



Wes Moore GOVERNOR

Aruna Miller LT. GOVERNOR

Charles Glass, Ph.D., P.E. EXECUTIVE DIRECTOR

BOARD OF DIRECTORS MEETING MINUTES

January 22, 2026

LOCATION: Headquarters/Video Call

TIME: 9:30 a.m.

DIRECTORS PRESENT: Shelley Heller, Chair (remote)
Sean L. Coleman, Esq., Secretary
Brendon Baatz, Treasurer (remote)
James H. Johnson Jr., Ph.D., P.E.
Moalie Jose, P.E. (remote)
Odessa Phillip, P.E.
Andrew Kelson, Dept. of Planning designee (remote)
Charles Glass, Ph.D., P.E.

DIRECTORS ABSENT: Delegate Dylan Behler

OTHERS PRESENT:

Sandy Hertz, Deputy Director

Priscilla Carroll, Esq.

Pamela Fuller, Board Clerk

Felicia Gross, Human Resources

Winsome Condra, Technical &
Environmental Services (TES)

Aimee Warner, Env. Dredging &
Restoration (EDR)

Tim Ford, Environmental Operations (EO)

Matt Lapinsky, Water/Wastewater (WW)

Hament Patel, Finance

Kanishk Sharma, Administration (remote)

Casey Powers, IT (remote)

Jeff Tosi, Strategic & Gov. Affairs

Jason Browne, (OPS)

Cassandra Savel (TES)

Ramona Jones (HR)

Eric Hartlaub (OAG) at 11 am

Bruce Eisenstein (OAG) at 11 am

CALL TO ORDER

Ms. Heller called the meeting to order at 9:38 a.m. Some Board members and staff were present at Maryland Environmental Service (MES) Headquarters, and other Board members participated via Zoom video call. The meeting was streamed live to the public on YouTube.

INSPIRE AWARDS

An Inspire award was presented to Senior Inspector, Tony Fertitta for his assistance with the installation and replacement of the fuel tank for the boiler and water heater at the Maryland Military Department, Cheltenham location. The award is in recognition of his expertise, ingenuity, and exceptional customer service.

An Inspire award was presented to Uday Gadhia, Garrett Lorenz, and Charles Cullemer for their extraordinary work in support of the Maryland Aviation Administration (MAA) operations at Baltimore/Washington International (BWI) Airport. Their discovery of a leak in a key fuel source and swift response to correct the problem earned the praise of the BWI Fire & Rescue and MAA for speed, safety, and service quality. Through leadership, technical expertise, and decisive problem-solving, the team restored critical fueling services, protected the environment, and ensured uninterrupted airport operations during a critical travel season.

An Inspire award was presented to Bob Barnhart, Chase Clark, Ben Shank, Scott Murphy, Richard Heines, Tanner Bartles, Garrett Klein, and Joshua Faith for their efforts to rehab an effluent filter at the Town of Myersville wastewater treatment plant. The work was completed by MES operations for less than \$5,000. This saved the town an estimated \$50,000 - \$70,000. The Town of Myersville was grateful for MES accomplishing the repairs and for the cost savings so that they could plan for a capital improvement project to have the filters replaced in the future.

An Inspire award was presented to Emily Martinazzi, Ezgi Kurdoglu, Scott Kearney, Kevin DeSouza, Mark Kaiser, Jen Wijetunga, Justin Wood, Kollin Keister, Darren Klink, Wayne Boal, and Wayne Rumbaugh. This team from Water/Wastewater and TES Maintenance collaborated to implement an asset management for all water and wastewater facilities, offering significant advantages in operational uptime and enabling predictive maintenance.

MINUTES

Ms. Heller requested a discussion or motion to approve the minutes of the Board meeting on December 18, 2025. There were no comments or corrections. The minutes were approved by consent.

