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Prince George's County CCOC - September 2026 Meeting Minutes

Prince George's County Commission on Common Ownership Communities (CCOC)

Monthly Meeting - September 23, 2026 - MEETING MINUTES

Commissioners Roll Call

In Attendance:

Commissioners:

- Robert Nicholson - Vice Chair (presiding)
- LaShauna Tillmon - Secretary
- Marvin Holmes
- Danielle Grey
- Karen Straughn
- Chrisel Edwards-Green
- Rachelle Spencer

Commissioners / Members Noted as Absent or Not Present at Roll Call:

Chair Nicole Williams was not identified during the recorded roll call. The Commission confirmed a quorum of commissioners present.

Ex-Officio / Agency Representatives and Guests:

- Candace Lewis - President, Community Associations Institute (CAI), Washington Metropolitan Chapter
- Renee Kayal - Executive Director, CAI Washington Metropolitan Chapter
- Renee Palacios - Office of Homeland Security
- Walter Balma - Zoning Code Officer, Office of Homeland Security
- Calvin Saunders - Office of Homeland Security (identified as attending)

Staffers Present:

- MaShawn Hall - Unit Chief, Common Ownership Communities Unit
- Christopher Cole - Common Ownership Communities Unit
- Chance Crockett - Common Ownership Communities Unit
- Kyla Jackson - Common Ownership Communities Unit

Welcome and Introductions

Vice Chair Robert Nicholson welcomed approximately 50 participants and presided over the meeting. Following roll call, he confirmed that a quorum was present and called the meeting to order at approximately 3:07 p.m.

Adoption of Agenda

Commissioner LaShauna Tillmon moved to adopt the September agenda as written. Commissioner Danielle Grey seconded the motion. Following a call for votes in favor, the presiding officer announced that the agenda was accepted. No contrary vote was recorded in the available transcript.

Office of Community Relations (OCR) Report

Presented by MaShawn Hall, Unit Chief

Ms. Hall outlined the Common Ownership Communities Unit’s role in providing education, training, engagement, and dispute resolution resources for homeowners associations, condominiums, and cooperative housing communities. She welcomed new team members Chance Crockett and Kyla Jackson and recognized Christopher Cole.

Administrative Hearing Program: Staff continue to develop the program infrastructure, coordinate with partner agencies on commission vacancies, establish memorandum of understanding standards for volunteer hearing panel chairs, and work with the Office of Law on implementation. Ms. Hall committed to providing continuing monthly progress updates. No program launch date was announced.

Public Inquiries: Residents were encouraged to contact the Common Ownership Communities Unit directly with association-specific concerns so staff may collect details, research the issues, and respond individually rather than attempt to resolve individual cases during the public meeting.

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Outreach, Training, and Upcoming Events Announced

- September 26, 2026 - Watkins Park HOA Community Day, Upper Marlboro.
- October 3, 2026, 10:00 a.m.-noon - Community Connections event at PJ's Coffee House, Bowie.
- October 10, 2026 - OCR Men Who Cook in Pink event for Breast Cancer Awareness Month.
- October 13, 2026 - Woodview Village HOA board training (date announced during the meeting).
- October 21, 2026 - District 6 Community Town Hall.
- October 27-29, 2026 - OCR in-person Winter Forum sessions.
- October-December 2026 - Commission winter warm-up education sessions covering community operations before, during, and after winter storms, with participating agencies and industry stakeholders.

Approval of Minutes

The August 26, 2026 meeting minutes, distributed by Commissioner Tillmon in advance, were presented for approval. Commissioner Marvin Holmes moved to approve the minutes and Commissioner Tillmon seconded. The presiding officer called for votes in favor and announced that the August meeting minutes were adopted. No corrections or dissent were recorded in the transcript.

Unfinished Business

Ms. Hall stated that there was no unfinished business to report.

New Business

Elevate Board Leadership - Community Associations Institute (CAI) Presentation

Presented by Candace Lewis, President, CAI Washington Metropolitan Chapter. Ms. Hall introduced the presentation as an educational resource for current and prospective community association board members, emphasizing informed and effective board leadership.

Ms. Lewis described CAI's mission to educate, collaborate, and connect community association leaders, managers, service partners, and residents. She outlined chapter educational programs, professional networks, community engagement opportunities, and legislative advocacy work in Maryland, the District of Columbia, and Virginia.

