

**CITY OF BALTIMORE  
COUNCIL BILL 22-0254  
(First Reader)**

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Introduced by: Councilmembers Cohen, Middleton, Ramos, McCray, Bullock, Burnett, Conway  
Dorsey, Porter, Torrence

Introduced and read first time: July 25, 2022

Assigned to: Economic and Community Development Committee

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REFERRED TO THE FOLLOWING AGENCIES: City Solicitor, Health Department, Board of Ethics,  
Commission on the Aging and Retirement Education

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A BILL ENTITLED

1 AN ORDINANCE concerning

2 **Office of Aging – Independent Agency**

3 FOR the purpose of establishing an Office of Aging as an independent agency; defining certain  
4 terms; providing for the appointment of the Director of the Office; establishing duties of the  
5 Office; providing for the staff and budget of the Office; requiring the adoption of certain rules  
6 and regulations; requiring the Office to submit an annual report to the Mayor and City  
7 Council; establishing the Commission on Aging to advise and collaborate with the Office;  
8 providing for the appointment, structure, and governance of the Commission; requiring the  
9 Commission to submit an annual report to the Director; and requiring Commission members,  
10 the Director, and other staff of the Office to file financial disclosures under the Ethics Code.

11 BY repealing

12 Article 1 - Mayor, City Council, and Municipal Agencies  
13 Sections 14-1 to 14-6 and Subtitle 14, Commission on the Aging and Retirement Education  
14 Baltimore City Code  
15 (Edition 2000)

16 BY adding

17 Article 1 - Mayor, City Council, and Municipal Agencies  
18 Sections 14-1 to 14-14, to be under the new subtitle designation,  
19 “Subtitle 14. Aging Services”  
20 Baltimore City Code  
21 (Edition 2000)

22 BY repealing and reordaining, with amendments

23 Article 8 - Ethics  
24 Section 7-8(1)  
25 Baltimore City Code  
26 (Edition 2000)

27 **SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE,** That  
28 City Code Article 1, Subtitle 14 {“Commission on the Aging and Retirement Education”} is  
29 repealed, in its entirety.

EXPLANATION: CAPITALS indicate matter added to existing law.  
[Brackets] indicate matter deleted from existing law.



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1 (C) *SALARY*.

2 THE DIRECTOR SHALL RECEIVE SUCH SALARY AS MAY BE PROVIDED IN THE ORDINANCE OF  
3 ESTIMATES.

4 **§ 14-4. POWERS AND DUTIES OF THE OFFICE.**

5 THE OFFICE SHALL:

- 6 (1) EVALUATE THE SERVICE NEEDS OF OLDER INDIVIDUALS IN THE CITY;
- 7 (2) DETERMINE THE EXTENT TO WHICH EXISTING PUBLIC AND PRIVATE PROGRAMS MEET  
8 THE NEEDS OF OLDER INDIVIDUALS;
- 9 (3) ESTABLISH PRIORITIES FOR MEETING THE NEEDS OF OLDER INDIVIDUALS;
- 10 (4) COORDINATE, ASSESS, EVALUATE, AND EDUCATE THE PUBLIC AND PROFESSIONALS  
11 ABOUT ALL STATE AND LOCAL PROGRAMS AND SERVICES, BOTH PUBLIC AND PRIVATE,  
12 THAT RELATE AND ARE IMPORTANT TO THE WELL-BEING OF OLDER INDIVIDUALS IN  
13 THE CITY, INCLUDING, BUT NOT LIMITED TO, PROGRAMS AND SERVICES IN THE AREAS  
14 OF:
- 15 (I) INCOME MAINTENANCE;
- 16 (II) PUBLIC HEALTH;
- 17 (III) MENTAL HEALTH;
- 18 (IV) HOUSING AND URBAN DEVELOPMENT;
- 19 (V) EMPLOYMENT;
- 20 (VI) EDUCATION;
- 21 (VII) RECREATION;
- 22 (VIII) REHABILITATION OF OLDER INDIVIDUALS WITH PHYSICAL OR MENTAL  
23 DISABILITIES;
- 24 (IX) CAREGIVER SUPPORT;
- 25 (X) MEDICARE AND MEDICAID; AND
- 26 (XI) SAFETY;
- 27 (5) DEVELOP A CITYWIDE PLAN THAT CORRESPONDS WITH STATE PLANS AND PROGRAMS  
28 FOR A COMPREHENSIVE AND COORDINATED SYSTEM OF HEALTH, SOCIAL, AND  
29 COMMUNITY SERVICES FOR OLDER INDIVIDUALS, INCLUDING HOUSING AND  
30 INSTITUTIONAL AND NONINSTITUTIONAL CARE;