EXECUTIVE DIRECTOR’S REPORT

Dr. Glass reported his expenses for the last month. Dr. Glass had \$3 in parking to attend the State of the Ports event in Baltimore. Dr. Glass also reported several engagements with private entities over the last month.

Dr. Glass reviewed his first quarterly AI Strategies and Development report in response to Mr. Baatz’s request at a previous meeting. MES has built robust internal AI capabilities across all divisions, supported by strong leadership engagement and a culture of in-house innovation. Current adoption delivers substantial productivity gains, streamlining administrative, technical, and operational workflows. Internal development over external consulting has resulted in major cost savings, faster implementation, and greater agility. Findings show no current need for extensive external AI consulting, except for highly specialized, high-impact projects where added value is clear. Current utilization across the groups, as well as cost and time savings, were reviewed. The agency has developed its own internal ChatBot and utilizes both free and paid CoPilot licenses. Use is progressing slowly and deliberately.

Dr. Glass also reviewed his list of long-term projects.

Dr. Glass announced the retirement of Maurice “Mo” Boddie after 30 years with the agency. Among other assignments, Mr. Boddie developed and managed the Montgomery County bus stop trash collection program. Dr. Glass and the Board expressed their congratulations and well-wishes.

OFFICE OF LEGISLATIVE AUDITS SPECIAL REVIEW

Mr. Tosi summarized the Office of Legislative Audits (OLA) Review of State Units Exempt from State Procurement Laws and Regulations report, which was released in November 2025. The special review of 42 independent State agencies was conducted from March to September of 2025. The review focused on three topics: identifying all units fully or partially exempt from State procurement law, identifying if these units have legally required procurement policies, and determining if these policies reasonably align with State procurement standards. Four items were identified as missing or inconsistent with MES. MES will be sending a response to say that the agency is already in compliance with three of the four findings and will codify its compliance with the fourth in a regulatory change.

MES is in compliance with procurement requirements, including having a Board-approved procurement policy (approved May 29, 2025), proper controls for sole-source procurements, documented use of intergovernmental cooperative purchasing agreements, and required advertising of solicitations and awards on eMMA. While COMAR requires MES to publish notices of award, it does not currently specify a 30-day timeline; however, MES is following the 30-day practice and plans to propose a regulatory change to formally address this gap.

NEW BUSINESS REPORT

Ms. Heller presented the New Business Report and asked if there were any questions.

FINANCIAL REPORT

Mr. Patel summarized the agency's preliminary financial performance as of December 2025. The first six months indicate total labor sales to be better than FY25 actual and FY26 budgeted. The FY26 budget was prepared based on a 4% growth over FY25. Billable labor has been good, and expenses so far have been lower than budgeted. Labor growth is consistent across all four operating groups. Overhead expenses have been lower than budgeted so far but will increase in January with the new health insurance rates, holidays, and vacation usage over the holiday season. Mr. Patel will be exploring the use of AI to analyze historical data to be used to project future estimates.

HUMAN RESOURCES REPORT

Dr. Gross presented the Human Resources (HR) report. The agency ended December with a vacancy rate of 2.7%. As of January 14, 2025, when the report was prepared, the vacancy rate was 3.16%. The summer internship program launched last month, and 67 applications have been received so far. The Co-Op Developing Young Professionals program is ongoing. There were four recruitment events in January.

PROCUREMENT ITEMS

Mr. Graham presented Item 1. The procurement is a change order with United Rentals, Inc. for \$131,406. It is for the rental of emergency generators, fuel, and DEF tanks for the Maryland Port Administration (MPA) Sediment Technology & Reuse (STAR) facility. There is a 0% MBE goal. Dr. Johnson made the motion to approve the item; Ms. Phillip seconded. The motion passed unanimously.

Mr. Graham presented Item 2. The procurement is for the supply and delivery of hydrated lime to wastewater facilities in Anne Arundel, Carroll, and Washington Counties. TR International Trading Company, dba Catalynt Solutions, Inc., will provide the goods for \$229,749.75. There is a 0% MBE goal. Catalynt is a SBR Company. Mr. Coleman made the motion to approve the item; Mr. Baatz seconded. Discussion was held concerning how SBR credits are computed. The motion passed unanimously.

