

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	2016 Act.	2017 Act.	2018 Act.	2019 Act.	2020 Act.	2021 Est.	2022 Est.
Average number of days from date appeal received to disposition for all cases	45.9	47.1	52.0	56.0	53.1	54.0	56.0
Percent of decisions issued timely	99.3%	99.5%	99.5%	99.6%	99.9%	99.8%	99.6%
Percent of cases resolved using ADR techniques	45.9%	44.0%	50.6%	44.5%	46.6%	46.4%	47.2%

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	2016 Act.	2017 Act.	2018 Act.	2019 Act.	2020 Act.	2021 Est.	2022 Est.
Percent of participants who rate the preparation and organization of the proceeding as satisfactory or excellent	92.6%	89.8%	91.8%	93.7%	93.7%	93.9%	93.9%
Percent of participants who rate the fairness of the proceeding as satisfactory or excellent	90.8%	90.9%	87.3%	96.9%	95.9%	96.0%	96.0%
Percent of participants who rate the decision as satisfactory or excellent	91.5%	91.0%	91.9%	96.7%	89.3%	92.8%	94.0%

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	2020 Actual	2021 Appropriation	2022 Allowance
Number of Authorized Positions	118.00	117.00	115.00
Number of Contractual Positions	0.50	0.50	0.50
01 Salaries, Wages and Fringe Benefits	13,848,293	13,910,106	13,695,696
02 Technical and Special Fees	22,197	22,223	22,223
03 Communications	148,040	144,040	154,040
04 Travel	178,300	187,000	187,000
06 Fuel and Utilities	79,676	80,000	80,000
07 Motor Vehicle Operation and Maintenance	12,199	5,999	7,199
08 Contractual Services	763,831	799,255	795,783
09 Supplies and Materials	163,968	138,000	146,800
10 Equipment - Replacement	42,068	42,068	42,068
11 Equipment - Additional	38,000	15,000	15,000
13 Fixed Charges	1,052,848	1,062,068	1,062,161
Total Operating Expenses	2,478,930	2,473,430	2,490,051
Total Expenditure	16,349,420	16,405,759	16,207,970
Special Fund Expenditure	4,755	52,435	52,399
Reimbursable Fund Expenditure	16,344,665	16,353,324	16,155,571
Total Expenditure	16,349,420	16,405,759	16,207,970
Special Fund Expenditure			
D99304 Photocopier and Tape Fees	4,755	7,997	7,992
D99305 Miscellaneous Billings	0	44,438	44,407
Total	4,755	52,435	52,399
Reimbursable Fund Expenditure			
D99903 OAH Case Charges - Various State Agencies	16,312,800	16,353,324	16,155,571
M00F06 MDH - Office of Preparedness and Response	31,865	0	0
Total	16,344,665	16,353,324	16,155,571

3 Year Position Summary

Classification Title	FY 2020 Positions	FY 2020 Expenditures	FY 2021 Positions	FY 2021 Appropriation	FY 2022 Positions	FY 2022 Allowance
D99 - Office of Administrative Hearings						
D99A1101 - General Administration						
Admin Aide	1.00	42,777	1.00	44,665	8.00	346,045
Admin Law Judge	52.00	5,034,515	52.00	5,659,552	51.00	5,551,348
Admin Officer I	0.00	0	1.00	52,070	1.00	52,070
Admin Officer II	1.00	42,244	1.00	44,551	1.00	44,551
Admin Officer III	4.00	232,688	4.00	245,392	4.00	245,392
Admin Spec II	1.00	44,810	0.00	0	0.00	0
Admin Spec III	2.00	99,302	2.00	104,724	2.00	104,724
Administrator II	1.00	67,639	1.00	71,333	1.00	71,333
Administrator III	3.00	182,340	3.00	224,829	3.00	224,829
Administrator IV	2.00	161,980	2.00	170,822	2.00	170,822
Administrator V	1.00	92,130	1.00	97,159	1.00	97,159
Chf Admin Law Judge	1.00	139,558	1.00	147,181	1.00	147,181
Computer Network Spec II	1.00	68,941	1.00	72,704	1.00	72,704
Computer Network Spec Lead	1.00	66,894	1.00	70,547	1.00	70,547
Docket Clerk	5.00	97,490	4.00	150,452	4.00	150,452
Docket Clerk Senior	10.00	402,852	10.00	424,846	9.00	380,878
Fiscal Accounts Clerk I	1.00	29,290	1.00	32,547	1.00	32,547
Fiscal Services Admin II	1.00	48,688	1.00	79,747	1.00	79,747
HR Administrator II	1.00	95,600	1.00	87,711	1.00	87,711
IT Director II	1.00	79,878	0.00	0	0.00	0
IT Director III	0.00	34,180	1.00	118,085	1.00	118,085
IT Functional Analyst Trainee	0.00	21,639	2.00	100,179	2.00	100,179
Management Associate	4.00	181,189	4.00	199,127	3.00	151,225
Office Clerk II	5.00	98,285	4.00	135,581	2.00	61,248
Office Secy III	7.00	275,530	7.00	296,294	1.00	32,176
Office Services Clerk	6.00	258,268	6.00	227,991	7.00	262,561
Paralegal II	1.00	46,371	0.00	0	1.00	51,162
Prgm Mgr Senior I	1.00	87,218	1.00	92,242	1.00	92,242
Prgm Mgr Senior III	2.00	218,769	2.00	230,960	2.00	230,960
Prgm Mgr Senior IV	2.00	259,860	2.00	274,045	2.00	274,045
Settlement	0.00	1,168	0.00	0	0.00	0
Total D99A1101	118.00	8,512,093	117.00	9,455,336	115.00	9,303,923