GO Item #1
November 13, 2026
Workssession

M E M O R A N D U M

November 10, 2026

TO: Government Operations & Fiscal Policy (GO) Committee

FROM: Christine Wellons, Chief Legislative Attorney

SUBJECT: Expedited Bill 49-26, Administration – Office of the County Executive – Non-merit Positions

PURPOSE: Worksession – recommendation expected

Expected Attendees
Jenna Shovlin, Division Chief for Administration, Office of Human Resources

Expedited Bill 49-26, Administration – Office of the County Executive – Non-merit Positions, was introduced on October 13, 2026. The Lead Sponsor is Councilmember Jawando. Co-Sponsors are Councilmembers Evans, Glass, Katz, Mink, and Sayles.

A public hearing occurred on October 27, 2026. The Government Operations and Fiscal Policy (GO) Committee will hold a worksession on the bill on November 13 at 1:30 p.m.

Expedited Bill 49-26 would:

(1) increase the number of Assistant Chief Administrative Officers within the Office of the County Executive; and
(2) generally amend the law regarding County personnel and appointments.

BACKGROUND AND PURPOSE

The Lead Sponsor has explained the mechanics and purpose of the Expedited Bill as follows.

The bill would increase "the number of Assistant Chief Administrative Officers (ACAOs) from four to six by repurposing two existing positions in the Office of the County Executive. County government has grown in size and in what residents ask of it. Six ACAOs gives each a portfolio one person can reasonably manage, and gives every department a senior leader in the County Executive's office who is directly accountable for it…

"Residents judge the County government by whether it works: whether the permit gets issued, the call gets returned, and the program does what we said it would do. These bills strengthen County government by giving every department clear leadership that answers for results, with the Council confirming who those leaders are." *See* Sponsor's Memorandum at © 3.

BILL SPECIFICS

As stated by the Lead Sponsor, the Expedited Bill would increase the number of Assistant Chief Administrative Officers (ACAOs) from four to six.

The Code of Montgomery County Regulations (COMCOR) 01A.104.20.01 describes the ACAO position as follows:

> This is high level staff work directly supporting the Chief Administrative Officer and County Executive by carrying out a variety of assignments and functions in the executive branch of the County Government. As the incumbent of a non-merit position within Montgomery County Government, the employee will be appointed by the County Executive and confirmed by the County Council. Contacts include the County Executive, Chief Administrative Officer, elected County Councilmembers and their senior staff, department and agency directors, division chiefs, officials from other government jurisdictions, corporate officers representing private sector companies, and representatives of public and private groups for the purpose of presenting, justifying, or defending policies and issues affecting the County Government.

The ACAO positions are part of the Office of the County Executive. The other non-merit, appointed positions within the Office of the County Executive, in addition to the ACAOs, include:

- 5 Directors of the Regional Services Centers;
- Director, Office of Community Partnerships;
- Director of Strategic Partnerships;
- 2 Special Projects Managers; and
- Chief Labor Relations Officer.

(Montgomery County Code, Section 2-26).

Legislation to create new non-merit positions requires the affirmative vote of seven Councilmembers for enactment. (Montgomery County Charter, Section 401).

SUMMARY OF IMPACT STATEMENTS

Fiscal Impact. According to the Office of Management and Budget, "County expenditure impacts are uncertain pending the determination of compensation for the newly designated ACAO positions and the identification of positions to be repurposed. The bill is not expected to affect County revenues."

Racial Equity and Social Justice Impact. "The Office of Legislative Oversight (OLO) finds the anticipated racial equity and social justice (RESJ) impact of Expedited Bill 49-26 is indeterminate. There are several unanswered questions to understand how adding two Assistant Chief Administrative Officer positions to the Office of the County Executive could impact community members by race and ethnicity and racial and social inequities in the County."

Climate Impact. The Office of Legislative Oversight (OLO) anticipates Expedited Bill 49-26 will have no impact on the County's contribution to addressing climate change as it is proposing increasing the number of Assistant Chief Administrative Officers (ACAO) within the Office of the County Executive.

SUMMARY OF PUBLIC HEARING

At the public hearing on October 27, Ms. Spielberg, on behalf of the County Executive, spoke in favor of Expedited Bill 49-26. She stated that additional ACAOs are needed to respond to the heavy and complex workload of the Executive branch.

