

**Howard County-Fort George G. Meade Expansion Management Task Force  
(HC-BRAC-TF)**

**Task Force Memorandum 2006-08**

**Date: 21 December 2006**

**Originator: Kent Menser, Task Force Chairman**

**Purpose:** The purpose of this memorandum is to update and inform Task Force members and our BRAC constituency on the latest information regarding Howard County and Regional BRAC actions.

**Key Points:**

1. **Transition:** The Director of the Howard County BRAC office now reports to the County's Chief of Staff, Aaron Greenfield. In our first meeting, Mr. Greenfield's guidance to the Task Force is to carry on with our current work and direction. Related to this guidance, one of the BRAC themes that remains in effect is that we should continue to work to determine how much of the BRAC growth is addressed in the current County General Plan. This concern was the genesis for the requirement for the current BRAC Task Force.
2. **Fort Meade BRAC Region:**
  - I cannot emphasize how important regional relationships and coordination are to our BRAC success in Howard County. Obviously the focus of our BRAC TF is on the consequences of BRAC on Howard County, but the fact is those consequences are directly influenced by regional factors; transportation and housing, just to name two. That said, the Anne Arundel County-Fort Meade Growth Management Committee, of which we are a member, becomes critical to regional success. This committee is the single point of contact in the region for coordination and assistance from Federal Agencies. Over this past week, I have had some very rewarding discussions with the new Regional Coordinator/Chair of this committee, Bob Lieb. Bob is new to the committee, but as the ex-chief of staff of the Anne Arundel County School system, he is not new to the county, to the region or BRAC. His leadership and expertise will be of great assistance to regional effort. I will be Bob's deputy in this regional partnership. Each of us will then head up our respective county's efforts. This arrangement will work! More good things to follow.
3. **Current Status of the Task Force:**
  - Back in June of 2006, in our initial discussions of the Task Force organization, we talked about the time when the Task Force would go from the discovery phase (3 current committees) to the analysis and reporting phase. This second phase will start early in 2007, with the reports coming out of the BRAC and the Howard County Requirements Committees. The BRAC Requirements Committee will frame the impact of BRAC in terms of numbers of jobs, families and other key factors affecting Howard County. The Howard County Requirements Committee will identify and substantiate the 5-7 key areas in the County that will be most impacted by BRAC. Remember we said we would go with 5-7 areas, not because they are the only ones to be

impacted, but because that is all this Task Force had the capacity to effectively address. Once these areas are identified, the Task Force will transform from 3 committees to the number of committees required to analyze the effect of BRAC on the impacted areas. This will be one of the key subjects that will be addressed at the 10 January 2006 Task Force Meeting.

- The make-up and organizational dynamics of these new committees will be significantly different from our original three. Because of the highly functional focus of these committees and the fact that these BRAC impacted areas are already of high interest throughout the county, committees may include; members of the HC staff, TF Members, HC residents and other individual expertise as required. Additionally, I will play a strong coordination, research and analysis role in support of phase II. Simply put, the product of these committees will be a statement of the:
  - Problem
  - Facts bearing on the problem
  - Alternative solutions to the problem
  - Consequences of actions in support of each solution
  - Recommendation to the County Executive, to include a supporting action plan
- **Current Committee Status:**
  - a. BRAC Requirements Committee: On track with analysis and the recipient of new “numbers” from the Maryland Department of Labor Study.
  - b. Howard County Requirements Committee: Completing their analysis and supporting documentation on the functional areas in Howard County that will be most impacted by BRAC.
  - c. Resource Planning Committee: This committee and I will be meeting with the Southern Maryland BRAC Group in early January to discuss their lessons learned. They underwent a BRAC in 1995 which has many similarities to our upcoming BRAC.
- 4. **In Process Review (IPR):** On the December 13<sup>th</sup> 2006, I led an external review of our Howard County BRAC Program. I began the 3 hour session by briefing our program and then the following people provided comments, observations and recommendations.
  - Cyrena Chiles Eitler: Project Manager, OSD, Office of Economic Adjustment (OEA)
  - Ken Fiscus: DISA BRAC Liaison to Fort Meade
  - Ted Hartman: Plans Branch Chief and BRAC Coordinator, US Army Garrison Fort Meade
  - BGen, Mike Hayes, USMC (Ret): Director of Military and Federal Affairs, DBED
  - Bob Lieb: BRAC Director, Anne Arundel County
  - Joe Re: Chief, DISA BRAC Transition Office
  - Tom Sadowski: Executive Vice President, Economic Alliance of Greater Baltimore

- Larry Twele: Director, Carroll County Department of Economic Development
- Christina Wiegand: Senior Vice President  
Anne Arundel Economic Development Corporation

Overall the comments were positive, but I have three hours of notes to review over the holidays before I can give you all a detailed assessment. In addition to focus on our BRAC program, there was a great discussion on roles and relationships at the regional level. To be very candid, we are extremely fortunate to have bright, committed and professional counterparts at the county, regional, state and federal levels. It is going to take commitment by the whole team to tackle the regional challenges that BRAC will bring to us.

**5. BRAC Business Intelligence (BBI):**

- We continue to work to improve our BRAC Business Intelligence structure and process. Simply put, for the next 5-7 years we want to have in place a process that gets the right information to the right people on time and in a decision format that meets their requirements. For example, if a decision is made at Department of Defense level to speed up the movement of BRAC related families from Ohio to Fort Meade, I would expect that we would be able to tell Dr. Cousin, our Superintendent of Schools, that same week that there may be a change in timing of student arrivals in Howard County. When we are working off a reasonably accurate information base, these kinds of actions are doable.