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1 (6) ADMINISTER THE PROGRAMS AND ACTIVITIES THAT THE STATE GOVERNMENT  
2 DELEGATES TO THE CITY UNDER THE OLDER AMERICANS ACT OF 1965 THAT ARE NOT  
3 OTHERWISE COMMITTED BY LAW TO ANOTHER UNIT OF CITY GOVERNMENT;

4 (7) FACILITATE THE ADMINISTRATION OF THE FEDERAL COMMODITY SUPPLEMENTAL  
5 FOOD PROGRAM, AS ESTABLISHED UNDER 7 C.F.R. 247 {"COMMODITY  
6 SUPPLEMENTAL FOOD PROGRAM"}, IN THE CITY;

7 (8) CONSULT WITH THE COMMISSION ON AGING ON ALL MATTERS PERTAINING TO  
8 PROGRAMS FOR OLDER INDIVIDUALS;

9 (9) MAINTAIN A LIAISON WITH THE STATE DEPARTMENT OF AGING AND THE STATE  
10 COMMISSION ON AGING;

11 (10) REVIEW AND RECOMMEND POLICIES TO THE MAYOR ON PUBLICLY FUNDED PLANS AND  
12 PROGRAMS THAT AFFECT OLDER INDIVIDUALS; AND

13 (11) PERFORM OTHER FUNCTIONS AS MAY BE ASSIGNED BY THE MAYOR.

14 **§ 14-5. STAFF AND BUDGET.**

15 (A) *STAFF.*

16 THE OFFICE MAY EMPLOY STAFF IN ACCORDANCE WITH THE ORDINANCE OF ESTIMATES.

17 (B) *BUDGET.*

18 THE OFFICE MAY EXPEND FUNDS AUTHORIZED IN THE ORDINANCE OF ESTIMATES OR ANY  
19 SUPPLEMENTAL APPROPRIATIONS.

20 **§ 14-6. RULES AND REGULATIONS.**

21 SUBJECT TO TITLE 4 {"ADMINISTRATIVE PROCEDURE ACT – REGULATIONS"} OF THE CITY  
22 GENERAL PROVISIONS ARTICLE, THE DIRECTOR MUST ADOPT RULES AND REGULATIONS TO  
23 CARRY OUT THIS SUBTITLE.

24 **§ 14-7. ANNUAL REPORT.**

25 ON OR BEFORE JUNE 30 OF EACH YEAR, THE OFFICE MUST SUBMIT AN ANNUAL REPORT TO THE  
26 MAYOR AND CITY COUNCIL DETAILING:

27 (1) THE ACTIVITIES OF THE OFFICE; AND

28 (2) THE TRAININGS, EXERCISES, AND COMMUNITY OUTREACH ACTIVITIES THE OFFICE  
29 CONDUCTED DURING THE PREVIOUS YEAR.

30 **§§ 14-8 TO 14-10. {RESERVED}**

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***PART II. COMMISSION ON AGING***

**§ 14-11. ESTABLISHED.**

THERE IS A BALTIMORE CITY COMMISSION ON AGING.

**§ 14-12. COMPOSITION.**

*(A) IN GENERAL.*

THE COMMISSION SHALL CONSIST OF 24 MEMBERS, 18 OF WHOM ARE APPOINTED BY THE MAYOR IN ACCORDANCE WITH ARTICLE IV, § 6 {"ADMINISTRATIVE PROCEDURE ACT – REGULATIONS"} OF THE BALTIMORE CITY CHARTER, AND 6 OF WHOM ARE EX-OFFICIO MEMBERS.

*(B) APPOINTED MEMBERS.*

*(1) IN GENERAL.*

THE MAYOR SHALL APPOINT COMMISSION MEMBERS TO REPRESENT THE DIVERSITY OF PEOPLE AND IDEAS WITHIN THE CITY’S OLDER INDIVIDUALS COMMUNITY WITH REGARD TO EQUITY, SOCIOECONOMIC STATUS, RELIGION, RACE, ETHNICITY, GENDER IDENTIFICATION, AND FAMILY COMPOSITION.

