chief of staff. [He resigned Monday from the governor's office.](#)

But McGrath wrote a letter Thursday to The Sun to defend his leadership and the payout, and he answered some follow-up questions via email Friday.

The Maryland Environmental Service is an independent state agency created by the General Assembly that carries out environmental and public works projects. It does not receive funding directly from the state budget. But its customers primarily include local governments and the state government, which combined account for 95% of the service's revenues.

McGrath wrote in the letter that because MES is structured differently than other state agencies, that allows for practices such as severance pay for executives.

"MES, as it is constructed today, is essentially a business," McGrath wrote.

McGrath also wrote that the severance payout was designed, in part, to make up for the fact that he would have missed out on the possibility of significant bonuses had he stayed at the environmental service.

"In my CEO capacity, leaving MES to work for the state meant I would lose approximately \$120,000 in anticipated, future, bonus earnings at MES," McGrath wrote. "The severance helped to offset this expected loss and provided an additional, well-earned performance award."

According to McGrath and MES officials, several executives received varying levels of severance when retiring over the last 15 years. McGrath is the only one during that time who received a severance when resigning to take another state-level public service job.

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McGrath's predecessor, John O'Neill, who was acting director in 2016 and 2017, received a payment covering his final bonus and unused leave time when he retired, according to MES spokesman Dan Faoro.

Jim Harkins, [who retired in 2016](#) after more than a decade leading the agency, received severance of \$256,746, representing one year's salary, Faoro said.

John Sparkman, who led the agency for two years before retiring in 2005, also was paid a severance of a year's salary, Faoro said.

Beth Wojton, who retired this summer as deputy director after 32 years at MES, was granted a severance of \$1,000 for each year she worked there. She also was paid her annual bonus and unused leave and allowed to keep a work-issued cellphone and laptop, according to Faoro and board minutes.

"In other words, this was a standard business practice for certain executives who had earned it, typically through performance," McGrath wrote.

In addition to the severances paid to departing executives, MES has a policy of paying bonuses to executives that dates to 1999.

Each year, the board sets goals for the agency and sets aside a pool of money for bonuses. If goals are met, the top executives can receive bonuses, typically up to 15% of their pay. Occasionally, the board has approved 20% bonuses, Faoro said. The executive bonuses are typically paid on Nov. 30.

All bonuses and severances are approved by the MES board of directors. Six of the board members, including the MES director as its chair, are nominated by the governor, appointments that are subject to the approval of the state Senate. The MES director appoints the other three members.

Joseph F. Snee Jr., a Hogan appointee who chairs the board's human resources committee, has not responded to requests for comment. He made the proposal to give McGrath a severance payment, according to board minutes for May 28. McGrath was not present for the discussion or the vote.

McGrath said in his letter that the decision to grant him severance might be a different one now.

"The fiscal circumstances in mid-May were certainly not the same as today. It was shortly into the pandemic, and the full impact was only beginning to unfold," he wrote. "If the same decision were being made today, with the knowledge we now have, it may have been handled differently."

Maryland's unemployment rate for May was 10%. The state had been under a stay-at-home order from March 30 to May 15, with stores, restaurants and churches closed and most manufacturing shut down. The measures taken to restrict the spread of the disease severely depressed the state's economy.

Barron, the state delegate, said that no matter how many MES executives have received severance payments, it's worth investigating.

"I do keep hearing that other people have done this or gotten payments, and whether this is wrong or not," Barron said. "Just because everyone's doing it, doesn't make it right."

Sen. Clarence Lam, a Democrat representing Howard and Baltimore counties, will co-chair Tuesday's hearing.

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McGrath has been invited to appear to answer questions; he did not respond to a question Friday about whether he would.

"If Mr. McGrath can send a letter to The Baltimore Sun, I hope he can show up to our committee hearing," Lam said.

In his letter, McGrath also pointed to bonuses paid to workers at MES. Through a program called BEST — Building Excellence and Success Together — each of the agency's more than 800 employees was given a \$3,000 bonus in March, at a total cost of more than \$2 million.

At the time, the agency touted that it was giving out the bonuses earlier than usual in light of the pandemic. The payments are typically made in the fall.



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"We are taking this proactive, unprecedented step to help provide some added peace of mind for our teammates," McGrath said [in a news release](#) at the time.

Maryland agencies funded directly by the state budget must follow [personnel law](#) that limits incentive payments to workers to \$300 in payment or gifts, or up to three extra days of leave.

As part of McGrath's departure, he also left a seat on the University of Maryland Medical System's board of directors. The seat represents the governor on the board; it will be filled by Hogan's acting chief of staff, Keiffer Mitchell.

In his letter to The Sun, McGrath wrote he was not asked to leave his job as Hogan's chief of staff.

"To the contrary," he wrote, "I had the full support of the team to remain."

#### LATEST POLITICS

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46m

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6:02 AM

Anne Arundel executive hosts re-election fundraiser, launches advocacy and lobbying nonprofit 'Future Matters'

NOV 10, 2020

A spokesman for the governor declined to comment.



Pamela Wood  
The Baltimore Sun



Pamela Wood covers Maryland politics from The Baltimore Sun's State House bureau in Annapolis. She's been with The Baltimore Sun since 2013, and previously wrote for The Capital, the Maryland Gazette, the Daily Times (Salisbury) and Gannett News Service. She grew up in Howard County and graduated from the University of Maryland.

# Hogan expressed support of hefty severance package, says former chief of staff Roy McGrath

By Ovetta Wiggins and Rebecca Tan

Yesterday at 5:53 p.m. EDT



## CORRECTION

A previous version of this story incorrectly quoted a private message from Gov. Larry Hogan to Roy McGrath. The message read “...I know it is unfair,” not “...I think it is unfair.” In addition, the story incorrectly reported that McGrath had been arrested; charges were filed against him, but he had not been arrested. The story also incorrectly quoted the title of McGrath’s book draft. It is “Operation Enduring Friendship,” not “Operating Enduring Friendship.” The story has been corrected.

Maryland Gov. Larry Hogan (R) had sent a private message to Roy McGrath, his longtime ally and former chief of staff, indicating his support of a large payout that McGrath received from the quasi-public agency he led before becoming the governor’s top aide, according to a document McGrath provided to The Washington Post.

“I know you did nothing wrong. I know it is unfair. I will stand with you,” Hogan wrote to his former aide in the undated message after it was publicly revealed in mid-August that McGrath received a \$233,647.23 severance package from Maryland Environmental Services, which became the basis of a federal and state indictment.

Michael Ricci, a spokesman for Hogan, acknowledged that Hogan sent the message to McGrath but said it was before the governor learned more details about how the severance package was obtained.

While McGrath has maintained that Hogan knew of and approved the severance, the governor, who is cooperating with law enforcement and has not been accused of any crime, has repeatedly denied knowledge of the hefty payout before he brought McGrath on as his chief of staff on June 1, 2020.

McGrath was indicted last month on nearly three dozen federal and state charges, including wire fraud and embezzlement, largely stemming from the nearly quarter-million severance prosecutors say he encouraged the MES board of directors to approve by “falsely telling them that the Governor was aware of and approved the payment.”

McGrath, whose next appearance on his state charges is Dec. 17, has repeatedly denied wrongdoing. In state court, his charges include felony theft, misconduct by a public official and violating Maryland’s wiretap laws by recording private calls with Hogan and other state officials without their permission.

Ricci said Hogan’s message to McGrath was “consistent with what the governor has previously said, which was confirmed by yearlong federal and state investigations.” He said the governor was “reserving judgment until all the facts came to light, and that fact-finding is what led to the resignation.”

At an Aug. 27, 2020, news conference on an unrelated topic, Hogan said his counsel told him three weeks earlier about “some concerning news about some questions about things at MES. I was concerned when I heard some of it.”

Hogan said he called McGrath, who told him that it was “normal practice, every director who has left there gets a year’s severance ... guy who was there for a year got it, the previous guy got it, the previous one, this is common. They do this all the time. I was like, ‘Wow, I had no idea.’”

McGrath provided The Post a screenshot of the message Hogan sent him and a copy of a memo dated May 18, 2020 — two weeks before McGrath was to start as Hogan’s top aide — that broadly spells out what McGrath says was a confidential agreement between himself and Hogan.

The memo, which McGrath said he drafted himself and presented to Hogan for approval, is on plain paper, with a “To: Hogan” above “Re: Employment agreement — Roy McGrath, Start Date: TBD.”

It notes McGrath’s salary of \$233,647.23 and “other compensation” as a severance package from MES. It does not give an amount for the severance and notes the terms, including length of service (through January 2023), telework as needed and that it was “cancelable upon mutual agreement.”

There are two boxes on the memo — one labeled “Approved” and one labeled “Disapproved. Needs further discussion.” The “Approved” box contains a blue check mark.

Ricci said the memo was “a complete fabrication.” He said Hogan had never seen the memo until state prosecutors showed it to him.

“This is a complete fabrication,” Ricci said. “And [it] bears no resemblance to the memos or documents submitted to the governor. There is no ‘from’ line. Political appointees do not have ‘mutually cancelable’ agreements.”

He said all documents related to personnel hiring are processed by the Governor’s Office of Financial Administration, not by the governor himself.

McGrath says the memo was strictly between him and the governor, and that Hogan had “nonchalantly approved it with his customary blue check mark.”

