

Bill No. 20-18

Concerning: Immigrant Affairs Commission

Introduced: December 15, 2020

Revised: 01/19/2021 Draft No.

Enacted: February 2, 2021

Effective: April 3, 2021

Expires: March 15, 2021

Frederick County Code, Chapter 1-2, Article XV

Section(s) 500

COUNTY COUNCIL FOR FREDERICK COUNTY, MARYLAND

By: Council Member Jessica Fitzwater

AN ACT to: establish an Immigrant Affairs Commission .

Executive: *Jessica Fitzwater* Date Received: Feb. 9, 2021

Approved: *✓* Date: 2-11-2021

Vetoed: _____ Date: _____

By amending:

Frederick County Code, Chapter, 1-2, Article XV Section(s) 500

Other: _____

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Heading or defined term.
Added to existing law.
Deleted from existing law.
Existing law unaffected by bill.

2 The Frederick County Council finds it necessary and appropriate to create an Immigrant
3 Affairs Commission. Immigrants make significant contributions to every facet of the County's
4 economic, educational, and cultural life. The public health, safety, and general welfare of the
5 County will be furthered by promoting access by all residents to County programs, services, and
6 activities. Frederick County has welcomed an increasingly diverse population and recognizes the
7 importance of cultivating a culture of inclusion.

8 Frederick County ensures that all people in the County receive equal protection under the
9 laws and respectful treatment without regard to confirmed or suspected race, color, religion or
10 creed, sex, national origin or ancestry, age, marital status, veteran status, sexual orientation, gender
11 identity, or physical or mental disability.

12 Frederick County government seeks to maintain positive relationships with members of the
13 immigrant community, and seeks guidance on policies, practices, and services that impact
14 immigrant health, well-being, economic success, and safety.

15 NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF
16 FREDERICK COUNTY, MARYLAND, that the Frederick County Code be, and it is hereby,
17 amended as shown on the attached Exhibit 1.

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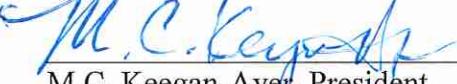
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M.C. Keegan-Ayer, President
County Council of Frederick County, 
Maryland

CHAPTER 1-2: ADMINISTRATION

* * * *

ARTICLE XV. IMMIGRATION AFFAIRS COMMISSION

§1-2-500. Creation, Duties.

(A) There shall be a Frederick County Immigrant Affairs Commission (hereinafter referred to as “the Commission”).

(B) The Commission shall act as an advisory body that serves as a means for immigrant voices to be heard and understood, facilitates civic engagement among immigrants, and recognizes and legitimizes issues of importance to immigrants arriving and living in Frederick County.

(C) Among its responsibilities and duties, the Commission shall:

(1) Advise the County Executive and County Council 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 Council.

(2) Monitor, analyze, and make recommendations for existing or proposed policies and actions, at all levels of government, for their impact on immigrants.

(3) Assess, research, and compile data related to immigrant affairs in Frederick County, including:

- (a) addressing immigrant needs and concerns;
 - (b) bringing immigrant communities together for the purpose of collective engagement;
 - (c) access to and delivery of services and information tailored to immigrants;
 - (d) immigrant awareness of civil rights protections and related laws and;
 - (e) economic and workforce development opportunities for immigrants.

(D) The Commission's scope shall be limited to make recommendations only on issues and groups under the exclusive authority of the County government. The Commission's activities shall not include issues outside of the authority of the County government, including those

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1 **related to: the Frederick County Board of Education, the Frederick**
2 **County Sheriff, the Motor Vehicle Administration, the State's**
3 **Attorney's Office, the Frederick County Circuit Court, the Frederick**
4 **County District Court, Federal Immigration Policy or Immigrations**
5 **and Custom Enforcement (ICE).**

6
7 (E)
8

- 9 (1) On or before July 1 of each year, the Commission shall submit an annual report to
10 the County Executive and County Council. The report should include assessment
11 findings and recommendations as identified above.
- 12 (2) **Two years following the first meeting, the Commission will**
13 **submit a status report to the County Executive and County**
14 **Council. The report should include assessment findings and**
15 **recommendations as identified above. Upon submission of this**
16 **report, the County Executive and County Council may submit**
17 **questions or requests to the Commission for additional**
18 **information. The Commission will have eight weeks to respond**
19 **to any requests. Upon completion of this review, the Council**
20 **must vote whether to reauthorize the Commission.**

21
22 **§1-2-501. Composition.**

23
24 (A) Subject to the confirmation of the County Council, the County Executive must appoint
25 the following individuals to serve on the Commission for a three-year term unless
26 otherwise noted:

- 27 (1) Two immigrants residing in the County who are not representatives of an
28 organization;
29 (2) Two representatives of the business community who are immigrants;
30 (3) Two representatives of community-based organizations serving immigrant
31 populations in the County;
32 (4) Two representatives of a faith-based organization who are immigrants;
33 (5) One attorney with experience in immigration law;
34 (6) One representative from a law enforcement agency in the County;
35 (7) One representative from the County Citizen Services Division;
36 (8) One representative of Frederick County Public Schools;
37 (9) One representative of Frederick Community College;
38 (10) One representative from the Frederick County Health Department;

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1 (11) One student member with a demonstrated interest in immigrant affairs to
2 serve a one-year term on the Commission. The student's term may be extended
3 for one year. The student member must be a high school or college student who
4 resides in the County when initially appointed.

5 (B) The following individuals shall serve as ex-officio, non-voting members with no
6 terms assigned:

- 7 (1) A member of the County Council; and
8 (2) A member of the City of Frederick Board of Aldermen.

9
10 **§1-2-502. Terms, Reappointments, Vacancies.**

11 (A) Members may be reappointed, but may not serve more than two full consecutive 3-year
12 terms.

13
14 (B) Vacancies shall be filled on the same basis as the original appointments for the unexpired
15 terms. Members shall continue in office until their successors are appointed and
16 qualified.

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19 **§1-2-503. Chair, Vice-Chair.**

20 The Commission must elect a chair and vice-chair from among its members to serve 1-year
21 terms.

22
23 **§1-2-504. Meetings and Quorum.**

24 (A) The Commission shall meet with the frequency it determines necessary to perform its
25 functions but there shall be no less than six meetings annually.

26
27 (B) A majority of the Commission members shall constitute a quorum for the transaction of
28 regular business.

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30 (C) Any voting members of the Commission who fail to attend at least 50% of the meetings
31 during any period of 12 consecutive months shall be considered to have resigned. Subject

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1 to confirmation by the County Council, the County Executive shall appoint a
2 replacement.

3 **§1-2-505. Rules and Regulations.**

4 The Commission shall adopt rules to govern its procedures and activities.

5 **§1-2-506. Compensation.**

6 Members of the Commission shall receive no compensation for their services.

7 **§1-2-507. County Staff.**

8 A County staff member [[shall]] **may** be designated by the County Executive to assist and
9 support the Commission.

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