Some individuals spoke against the bill and Expedited Bill 50-26 because of their concerns that the bill would not be consistent with merit system principles.

ISSUES FOR THE COMMITTEE'S CONSIDERATION

Background: Roles of the Current ACAOs

Currently, the County has four ACAO positions, including the Deputy CAO. The ACAOs support the Chief Administrative Officer (CAO), who oversees the operations and services of all County departments and offices, and ensures effectiveness, efficiency, and high impact in all aspects of County Government. The CAO's immediate team assisting with this responsibility includes one Deputy Chief Administrative Officer and three Assistant Chief Administrative Officers, as well as other resources such as Internal Audit, Innovation program, and Constituent Services. The CAO also advises the County Executive on all matters, including policy, administrative, and government operations/services, and coordinates final review and decision-making on County policies, programs, budgets, legislation, regulations, and all related matters. County Executive - CAO - Supervision & Management of Executive Branch Departments Program| Montgomery County Maryland Operating Budget

The Deputy CAO "is responsible for assisting the Chief Administrative Officer (CAO) in managing the operations and performance of County Government by providing administrative oversight to the directors of County departments and ensuring effective and efficient delivery of services, and compliance with policies, procedures, and regulations. She plays a key role in government-wide strategic planning, and provides recommendations to the County Executive and the CAO on a broad range of issues and policies. In the CAO's absence, she serves as Acting CAO." *See* Deputy CAO - Office of the County Executive - Montgomery County, MD

One ACAO position currently is described as "overseeing Libraries, Recreation, Children Youth and Family Services, and Aging and Disability Services, while advising on immigration policy and serving as liaison to Montgomery County Public Schools and Montgomery College." ACAO position - Office of the County Executive - Montgomery County, MD

According to information provided by the Executive branch, another ACAO position serves as the lead for Health and Human Services; Correction & Rehabilitation; Fire & Rescue Services; Police; Emergency Management & Homeland Security; and for coordination with the Sheriff's Office and the State's Attorney's Office.

The fourth ACAO position serves as the lead for Housing and Community Affairs; Permitting Services; Transportation; Environmental Protection; WSSC; Housing Opportunities Commission; Montgomery County Economic Development Corporation; the Revenue Authority; and the Maryland-National Capital Park and Planning Commission.

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*The Economic Impact Statement was not available at the time of publication of this staff report. It can be found at the below address when available: Racial Equity and Social Justice, Economic, and Climate Impact Statements - Office of Legislative Oversight- Montgomery County, Maryland (montgomerycountymd.gov)

Expedited Bill No. 49-26
Concerning: Administration – Office of the County Executive – Non-merit Positions
Revised: 10/13/2026 Draft No. 2
Introduced: October 13, 2026
Expires: December 7, 2026
Enacted:
Executive:
Effective:
Sunset Date: None
Ch. ___, Laws of Mont. Co.

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

Lead Sponsor: Councilmember Jawando
Co-Sponsors: Councilmembers Evans, Glass, Katz, Mink, Sayles

AN EXPEDITED ACT to:

(1) increase the number of Assistant Chief Administrative Officers within the Office of the County Executive; and
(2) generally amend the law regarding County personnel and appointments.

By amending
Montgomery County Code
Chapter 2, Administration
Sections 2-26

Boldface	*Heading or a defined term.*
Underlining	*Added to existing law by original bill.*
[Single boldface brackets**]**	*Deleted from existing law by original bill.*
Double underlining	*Added by amendment.*
[[Double boldface brackets**]]**	*Deleted from existing law or the bill by amendment.*
* * *	*Existing law unaffected by bill.*

The County Council for Montgomery County, Maryland, approves the following Act:

Sec 1. Section 2-26 is amended as follows:

2-26. Non-merit positions.

The following positions in the Office of the County Executive are non-merit positions:

(a) 5 Directors of the Regional Services Centers;

(b) Director, Office of Community Partnerships;

(c) Director of Strategic Partnerships;

(d) **[**4**]** 6 Assistant Chief Administrative Officers;

(e) 2 Special Projects Managers; and

(f) Chief Labor Relations Officer.

Sec. 2. Expedited effective date. The Council declares that this legislation is necessary for the immediate protection of the public interest. This Act takes effect on the date on which it becomes law.

