

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	2015 Act.	2016 Act.	2017 Act.	2018 Act.	2019 Act.	2020 Est.	2021 Est.
Average number of days from date appeal received to disposition for all cases	48.1	45.9	47.1	52.0	56.0	51.0	54.0
Percent of decisions issued timely	99.6%	99.3%	99.5%	99.5%	99.6%	99.7%	99.8%
Percent of cases resolved using ADR techniques	46.4%	45.9%	44.0%	50.6%	44.5%	52.6%	51.0%

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	2015 Act.	2016 Act.	2017 Act.	2018 Act.	2019 Act.	2020 Est.	2021 Est.
Percent of participants who rate the preparation and organization of the proceeding as satisfactory or excellent	92.9%	92.6%	89.8%	91.8%	93.7%	93.8%	93.9%
Percent of participants who rate the fairness of the proceeding as satisfactory or excellent	93.2%	90.8%	90.9%	87.3%	96.9%	91.3%	91.5%
Percent of participants who rate the decision as satisfactory or excellent	90.6%	91.5%	91.0%	91.9%	96.7%	93.9%	94.0%

D99

<http://www.oah.state.md.us/>

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

	2019 Actual	2020 Appropriation	2021 Allowance
Number of Authorized Positions	118.00	118.00	117.00
Number of Contractual Positions	0.00	0.50	0.50
01 Salaries, Wages and Fringe Benefits	12,931,300	13,848,293	13,831,098
02 Technical and Special Fees	6,416	22,197	22,223
03 Communications	156,605	148,040	144,040
04 Travel	207,185	178,300	187,000
06 Fuel and Utilities	75,121	79,676	80,000
07 Motor Vehicle Operation and Maintenance	5,739	12,199	5,999
08 Contractual Services	813,892	763,831	799,255
09 Supplies and Materials	139,195	154,800	138,000
10 Equipment - Replacement	90,684	42,068	42,068
11 Equipment - Additional	0	38,000	15,000
13 Fixed Charges	1,125,869	1,052,848	1,062,068
Total Operating Expenses	<u>2,614,290</u>	<u>2,469,762</u>	<u>2,473,430</u>
Total Expenditure	<u>15,552,006</u>	<u>16,340,252</u>	<u>16,326,751</u>
Special Fund Expenditure	16,284	52,472	52,435
Reimbursable Fund Expenditure	<u>15,535,722</u>	<u>16,287,780</u>	<u>16,274,316</u>
Total Expenditure	<u>15,552,006</u>	<u>16,340,252</u>	<u>16,326,751</u>
Special Fund Expenditure			
D99304 Photocopier and Tape Fees	8,000	7,997	7,997
D99305 Miscellaneous Billings	<u>8,284</u>	<u>44,475</u>	<u>44,438</u>
Total	<u>16,284</u>	<u>52,472</u>	<u>52,435</u>
Reimbursable Fund Expenditure			
D99903 OAH Case Charges - Various State Agencies	<u>15,535,722</u>	<u>16,287,780</u>	<u>16,274,316</u>
Total	<u>15,535,722</u>	<u>16,287,780</u>	<u>16,274,316</u>

3 Year Position Summary

Classification Title	FY 2019 Positions	FY 2019 Expenditures	FY 2020 Positions	FY 2020 Appropriation	FY 2021 Positions	FY 2021 Allowance
D99 - Office of Administrative Hearings						
D99A1101 - General Administration						
Admin Aide	0.00	42,777	1.00	44,665	1.00	44,665
Admin Law Judge	52.00	5,034,515	52.00	5,588,085	52.00	5,603,477
Admin Officer I	0.00	0	0.00	0	1.00	51,554
Admin Officer II	1.00	42,244	1.00	44,109	1.00	44,109
Admin Officer III	4.00	232,688	4.00	242,961	4.00	242,961
Admin Spec II	1.00	44,810	1.00	51,717	0.00	0
Admin Spec III	2.00	99,302	2.00	103,686	2.00	103,686
Administrator II	1.00	67,639	1.00	70,626	1.00	70,626
Administrator III	3.00	182,340	3.00	210,393	3.00	222,600
Administrator IV	2.00	161,980	2.00	169,130	2.00	169,130
Administrator V	1.00	92,130	1.00	96,197	1.00	96,197
Chf Admin Law Judge	1.00	139,558	1.00	145,724	1.00	145,724
Computer Network Spec II	1.00	68,941	1.00	71,984	1.00	71,984
Computer Network Spec Lead	1.00	66,894	1.00	69,848	1.00	69,848
Docket Clerk	4.00	97,490	5.00	174,171	4.00	148,960
Docket Clerk Senior	10.00	402,852	10.00	420,636	10.00	420,636
Fiscal Accounts Clerk I	0.00	29,290	1.00	32,547	1.00	32,547
Fiscal Accounts Clerk Trainee	1.00	0	0.00	0	0.00	0
Fiscal Services Admin II	1.00	48,688	1.00	62,853	1.00	78,957
HR Administrator II	1.00	95,600	1.00	90,173	1.00	86,842
IT Director II	1.00	79,878	1.00	109,539	0.00	0
IT Director III	0.00	34,180	0.00	0	1.00	116,915
IT Functional Analyst Trainee	0.00	21,639	0.00	0	2.00	99,186
Management Associate	4.00	181,189	4.00	199,127	4.00	199,127
Office Clerk II	3.00	98,285	5.00	158,889	4.00	135,581
Office Secy III	8.00	275,530	7.00	296,294	7.00	296,294
Office Services Clerk	9.00	258,268	6.00	231,140	6.00	227,991
Paralegal II	1.00	46,371	1.00	48,418	0.00	0
Prgm Mgr Senior I	1.00	87,218	1.00	110,409	1.00	91,328
Prgm Mgr Senior III	2.00	218,769	2.00	228,672	2.00	228,672
Prgm Mgr Senior IV	2.00	259,860	2.00	271,331	2.00	271,331
Settlement	0.00	1,168	0.00	0	0.00	0
Total D99A1101	118.00	8,512,093	118.00	9,343,324	117.00	9,370,928