

Office of Administrative Hearings

MISSION

To provide flexible due process for any person affected by the action or proposed action of State agencies.

VISION

A State which guarantees every person the right to a fair, timely, and easily accessible administrative adjudicatory process.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. Ensure Maryland taxpayers have access to fair, timely, and easily accessible administrative adjudication.

Obj. 1.1 Complete the administrative hearing process in an efficient and timely manner.

Obj. 1.2 Increase percentage of cases resolved using Alternative Dispute Resolution (ADR) techniques.

Performance Measures	2014 Act.	2015 Act.	2016 Act.	2017 Act.	2018 Act.	2019 Est.	2020 Est.
Average number of days from date appeal received to disposition for all cases	50.3	48.1	45.9	47.1	52.0	51.5	51.0
Percent of decisions issued timely	99.4%	99.6%	99.3%	99.5%	99.5%	99.6%	99.7%
Percent of cases resolved using ADR techniques	61.8%	46.4%	45.9%	44.0%	50.6%	51.6%	52.6%

Goal 2. Conduct administrative proceedings in a professional, competent, and fair manner.

Obj. 2.1 Maintain participant satisfaction level at 90 percent or higher.

Performance Measures	2014 Act.	2015 Act.	2016 Act.	2017 Act.	2018 Act.	2019 Est.	2020 Est.
Percent of participants who rate the preparation and organization of the proceeding as satisfactory or excellent	92.6%	92.9%	92.6%	89.8%	91.8%	92.8%	93.8%
Percent of participants who rate the fairness of the proceeding as satisfactory or excellent	95.2%	93.2%	90.8%	90.9%	87.3%	89.3%	91.3%
Percent of participants who rate the decision as satisfactory or excellent	91.4%	90.6%	91.5%	91.0%	91.9%	92.9%	93.9%

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Office of Administrative Hearings

D99A11.01 General Administration

Program Description

The Office of Administrative Hearings conducts administrative hearings on behalf of State and other government agencies. As provided by law, persons adversely affected by agency actions or proposed actions are entitled to an administrative hearing. The hearings are conducted by Administrative Law Judges who adjudicate questions of fact and law.

Appropriation Statement

	2018 Actual	2019 Appropriation	2020 Allowance
Number of Authorized Positions	118.00	118.00	118.00
Number of Contractual Positions	0.00	0.50	0.50
01 Salaries, Wages and Fringe Benefits	12,839,502	12,946,716	13,455,643
02 Technical and Special Fees	47,960	19,481	22,197
03 Communications	150,565	161,721	148,040
04 Travel	171,207	175,000	178,300
06 Fuel and Utilities	76,908	122,034	79,676
07 Motor Vehicle Operation and Maintenance	2,553	11,134	12,199
08 Contractual Services	633,981	682,286	763,831
09 Supplies and Materials	141,101	155,210	154,800
10 Equipment - Replacement	246,922	42,068	42,068
11 Equipment - Additional	8,023	40,000	38,000
13 Fixed Charges	1,152,070	1,052,854	1,052,848
Total Operating Expenses	<u>2,583,330</u>	<u>2,442,307</u>	<u>2,469,762</u>
Total Expenditure	<u>15,470,792</u>	<u>15,408,504</u>	<u>15,947,602</u>
Special Fund Expenditure	29,760	52,494	52,472
Reimbursable Fund Expenditure	15,441,032	15,356,010	15,895,130
Total Expenditure	<u>15,470,792</u>	<u>15,408,504</u>	<u>15,947,602</u>
Special Fund Expenditure			
D99304 Photocopier and Tape Fees	0	8,000	7,997
D99305 Miscellaneous Billings	29,760	44,494	44,475
Total	<u>29,760</u>	<u>52,494</u>	<u>52,472</u>
Reimbursable Fund Expenditure			
D99903 OAH Case Charges - Various State Agencies	15,441,032	15,356,010	15,895,130
Total	<u>15,441,032</u>	<u>15,356,010</u>	<u>15,895,130</u>

3 Year Position Summary

Classification Title	FY 2018 Positions	FY 2018 Expenditures	FY 2019 Positions	FY 2019 Appropriation	FY 2020 Positions	FY 2020 Allowance
D99 - Office of Administrative Hearings						
D99A1101 - General Administration						
Admin Aide	0.00	19,123	0.00	0	1.00	43,148
Admin Law Judge	52.00	5,015,456	52.00	5,279,564	52.00	5,398,290
Admin Officer II	1.00	41,774	1.00	41,774	1.00	42,610
Admin Officer III	4.00	230,104	4.00	230,103	4.00	234,707
Admin Spec II	1.00	48,981	1.00	48,980	1.00	49,960
Admin Spec III	2.00	98,199	2.00	98,198	2.00	100,163
Administrator II	1.00	65,401	1.00	66,888	1.00	68,226
Administrator III	3.00	195,224	3.00	184,170	3.00	203,246
Administrator IV	2.00	166,008	2.00	160,180	2.00	163,385
Administrator V	1.00	91,107	1.00	91,107	1.00	92,930
Chf Admin Law Judge	1.00	138,009	1.00	138,009	1.00	140,769
Computer Network Spec II	1.00	68,175	1.00	68,175	1.00	69,539
Computer Network Spec Lead	1.00	66,151	1.00	66,151	1.00	67,475
Docket Clerk	4.00	134,282	4.00	144,244	5.00	168,252
Docket Clerk Senior	10.00	398,699	10.00	398,372	10.00	406,343
Fiscal Accounts Clerk I	0.00	5,658	0.00	0	1.00	31,441
Fiscal Accounts Clerk Trainee	1.00	23,702	1.00	29,030	0.00	0
Fiscal Services Admin II	1.00	59,527	1.00	59,527	1.00	60,718
HR Administrator II	1.00	85,401	1.00	85,401	1.00	87,110
IT Director II	1.00	103,743	1.00	103,743	1.00	105,818
Management Associate	4.00	177,286	4.00	195,653	4.00	192,360
Office Clerk II	3.00	81,604	3.00	89,376	5.00	153,489
Office Secy III	8.00	289,586	8.00	327,199	7.00	286,227
Office Services Clerk	9.00	240,223	9.00	312,018	6.00	223,283
Paralegal II	1.00	45,856	1.00	45,855	1.00	46,773
Prgm Mgr Senior I	1.00	104,567	1.00	104,567	1.00	106,659
Prgm Mgr Senior III	2.00	222,278	2.00	220,786	2.00	220,904
Prgm Mgr Senior IV	2.00	254,582	2.00	256,975	2.00	262,115
Total D99A1101	118.00	8,470,706	118.00	8,846,045	118.00	9,025,940