M E M O R A N D U M

October 5, 2026

TO: Council President Natali Fani-González

CC: Councilmembers

FROM: Will Jawando, Councilmember At-Large

SUBJECT: Request for Introduction of Two Expedited Bills on Executive Branch Leadership

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I am writing to request introduction of two expedited bills on Tuesday, October 13. Both bills strengthen the leadership of the Executive Branch so County departments deliver better results for residents, and both bring those leadership positions before the Council for confirmation.

The first bill, Administration – Office of the County Executive – Non-Merit Positions, increases the number of Assistant Chief Administrative Officers (ACAOs) from four to six by repurposing two existing positions in the Office of the County Executive. County government has grown in size and in what residents ask of it. Six ACAOs gives each a portfolio one person can reasonably manage, and gives every department a senior leader in the County Executive's office who is directly accountable for it.

The second bill, Administration – Non-Merit Appointments – Deputy Directors, makes the remaining merit deputy-level positions in the Executive Branch, four Fire and Rescue Service division chiefs, and the Executive Directors of certain non-principal offices non-merit positions appointed by the County Executive and confirmed by the Council. Previous administrations and Councils have already converted most of the County's deputy leadership, and this bill completes that work. Executive Directors serving when the bill takes effect would be grandfathered; the deputy-level positions would convert on the bill's effective date.

Residents judge the County government by whether it works: whether the permit gets issued, the call gets returned, and the program does what we said it would do. These bills strengthen County government by giving every department clear leadership that answers for results, with the Council confirming who those leaders are.

I look forward to discussing these bills with you and our colleagues.

Racial Equity and Social Justice (RESJ) Impact Statement

Office of Legislative Oversight

EXPEDITED BILL 49-26: ADMINISTRATION - OFFICE OF THE COUNTY EXECUTIVE - NON-MERIT POSITIONS

SUMMARY

The Office of Legislative Oversight (OLO) finds the anticipated racial equity and social justice (RESJ) impact of Expedited Bill 49-26 is indeterminate. There are several unanswered questions to understand how adding two Assistant Chief Administrative Officer positions to the Office of the County Executive could impact community members by race and ethnicity and racial and social inequities in the County.

PURPOSE OF RESJ IMPACT STATEMENTS

RESJ impact statements (RESJIS) evaluate the anticipated impact of legislation on racial equity and social justice in the County. RESJ is a **process** that focuses on centering the needs, leadership, and power of Black, Indigenous, and other People of Color (BIPOC) and communities with low incomes. RESJ is also a **goal** of eliminating racial and social inequities. Applying a RESJ lens is essential to achieve RESJ.[1] This involves seeing, thinking, and working differently to address the racial and social inequities that cause racial and social disparities.[2]

PURPOSE OF EXPEDITED BILL 49-26

The Assistant Chief Administrative Officer (ACAO) is a high level staff member based in the Office of the County Executive. They directly support the Chief Administrative Officer (CAO) and the County Executive in assigned functional or policy areas. ACAO responsibilities include:[3]

- Developing major County policy options or issue papers;
- Coordinating urban redevelopment projects;
- Analyzing and making recommendations on proposed County legislation;
- Assisting in preparation and development of new County legislation; and
- Performing a variety of ad hoc special assignments for the Executive Branch.

Along with the CAO and County Executive, ACAOs regularly interact with Councilmembers and their senior staff, department and agency directors, and officials from other jurisdictions, among others. The ACAO is a non-merit position appointed by the County Executive and confirmed by the County Council.[4] County law currently assigns four ACAO positions to the Office of the County Executive.[5]

The purpose of Bill 49-26 is to add two ACAO positions to the Office of the County Executive. If enacted, Bill 49-26 would increase the number of ACAOs from four to six.[6]

According to its lead sponsor, Bill 49-26 would add the ACAO positions through repurposing two existing positions in the Office of the County Executive. They note "[s]ix ACAOs gives each a portfolio one person can reasonably manage, and gives every department a senior leader in the County Executive's office who is directly accountable for it."[7]

RESJ Impact Statement
Expedited Bill 49-26

The Council introduced Expedited Bill 49-26 on October 13, 2026.

ANTICIPATED RESJ IMPACTS

To consider the anticipated impact of Bill 49-26 on RESJ in the County, OLO recommends the consideration of two related questions:

- Who would primarily benefit or be burdened by this bill?
- What racial and social inequities could passage of this bill weaken or strengthen?

