



CALVERT COUNTY COMPENSATION REVIEW BOARD

Open Meeting Minutes

The 2025 Compensation Review Board conducted their open meeting on Wed, Sept. 24, 2025, at 1:00pm at 30 Duke Street, Duke Room, Prince Frederick, MD 20678 and virtually via Microsoft Teams

MEMBERS:

Present: *In-Person:* Donna Zupancic and Randy Smith
Virtually: Jim Fleshman, Tim Gervais, David “Matt” Cox and Cindy Yoe
Staff: John Norris, County Attorney (Virtually)
Ashley Staples-Reid, Special Projects Program Manager, Office of the County Administrator

General Business and Administrative Matters:

- I.** Call to Order
The meeting was called to order by Chairperson Donna Zupancic at 1:01pm.
- II.** Review and Approve Agenda
Motion to approve the agenda as presented
Motion: Randy Smith
Seconded: Matt Cox
Action: Motion passed unanimously
- III.** Review and Approve Sept. 10, 2025, minutes
Motion to approve the minutes as presented
Motion: Randy Smith
Seconded: Matt Cox
Action: Motion passed unanimously

New Business:

- I.** County Official Interview
- a. County Treasurer – Amanda Dolina, Treasurer
- i. Salary
- ii. Benefits
1. Health Insurance
2. Pension/Retirement
3. Leave
- Motion to recommend that the Calvert County Treasurer receive an annual salary of \$115,000 and incorporate the clause “The county treasurer of Calvert County shall devote full time to the duties of the office.”**
- Motion:** Cindy Yoe
Seconded: Jim Fleshman
Action: Motion passed unanimously

Motion to recommend that the Calvert County Treasurer receive the same health insurance and retirement benefits as a merit employee.

Motion: Matt Cox

Seconded: Randy Smith

Action: Motion passed unanimously

Motion to recommend that the Calvert County Treasurer receive no leave benefits and to amend the first motion to include “subject to illness” to the duties clause.

Motion: Randy Smith

Seconded: Matt Cox

Action: Motion passed unanimously

Public Comment:

There were no speakers in-person or online.

Adjournment:

Having no closed items to discuss pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland, the committee adjourned at 2:02 p.m.

Motion to adjourn

Motion: Tim Gervais

Seconded: Matt Cox

Action: Motion passed unanimously

Transcribed by Ashley N. Staples-Reid, Special Project Program Manager