Mr. Graham presented Item 3. The procurement is a pre-solicitation approval for \$500,000 for construction services to screen and sort mixed-sized aggregates and soil for the Harford Waste Disposal Center. There is a 15% MBE goal. Mr. Baatz made the motion to approve the item; Ms. Phillip seconded. The motion passed unanimously.

Mr. Graham presented Item 4. The procurement is for traffic data management support for the State Highway Administration (SHA) Task 15. Synergy Systems and Services, Inc. will provide the services at a cost of \$448,988.56. There is a 34.5% MBE goal, and the contractor is an MBE prime. Dr. Johnson made the motion to approve the item; Mr. Coleman seconded. The motion passed unanimously.

Mr. Graham presented Item 5. The procurement is for the design of Enhanced Nutrient Removal (ENR) upgrades at Point Lookout State Park. Watek Engineering LLC will provide the services at a cost of \$412,761. There is a 42.5% MBE goal. Ms. Phillip made the motion to approve the item; Ms. Coleman seconded. Discussion was held regarding MBE status and A/E shortlist bidding criteria. Watek is an MBE prime and can self-perform 50% of the 42.5% goal, the rest must be completed by subs. The motion passed unanimously.

Mr. Graham presented Item 6. The procurement is for replacement of the water mains at Camp Fretterd Military Reservation. Monumental Paving & Excavation, Inc. will provide the services at a cost of \$3,112,860.72. There is a 13% MBE goal. Mr. Coleman made the motion to approve the item; Ms. Phillip seconded. The motion passed unanimously.

Mr. Graham presented Item 7. The procurement is for restoration of existing wetlands at Genesee Valley Outdoor Learning Center, as part of the Cox Creek Mitigation. Green Team Industries, LLC will provide the services at a cost of \$1,998,797. There is a 29% MBE goal. Ms. Phillip made the motion to approve the item; Mr. Coleman seconded. Ms. Philip inquired about the price difference between the bidders. Ms. Warner confirmed that low bid was in line with previous estimates and past projects, and they have confirmed the prices and qualifications. The motion passed unanimously.

Mr. Graham presented Item 8. The procurement is for Upland Borrow and Colgate Creek dredged material hauling and stockpiling. Allan Myers MD, Inc. will provide the services at a cost of \$9,426,108. There is a 20% MBE goal. Ms. Phillip made the motion to approve the item; Mr. Coleman seconded. The amount of award is lower than the bid amounts because several contingent items are not being awarded. The motion passed unanimously.

Mr. Graham presented Item 9. The procurement is for marine delivery and supply of ultra-low diesel fuel to Hart Miller Island and Poplar Island. The Vane Brothers Company will provide fuel and delivery at a cost of \$552,525. There is a 0% MBE goal. Dr. Johnson made the motion to approve the item; Ms. Phillip seconded. The motion passed unanimously.

Mr. Graham presented Item 10. The procurement is a change order with Securian Life Insurance Company for \$145,289.13. It is to provide funding for the MES life insurance policy for employees through the end of the initial 24-month period. There is a 0% MBE goal. Mr. Baatz made the motion to approve the item; Dr. Johnson seconded. The motion passed unanimously.

Mr. Graham presented Item 11. The procurement is a change order with Madison National Life Insurance Company, Inc. for \$335,709. It is to provide funding for MES short- and

long-term disability insurance policy for employees through the end of the initial 24-month period. There is a 0% MBE goal. Ms. Phillip made the motion to approve the item; Mr. Baatz seconded. The motion passed unanimously.

The Board notifications for contracts, purchase orders, amendments, and change orders between \$25,000 and \$200,000 were reviewed.