Several groups could be impacted by adding two ACAOs to the County Executive's office. These include:

- **Prospective ACAOs**, who could benefit from the availability of these positions;
- **The County Executive, CAO, and existing ACAOs**, who could benefit from having more staff to distribute the workload of overseeing various policy areas;
- **Councilmembers, department leaders, and others**, who could benefit from better responsiveness from ACAOs to issues they are addressing; and
- **Community members at-large**, who could be impacted by changes to County programs and services resulting from these changes.

However, there are several unanswered questions to determine how Bill 49-26 would impact RESJ in the County. These include:

- What existing positions in the County Executive's office will be repurposed to create the new ACAO positions? How would this impact the efforts those positions are dedicated to? How would this impact community members by race, ethnicity, and income?
- How would adding new ACAOs ultimately change the delivery of County programs and services? For example, what kinds of changes will this prompt in the policy areas they oversee? How would this impact community members by race, ethnicity, and income?
- To what extent will new and existing ACAOs apply a RESJ lens to their work? How?

Therefore, OLO finds the anticipated RESJ impact of Bill 49-26 is indeterminate.

RECOMMENDED AMENDMENTS

The County's RESJ Act requires OLO to consider whether to recommend amendments to bills that could reduce racial and social inequities and advance RESJ.[8] OLO finds the anticipated RESJ impact of Expedited Bill 49-26 is indeterminate. As such, OLO does not offer recommended amendments.

CAVEATS

Two caveats to this RESJIS should be noted. First, predicting the impact of bills on RESJ is challenging due to data limitations, uncertainty, and other factors. Second, this RESJIS is intended to inform the Council's decision-making process rather than determine it. Thus, any conclusion made in this statement does not represent OLO's endorsement of, or objection to, the bill under consideration.

[1] Definition of racial equity and social justice adopted from M. Gamblin et al., "Applying Racial Equity to U.S. Federal Nutrition Programs," Bread for the World and Racial Equity Tools.
[2] Ibid.
[3] Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, Introduced October 13, 2026; Code of Montgomery County Regulations Sec. 1A-104-20.
[4] Ibid.
[5] Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, Introduced October 13, 2026.
[6] Ibid.
[7] Memo from Councilmember Jawando to Councilmembers, "Request for Introduction of Two Expedited Bills on Executive Branch Leadership," Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, pg. (3).
[8] Bill 27-19, Administration – Human Rights – Office of Racial Equity and Social Justice – Racial Equity and Social Justice Advisory Committee – Established, Montgomery County Council.

Climate Assessment

Office of Legislative Oversight

EXPEDITED BILL 49-26: ADMINISTRATION – OFFICE OF THE COUNTY EXECUTIVE – NON-MERIT POSITIONS

SUMMARY

The Office of Legislative Oversight (OLO) anticipates Expedited Bill 49-26 will have no impact on the County's contribution to addressing climate change as it is proposing increasing the number of Assistant Chief Administrative Officers (ACAO) within the Office of the County Executive.

BACKGROUND AND PURPOSE OF EXPEDITED BILL 49-26

The ACAO is a high-level staff member based in the Office of the County Executive. They directly support the Chief Administrative Officer (CAO) and the County Executive in assigned functional or policy areas. ACAO responsibilities include:[1]

- Developing major County policy options or issue papers;
- Coordinating urban redevelopment projects;
- Analyzing and making recommendations on proposed County legislation;
- Assisting in preparation and development of new County legislation; and
- Performing a variety of ad hoc special assignments for the Executive Branch.

Along with the CAO and County Executive, ACAOs regularly interact with Councilmembers and their senior staff, department and agency directors, and officials from other jurisdictions, among others. The ACAO is a non-merit position appointed by the County Executive and confirmed by the County Council.[2] County law currently assigns four ACAO positions to the Office of the County Executive.[3]

The purpose of Bill 49-26 is to add two ACAO positions to the Office of the County Executive. If enacted, Bill 49-26 would increase the number of ACAOs from four to six.[4]

According to its lead sponsor, Bill 49-26 would add the ACAO positions through repurposing two existing positions in the Office of the County Executive. They note "[s]ix ACAOs gives each a portfolio one person can reasonably manage and gives every department a senior leader in the County Executive's office who is directly accountable for it."[5]

The Council introduced Expedited Bill 49-26 on October 13, 2026.