6. **BRAC Grant Process:** Without boring you with the details, I do not expect we will get our grant request reviewed/approved until late January. I apologize for this delay; keep the faith, this action will have a happy ending!

**Administration:**

1. **Task Force Meetings:** There was no general meeting of the Task Force in December. Our committees are continuing to meet as appropriate. The next general Task Force Meetings will be on:
  - a. 10 January 2007
  - b. 7 February 2007
2. **“4<sup>th</sup> Wednesday” BRAC Updates:** This meeting will continue to held from 7-9 PM in the Howard Building in Ellicott City on:
  - a. **No December meeting**
  - b. 24 January 2007
  - c. 28 February 2007
  - d. 28 March 2007
  - e. 25 April 2007
3. **DBED BRAC Report (revised):** I am no longer sure when the complete report will be out. We do have some revised figures which represent a snapshot of what may happen in response to BRAC. Additionally, in the future, I will be referring to this report as the Department of Labor (DOL) BRAC Report, not the DBED report.

4. **Howard County BRAC Website:** Our BRAC website is up and running. Go to the Howard County Government Website and click the “BRAC Button!” Your comments/recommendations on the site are welcomed.
5. **Communicate:** I encourage all task force members and/or residents of HC to call me, email me or come to my office whenever you have recommendations, concerns and/or questions related to BRAC.
6. **Speak:** I am willing to speak to any Howard County or regional group about BRAC. At least one week warning is best, but I am flexible.
7. **Remember:** Task Force Committee membership can be expanded by the committee chairman in order to meet requirements for specific functional expertise. There is considerable interest in BRAC in the County, so take advantage of this expertise, as appropriate.

#### **BRAC Meetings, Presentations and Activities:**

- a. The Task Force Committees have been meeting during December to work on their respective missions:
- b. 27 November 2006: BRAC Director attended Memorandum of Agreement (MOU) signing between Anne Arundel County, Howard County and City of Laurel on working together to support the Fort Meade BRAC region.
- c. 28 November 2006: BRAC Director attended meeting of the Anne Arundel County Growth Management Committee
- d. 29 November 2006: BRAC Director took members of Howard County Staff on tour of Fort Meade
- e. 29 November 2006: BRAC Director conducted monthly BRAC update for residents of Howard County
- f. 30 November 2006: BRAC Director gave final BRAC TF update to Mr. Robey
- g. 1 December 2006: BRAC Director met with representatives of DISA at Fort Meade to update and align.
- h. 4 December 2006: BRAC Director met with Marsh McLaughlin, HC P&Z on BRAC related subjects
- i. 5 December 2006: BRAC Director met with Mr. Dwight Hollenbach on his volunteering to work with the Task Force
- j. 5 December 2006: BRAC Director attended meeting of Fort Meade Alliance
- k. 6 December 2006: BRAC Director briefed the Social Service Homeless Group on BRAC
- l. 6 December 2006: BRAC Director met with Dick Story on BRAC matters
- m. 6 December 2006: BRAC Director attended Transition Hearing conducted by the new county administration
- n. 7 December 2006: BRAC Director met with Larry Twele: Director, Carroll County Department of Economic Development
- o. 7 December 2006: BRAC Director did TV spot with GTV
- p. 8 December 2006: BRAC Director met with Mr. Joe Orricchio, CEO of BRACWATCH
- q. 11 December 2006: BRAC Director briefed the HC County Financial Board
- r. 12 December 2006: BRAC Director attended TF EXCOM meeting
- s. 13 December 2006: BRAC Director briefed SAIC BRAC Conference

- t. 13 December 2006: BRAC Director conducted external In Process Review (IPR) of the HC BRAC Program
- u. 13 December 2006: BRAC Director attended BRAC Requirements Committee meeting
- v. 14 December 2006: BRAC Director had first formal meeting with Aaron Greenfield, HC Chief of Staff
- w. 18 December 2006: BRAC Director gave BRAC presentation to Linda Fredeking and Marc Seinfeld

## **New Business**

### **1. The sixth Task Force Meeting will be on 10 January at 3:30 in classroom #6 in the Gateway Building.**

- a. The objectives of this meeting are:
  - i. Conduct initial review of the joint work between the BRAC and Howard County Requirement's Committees
  - ii. Discuss the concept of organization and mission of the new committees

### **2. Task Force Director Observations/Recommendations:**

- a. Howard County BRAC TF Mission and Execution: All of us should keep in mind the primary goals of the BRAC Task Force:
  - i. Identify the opportunities and challenges resulting from the expansion of Fort Meade
  - ii. Identify the infrastructure needs required to support the increased activities
  - iii. Evaluate the ability of the County to meet the challenges of BRAC
  - iv. Make recommendations to the County Executive for appropriate ways to meet the challenges of BRAC, while continuing the high quality of life enjoyed by Howard County citizens
- b. Without Effective Execution, Recommendations Become Part of Mythology!
  - i. Within the BRAC Office, we have started to look at the realities and the dynamics related to task force recommendations, executive decision-making and effective implementations. More to follow on this.
  - ii. One of the subjects we are reviewing is where would potential recommendations fit into current county planning.

## **Next Steps:**

- 1. TF Members please attend all your committee meetings
- 2. Call me if you have any questions or need assistance.
- 3. See you on 10 January 2007.
- 4. Have a Happy Holidays