In his first media interview since he was charged, McGrath, who now lives in Florida, said his loyalty to Hogan and the governor’s message caused him to initially remain silent as questions mounted about the severance package and his tenure at MES.

In the message to McGrath, Hogan appeared worried that the Democratic Party was “going to try to tear us down on this thing” and wanted his senior adviser, Ron Gunzburger; his chief legal counsel, Michael T. Pedone; Ricci; and his chief legislative officer, Keiffer J. Mitchell Jr., to develop a strategy to address what he said was “not a legal concern but a media coms political pr one particularly in a pandemic as we are taking away 3% raises furloughing and laying off people. Govs chief of staff. Businesses closing and 500K unemployed.”

He described a call by the presiding officers to launch oversight hearings a “legislative witchunt.”

“Mike [Ricci] thinks will be a continuing press story,” Hogan wrote. “Keiffer [Mitchell] thinks legislators going to try to make it a bridge gate,” referring to a scandal that affected the presidential ambitions of fellow Republican and Hogan friend, former New Jersey governor Chris Christie.

McGrath said he resigned as chief of staff, a job he held for less than three months, because of the governor’s “written promise to ‘stand with’ me.”

“However, after my resignation, to my shock and dismay, over the course of three news conferences that followed my departure, his story shifted each time he was asked about it.” McGrath wrote in a draft of a book he’s penning about his experience, “Operation Enduring Friendship: A Maryland Politician’s Legacy of Lies and Deception.” “Ultimately, he finally failed to keep his promise to me and, instead, he misled everyone. He hung me out to dry.”

Hogan ended the private message with “we need our team to have all the facts so they can all help us circle the wagons and fight back.”

McGrath said he has been advised by friends not to go public but, he wrote, “speaking up is the only option I feel that I have, despite the risks that come from angering those who have been calculatedly destroying my life. The truth needs to be known.”

## A long history

Shortly after Hogan won the 2014 gubernatorial race, the newly elected governor tapped McGrath, a businessman and political donor mostly known in Republican circles in Southern Maryland, as his deputy chief of staff. He called McGrath a “trusted adviser,” who had a hand in helping to build his new administration.

Hogan would turn to McGrath on several more occasions. In 2016, he appointed him to take the helm at MES, saying “there was no one better suited” to lead the agency, which helps local governments finance waste facilities and other infrastructure projects. And, last year, in the throes of the pandemic, the governor asked McGrath, whom he called a “leader with a proven track record ... and a passionate commitment to public service,” to take one of the most powerful positions in state government as his chief of staff.

When he got his first job in Hogan’s administration, McGrath was one of the few appointees who knew Hogan as a young congressional candidate in the early 1990s.

McGrath served on the Hogan for Congress committee, helping the then-real estate businessman in his unsuccessful bid to unseat Rep. Steny H. Hoyer (D-Md). At the time, McGrath was head of the Charles County Republican Central Committee. The two would meet again in 2014 when McGrath, who was working as vice president of business development and conventions at the National Association of Chain Drug Stores, volunteered and donated to Hogan’s gubernatorial campaign. That year, he gave \$4,000 to the Republican State Central Committee for the governor’s race. From June 2017 to January 2019, while working at MES, he contributed \$5,250 to Hogan campaign accounts.

## Caught off guard

To McGrath’s former colleagues in the statehouse, McGrath was a consummate administrator. He was meticulous, strait-laced, the type of person who always played it by the book.

But prosecutors paint a different picture of the 52-year-old native Marylander. They say he was a fraudster, an embezzler and a thief.

In interviews with 20 current and former state government and statehouse officials who worked with McGrath as he came up in Maryland politics, almost all said they were caught off guard by the news of his severance package and excesses in spending. They described him as being a straightforward, formal and, at times, stiff colleague who focused on work and did not seem to have outsize political ambitions.

Sen. Adelaide C. Eckardt (R-Dorchester) said she met McGrath as he got involved in the Republican Party in the 1990s. Like Hogan, she said, he was known as “a business person who participated in party activities” and had a reputation for being task-driven. The allegations described in the recent indictment against him “seemed out of character from how I knew him,” Eckardt added.

Len Foxwell, the former chief of staff to Comptroller Peter Franchot (D) who has known McGrath for decades, said he “came across a supremely ethical ... a detail-oriented public servant, who was in it for all the right reasons. He was someone who recognized that he was in Annapolis and in the administration to ensure that taxpayer dollars were being spent efficiently and appropriately.”

McGrath didn't have many allies, his colleagues said, but didn't draw many enemies either.

“He was a bit of a loner and his personality was kind of awkward,” said a former statehouse official who spoke on the condition of anonymity because of the ongoing investigation. “Corruption wasn't something that anybody expected ahead of him. And it wasn't just me; nobody pegged him as that guy.”

Before news of his severance package was made public, there was chatter in the statehouse and state government about his extravagant expenses at the state agency, current and former officials said.

During oversight hearings that the legislature held last year, lawyers produced documents showing that McGrath used MES dollars to fund conferences, luxury hotels and posh dinners. He allegedly used MES funds to “enrich himself personally,” according to prosecutors, including by submitting false time and attendance reports when he was on vacation and using agency funds to pay a personal pledge to a museum where he served on the board of directors.

In addition to the \$233,647.23 payout, McGrath allegedly asked a subordinate to authorize a payment of \$14,475 for a program at Harvard Kennedy School. McGrath attended the program after he left MES.

“He seemed to think he was running a private sector company when he was really running an organ of the state of Maryland and its people,” said Del. Marc A. Korman (D-Montgomery), who served on the oversight committee.

McGrath, who pleaded the Fifth Amendment when asked to testify about the use of the funds, maintains that he did nothing different from other executives at MES regarding expenses, and said he brought in more work to the agency, which led to additional bonuses for employees across the agency.

## On defense

McGrath began his career in public service at 18, when he became a member of the Republican Party and later formed a Young Republican club in Southern Maryland.

“There is no higher calling than public service ... and I have always approached it not as a matter of party loyalty, but as a Marylander first,” said McGrath, in a statement when he resigned.

He said he decided to resign after the Baltimore Sun published a story that caused a stir in Annapolis about his severance and led to calls for legislative oversight hearings.

Among other things, lawmakers focused on what Hogan knew about McGrath's tenure at the environmental agency and his exit payout.

In emails at the time, he would defend his spending, describing it as a strategic investment that paid off for the agency.

But he publicly remained silent about what he says was Hogan's sign-off on his severance. He sent a text message to Hogan — which became part of the documents made public during the hearings — imploring him to come to his defense.

"Can you please say something about us discussing severance? That it was okay for me to handle with MES," McGrath texted the governor the morning after the committee's first hearing.

"Only what we agreed. Without your support, it looks like I misled MES," the text continues. "I did not. I've been one of your loyalist supporters from the beginning. Never asked for anything, but need your help now, please."

The governor never responded.

"I found myself between a rock and a hard place, I was fearful of upsetting the most powerful person in the state of Maryland," McGrath said in an interview. "I was fearful of what the implications would be trying to speak up against a very popular governor and staff who were on board with the unfair treatment of me after I chose to leave."

McGrath, who was Hogan's fourth chief of staff in five years, did not have outsize influence over Hogan. He didn't serve as a political strategist or confidant. None of the three chiefs of staff before him did either.

"There were a few people who the governor leaned on a lot in his decision-making and I didn't get the sense that Roy was one of those people," said one former state government official who worked closely with McGrath while he was Hogan's deputy chief of staff. The former official spoke on the condition of anonymity, citing the pending investigation.

While McGrath is not accused of any wrongdoing during his time working alongside Hogan, Sen. Paul G. Pinsky (D-Prince George's) said Hogan should bear the responsibility for putting him in his positions.


"If it doesn't hurt Hogan, it should," Pinsky said.

During a recent news conference, Hogan refused to respond to Pinsky and other Democrats who have questioned his appointments of McGrath.

Foxwell said based on the details released by prosecutors, however, the alleged infractions are contained to McGrath, not Hogan or his administration.

"There will be those who will suggest that Hogan was either complicit or simply inattentive to what was going on," he said. "To the best of our knowledge, he took quick steps to cut ties with Roy and head off any possible damage."

By Ovetta Wiggins

Ovetta Wiggins covers Maryland state politics in Annapolis. She came to The Washington Post in 2003 and previously worked at the Philadelphia Inquirer and the Bergen Record in New Jersey.  [Twitter](#)

By Rebecca Tan

Rebecca Tan is a reporter working on the local desk in D.C. She previously reported on foreign policy and international affairs for The Post and Vox.com.  [Twitter](#)



< Back

LH

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LH

LH ●

Probably should figure out a strategy on this legislative witchhunt. They are going to try to tear us down on this thing. Probably get Ron, Pedone Ricci and keiffer develop strategy.

5:08 PM | 22h+

Dem party planning big social media campaign. Mike thinks will be a continuing press story. Keiffer thinks legislators going to try to make it bridge gate. It is not a legal concern but is a media coms political pr one particularly in a pandemic as we are taking away 3% raises furloughing and laying people off. Govs chief of staff. Businesses closing and 500k unemployed. I know you did nothing wrong. I know it is unfair. I will stand with you. But we need our team to have all facts so they can all help us circle the wagons and fight back.