ANTICIPATED IMPACTS

As the Bill is proposing increasing the number of ACAOs within the office of the County Executive, OLO anticipates Expedited Bill 49-26 will have no impact on the County's contribution to addressing climate change, including the reduction and/or sequestration of greenhouse gas emissions and community climate resilience.

RECOMMENDED AMENDMENTS

The Climate Assessment Act requires OLO to offer recommendations, such as amendments or other measures to mitigate any anticipated negative climate impacts.[6] OLO does not offer recommendations or amendments as Expedited Bill 49-26 is likely to have no impact on the County's contribution to addressing climate change, including the reduction and/or sequestration of greenhouse gas emissions and community climate resilience.

CAVEATS

OLO notes two caveats to this climate assessment. First, predicting the impacts of legislation upon climate change is a challenging analytical endeavor due to data limitations, uncertainty, and the broad, global nature of climate change. Second, the analysis performed here is intended to inform the legislative process, not determine whether the Council should enact legislation. Thus, any conclusion made in this statement does not represent OLO's endorsement of, or objection to, the bill under consideration.

PURPOSE OF CLIMATE ASSESSMENTS

The purpose of the Climate Assessments is to evaluate the anticipated impact of legislation on the County's contribution to addressing climate change. These climate assessments will provide the Council with a more thorough understanding of the potential climate impacts and implications of proposed legislation, at the County level. The scope of the Climate Assessments is limited to the County's contribution to addressing climate change, specifically upon the County's contribution to greenhouse gas emissions and how actions suggested by legislation could help increase the County's community climate resilience.

While co-benefits such as health and cost savings may be discussed, the focus is on how proposed County bills may impact GHG emissions and community resilience.

CONTRIBUTIONS

OLO staffer Kaitlyn Simmons drafted this assessment.

[1] Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, Introduced October 13, 2026; Code of Montgomery County Regulations Sec. 1A-104-20.
[2] Ibid.

[3] Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, Introduced October 13, 2026.
[4] Ibid.
[5] Memo from Councilmember Jawando to Councilmembers, "Request for Introduction of Two Expedited Bills on Executive Branch Leadership," Introduction Staff Report for Expedited Bill 49-26, Montgomery County Council, pg. (3).
[6] Bill 3-22, Legislative Branch – Climate Assessments – Required, Montgomery County Council, Effective date October 24, 2022

Fiscal Impact Statement

Office of Management and Budget

Bill 49-26	Administration - Office of the County Executive - Non-merit Positions
Bill Summary	Expedited Bill 49-26 increases the number of Assistant Chief Administrative Officers (ACAOs) in the Office of the County Executive from four to six and amends County personnel law accordingly. The two additional ACAO roles would be created by repurposing existing Executive Branch positions. The bill takes effect immediately upon becoming law.
Fiscal Impact Summary	County expenditure impacts are uncertain pending the determination of compensation for the newly designated ACAO positions and the identification of positions to be repurposed. The bill is not expected to affect County revenues.
Fiscal Impact Analysis	The bill increases the number of ACAOs by repurposing two existing positions rather than creating new ones. Any fiscal impact would stem from potential differences between the personnel costs of the positions being converted and the compensation of the newly appointed ACAOs. ACAO positions are non-merit and compensated under the Executive Salary Schedule (Grade EX2, with a maximum salary of $263,370 in FY27). The resulting change in expenditures will depend on the ACAO salaries at appointment and the offsetting personnel costs associated with the positions selected for conversion.
Staff Impact	Implementation requirements for the Office of Human Resources are expected to be minimal and can be accommodated with existing resources. As ACAO positions are non-merit appointments that require Council confirmation, any administrative activities related to the appointment process are also anticipated to be minimal and absorbable within current capacity.
Actuarial Analysis	The bill is not expected to impact retiree pension or group insurance costs.
Information Technology Impact	The bill is not expected to impact the County Information Technology (IT) or Enterprise Resource Planning (ERP) systems.
Other Information	
Later actions that may impact revenue or expenditures if future spending is projected	The bill does not authorize future spending.
Ranges of revenue or expenditures that are uncertain or difficult to project	Future compensation adjustments may affect the cost of these positions; however, the extent of any change is uncertain because non-merit salary levels depend on future updates to the Executive Salary Schedule, which cannot be projected at this time.
Contributors	Shantee Jackson, Office of Management and Budget

