

Maryland Coordinated Permitting Review Council: Meeting Minutes

Date: May 13, 2026, 1:00 pm – 3:00 pm

Location: Virtual via Google Meet

Call to Order

Chair Rebecca Flora called the meeting to order at 1:02 PM, welcomed attendees, and reviewed the agenda. She reiterated the Council’s mission per Governor Moore’s Executive Order on Economic Competitiveness to streamline interagency coordination for priority infrastructure and place-based projects. A roll call was conducted.

AGENCY	DESIGNEE/ALTERNATE*	PRESENT	ABSENT
MDP	Rebecca Flora	x	
MDOT/SHA	Joe McAndrew (Alex Walinkskas)	x	
DHCD	Julia Glanz (Steven Palmer)	x	
MDA	Martin Proulx	x	
MEA	Jenn Aiosa		x
MDSP	Jason Mowbray (Kenneth Bush)	x	
MDE	Suzanne Dorsey (Scott Goldman)	x	
MDH (ex-officio)	Clint Hackett	x	
DNR	Dave Goshorn (Kate Charbonneau)	x	
DoIT	Marcy Jacobs (Julia Fischer)	x	
Commerce	Luis Cardona	x	
MEDCO	Nick Henninger-Ayoub*	x	
Urban Co. – Montgomery County	Jason Sartori	x	
(pending appointment)			
Urban Municipality - Baltimore City	Justin Williams		x
Rural Co Rep - Wicomico County	Tracey Greene Taylor		x
Rural Municipality-Thurmont (pending appointment)	Kelly Duty	x	
Governor’s Office (ex-officio)	Meghan Conklin, Chichi Nyagah-Nash (Cassidy Anderson)	x	

Public Viewers: None

Approval of Meeting Minutes

The minutes from April 8, 2026, meeting were presented for approval. Motion to approve by Suzane Dorsey, second by Nick Henninger-Ayoub. No abstentions or opposition. Approved by general consent.

Featured State Permitting Agency Presentation: – Dr. Clifford S. Mitchell, MDH Council Activity

Clifford S. Mitchell, Director of the Environmental Health Bureau at the Maryland Department of Health (MDH), provided an overview of MDH’s food facility permitting and licensing operations. Dr. Mitchell explained that the Office of Food Protection (OFP) oversees permits and licenses for food processing facilities and milk and dairy operations, while retail food service licenses are issued through local health departments.

Dr. Mitchell reviewed the current permitting process for new and renewing licenses, noting that the process remains largely paper-based and involves application review, inspections, and coordination with local approvals such as use and occupancy permits and Fire Marshal inspections. He noted that permitting timelines can be impacted by the need for additional applicant information and coordination across agencies and jurisdictions. Once all required materials are submitted, MDH is generally able to make permitting decisions within approximately 30 days.

The presentation also highlighted opportunities for modernization and process improvements, including implementation of updated information management systems, automated inspection scheduling, centralized file management, electronic payment capabilities, automated renewal notices, and improved customer access to application status information.

Council Activity – Rebecca Flora, Secretary, Chair Year-End Report Process

Secretary Flora provided an update on the development of the Council’s Year-End Report to the Governor, including ongoing data collection, stakeholder engagement activities, and upcoming milestones. The final report is scheduled to be submitted to the Governor by June 30, 2026.

Draft Key Findings for Discussion

State Action Areas

Secretary Flora reviewed four primary state action areas identified through the Council's work:

- Process
- Technology
- Regulatory
- Accountability

The Council discussed modernization opportunities, interagency coordination, user experience improvements, and transparency enhancements.

Process Actions

Secretary Flora presented draft process recommendations, including:

- Formalizing an interagency permitting working group
- Standardizing communication materials
- Developing reviewer training programs
- Establishing review timelines
- Exploring third-party review programs
- Standardizing guidance policies
- Implementing user experience engagement strategies

Discussion focused on inconsistencies in communication and permitting review methodologies across agencies and jurisdiction

Regulatory Actions

The Council reviewed draft regulatory recommendations, including:

- Comprehensive review of permitting statutes and regulations
- Expedited permitting opportunities in targeted investment areas
- Expanded interagency agreements
- Consolidation of low-utilization permit types

Discussion centered on regulatory complexity, market innovation challenges, and opportunities for modernization

Technology Actions

Secretary Flora presented draft technology recommendations, including:

- Development of a one-stop digital storefront for permitting
- Exploration of AI chatbot tools to guide users through permitting processes
- Centralized identity management and universal project tracking dashboards
- Modernization of legacy paper-based systems

Council members discussed system fragmentation, transparency gaps, and long-term modernization goals.

Accountability Actions

The Council reviewed draft accountability recommendations, including:

- Utilizing the Governor’s Efficiency Commission for compliance oversight
- Exploring permit deadline enforcement mechanisms
- Formalizing statewide coordination and communication channels

Discussion included oversight structures, accountability metrics, and implementation considerations.

Local Considerations – Actions and Survey Findings

Secretary Flora reviewed local permitting considerations and survey findings, including:

- Varying levels of technology adoption among local jurisdictions
- Limited availability of fast-track permitting options
- Coordination challenges related to environmental health and stormwater management
- Increased consolidation among permitting software vendors

Draft local recommendations included:

- Exploring integration with the statewide portal
- Identifying inconsistent local regulatory frameworks
- Expanding local reviewer training opportunities
- Establishing delegated authority performance measures

Risk Factors

Secretary Flora reviewed potential risks associated with taking no action, including:

- Continued barriers for small- and mid-sized projects
- High costs of doing business in Maryland
- Fragmented and disconnected modernization efforts
- Reduced statewide economic competitiveness

Council members discussed the importance of coordinated modernization efforts and long-term strategic planning.

Council/MDP Timelines – Rebecca Flora, Secretary, Chair

Secretary Flora reviewed the upcoming Council and MDP deliverable timeline, including:

- May 20: Chief of Staff Briefing
- May 31: Finalize Report Content
- June 10: Final Council Meeting
- July 1: Submission of Final Report to the Governor

Closed Session

A closed session was not needed

Closing

Secretary Flora invited closing thoughts and thanked Council members and attendees for their participation and ongoing collaboration.

The meeting adjourned at approximately 242 PM.

The next Maryland Coordinated Permitting Review Council meeting is scheduled for June 10, 2026, and will be held virtually.