MEMO

DATE: May 18, 2020

TO: Governor Hogan

RE: EMPLOYMENT AGREEMENT – ROY MCGRATH

Position: Chief of Staff, Maryland Office of the Governor

Start Date: TBD

Salary: \$233,647.23

Other Compensation: Severance package from MES

Terms: Through end of Administration (January 2023)

Cancellable upon mutual agreement

Telework as needed



- ☒ Approved
- ☐ Disapproved
- ☐ Needs Further Discussion

POLITICS

# 'I will stand with you': Maryland Gov. Hogan's ex-chief of staff alleges governor supported controversial payout

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By PAMELA WOOD  
BALTIMORE SUN | NOV 04, 2021

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Roy McGrath, the former chief of staff to Gov. Larry Hogan facing state and federal criminal charges, says the governor approved his controversial payout from a state agency — and claims to have the documents to prove it.

McGrath [resigned from his job](#) as Hogan's top aide [after just 11 weeks](#) in 2020, following reporting by The Baltimore Sun that revealed he'd negotiated [a six-figure "severance" deal](#) from the state agency where he'd been working.

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Criminal and legislative investigations followed, and last month he was [charged on criminal counts](#) that include misappropriation, misconduct in office, wire fraud and wiretapping for allegedly secretly recording conversations with the governor and other top officials.

Prosecutors allege that McGrath [misled officials at his prior state agency](#), the Maryland Environmental Service, to get them to approve the severance deal by implying that the governor supported it.

State lawmakers [called on McGrath to give back the money](#) and passed [a law making reforms](#) at the environmental service.



Roy McGrath listens to Gov. Larry Hogan during a news conference at the State House in Annapolis on April 15, 2020. (Pamela Wood/The Baltimore Sun)

McGrath provided screenshots Thursday of messages from Hogan, including one where the Republican governor wrote: “I know you did nothing wrong. I know it is unfair. I will stand with you.”

McGrath said the messages were sent between Aug. 13, when the first Sun story about the severance published, and Aug. 17 when McGrath resigned.

ADVERTISING



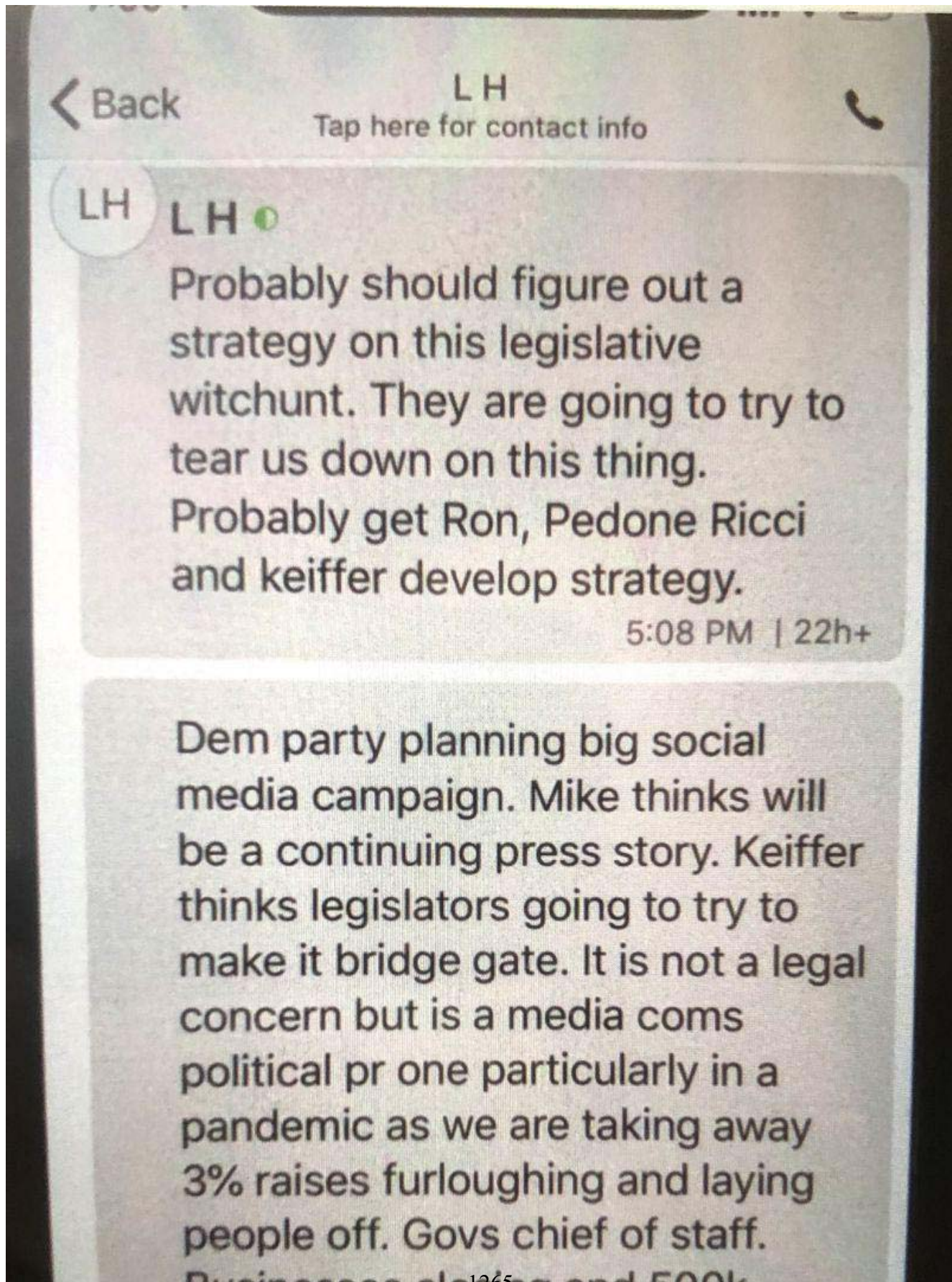
A spokesman for the governor verified Hogan sent the message to McGrath but said it was before Hogan knew the full details of how McGrath worked out the severance deal.

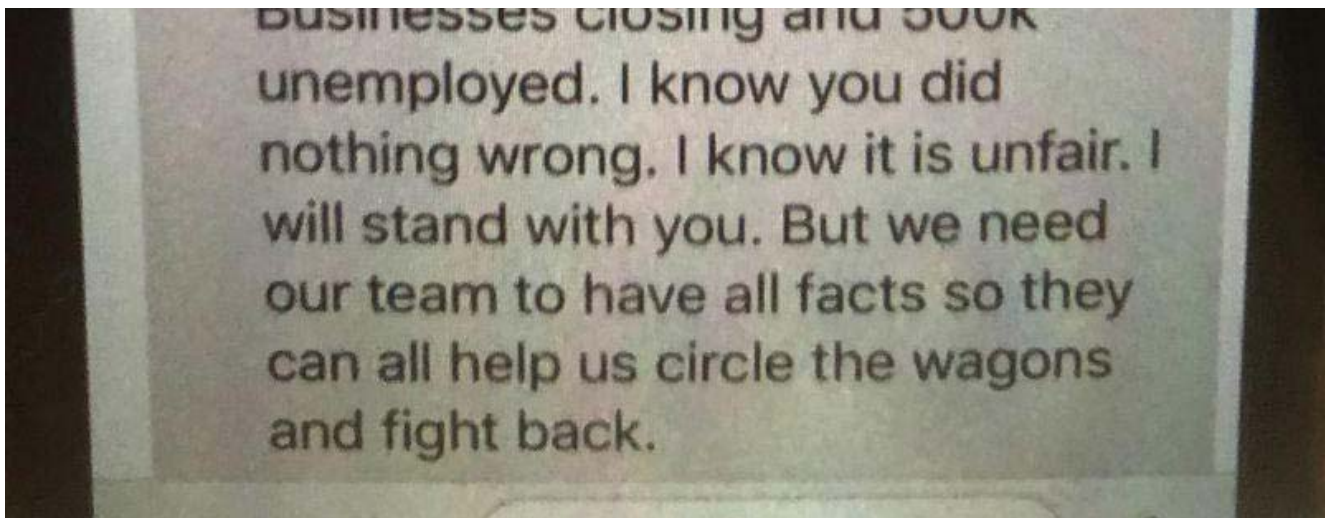
“At that point, the governor was reserving judgment until all the facts came to light, and that fact-finding is what led to the resignation,” Hogan spokesman Mike Ricci said in a statement.

The messages indicate the governor was concerned about the optics of the severance payment and whether Democrats would try to capitalize on it like “Bridgegate,” a 2013 scandal when aides to then-Gov. Chris Christie of New Jersey were accused of closing lanes of a key bridge to create traffic backups for political retribution.

[\[Most read\] Manhunt ends with ex-Baltimore County cop, accomplice and young daughters dead after car crash in Maryland »](#)

Hogan suggested a strategy meeting with senior advisor Ron Gunzburger, chief counsel Michael Pedone, chief legislative officer Keiffer J. Mitchell Jr. and Ricci.





Gov. Larry Hogan's former chief of staff, Roy McGrath, said the governor sent him these messages after The Baltimore Sun reported on his six-figure severance from another state agency. McGrath later resigned and is now facing state and federal criminal charges related to his conduct as chief of staff.

As McGrath left the job of executive director of the environmental service to head to the State House, he was paid the equivalent of one year's salary of about \$233,650 in severance, plus more than \$5,000 in tuition benefits. He also was [paid more than \\$55,000](#) in expense reimbursements.

Hogan has maintained publicly that he did not know the details of McGrath's severance deal and did not endorse it.

