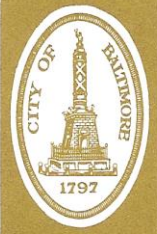


FROM	NAME & TITLE	Christopher Shorter, City Administrator	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Office of the Mayor 100 N. Holliday Street, Room Baltimore, MD 21202		
	SUBJECT	CB 22-0087R Informational Hearing - Office of the Chief Administrative Officer - Annual Review		

TO The Honorable President and Members of the Baltimore City Council c/o
Natawna Austin, Executive Secretary

DATE: March 3, 2022

Dear Chair Schleifer and Members of the Rules and Legislative Oversight Committee:

Position: Support

Please be advised that the Office of the City Administrator **supports** City Council Bill 22-0087R and will be available to provide testimony .

Background and Context

Whereas this bill invites the Chief Administrative Officer and Deputy Chief Administrative Officer to come before the City Council to initiate the process of annually reviewing the duties of the Office; requiring the review to include an evaluation of the prior year’s performance metrics; requesting the Officers and the Council establish goals and objectives for the upcoming year; and requiring the Officer and the Council to identify municipal service delivery gaps that need to be addressed.

The City Administrator’s Office is comprised of the Deputy City Administrator and three Deputy Mayors (**Public Safety; Equity, Health and Human Services; and, Community and Economic Development**). The Deputy City Administrator supports seven agencies, including the Department of Public Works, General Services, Baltimore City Information Technology, Department of Transportation, the Environmental Control Board and others.

The Deputy Mayor for Public Safety supports four primary agencies, including the Baltimore Police Department, Fire Department, Neighborhood Safety and Engagement, and the Office of Emergency Management, and is the primary liaison to the Sheriff’s Office, State’s Attorney’s Office, Circuit, District and Orphans Court of Baltimore.

The Deputy Mayor for Community and Economic Development provides direct support to five agencies including Planning, Housing and Community Development, Employment Development, Municipal and Zoning Appeals, and is the primary liaison to the Baltimore Development Corp, Visit Baltimore, Housing Authority, Office of Promotion and the Arts, Live Baltimore and the Convention Center.

The Deputy Mayor for Equity, Health and Human Services provides direct support to six agencies including Baltimore City Health Department, Recreation and Parks, Children and Family Success, African American Male Engagement, Homeless Services and Immigrant Affairs, and is the primary liaison to Enoch Pratt Library System, Public School System, Dept. of Social Services, Family League of Baltimore and the Civic Fund.

In addition to the Deputy City Administrator and Deputy Mayors, the CAO directly supports nine other agencies and offices including, the Department of Human Resources, Department of Finance, Office of Performance and Innovation, Office of Recovery Programs, the Chief Data Officer, Office of Equity and Civil Rights, the Employee Retirement Systems, and the Mayor’s Office of Broadband and Digital Equity.

The position of Chief Administrative Officer was established to provide additional professional management capacity to support the day-to-day operations of our government and to advise the Mayor on the effective, efficient, and economically prudent administration of resources and execution of policy decisions.

The City Administrator also works with colleagues across government to help advance important initiatives and priorities. Some examples of initiatives that have been led or directly supported by the CAO's office are: Workforce Vaccination and Testing Operations, the Utility Partnership Working Group, the Sustainability and Resiliency Subcabinet, executing the Mayor's Action Plan, Procurement Reform efforts, and partnerships with external entities such as Bloomberg.

Conclusions

The CAO, Deputy CAO, and Deputy Mayors support the purpose of this hearing and will be available to provide testimony about the office and discuss some of the key accomplishments, appointments, and initiatives from the Mayor's first year in office.