*(2) MEMBERSHIP.*

OF THE 18 MEMBERS TO BE APPOINTED BY THE MAYOR:

- (1) AT LEAST 4 SHALL BE OVER 65 YEARS OF AGE;
- (2) 2 SHALL BE SELECTED TO REPRESENT THE PRE-RETIREMENT ASPECTS OF THE COMMISSION’S WORK;
- (3) 1 SHALL BE A MEMBER OF THE CITY COUNCIL;
- (4) 1 SHALL BE A MEMBER OF THE MARYLAND STATE MEDICAL SOCIETY;
- (5) 1 SHALL BE A MEMBER OF THE BALTIMORE CITY MEDICAL SOCIETY;
- (6) 1 SHALL BE A MEMBER OF ORGANIZED LABOR;
- (7) 1 SHALL REPRESENT A PRIVATE INDUSTRY THAT SUPPORTS OLDER INDIVIDUALS;
- (8) 2 SHALL BE ASSOCIATED WITH VOLUNTARY ORGANIZATIONS WHICH PROVIDE SERVICES TO OLDER INDIVIDUALS; AND
- (9) 5 SHALL BE SELECTED BECAUSE OF THEIR GENERAL INTEREST IN PROVIDING SERVICES TO OLDER INDIVIDUALS.

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1 (C) *EX-OFFICIO MEMBERS.*

2 THE 6 EX-OFFICIO MEMBERS OF THE COMMISSION ARE THE FOLLOWING, OR THEIR  
3 DESIGNATED REPRESENTATIVES:

4 (1) THE COMMISSIONER OF HEALTH;

5 (2) THE DIRECTOR OF THE DEPARTMENT OF SOCIAL SERVICES;

6 (3) THE DIRECTOR OF THE DEPARTMENT OF PLANNING;

7 (4) THE POLICE COMMISSIONER;

8 (5) THE COMMISSIONER OF THE DEPARTMENT OF HOUSING AND COMMUNITY  
9 DEVELOPMENT; AND

10 (6) THE DIRECTOR OF THE DEPARTMENT OF RECREATION AND PARKS.

11 **§ 14-13. TERMS OF OFFICE AND ORGANIZATION.**

12 (A) *TERMS.*

13 APPOINTED MEMBERS SERVE A TERM OF 4 YEARS, CONCURRENT WITH THE TERMS OF THE  
14 MAYOR AND THE CITY COUNCIL, AND AT THE END OF A TERM, AN APPOINTED MEMBER  
15 CONTINUES TO SERVE UNTIL A SUCCESSOR IS APPOINTED AND QUALIFIED.

16 (B) *CHAIR.*

17 THE MAYOR SHALL DESIGNATE AT LEAST 1 BUT NO MORE THAN 2 OF THE APPOINTED  
18 MEMBERS TO SERVE AS CHAIRS OF THE COMMISSION.

19 (C) *VACANCIES.*

20 IF THERE IS A VACANCY IN THE MEMBERSHIP OF THE COMMISSION, THE MEMBER  
21 APPOINTED BY THE MAYOR TO FILL THE VACANCY MUST MEET THE SAME QUALIFICATIONS  
22 FOR APPOINTMENT AS THE MEMBER BEING SUCCEEDED AND SHALL SERVE FOR THE  
23 REMAINDER OF THE UNEXPIRED TERM.

24 (D) *COMPENSATION.*

25 THE MEMBERS OF THE COMMISSION SHALL RECEIVE NO COMPENSATION FOR THEIR  
26 SERVICES ON THE COMMISSION, BUT SHALL BE REIMBURSED FOR THE REASONABLE AND  
27 NECESSARY EXPENSES INCURRED IN THE PERFORMANCE OF THEIR DUTIES.

28 (E) *MEETINGS; QUORUM.*

29 (1) THE COMMISSION SHALL MEET AT LEAST MONTHLY.

30 (2) A MAJORITY OF THE MEMBERS OF THE COMMISSION CONSTITUTES A QUORUM FOR THE  
31 TRANSACTION OF BUSINESS.

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1 (F) *ATTENDANCE AT MEETINGS.*

2 ANY APPOINTED MEMBER OF THE COMMISSION WHO FAILS TO ATTEND 4 CONSECUTIVE  
3 MEETINGS WITHOUT GOOD CAUSE AS DETERMINED BY THE MAYOR SHALL BE DEEMED TO  
4 HAVE RESIGNED.

5 **§ 14-14. POWERS AND DUTIES.**

6 (A) *IN GENERAL.*

7 THE COMMISSION IS CHARGED WITH THE RESPONSIBILITY OF ASSISTING THE OFFICE OF  
8 AGING AND OTHER UNITS OF CITY GOVERNMENT IN THE COORDINATION OF AN EFFECTIVE  
9 PROGRAM OF SERVICES TO AND OPPORTUNITIES FOR OLDER INDIVIDUALS.