Ten days after McGrath resigned, [Hogan said during a news conference](#): "I knew nothing about the details of what his discussions were with his current employer or the board members of MES. I mean, I didn't discuss it or approve it or know anything about the amounts of it or anything."

Hogan said that when he offered McGrath the chief of staff job, McGrath said the move would be "a big cut in pay." Hogan also said McGrath told him he had to "figure out" details of an expected bonus and other issues with the environmental service before accepting the position.



Roy McGrath, in background, listens as Gov. Larry Hogan speaks during a news conference at the State House in Annapolis on April 15, 2020. (Pamela Wood/The Baltimore Sun)

On Thursday, McGrath also provided an image of an “employment agreement” that he drafted at the time he was offered the job heading Hogan’s staff and said he presented it to the governor. The document, which is not on letterhead, is addressed “TO: Governor Hogan” but does not say who it is from. It lists McGrath’s new salary and “Other Compensation: Severance package from MES.” A box marked “approved” is checked off.

Ricci, the governor’s spokesman, said the purported employment agreement is “a complete fabrication, and bears no resemblance to the memos or documents submitted to the governor.”

McGrath’s documents were [first reported by The Washington Post](https://www.washingtonpost.com/news/energy-environment/wp/2020/04/16/maryland-governor-larry-hogan-ex-chief-of-staff-roy-mcgrath-reveals-governor-supported-controversial-payout/).

## MEMO

DATE: May 18, 2020

TO: Governor Hogan

RE: EMPLOYMENT AGREEMENT – ROY MCGRATH

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Gov. Larry Hogan's former chief of staff, Roy McGrath, provided this photo showing what he said is an employment agreement that the governor signed off on. The governor's office says the document is fabricated. McGrath resigned after The Baltimore Sun reported on his six-figure severance from another state agency and he has been charged criminally related to his conduct as chief of staff.

McGrath wrote in an email to The Sun that he's sharing the documents now in hopes of getting "fairer, more objective treatment of my situation going forward." He said he was previously "not in a position" to share all of the facts of his case.

“For more than a year, I have honorably respected a hiring agreement that my friend, Larry Hogan, asked me to keep confidential between the two of us,” McGrath wrote. “There was nothing inappropriate about this arrangement. He wanted me for the job, and this was what was necessary for me to take on a role I didn’t seek or want.”

[\[Most read\] Off-duty police officer getting haircut shoots 38-year-old man suspected for Saturday shooting spree that left two dead »](#)

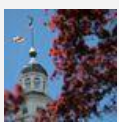
The matter of whether Hogan knew about and endorsed McGrath’s severance payment from the environmental service is a key part of prosecutors’ allegations against McGrath. The federal indictment alleges that McGrath got the environmental service to approve the payout “based on false and misleading information.”

McGrath ran a “scheme of artifice to defraud” in which he “falsely represented that the Governor knew” about the severance payment, according to the indictment.

Doug Mayer, a political strategist and adviser to Hogan, rebutted McGrath’s claims that the governor fully supported the severance deal. Mayer said he spoke with McGrath about the matter in the days between The Sun’s first report and McGrath’s resignation.

“I gave him multiple opportunities to confirm what the governor knew and when, and he was never willing and never did confirm that the governor confirmed any of his severance or payouts,” Mayer said.

He added: “You’d ask him directly and he’d dance around it.”



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Mayer said he recounted those conversations to investigators, and that some of those discussions are among the conversations that prosecutors say McGrath secretly recorded.

Mayer said the “employment agreement” that McGrath is now proffering is “laughable and quite honestly pathetic.”

Mayer questioned why, if the document and the text messages exonerated McGrath, he hadn’t revealed them before.

“At the end of the day,” Mayer said, “this is a sad guy flailing about and continuing what is unfortunately a life of lies that has fallen down around him.”

Until now, McGrath has offered few details about how he negotiated the severance package and what Hogan may have known about it. When he was questioned during a legislative investigation last December, he invoked his Fifth Amendment right against self-incrimination [more than 170 times](#).

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#### LATEST POLITICS

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3h

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5h

McGrath, who moved to Florida, [is awaiting trials](#) in both federal and state court in Maryland. His next scheduled court appearance is a status conference in Anne Arundel County Circuit Court in December.





OFFICE OF LEGAL COUNSEL

August 31, 2020

*Via Email (david.smulski@mlis.state.md.us)*

David Smulski  
Staff, Joint Committee on Fair Practices and State Personnel Oversight  
c/o Department of Legislative Services  
Legislative Services Building  
90 State Circle  
Annapolis, Maryland 21401

Re: Letter for Information for the September 2 meeting

Dear Mr. Smulski:

I am transmitting herewith documents in response to the Committee on Fair Practices and State Personnel Oversight's August 26, 2020 request for certain information regarding former chief of staff Roy McGrath and the Maryland Environmental Service ("MES"). We have endeavored in good faith to provide you with a full and complete set of documents. In many instances, we have willingly produced documents that are privileged. (Doing so, however, does not waive any claim of privilege that we may assert in the future.)

Please note that many of the documents we are transmitting may qualify as statutorily protected "personnel records." We ask that the Committee respect the confidential nature of these records.

In response to the first bullet point of the Committee's request, we have produced two text messages sent from Mr. McGrath to the Governor on Tuesday, August 25 and Wednesday, August 26, to which the Governor did not respond. Obviously, the Governor's merely having received these messages does not, in any way, constitute his acceptance of their content. To the contrary, an August 20 text message produced in response to the second bullet point of the Committee's request reflects the Governor's outrage and disbelief that a State official could receive a large severance in a lateral transfer in State service.

In the third through fifth bullet points of its request, the Committee seeks documents about "the transition of Mr. McGrath from the Maryland Environmental Service to the Office of the Governor." During the short duration of Mr. McGrath's time as chief of staff, nearly every communication he had was in some way related to his "transition" into his new position. In preparing this response, we have produced documents that fall within the purposes and purview of this Committee, i.e., regarding the terms of his employment and other similar human-resources matters.

The seventh bullet point of the Committee's request broadly requests "all files (electronic or written) in the office of the Governor that relate to the Maryland Environmental Service back

David Smulski  
August 31, 2020  
Page 2

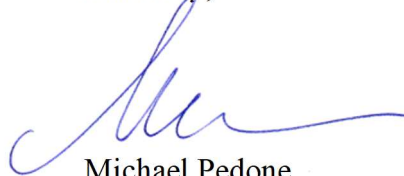
to May 1, 2020.” I presumed that the Committee, tasked with oversight of the State’s personnel and employment procedures and activities, is not undertaking a general investigation of the Maryland Environmental Service’s operations. In any case, a very large number of files were found that contained minor or limited references to MES, and were otherwise irrelevant to the issues the Committee is now exploring.

In conformance with the wording of the request, our response to the seventh bullet point of the Committee’s letter has redacted the portions of these files that are not related to MES. We have further withheld the following total of 11 pages of documents as privileged:

- Deliberative, pre-decisional discussions of an ongoing dispute, for which disclosure of the records could prejudice the State in the event of litigation;
- Confidential, pre-decisional recommendations to the Governor as to an MES-related appointment;
- Confidential, pre-decisional drafts and suggested language of potential public statements of the Office relating to MES;
- My confidential, internal attorney work-product as chief legal counsel; and
- A confidential, deliberative, pre-decisional draft with recommendations, advice, and ideas of the Legislative Office for reforming MES in light of current events.

If you have any questions about this response or the documents produced, or if I can otherwise be of assistance, please let me know.

Sincerely,



Michael Pedone  
Chief Legal Counsel

November 5, 2021

Bruce L. Marcus, Esq.  
[bmarcus@marcusbonsib.com](mailto:bmarcus@marcusbonsib.com)  
MarcusBonsib, LLC  
6411 Ivy Lane, Suite 116  
Greenbelt MD 20770-1405

Re: Roy C. McGrath

Dear Bruce:

The *Washington Post* article dated November 4, 2021 and today's *Baltimore Sun* article refer to two documents which appear to be in your client's possession. The first is an undated screenshot of a message from Governor Hogan to Mr. McGrath after it was revealed in August 2020 that he had received the severance from MES. The second is a memo dated May 18, 2020 from Mr. McGrath to Governor Hogan regarding his employment agreement, which refers to a severance.

I am enclosing my letter of October 15, 2020 with the subpoena from the General Assembly's Legislative Policy Committee to Mr. McGrath. The two documents referred to above are responsive to a number of document requests in the subpoena. I am also enclosing your response of December 15, 2020.

Neither of the documents were produced by Mr. McGrath in response to the subpoena. I request that he produce them to us now without need for an additional subpoena, along with any other documents responsive to the subpoena that were not previously produced.

It also appears that Mr. McGrath talked to the *Post* and *Sun* reporters regarding matters where he pled the Fifth Amendment on December 16, 2020 before the Joint Committee on Fair Practices and State Personnel Oversight. I would like to interview Mr. McGrath regarding matters he discussed with the reporters. Please let me know if he will consent to an interview.