Portfolios and Assignments – August 2025

Deputy Chief Administrative Officer

Fariba Kassiri

Supervision:
- Directors of Non-Principal Offices (CUPF, HRC, CFW, OCP, RSCs, MCERP, BOE, OAG, OAS, OGM) & Internal Audit, Innovation, Climate Change Programs

Oversight:
- Countywide Personnel, Privacy and Administrative Procedures
- Implementation of Internal Audit, IG & OLO Reports' Recommendations

Coordination:
- Cost Efficiency and Process Improvement
- Executive Regulations
- Executive Recruitments
- Management Retreats & Trainings
- Quarterly Leadership Forum
- Internal Communication Across Departments
- Awards & Partnerships (MLS LEADS, NACo, ICMA, COG, Leadership Montgomery, etc.)
- Inspector General Audits & OLO Reviews
- Risk Governance Committee
- Inclement Weather Response

CAO Designee on Boards/Committees:
- DC Water Board
- Strathmore Hall Foundation Board
- Interagency Coordinating Board
- Contract Review Committee
- COG CAO Committee (Alt.)

Lead POC For:
- Agriculture
- Alcohol Beverage Services
- Animal Services
- Board of Elections
- Community Engagement Cluster (RSCs, OCP & CFW)
- Community Use of Public Facilities
- Consumer Protection
- County Attorney
- Finance
- General Services
- Grants Management

Assistant Chief Administrative Officers

Luisa Cardona

Oversight:
- Early Childcare and Education Initiative
- Children and Families Related Matters
- Montgomery County Public Schools and Montgomery College Youth and Families Support Systems and Services

Coordination:
- Immigrant Related Issues, Activities, and Programs
- Positive Youth Development Matters Across County Departments (Recreation, Library, HHS, Police), Montgomery County Public Schools and Montgomery College

CAO Designee on Boards/Committees:
- Seneca Heights Apartments Board of Governance
- Positive Youth Development Initiative

Lead POC For:
- Montgomery County Public Libraries
- Racial Equity and Social Justice
- Recreation
- Montgomery College
- Montgomery County Public Schools

Earl Stoddard

Supervision:
- Director of OEMHS & Food Systems Resilience

Oversight:
- Criminal Justice Coordinating Commission
- Reimagining Public Safety Efforts
- Vison Zero

Coordination:
- Emergency Response Related Matters

CAO Designee on Boards/Committees:
- Criminal Justice Coordinating Commission
- Victim Services Advisory Board
- Vision Zero Steering Committee

Lead POC For:
- Health and Human Services
- Correction & Rehabilitation
- Fire & Rescue Services
- Police
- Emergency Management & Homeland Security
- Sheriff's Office
- State's Attorney's Office

Ken Hartman -Espada

Supervision:
- Special Projects Manager

Oversight:
- Economic Development & Business Advancement Activities
- Worksource Development
- Small Business efforts and Incubators

