



**EXECUTIVE ORDER
NO. 2024-10**

BALTIMORE COUNTY IMMIGRANT AFFAIRS COMMISSION

WHEREAS, more than 12% of Baltimore County's population are immigrants; and

WHEREAS, immigrants contribute to the economic, social, and political vitality of the United States and Baltimore County; and

WHEREAS, immigration policy is set at the federal level, but the actual benefits and challenges of immigration are felt at the state and local levels; and

WHEREAS, Baltimore County strives to ensure that all people in the County receive equal protection under the laws and respectful treatment without regard to race, creed, religion, color, sex, age, national origin, economic status, marital status, sexual orientation, gender identity or expression, status as a veteran, physical or mental disability, immigration status, and language ability; and

WHEREAS, the County government seeks to maintain positive relationships with members of the immigrant community and seeks guidance on policies, practices, and services that impact immigrant health, wellbeing, economic success, and safety and

WHEREAS, Baltimore County plays a vital role in building upon immigrants' strengths and enabling their speedy transition to integration and inclusion.

NOW, THEREFORE, it is this 22nd day of November, 2024 by the County Executive of Baltimore County, Maryland, ordered that the Baltimore County Immigrant Affairs Commission shall be created, and as this Order may be amended by the County Executive, from time to time, the Commission is charged as follows:

Section 1: Goal of the Commission.

The Commission shall act as an advisory body that hears and understands immigrant voices, facilitates civic engagement among immigrants, and recognizes and legitimizes issues of importance to immigrants living in Baltimore County.

Section II: Membership, appointment, terms of office, officers, and compensation of members.

- A.** The County Executive shall appoint no more than fifteen (15) voting members, as follows:
- i. Three immigrants residing in the County;
 - ii. Two representatives of the business community who are immigrants who do business in the County;
 - iii. Two representatives of community-based organizations serving immigrants in the County;

- iv. Two representatives of faith-based organizations serving immigrants where the organization is located in the County;
 - v. Two attorneys practicing immigration law;
 - vi. One representative working in the health care field in the County or at a federally qualified health clinic serving immigrants in the County;
 - vii. One social worker serving immigrants who live in the County;
 - viii. One representative from a refugee resettlement organization;
 - ix. One representative of the Baltimore County Council.
- b. The County Executive shall appoint no more than nine (9) non-voting members, as follows:
- i. One representative of the County Executive's Office
 - ii. One representative of the County Department of Planning;
 - iii. One representative of the County Police Department
 - iv. One representative of the County Fire Departments
 - v. One representative of the County health and human services departments;
 - vi. One representative of the County housing and community development department;
 - vii. One representative of the Baltimore County Public Schools;
 - viii. One representative of the Baltimore County Community College
 - ix. Baltimore County Circuit Court Clerk.
- B.** The initial terms of voting members shall be staggered so that five members shall serve initial terms of three years, five members shall serve initial terms of two years, and four members shall serve initial terms of one year. After the expiration of the initial terms, all members shall serve three-year terms. A member whose term has expired holds over until a successor is appointed. Commission members must attend four out of eight scheduled meetings. If a Commissioner does not attend four out of eight scheduled meetings, the Commissioner will be deemed to have resigned and the position declared vacant and the vacancy will be filled.
- C.** The County Executive shall designate one member as Chair and one member as Vice Chair.
- D.** The County Executive may provide for personnel to carry out the purposes of this subtitle as the County Executive considers appropriate and necessary.
- E.** Members are entitled to reimbursement for expenses necessarily incurred, if approved by the Commission Chair and provided for in the county operating budget.

Section III: Meetings, quorums.

- A. Meetings. The Commission shall meet at the Chairs' request as frequently as necessary to perform its duties, but no less than seven times per year. Meetings will be conducted virtually. In the event that in-person meetings are scheduled, Commission members may attend electronically as needed.
- B. Quorum. A majority of voting members shall constitute a quorum for the transaction of business. An affirmative vote of the majority of those present at any meeting shall be sufficient for any official action.

Section IV. Duties and Responsibilities.

The Commission shall perform the following duties:

- A. Advise the County Executive and County departments and offices on ways to: enhance and improve immigrant access to County services and resources, strengthen opportunities for immigrants to participate in civic life, encourage dialogue and understanding among immigrant communities and the non-immigrant community, advocate on behalf of immigrants; and provide outreach from and community feedback to the County Executive and County departments and offices for immigrants.
- B. Monitor, analyze, and make recommendations for existing or proposed policies and actions at all levels of government for their impact on immigrants.
- C. Assess, research, and compile data related to immigrant affairs in Baltimore County, including:
 - i. the wellbeing of immigrants
 - ii. immigrant needs and concerns
 - iii. engagement of immigrant communities
 - iv. access to and delivery of services and information to immigrants
 - v. immigrant awareness of civil rights protections and related laws, and
 - vi. economic and workforce development opportunities for immigrants.
- D. The Commission shall submit an annual report, which should include assessment findings and recommendations, to the County Executive and County Council no later than January 1, 2026, and each year after.

Section V. Staff Assistance.

The Chief of Immigrant Affairs and their team shall provide facilitation and technical support for the Commission.

Section VI. Public Input.

The Commission shall create a webpage and publish its criteria for process, and shall provide an e-mail address to receive written comments from members of the public.

Section VII. This Order shall take effect on the date indicated above and shall remain in effect until rescinded, superseded, amended, or revised by another Executive Order of the County Executive. The effect of any policy, rule or regulation of any agency of Baltimore County, Maryland inconsistent with this Order is hereby suspended.

Section VIII. A copy of this Executive Order shall be made available on-line at www.baltimorecountymd.gov for the public.

ATTEST:



Dawn Kile
Executive Secretary



John A. Olszewski, Jr.
County Executive

Reviewed for Form and Legal Sufficiency and Approved for Execution

A handwritten signature in blue ink, appearing to read "James R. Benjamin, Jr.", written over a horizontal line.

James R. Benjamin, Jr.
County Attorney