Very truly yours,



Ward B. Coe, III

WBC:blr  
Enclosures



# Maintain Accrual and Time Off Adjustments/Overrides

12:56 PM  
10/23/2020  
Page 1 of 1

Worker Roy McGrath (Terminated) (W2001453)

## Adjustments

Shift/Adjustment	Units	Unit of Time	Period	Reference Date	Comment
Adjustment-Sick Time - Time Off	207.32	Hours	12/21/2016 - 01/03/2017 (Bi-Weekly Regular)	12/21/2016	Transferred to MES eff 1/4/17
Adjustment-Compensatory Time Time Off	16.65	Hours	12/21/2016 - 01/03/2017 (Bi-Weekly Regular)	12/21/2016	Transferred to MES eff 1/4/17
Adjustment-Personal Leave Time Off	-32	Hours	05/20/2020 - 06/02/2020 (Bi-Weekly Regular)	05/20/2020	Transferred from MES eff 6/1/20
Adjustment-Compensatory Holiday Time Time Off	-17	Hours	05/20/2020 - 06/02/2020 (Bi-Weekly Regular)	05/20/2020	Transferred from MES eff 6/1/20
Adjustment-Compensatory Time Time Off	-16	Hours	05/20/2020 - 06/02/2020 (Bi-Weekly Regular)	05/20/2020	Transferred from MES eff 6/1/20
Adjustment-Annual Leave (Balance)	-800	Hours	05/20/2020 - 06/02/2020 (Bi-Weekly Regular)	05/20/2020	Transferred from MES eff 6/1/20
Adjustment-Sick Time - Time Off	-349.4	Hours	06/03/2020 - 06/16/2020 (Bi-Weekly Regular)	06/03/2020	Transferred from MES eff 6/1/20
Adjustment-Annual Leave (Balance)	400	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Lost remaining 400hrs of annual leave
Adjustment-Annual Leave (Balance)	425.08	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Paid out 425.08 of 825.08 annual leave
Adjustment-Sick Time - Time Off	377.78	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Lost sick leave
Adjustment-Personal Leave Time Off	0.75	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Lost personal leave
Adjustment - Emergency Paid Sick Leave (Balance)	80	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Lost EPSL
Adjustment-Compensatory Time Time Off	7	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Paid out Comp time
Adjustment-Compensatory Holiday Time Time Off	25	Hours	08/12/2020 - 08/25/2020 (Bi-Weekly Regular)	08/12/2020	Resigned 8/25 - Paid out Comp holiday time

## Overrides

Shift/Adjustment	Units	Unit of Time	Start Date	End Date
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## Automated Adjustments

Shift/Adjustment	Type	Units	Unit of Time	Period	Reference Date	Comment
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## **WAGE & SALARY PROGRAM: SEVERANCE PAY**

### **I. SCOPE AND PURPOSE**

To define a severance pay policy that contributes to a competitive compensation package and establishes fair and responsible protocols regarding severance payments to employees whose employment contracts are terminated for convenience.

### **II. POLICY STATEMENT**

It is the policy of the Maryland Environmental Service (“Service”) to pay severance to an eligible employee in accordance with the employee’s employment contract.

### **III. DEFINITIONS**

Severance Payment – is an amount paid to an employee upon involuntary termination of an employee’s employment contract for the Service’s convenience.

### **IV. POLICY**

It is the policy of the Maryland Environmental Service to pay the equivalent of 14 calendar day’s salary to an eligible employee whose employment contract is terminated for convenience by the Service. The Service shall not pay a Severance Payment to an employee who voluntarily ends their employment with the Service, or whose employment contract is terminated for cause.

### **V. ELIGIBILITY**

1.1 This policy applies to all exempt and nonexempt, full-time and part-time employees who have entered into written employment contracts with the Service. Part-time employees will receive a Severance Payment on a pro-rated basis in accordance with their scheduled hours.

1.2 An employee who voluntarily ends their employment with the Service, or whose employment contract is terminated for cause, is not eligible for a Severance Payment.

**VI. PROCEDURES**

- 1.1 Any debt due to the Service by any employee at the time of termination must be paid in full or may be deducted from the Severance Payment.
- 1.2 Any property of the Service held by an employee must be immediately returned upon notice of termination or the value of the property may be deducted from the Severance Payment.
- 1.3 Employees whose employment with the Service ends shall also be reimbursed for unused leave in accordance with applicable Service policies. Payment for unused leave shall not be deemed to be a Severance Payment.

**VII. SPECIAL PROVISIONS FOR THE EXECUTIVE DIRECTOR**

- 1.1 The Board of Directors of the Service , in its sole discretion, may agree to make a Severance Payment to the Executive Director. The amount of the Severance Payment shall be set forth in the Executive Director's written employment contract, and may not exceed an amount equal to \_\_\_\_ week's salary for each year of employment, not to exceed \$ \_\_\_\_ or \_\_\_\_ years, which ever amount is less.
- 1.2 The Executive Director may be paid a Severance Payment only in the event the Executive Director's employment contract is terminated by the Board for convenience. The Service shall not pay a Severance Payment to the Executive Director if he or she voluntarily ends their employment with the Service, or their employment contract is terminated for cause.
- 1.3 The Executive Director will not be eligible for a Severance Payment until the Executive Director has been employed with the Service for more than one year as the Executive Director.
- 1.4 The Executive Director will not be eligible for a Severance Payment unless the Executive Director agrees in his or her employment contract that the Severance Payment must be immediately repaid to the Service if the Executive Director accepts another position in Maryland State government within one year after the date which the Executive Director's employment with the Service was terminated.
- 1.5 The written employment contract of the Executive Director shall contain a provision obligating the Executive Director to immediately repay the Severance Payment to the Service if, within one year of the Executive Director's termination of employment, the Service determines that the Severance Payment was made in violation of Md. Natural Resources Code Ann. §3-103.4(b).

**VIII. RELATED POLICY AND PROCEDURE LINKS**

None

**IX. REVISION HISTORY**

<b>Version</b>	<b>Date of Change</b>	<b>Section</b>	<b>Description of Change</b>	<b>Change Authority</b>
.001	10/28/2021	Full Document	Initial adoption of new policy	Name

## **EXPENSE REIMBURSEMENT POLICY**

### **I. POLICY STATEMENT**

The purpose of this policy is to identify eligible reimbursable items, to help ensure fairness in the application and administration of expense reimbursement, and to reduce and control the related costs to Maryland Environmental Service. An employee traveling on official business is expected to exercise the same care incurring expenses as would a prudent person traveling for personal reasons. Business expenses should be incurred at a minimum cost for achieving the success of the Service's mission.

### **II. DEFINITIONS**

- A. Employee – A person employed by Maryland Environmental Service on active status. In this Policy, “Employee” includes the members of the Board of Directors of MES, while performing their duties as a Board member.
- B. Travel Status – the condition of an employee while traveling on authorized Maryland Environmental Service business. An employee is not on travel status while commuting from home to the employee's assigned regular work location, regardless of the length of time of that commute.
- C. In-State Travel – travel to destinations inside the boundaries of Maryland, and includes Washington, D.C.
- D. Out-of-State Travel – travel to destinations outside of the boundaries of Maryland and Washington D.C.
- E. Out-of-Country Travel – travel to destinations outside the United States and its territories.

### **III. POLICY**

- A. Maryland Environmental Service shall reimburse employees for reasonable expenses incurred while on official business or out of immediate necessity to perform their job duties. Reimbursement will not be made to individuals who are not employed by Maryland Environmental Service.
- B. Maryland Environmental Service shall reimburse employees for the reasonable

and necessary expenses incurred while on Travel Status.

- C. All expenses incurred are to be conducted at a minimum cost for achieving the success of the mission. Employees are expected to exercise discretion and good business judgment when incurring expenses.
- D. Maryland Environmental Service shall not reimburse an employee for transportation, lodging, meal expense, or any other costs incurred by a spouse, child, or other person not essential to the business mission, who accompanies the employee while on Travel Status.
- E. For all mileage reimbursement, the travel destination, reason for travel and start/end dates and times must be shown. Fleet Policy shall be followed when mileage allowance for use of private car is claimed. Total reimbursable miles traveled daily must be indicated. (Reimbursable miles = Total miles – Normal commute miles).
- F. Maryland Environmental Service shall follow the reimbursement rates established by the Secretary of Department of Budget and Management, for per diem and mileage reimbursement.
- G. Expenditures for official travel may be considered as reimbursable only if incurred in accordance with these regulations.
- H. All purchases related to MES IT equipment should be made directly by the IT Department and not by an employee.
- I. All purchases related to uniforms should follow the policy and procedures of the Uniform Allowance Policy.
- J. Falsification of any documents related to reimbursement of expenses will result in disciplinary action.

#### **IV. REIMBURSEABLE EXPENSES**

- A. **Air Travel.** Employees shall request reservations as far in advance as possible and shall utilize the lowest logical air fares available. Subject to approval by the Executive Director, use of business class is allowable when traveling to destinations outside North America, to the Caribbean Islands, and to the Hawaiian Islands. Travel in first class is not allowable unless documented evidence clearly indicates the travel is in the best interest of the Service. An employee may accept promotional awards, such as frequent flier points, if they are obtained under the same conditions as those offered to the general public, provided that participation in such programs results in no additional cost to the Service. An employee who receives compensation for being bumped from a flight while on travel status may retain that compensation. Baltimore/Washington International Thurgood Marshall Airport, as the Service's preferred airport, should be used whenever convenient and cost effective.