10 (B) *DUTIES OF THE COMMISSION.*

11 IN COORDINATION AND CONSULTATION WITH THE OFFICE, THE COMMISSION SHALL:

- 12 (1) REVIEW AND PROPOSE IMPROVEMENTS TO EXISTING CITY PROGRAMS;  
13 (2) RESEARCH AND RECOMMEND NEW PROGRAMS;  
14 (3) EVALUATE CURRENT PROGRAMS AND PROPOSED LEGISLATION TO DETERMINE  
15 THEIR IMPACT ON OLDER INDIVIDUALS; AND  
16 (4) IDENTIFY FEDERAL AND STATE FUNDING FOR CITY PROGRAMS TO MEET THE NEEDS  
17 OF OLDER INDIVIDUALS.

18 (C) *REPORT ON FINDINGS.*

19 THE COMMISSION SHALL ROUTINELY BRIEF THE DIRECTOR ON PROGRAMS AND POLICIES  
20 CONCERNING OLDER INDIVIDUALS AS REFLECTED IN:

- 21 (1) THE ORDINANCE OF ESTIMATES;  
22 (2) OTHER ORDINANCES; OR  
23 (3) ADMINISTRATIVE POLICIES OF THE OFFICE AND OTHER UNITS OF CITY  
24 GOVERNMENT.

25 (D) *HEARINGS AND STUDIES.*

26 AS APPROPRIATE, THE COMMISSION SHALL HOLD HEARING AND UNDERTAKE SURVEYS  
27 AND STUDIES TO:

- 28 (1) EVALUATE EXISTING MUNICIPAL PROGRAMS FOR OLDER INDIVIDUALS; AND  
29 (2) MAKE RECOMMENDATIONS FOR THE IMPROVEMENT OF EXISTING MUNICIPAL  
30 PROGRAMS TO THE DIRECTOR.

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1 (E) *EVALUATION OF HOW INFORMATION IS DISSEMINATED.*

2 THE COMMISSION SHALL:

3 (1) EVALUATE THE METHODS BY WHICH INFORMATION CONCERNING AVAILABLE  
4 MUNICIPAL PROGRAMS FOR OLDER INDIVIDUALS IS DISSEMINATED; AND

5 (2) RECOMMEND COMMUNICATION IMPROVEMENTS TO THE DIRECTOR.

6 (F) *ANNUAL REPORT.*

7 THE COMMISSION SHALL SUBMIT AN ANNUAL REPORT TO THE MAYOR AND CITY COUNCIL  
8 ON ITS ACTIVITIES.

9 **Article 8. Ethics**

10 **Subtitle 7. Financial Disclosure**

11 ***Part II. Who Must File***

12 **§ 7-8. Persons required to file – Agency officials and staff.**

13 The following officials and employees must file the financial disclosure statements required  
14 by this subtitle:

15 (1) *Aging [and Retirement Education], OFFICE OF, AND Commission on [the]*

16 (i) Members of the Commission.

17 (ii) [Executive] Director OF THE OFFICE.

18 (iii) All Bureau Heads, Division Chiefs, and Administrators of the [Commission]  
19 OFFICE.

20 (IV) ALL NON-CLERICAL EMPLOYEES OF THE OFFICE.

21 **SECTION 3. AND BE IT FURTHER ORDAINED,** That the City Council intends that the Office of  
22 Aging is the successor entity of the Baltimore City Health Department Division of Aging and  
23 Care Services and that all current employees of the Baltimore City Health Department Division  
24 of Aging and Care Services are transferred to the Office of Aging. The Council further intends  
25 that any current employee that may be transferred to the Office of Aging as a result of this  
26 Ordinance shall be transferred without diminution of that employee’s rights, benefits,  
27 employment, or retirement status.

28 **SECTION 4. AND BE IT FURTHER ORDAINED,** That the City Council intends that the  
29 Commission on Aging is the successor entity of the Baltimore City Commission on the Aging  
30 and Retirement Education and that all current members of the Baltimore City Commission on the  
31 Aging and Retirement Education are retained and shall continue to serve as members  
32 of the Commission on Aging.



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1       **SECTION 5. AND BE IT FURTHER ORDAINED,** That this Ordinance takes effect on the 30<sup>th</sup> day  
2 after the date it is enacted.