Board Leadership Education and Governance Resources

- CAI Board Leadership Development Workshop and Board Leader Certificate for foundational governance education.
- Leadership Lab and Homeowner Leader Task Force as opportunities for continued education, dialogue, and homeowner participation.
- Legislative committees, legal update programming, legislative tracking resources, and the Foundation for Community Association Research's data and best-practice publications.
- Opportunities to join chapter committees, attend events, and participate as an individual homeowner leader or a board; certain events are also available to nonmembers.

Community Programs and Recognition

The presentation highlighted community cleanup projects, a Ronald McDonald House landscaping initiative, a scholarship essay program for graduating high school seniors, an industry career fair, and the Community Association of the Year, Charitable Community of the Year, and Communicator of the Year recognition categories. Ms. Lewis encouraged greater participation and nominations from Prince George's County communities. She indicated that students do not need to reside in a common ownership community to apply for the scholarship program.

2027 CAI Conference and Expo

CAI announced its next conference and expo for February 4-5, 2027, at the Walter E. Washington Convention Center. The program was described as including educational sessions, vendor exhibits, networking, and opportunities for boards to evaluate prospective service providers. A buy-one-get-one offer for homeowner attendees was discussed. During Q&A, CAI Executive Director Renee Kayal reported an early-bird homeowner rate through November of $40 for members and $64 for nonmembers, subject to increases nearer the event. Ms. Lewis stated that a member survey and venue availability informed the change to a Thursday-Friday schedule.

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Ms. Lewis advised that the presentation materials could be distributed to attendees. Ms. Hall requested additional information regarding homeowner leadership committees. The Community Association of the Year submission deadline was identified as October 31, 2026.

General Public Questions and Comments

Office of Homeland Security / Code Compliance Responsibilities

Renee Palacios explained that code compliance staff had transitioned from the Department of Permitting, Inspections and Enforcement to the Office of Homeland Security and, for the most part, continue similar enforcement responsibilities involving rental properties, residential properties, zoning, and businesses. Walter Balma explained that certain former duties, including new-building sign inspections, special-event permits, and vacant-lot use-and-occupancy inspections, remained with the prior department. Mr. Balma stated that the multiagency Strike Force initiative would continue to involve the office.

Community Cleanup Program

Ms. Hall advised that the registration deadline for the Clean and Green / Elevate the Scene community cleanup initiative was Friday, October 16, 2026, and said staff would provide registration information.

Board Vacancies, Quorum, and Receivership

Resident George Miller reported that his condominium board had two vacancies on a five-member board, with three directors continuing to serve. He asked about possible financial and operational consequences of court-appointed receivership and the difficulty of recruiting volunteers. Ms. Hall noted that the Maryland Condominium Act includes provisions addressing receivership, but did not provide a definitive legal opinion or cost estimate. She encouraged review of the association's governing documents and applicable law and offered to share relevant statutory information.

Discussion also addressed differences between board-size provisions in the association's declaration and bylaws, staggered terms, interim appointments, and the need to confirm specific requirements before deciding how the board may proceed. Ms. Hall encouraged continued recruitment and offered CCOC assistance with an informational session explaining volunteer board responsibilities.

Conduct of Association Meetings and Homeowner Participation

Mr. Miller described disruptive comments at association meetings and challenges in sustaining board participation. Ms. Hall discussed the importance of written agendas, accurate minutes, transparency, accountability, and opportunities for homeowner input consistent with governing documents. She suggested that management and the board consider receiving homeowner questions in advance to help keep meetings organized and productive. The exchange was advisory and resulted in no Commission motion.

Recognition and Announcements

Commissioner Marvin Holmes recognized MaShawn Hall for an award received September 18, 2026, through a public service leadership recognition program, commending her work serving common ownership communities. Vice Chair Nicholson added his appreciation, and Ms. Hall thanked the Commission.

Next Meeting

The Commission indicated that regular monthly meetings and the planned October-December winter education sessions would continue. The specific date and time of the next Commission meeting were not stated in the transcript.

Adjournment

Commissioner Marvin Holmes moved to adjourn and Commissioner LaShauna Tillmon seconded the motion. The presiding officer called for votes in favor and closed the meeting at approximately 3:59 p.m. No opposing votes were recorded in the available transcript.

Signed by:
Lashauna M. Tillmon
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Lashauna M. Tillmon

11/4/2026

Date