- B. Ground Transportation While in Travel Status.** Taxi, ride service, bus, shuttle, and airport limousine fares incurred while on travel status are reimbursable when traveling to and from the airport, train station, or bus station, or when otherwise incurred while conducting official business. Employees may be reimbursed for tips for taxi, ride service, bus, shuttle and airport limousine at rates and limits established by the Service. Employees are expected to use the most economical ground transportation appropriate under the circumstances and should generally use the following, in this order of preference:
1. **Courtesy Cars/Vans:** Many hotels have courtesy cars or vans to provide transportation between the airport and hotel at no charge. Employees should take advantage of this free service whenever possible.
  2. **Shuttle Bus:** Shuttles generally travel to and from major hotels or convention centers to airports, rail stations and bus stations for a fee that is less than a taxi.
  3. **Taxis and Ride Services:** When courtesy cars and shuttles are not available a taxi or ride service (such as Uber or Lyft) may be the most economical and convenient form of transportation when the trip is for a limited time and minimal mileage is involved.
  4. **Airport Limousine:** A limousine service is only appropriate when it is less expensive than a taxi or ride service, and courtesy cars, vans and shuttles are not available.
  5. **Rental Cars:** Subject to prior approval by the employee's Managing Director, an employee may rent a car while on travel status when other means of transportation are unavailable, more costly, or impractical. The lowest cost vehicle necessary to achieve the traveler's mission shall be reserved.

**C. Lodging**

1. Employees shall make lodging reservations at reasonably priced hotels or motels when official business requires the employee to remain away from home overnight. An employee attending a conference or convention where discounted lodging is provided to attendees may stay at such a facility.
2. Reimbursement shall be in an amount equal to the actual cost of the least expensive available rate for reasonable accommodations based on single occupancy. An employee making a reservation should ask for the "government rate" and determine if that is the least expensive rate.
3. In cases of double occupancy by two State employees, each employee shall be reimbursed 50 percent of the total room charge.

4. In cases of double occupancy when one of the occupants is not on State business, lodging reimbursement shall be on the basis of the least expensive available rate for reasonable accommodations based on single occupancy.

**D. Meals While in Travel Status**

1. Meal allowances for employees while in travel status are reimbursable at the rates established by the Maryland Department of Budget & Management. All meal rates are inclusive of taxes and tips.
2. When an employee is in travel status involving absence from home overnight, all meals are reimbursable.
3. Reimbursement may not be made for the cost of alcoholic beverages.
4. The cost of breakfast is reimbursable when an employee in travel status must leave home on official business 2 hours or more before the beginning time of the employee's place of business. The cost of dinner is reimbursable when an employee in travel status cannot get home within 2 hours after the employee's normal quitting time. In both cases, the 2 hours are in addition to the normal commuting time.
5. In cases when an employee meets both of the conditions of (4), of this policy, and is in travel status for the entire day, but not overnight, the employee's lunch also is reimbursable.
6. Reimbursement for either breakfast or dinner may not be made because of the hour at which an employee is required to leave home, or at which the employee returns home, because of commuting to and from the employee's normal place or places of employment.
7. If the registration fee for a conference, convention, seminar, or training meeting includes the cost of meals, the Service shall reimburse the employee for the full registration fee. For this meeting, the employee may not request reimbursement for the included meals.
8. Meal reimbursement above the standard limits is allowable for employees conducting business in high cost areas designated by the Department of Budget and Management.
9. Meal reimbursement above the standard limits is allowable for employees on travel status outside the United States and its territories upon submission of itemized receipts approved by the Executive Director.
10. An employee who is on travel status for at least three consecutive business days, and who is assigned to a work site that does not provide an opportunity

for the employee to purchase lunch offsite, may be reimbursed for the reasonable cost of groceries purchased by the employee for lunches during the travel status period. The employee must identify the specific days of travel status for which the groceries are purchased. The total amount of reimbursement for the groceries may not exceed the per diem rate for lunches multiplied by the number of days for which the groceries are purchased. Reimbursement will not be made for alcohol or non-food items.

**E. Personal Vehicle Use**

Employees who utilize their personal vehicles in the performance of their job duties will be reimbursed for mileage in accordance with the MES Vehicles Fleet Policies and Procedures. Requests for reimbursement should be submitted in accordance with this policy.

**F. Other Expenses Eligible for Reimbursement**

1. Porter fees and hotel tips per each bag carried at common carrier depots and at hotels are reimbursable at the rates and limits established by the Department of Budget and Management.
2. Telephone, fax, printing and postage expenses incurred in the performance of official duties
3. Parking related to attending business events and meetings when the employee is not on travel status.
4. When an employee is on travel status, on-airport parking is only allowed if the employee's vehicle is parked at the airport for less than 48 hours. For longer travel, the employee should park at off-airport facilities.
5. Tolls, if incurred while traveling for business.
6. When an employee is required to be on travel status for a period exceeding 5 working days, the cost of necessary laundry, cleaning, and pressing.
7. If incurred as a result of the performance of official duties, fees for passports, visas, and traveler's checks.
8. Meals unrelated to travel - An employee may be reimbursed for the cost of meals incurred as part of a business meeting of the Service, if the employee's supervisor has approved the expense in advance of the meeting. The amount of reimbursement for each participant's meal shall not exceed the per diem meal amount allowed under Section IV.D. of this Policy.
9. Professional license fees if possession of the license is a bona-fide job qualification.

10. Examination fees, if the employee is authorized in advance by their supervisor to incur the cost of the examination.

G. **Non-Reimbursable Expenditures.** The types of expenses listed below will not be reimbursed to employees.

1. Travel Insurance.
2. Expenses that may be perceived as being unreasonably lavish or excessive.
3. First class tickets or upgrades.
4. Movies, bar costs, or liquor.
5. Participation in or attendance at golf, tennis or sporting events unless approved in advance and in writing by the Executive Director.
6. Spa or exercise charges.
7. Purchase of clothing, toiletries or personal use IT equipment, such as a phone charger.
8. Valet service.
9. Car washes for personal vehicles.
10. Parking tickets, traffic citations, or other governmental penalties.
11. Tickets to political or charitable fundraising events.
12. Expenses incurred by anyone not an employee of MES, except for approved business meals described in Section IV.F of this Policy.

V. **PROCEDURES**

- A. Request for expense reimbursement must be submitted in Workday, with required itemized receipts/documentation, within 30 calendar days of the completion of the incurred expense. Employees on extended travel status shall submit expenses on a monthly basis.
- B. All expenses incurred must be itemized on a daily basis and shall not be shown as a lump sum.
- C. Purpose of expense or travel must be included on all requests for reimbursement.
- D. Expense reimbursement requests should be filled out completely, including appropriate project or cost center and spend category/expense item.
- E. Itemized, original invoices, receipts, or other supporting detail must be submitted for reimbursement of expenses. Credit card charge receipts without description

will not be sufficient. If using personal EZ Pass for tolls/bridges, monthly EZ Pass statement with dates of travel and toll amount highlighted, will be acceptable. All documentation must be legible.

- F. A Mileage log must be attached/submitted in Workday when requesting mileage reimbursement. The log must include the travel destination, reason for travel, start/end dates/times, total commute miles (if applicable) and total reimbursable miles.
- G. All reimbursement for expenses must be reviewed, verified, and approved in Workday, by the employee's supervisor, before any reimbursement is issued.
- H. Finance will review to ensure all required receipts or acceptable documentation is provided and approvals are completed before issuing reimbursement for any meals. Finance may require original receipts as needed. Employees are required to save original receipts until reimbursements are issued.
- I. An employee who incurs a cashless toll charge while utilizing their personal vehicle performing their job duties may submit an expense reimbursement request more than 30 days after the charge is incurred, but no later than 10 days after the employee receives the charge.

#### **VI. RELATED POLICY AND PROCEDURE LINKS**

- A. MES Meal Reimbursement Policy #10.16
- B. MES Fleet Policy

#### **VII. REVISION HISTORY**

<b>Version</b>	<b>Date of Change</b>	<b>Section</b>	<b>Description of Change</b>	<b>Change Authority</b>
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## **TRAINING & DEVELOPMENT: TUITION ASSISTANCE PROGRAM**

### **I. SCOPE AND PURPOSE**

- To motivate and provide financial assistance for those employees interested in enhancing their knowledge, skills, and career development.
- To provide the Maryland Environmental Service with a continuous supply of qualified technical and management talent to meet the needs of an ever-changing marketplace.
- To prepare employees for possible or actual increased responsibility.
- To provide opportunities for employees to develop to their full potential, capacity, and proficiency.

### **II. POLICY STATEMENT**

It is the policy of the Maryland Environmental Service to provide developmental opportunities to all employees and to support efforts that broaden knowledge and expertise for a well-trained and focused workforce. The payment or reimbursement of funds will be considered for training specifically related to obtaining a high school equivalency diploma, or the College credited courses that relate to the employee's work or career development plan (program of study). Career development plan (or program of study) is defined as a prescribed number of required and elective courses that may also include co-operative work experiences and/or internships that are counted toward the completion of a high school equivalency diploma or an undergraduate or graduate college degree, continuing education certification, or other letter of recognition of completion of study. Reimbursement for tuition will be subject to the availability of funds.

### **III. PROGRAM DEFINITION**

- A. Maryland Environmental Service supports employees who wish to continue their education to secure increased responsibility and growth within their professional careers. In keeping with this philosophy, the Service has established an assistance program for expenses incurred through accredited institutions of learning. The Managing Director of each Group in consultation with the Human Resources Division will approve an employee's program of study for accreditation purposes.