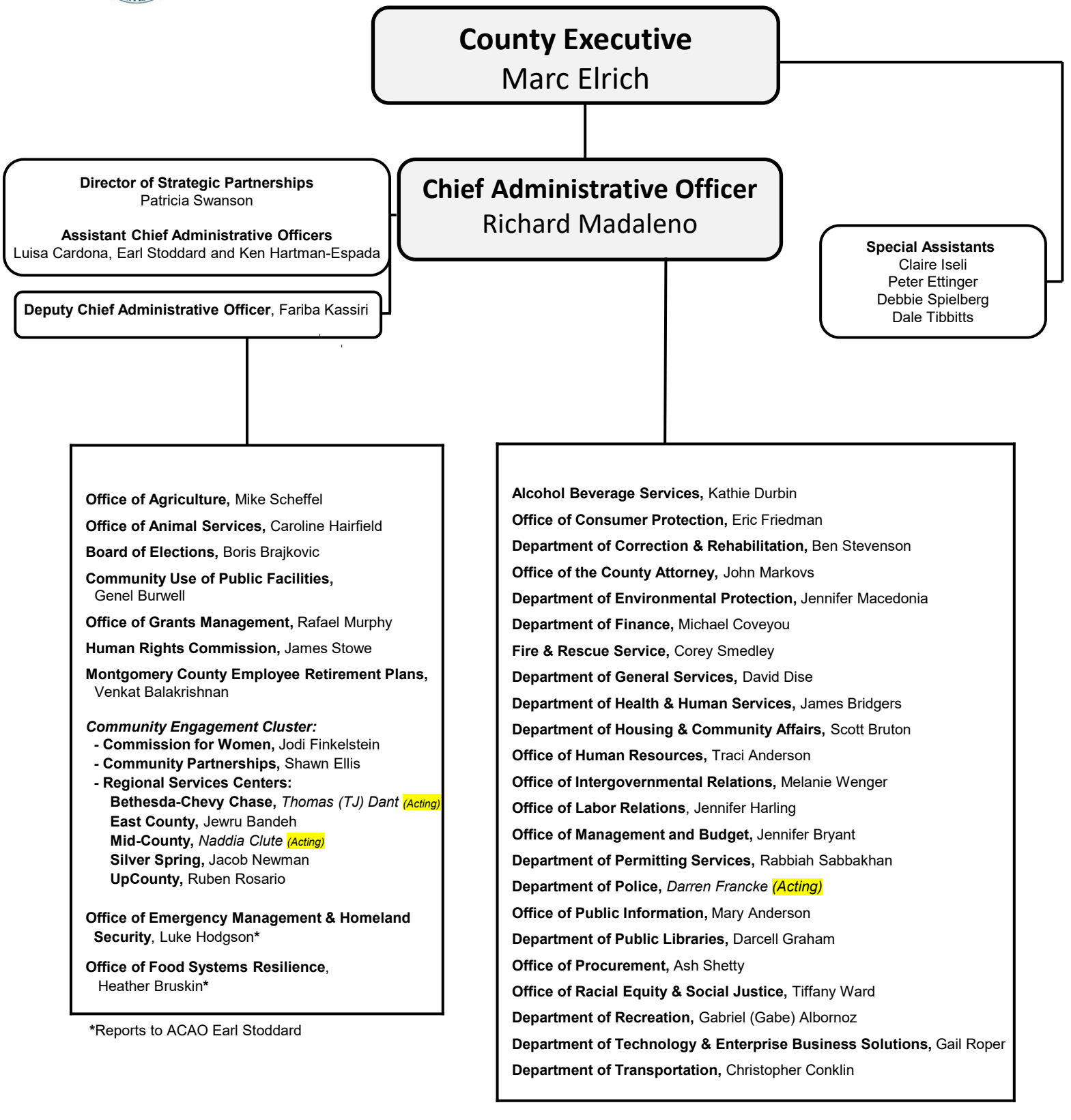
Coordination:
- Economic Development Strategy and Implementation Across County/State Agencies and Other Partners
- Maryland-National Capital Park & Planning /Land Use Matters
- Utility Matters (WSSC, PEPCO, BGE, Potomac Edison, Washington Gas, Verizon)
- Franchise Agreements

Lead POC For:
- Housing Community and Affairs
- Permitting Services
- Transportation
- Environmental Protection
- Washington Suburban Sanitary Commission
- Housing Opportunities Commission
- Montgomery County Economic Development Corporation (MCEDC)
- Montgomery County Revenue Authority
- Maryland-National Capital Park & Planning Commission

▪ Human Resources ▪ Human Rights Commission ▪ Intergovernmental Relations ▪ Labor Relations ▪ Management & Budget ▪ MC Employee Retirement Plans ▪ Procurement ▪ Public Information ▪ Technology and Enterprise Business Solutions ▪ Inspector General & Ethics Commission			

CAO Signature Authority **In the absence of the DCAO, all ACAOs share signature authority on all documents depending on availability**			
▪ Personnel Actions/Salary Admin/Grievances ▪ Disability Retirements ▪ Administrative Procedures (APs) ▪ Countywide Broadcast Email Approvals ▪ Knowledge Transfer Contracts ▪ SMT Non-Local Travel Approvals ▪ Real Estate Agreements, including contracts, deeds, easements, rights of way, covenants, & deeds of trust ▪ Grants and MOUs	▪ Real Estate Agreements, including contracts, deeds, easements, rights of way, covenants, & deeds of trust ▪ Grants and MOUs	▪ Real Estate Agreements, including contracts, deeds, easements, rights of way, covenants, & deeds of trust ▪ Grants and MOUs	▪ Real Estate Agreements, including contracts, deeds, easements, rights of way, covenants, & deeds of trust ▪ Grants and MOUs

Montgomery County Organizational Chart



September 2026