LEGAL REPORT

Ms. Carroll reminded the board that the State Ethics Disclosure period has opened. Disclosures are due by April 30, 2026. Once filed with the State, please send a copy to the Board clerk.

GROUP UPDATES

Mr. Browne presented the Montgomery County Material Recovery Facility C&D Pilot Study. The study was to explore recycling options for construction and demolition debris that is currently landfilled. Specialized sorting equipment was rented and various processes explored. Wood, plastic film, metal, and cardboard are currently being processed. The final report will be presented to the County.

Ms. Savel presented MES' inaugural participation in the Maryland Clean Energy Summit. The Maryland Clean Energy Center hosts the summit annually. Overall, the summit was an excellent learning and networking opportunity to strengthen MES' work with MEA and across the state. Staff gained new contacts with potential contractors and consulting businesses and established MES as a key partner for collaboration in Maryland's energy space.

Ms. Warner presented MES remediation support work at the Dundalk Marine Terminal. In the 1970s, approximately 2.5 million cubic yards of chromium ore processing residue (COPR) from the Baltimore Works plant was used as fill material to expand the Dundalk Marine Terminal (DMT). That COPR contained hexavalent chromium, a hazardous material. A consent decree between MDE, MPA, and Honeywell calls for "enhanced isolation and containment." MES supports this agreement with hazardous and nonhazardous waste management, groundwater treatment, and environmental inspections, sampling, and reporting.

OLD/NEW BUSINESS

Ms. Heller asked if there was any old or new business to discuss.

CLOSED SESSION

At 11:56 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b) (3) and (8), Ms. Heller stated that the Board intended to enter closed session to approve the minutes of a prior closed-meeting session, to consider the acquisition of real property for a public purpose and matters directly related thereto; and to consult with staff, consultants, or other individuals about pending or potential litigation. Ms. Heller asked if anyone objected to the Board entering the closed session; no objections were noted. She also stated that any member of the viewing public who objected could submit their objection via email to the agency. Mr. Baatz then made a motion that the Board enter closed session for the reasons stated above. Mr. Coleman seconded the motion; all members voted in favor of closing the meeting.

The public meeting closed at 11:56 a.m. Staff not required for the closed session left the meeting room and Zoom session.

Ms. Heller called the meeting of the closed session of the Board to order at 12:02 p.m. Present during the closed session were Board members Dr. Glass, Ms. Heller, Mr. Baatz, Mr. Coleman, Ms. Jose, Dr. Johnson, Ms. Phillip, and Mr. Kelson. Ms. Carroll, Mr. Eisenstein, Mr. Hartlaub, Ms. Hertz, Mr. Patel, Mr. Lapinsky, and Ms. Fuller joined them.

Ms. Heller requested approval of the minutes of the closed session from the December 18, 2025, meeting. There were no corrections or comments noted. The minutes were unanimously approved.

Real Estate Review Committee:

Mr. Coleman reported that the Real Estate Review Committee met last week to create a framework for the agency to implement as they seek to acquire a new property and maintenance facility. The agency plans to hire a real estate broker for assistance. The committee recommends that management utilize the review process set out by the committee, authorizes management to enter into a sales contract for up to a designated amount, such sales contract being contingent on satisfaction of certain matters to be required by MES, and such final sale being contingent upon Board approval. Ms. Phillip moved to approve these actions, and Mr. Coleman seconded the motion. The motion passed unanimously. Ms. Phillip then moved to schedule a special Board meeting, if necessary, to approve the transaction. Mr. Coleman seconded the motion, which also passed unanimously.

Legal Report:

Ms. Carroll and Mr. Hartlaub updated the Board on an ongoing litigation matter. No action was requested or taken.

ADJOURNMENT

The next meeting of the Board is Thursday, February 26, 2025, at 9:30 a.m.

The meeting adjourned at 12:30 p.m.

Sean L. Coleman

SEAN L. COLEMAN, ESQ.
SECRETARY

Shelley Heller

SHELLEY HELLER
CHAIR