- B. Since this is a voluntary program, employees must take the initiative to apply for and participate in this assistance program.
- C. Qualifying and participation is subject to evaluation by the Service. The tuition assistance program is intended to enhance employee knowledge and skills relative to their current position or to prepare the employee for career advancement within the Service.
- D. Participation in the program will not guarantee an employee a promotion or preferred treatment for promotions or assignments.
- E. The Chief of Human Resources will be responsible for the administration of the tuition assistance program and will ensure that the program operates within the stated policy.

#### **IV. ELIGIBILITY CRITERIA**

- A. Full and part-time employees are eligible upon successful completion of their probation. Temporary and student employees are not eligible.
- B. An employee must successfully complete his/her period of probationary employment with the Service before being eligible to participate in the tuition assistance program.
- C. Courses eligible for tuition assistance must be relevant to the Service's needs, except that courses required for degree attainment will be relevant for purposes of meeting eligibility requirements. An employee is encouraged to, where possible, take courses relevant to the Service, when taking elective courses.
- D. Termination of employment for any reason will automatically and immediately cancel eligibility and participation in the tuition assistance program.

#### **V. PROGRAM LIMITATIONS**

- A. Tuition assistance is based on the Internal Revenue Services' (IRS) maximum dollar amount (as of September 2021 the maximum amount was \$5,250.00 per year) per year, per employee. Employees may request, either by advance or reimbursement, up to the maximum annual IRS dollar amount, for continuing education through an accredited program that either offers growth in an area related to his/her current position or might lead to promotional opportunities. This includes college credit courses, continuing education unit courses, seminars, and examinations. The employee must secure a passing grade of "C" or better for undergraduate credit courses and a "B" or better for graduate credit courses. If a letter grade is not awarded, proof of successful completion of the course or certification must be provided. An employee who does not achieve the minimum required grade must repay to the Service any tuition assistance provided for that course.

- B. Employees, who receive advanced tuition assistance, must provide proof of payment for the course and a copy of the final grade or certification, which shows hours or certification achieved, no later than fifteen (15) working days after a final grade has been made available to the employee. If validation of completion for the course or certification is not received by the Human Resources Division within the fifteen (15) workdays after a final grade has been made available to the employee, a deduction will be made from the employees' payroll check in an amount sufficient to cover the advance tuition assistance.
- C. College courses must be taken on the employee's own time and must not interfere with work assignments and performance.
- D. Requests for tuition assistance must be submitted by the employee to the Service's Human Resources Division at least 20 working days prior to the first-class meeting. The request must be approved by the employee's Group Managing Director and Human Resources Division before the employee can be eligible for tuition assistance.
- E. Eligible employees may receive tuition assistance for approved courses up to 100% of full tuition costs and registration fee not exceeding the annual dollar limit allowed by Internal Revenue Service (IRS).
- F. The tuition assistance may be used for lab fees and books.
- G. The Service may provide tuition assistance for up to Fifteen (15) credits per calendar year and up to four courses per semester for an accelerated curriculum. For example, a college may offer a 3-credit hour course in a 7-week period.
- H. An employee may receive tuition assistance prior to attending the approved course. To qualify for tuition assistance, an employee must, upon completion of the class, provide proof of their final grade, a C or above for undergraduate credit courses and grade of B or above for graduate credit courses to the Human Resources Division, within Fifteen (15) workdays after receiving notice of their grades. Employees, who do not submit proof of grade, will have an automatic deduction from their payroll check, in the amount of the initial advanced tuition assistance.
- I. If letter grades are not awarded, evidence that the employee has passed the course must be provided to the Service within Fifteen (15) workdays after the employee was notified the employee passed the course.
- J. An employee who is separated from employment with the Service, for any reason, within (1) one year of completion of a college credit course for which the Service has provided tuition assistance, shall be required to reimburse the Service for the entire cost of the tuition paid for a college credit course in which the employee was enrolled during the previous twelve (12) months. Exceptions may be made by the Executive Director or Executive Director's Designee for hardship cases.
- K. Employees pursuing an undergraduate college degree may enroll in a program of study that is not directly related to his/her job duties or job classification if it is

relevant to the Service's overall needs. Employees enrolling in a graduate program of study must demonstrate that the program of study is directly related to his/her job duties/classification and/or the Service's overall needs.

- L. The Service will provide funding assistance for an employee to participate in not more than one undergraduate college program of study, and not more than one graduate master's degree or doctoral degree program of study.
- M. Employees who are requesting reimbursement for a course must do so within 6 months of course completion.
- N. Employees who are currently repaying the Service for failed or dropped courses are not eligible to request additional tuition assistance until the prior obligation is repaid in full.

## **VI. APPLICATION PROCEDURES**

- A. Tuition Assistance Program Application (Attachment 1)
  - 1. An employee meeting the eligibility criteria may apply for tuition assistance by submitting a completed application (attachment 1) at least 20 working days prior to the first-class meeting.
  - 2. The employee submits the application to Human Resources for review. The application will then be forwarded to the Group Managing Director for approval.
  - 3. If the application is disapproved, the employee will be advised immediately by the Human Resources Division indicating the reason(s) for the disapproval.
  - 4. Approval notification is forwarded to the Accounts Payable Department, by the Human Resources Division for advance payment to the employee, if sought.
  - 5. If the employee does not choose to receive payment in advance for tuition assistance, the application will be kept in the employees' training file until completion of the course. The employee must, within 6 months upon completion of the course, submit a request for reimbursement.
- B. Semester Course(s) Approval and Reimbursement Request (SCARR) (Attachment 2)
  - 1. After approval of entry into the Tuition Assistance Program, the employee will submit the SCAAR form and all applicable backup to Human Resources. HR will review and submit all documentation to the Group Managing Director for funding approval. Tuition assistance is eligible for advanced payment if the SCAAR is submitted at least two

weeks before classes begin. Otherwise, the employee will be eligible to be reimbursed once the course is successfully completed and proof of completion and grades is timely submitted to Human Resources.

2. Human Resources will notify the employee of approval. If the course(s) are not approved, the employee will be advised immediately and told the reasons for disapproval.
  3. The original SCARR Form will be filed in the employee's tuition file in Human Resources.
- C. Upon completion of the course, HR will complete the bottom portion of the SCARR form, once the following is forwarded to Human Resources:
1. Copy of the final grade, transcript, or other official grade indicator; and
  2. Original school tuition receipt, cancelled check, charge receipt, etc.
- D. If not approved, the employee will be immediately notified and told the reasons for disapproval.
- E. A new SCARR form must be submitted and approved prior to each semester that the employee intends to take course(s).

## **VII. RELATED POLICY AND PROCEDURE LINKS**

*Links*

## **VIII. REVISION HISTORY**

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## **VEHICLE FLEET POLICY**

### **I. SCOPE AND PURPOSE**

- A. Unless otherwise provided by law, this policy applies to all Motor Vehicles owned or controlled by the Maryland Environmental Service.

### **II. DEFINITIONS**

- A. In this chapter, the following terms have the meanings indicated:
- B. Terms Defined.
- (1) "Accident Guidelines" means a set of general procedures which an Employee is to follow when involved in a Motor Vehicle accident.
  - (2) "Employee" means an individual employed by the Service, and includes officers, Directors, interns, and volunteers.
  - (3) "Fleet Manager" means an individual assigned the responsibility to manage the use, care, and assignment of Motor Vehicles.
  - (4) "Motor Vehicle" means a vehicle of the Service utilized to transport passengers, goods, or apparatus.
  - (5) "Pool Vehicle" means a Motor Vehicle that is managed by the Fleet Manager and is generally available for limited duration use by Employees.

### **III. POLICY**

It is the policy of the Maryland Environmental Service that Employees operate and maintain Motor Vehicles in a safe, efficient, and economical matter at all times, and in a manner consistent with the specific provisions of this Policy and any procedures and guidelines which implement this Policy.

#### **IV. GENERAL RULES OF OPERATION**

- A. A MES Motor Vehicle may only be operated by an Employee of the Service, or those authorized in writing by the Executive Director.
- B. An Employee or an individual who operates a Motor Vehicle must have a driver's license which is valid and recognized by the State of Maryland and appropriate for the type of vehicle being operated. An Employee or individual with 5 or more points on their current driving record shall not be permitted to operate a Motor Vehicle. Out of State driving records and out of State violations will be evaluated at a point level comparable to the State of Maryland to determine compliance with this requirement.
- C. An Employee or individual shall operate a Motor Vehicle in strict compliance with the laws of the jurisdiction in which the Motor Vehicle is being operated, and in a manner that reflects concerns for safety and courtesy toward the public.
- D. An Employee may operate a Motor Vehicle only within the strict scope of the Employee's job duties. An Employee may not use a Motor Vehicle for personal business, unless expressly authorized by the Executive Director on a trip-by-trip basis. Passengers in Motor Vehicles shall be limited to Employees and other persons being transported in connection with Service business.
- E. No person shall drive or ride in a Motor Vehicle unless properly restrained by the occupant restraint device.
- F. Smoking, vaping, or the use of tobacco products is not permitted in any Motor Vehicle. An Employee who utilizes a Motor Vehicle shall remove all waste material from the Motor Vehicle at the end of each trip.
- G. An Employee shall operate a Motor Vehicle in strict compliance with all state and local laws regarding the use of a mobile communications devices while driving. If a mobile communications device must be used by an Employee while driving a Motor Vehicle, a hands-free device must be used. Drivers are encouraged to keep mobile communications device use to a minimum. Whenever possible, an Employee should not make or receive calls while driving. Only in the case of an emergency is the use of a hand-held mobile communications device without a hands-free device permitted.
- H. The Service will establish and enforce general rules for operators of Motor Vehicles including but not limited to rules related to drug and alcohol related driving offenses. All Employees will be required to acknowledge that they have read and understand the rules.

