

# MEMORANDUM

**DATE:** March 24, 2026

**TO:** Sylvia King  
Senior Legislative Budget Officer

**THRU:** Angela Fair-Baker, Director  
Office of Management and Budget

**FROM:** Carol Rubino, Manager  
Personnel Board

**RE:** First Round FY 2027 Proposed Budget Responses

*In an effort to facilitate an efficient and effective budget review and reporting process, we are submitting a request for budgetary information. Please respond to the questions and complete the following tables with the appropriate information. In some cases, we have populated the tables with available known data. In instances where the tables need to be re-sized or modified to accommodate additional information, please feel free to do so.*

## SUPPLEMENTAL BUDGET REQUEST

1. Does the Board expect that a supplemental budget request may be necessary for FY 2026?

No

a. If so, how much does the Board expect to request?

N/A

b. Please identify the specific factors, conditions, and trends that may necessitate the need for a supplemental appropriation for FY 2026.

N/A

**COMPENSATION**

***Staffing***

2. Please complete the following table on FY 2026 authorized and actual staffing levels:

FY 2026 Authorized and Actual Staffing Levels									
	Full-Time			Part-Time			Limited Term		
	Authorized	Filled Positions	Vacancies	Authorized	Filled Positions	Vacancies	Authorized	Filled Positions	Vacancies
<b>General Fund</b>									
	2	2	0	0	0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>YTD as of: 3/11/2026</i>									

3. For each currently vacant position, please complete the following table by identifying the position title, position number, grade, salary information, date the vacancy or creation of position occurred, organizational assignment, the status of recruitment efforts, and funding source (General Fund (GF), Internal Service Fund (IS), Enterprise Fund (EF), or Grants) for FY 2026.

N/A

4. Are all positions included in the FY 2027 Proposed Budget fully funded? If not, please explain.

**Yes, all positions are fully funded.**

5. Please provide the following information:

a. Names of Board Members;

**Delores M. Stuckey, Chair**  
**Bridgette A. Greer, Esq., Member**  
**Yvonne V. Hefley, Member**  
**Darlene M. Neal, Member**  
**Ike B. Udejiofor, PhD., Member**

- b. Dates of current terms;

**July 2023 -Dec. 7, 2026**

- c. Current vacancies on the Board; and

**None**

- d. Steps that need to be taken to fill any vacancies on the Board.

**N/A**

6. Have the legally mandated stipends for the Chair and other Board members changed for FY 2027? If so, please provide details.

**No**

### **OPERATING EXPENSES**

7. Please identify, quantify, and explain expected or possible instances where categories of expenditures are **expected to exceed** authorized FY 2026 expenditure levels. What conditions, factors, and trends are driving these higher-than-expected levels of expenditures for FY 2026?

**N/A**

8. Please identify, quantify, and explain expected or possible instances where categories of expenditure are **expected to be significantly lower** than authorized FY 2026 expenditure levels. What conditions, factors, and trends are driving these lower-than-expected levels of expenditures for FY 2026?

**N/A**

9. Please complete the chart on the following page regarding the FY 2026 approved and estimated, and FY 2027 proposed operating budgets. Please add operating categories, as needed, to ensure the total operating budget is presented.

**See Attachment- Q9, Operating Budget**

10. FY 2026 and FY 2027 Contracts: Please provide the information requested in the table below for **all** of the Office’s FY 2026 currently executed and planned and not yet executed, and all planned contracts for FY 2027.

Contracts, FY 2026 and FY 2027									
Vendor/Contractor Name	1 = MBE 2 = CBB 3 = CBSB 4 = CLB Unknown	Summary of Contract Services	FY 2026 Approved Budget					Contract Amount	
			FY 2026 Approved Budget	FY 2026 Actual/Estimated Contract Amount	Current Contract Term (month/year-month/year)	Number of Additional Option Years Available	Contract Status: Executed (E), Planned Not Executed (PE)	FY 2027 Proposed Contract Amount	Funding Source: General Fund (GF), Grants (GR), Other Fund (OF)
Robinson & Geraldo PC	Unknown	Consulting Services	\$35,000	\$ 35,000	\$35,000	7/1/25-6/30/26	E	\$35,000	GF
For the Record, Inc	MBE	Transcription Services	4000	\$ 4,400	\$6,000	7/1/25-6/30/26	E	\$ 6,000	GF
Total			\$ 39,000	\$ 39,400				\$ 41,000	

**WORKLOAD AND PROGRAM IMPACT**

11. Has the Board made, or does it plan to make any significant operational or organizational changes or modifications in FY 2026 or FY 2027? If so, please explain specific changes; objectives, and rationale for the changes; assessment of the impact the changes have had or will have on the Board’s operation to date; and the short-term and long-term implications for the Board and the County.

**No**

12. Detail and discuss whether the Board’s overall planned FY 2026 program goals and objectives being achieved.

**Yes**

13. What major factors, trends, and conditions have affected the Board’s workload and performance in FY 2026, and what workload challenges do you foresee in FY 2027?

**N/A**

14. In FY 2026, did the Board employ the service of the hearing examiner to expedite the appeal process for matters requiring multiple witnesses and testimony evidence?

No

a. If so, how often was the hearing examiner used in FY 2026?

N/A

b. Does the on-call hearing examiner continue to provide services on a voluntary basis or is there a cost associated with utilizing this service?

**Services provided are on a voluntary basis**

c. Does the Board anticipate continuing this service in FY 2027?

Yes

15. Please identify and quantify any known or anticipated operational or fiscal impact that the proposed Maryland State budget, or other actions taken or being considered by the Maryland General Assembly, may have on the Panel's programs and operations.

N/A

16. Identify and quantify any known or anticipated operational or fiscal impacts that any proposed federal changes or other action taken or being considered by the federal government may have on the Panel's programs and operations.

N/A

17. Does the Panel have any federal, State, or County legal requirements that must be funded? If so, please identify each requirement and the total dollar amount.

N/A

18. Please indicate if the Board's hearings and business are being conducted in-person, by conference calls or virtually, or a combination thereof. Please explain the rationale for this, and does the Board plan to continue this process or make any revisions to this in FY 2027? Please explain.

**Business is being conducted by conference calls, executive sessions and virtual hearing as decided by the Chair of the Board**

## **INFORMATION TECHNOLOGY**

19. Please complete the chart below and identify the Board's key IT initiatives, including the project name, summary for the purposes and benefits associated with each project, initiation year, estimated completion date, total project cost, amount of funding spent to date, and proposed FY 2027 funding amount.

N/A

## **EQUIPMENT**

20. Please complete the chart below regarding the Office's FY 2026 estimated equipment purchases and FY 2027 proposed equipment budget.

N/A

## **FACILITIES**

21. Has the Board acquired new facilities, relocated facilities in FY 2026 or have plans to acquire or relocate in FY 2027? If so, please identify the reason for the changes and provide details on all contractual and operating costs related to the change.

No