#### **V. VEHICLE ASSIGNMENT AND DISPOSITION**

- A. The Fleet Manager, in consultation with the Managing Director of each unit of the Service, shall determine if an Employee shall be assigned a Motor Vehicle. Vehicles will be assigned to Employees based on the business needs of the Service and the driving record of the Employee. The Service may not assign a Motor Vehicle to an Employee based solely on seniority or job classification.

The Fleet Manager and the Managing Directors shall periodically review vehicle assignments and the Service's business needs to determine if a vehicle assignment should be modified or discontinued. The Fleet Manager may reassign a Motor Vehicle if an Employee is not eligible to operate a Motor Vehicle.

- B. An Employee assigned a vehicle used for commuting purposes shall accurately maintain and promptly submit all documentation required by the Service's Finance Group and the IRS. The Service shall adopt procedures to implement reporting requirements.
- C. The Service shall maintain a fleet of Pool Vehicles for limited duration use by Employees. The Fleet Manager shall implement procedures for assigning Pool Vehicles to eligible Employees as they are needed.
- D. Group Managing Directors, in consultation with the Fleet Manager, will periodically evaluate whether Motor Vehicles assigned to their Group have reached their useful life, or are otherwise no longer needed.
- E. If the Fleet Manager determines that a Motor Vehicle is no longer needed by the Service, the Fleet Manager will arrange for the disposal of the Motor Vehicle. Motor Vehicles shall be disposed of in a manner that reasonably maximizes the revenue and minimizes the costs to the Service. The Service may not transfer ownership of a Motor Vehicle to an Employee unless the transfer is part of a bona fide arm's length transaction, and the Employee pays the Service the fair market value of the Motor Vehicle.
- F. The Service shall not transfer the title or use of a Motor Vehicle to another agency of the State unless the agency first pays to the Service the fair market value of the Motor Vehicle.

## **VI. VEHICLE SAFETY**

- A. The Office of Safety shall develop and implement ongoing training programs for all Employees on the safe and proper operation of Motor Vehicles.
- B. The Office of Safety will complete and maintain driver training records as may be required by applicable law, or the Service.
- C. The Office of Safety, in consultation with the Fleet Manager, the Finance Group, and the Office of Attorney General, will develop Accident Guidelines. The Accident Guidelines will provide general procedures, instructions and reporting forms to Employees to follow if they are involved in a Motor Vehicle Accident.
- D. The Service may establish a Fleet Safety Board. The Fleet Safety Board will periodically review the facts and circumstances related to Employee Motor Vehicle Accidents.
  - 1. The Fleet Safety Board shall only review accidents which involve only MES Employees. The Fleet Safety Board shall not review the accidents which involve any individual who is not an Employee.
  - 2. The Fleet Safety Board may review all facts and circumstances related to an accident, include driver history, accident causes and conditions, condition of the Motor Vehicles, and accident preventability.

3. The Fleet Safety Board shall prepare written findings and recommendations following its review. The recommendations may include disciplinary action for the Employee if the Fleet Safety Board concludes that an accident was preventable.
- E. An Employee who causes damage to a Motor Vehicle as a result of misuse or gross negligence shall be required to make reasonable restitution to the Service.
- F. Except as required to conduct maintenance or repair on a Motor Vehicle, no Employee shall disable any occupant restraint device or other safety device on a Motor Vehicle.
- G. An Employee charged with a moving violation while operating a Motor Vehicle shall notify the Employee's Group Managing Director and the Fleet Manager within 24 hours of the citation being issued.

## **VII. FUEL AND VEHICLE MAINTENANCE**

- A. Unless an immediate emergency situation exists, an Employee shall obtain Motor Vehicle fuel only from the Service's own bulk fueling facilities, from the fueling facilities of a Service client, or from the Statewide Automated Fuel Dispensing and Management System. Under no circumstances may an Employee ever use any of these facilities to put fuel into any vehicle which is not a Motor Vehicle of the Service. Notwithstanding the foregoing, an Employee may put fuel into a Service client vehicle if the fueling occurs at a facility owned by the Service client.
- B. The Fleet Manager shall coordinate the overall maintenance of Motor Vehicles. The Fleet Manager may arrange for Motor Vehicles to be maintained by use of one or more contractors who provide general vehicle maintenance. Each Group shall be responsible for arranging for preventive maintenance and repairs of the Motor Vehicles assigned to their Group. Except where a Service facility has in-house vehicle maintenance capabilities, an Employee may not arrange for maintenance to a Motor Vehicle at any facility not approved by the Fleet Manager. The Fleet Manager shall approve any repair which is estimated to exceed \$500.

## **VIII. REVISION HISTORY**

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## **EQUAL EMPLOYMENT OPPORTUNITY: WHISTLEBLOWER COMPLAINT POLICY**

### **I. SCOPE AND PURPOSE**

To set forth the Maryland Environmental Service Whistleblower Complaint Process.

### **II. POLICY STATEMENT**

Pursuant to the Maryland Personnel and Pensions Article, Title 5, Subtitle 3 Maryland Whistleblower Law in the Executive Branch of State Government, it is the policy of the Maryland Environmental Service (“MES”) to have a comprehensive whistleblower complaint process for all employees of the Service. A supervisor, manager, or executive of the MES may not take any personnel action as a reprisal against an employee who is a Whistleblower, submits a Whistleblower Complaint or who participates in the Whistleblower Complaint process.

### **III. DEFINITIONS**

Whistleblower is an employee of MES who exposes information or activity within the MES that the employee reasonably believes evidences an abuse of authority, gross mismanagement or gross waste of money, a substantial and specific danger to public health or safety, or a violation of law (collectively or individually “Prohibited Act”).

A Whistleblower Complaint is a written complaint by an employee alleging that a personnel action was taken in retaliation against the employee for the employee’s disclosure of a Prohibited Act.

### **IV. POLICY**

See Item II above.

### **V. PROCEDURES**

1.1 An employee may submit a Whistleblower Complaint to either the Service’s Equal Employment Opportunity (EEO) Officer or the Deputy Director.

1.2 An employee may also file a Whistleblower Complaint with the Secretary of Budget and Management (“Secretary”) as provided in Section 5-309 of the State Personnel and Pensions Article. If MES receives a complaint through the Secretary, the Executive Director will respond to the Secretary in writing to the Whistleblower Complaint within 20 days after receiving a copy of the complaint.

1.3 The Whistleblower Complaint must be based upon personnel action taken against the employee in reprisal for the employee's disclosure of what he or she reasonably believes constitute:

- (1) an abuse of authority, gross mismanagement, or gross waste of money;
- (2) a substantial and specific danger to public health or safety; or
- (3) a violation of law.

1.4 The Whistleblower Complaint must contain the following information:

- full name, address, and contact information of the complainant;
- the full name, address, if available, and department information of the person(s) against whom the complaint is made;
- a clear concise statement of facts constituting the alleged act(s) of impropriety
- date or dates of alleged unlawful personnel actions;
- a statement detailing the disclosure of information and when and to whom the disclosure was made;
- the complaint must be signed and dated by the complainant.

1.5 The employee may complete a Whistleblower Complaint form and submit it to the EEO Officer or Deputy Director. Forms may be obtained on the MES Intranet or from the EEO Office.

1.6 An employee must submit a written Whistleblower Complaint within 6 months after the employee first knew of or reasonably should have known that a personnel action was taken in retaliation against the employee for the employee's disclosure of a Prohibited Act.

1.7 Within 10 days after receiving a Whistleblower Complaint the Executive Director shall notify the Board of Directors of the complaint. Within 60 days after MES receives a Whistleblower Complaint, the complaint shall be investigated by the EEO Officer or the Director's designee to determine whether a violation of this Policy has occurred. The results of the investigation shall be provided to the Executive Director. Within a reasonable time after the investigation has concluded, the Executive Director shall issue a written decision to the involved parties.

1.8 (1) If the EEO Officer or the Executive Director's designee determines that a violation of this Policy has not occurred, the Executive Director shall dismiss the complaint.

(2) If the EEO Officer or the Executive Director's designee determines that a violation of this Policy has occurred, the Executive Director shall take appropriate remedial action.

(3) The results of any investigation under this Policy shall be immediately reported to the Board of Directors.

1.9 As a remedial action for a violation of this policy, the Executive Director may:

- (1) order the removal of any related detrimental information from the complainant's personnel records;
- (2) hire, promote, or reinstate the complainant or end the complainant's suspension from employment;
- (3) award the complainant back pay to the day of the violation;
- (4) grant the complainant leave or seniority;
- (5) take appropriate disciplinary action against any individual who caused the violation; and
- (6) take any other remedial action consistent with the purposes of this policy and state law.

1.10 A Whistleblower Complaint shall be confidential. Information regarding the Whistleblower Complaint will only be discussed with pertinent individuals who need to know for purposes of investigation and resolution.

## **VI. RELATED POLICY AND PROCEDURE LINKS**

*Links*

## **VII. REVISION HISTORY**

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