


**Baltimore City Department of
Recreation & Parks
Response
Case # 25-0011-I**

F R O M	Name & Title	Reginald Moore, Executive Director <i>Reginald Moore</i>	CITY OF BALTIMORE MEM O 
	Agency Name & Addresses	Baltimore City Department of Recreation & Parks 3001 East Dr., Baltimore, Maryland (MD) 21217	
	Subject :	OIG Case # 25-0011-I – Agency Response	

**TO: Isabel Mercedes Cumming
Inspector General**

DATE: October 3, 2024

Subject: Critical Facility Conditions

Baltimore City Department of Recreation and Parks (BCRP) received a referral letter, #25-0011-I from Baltimore City Office of the Inspector General on September 19, 2024, regarding unsafe and unsanitary work conditions at a BCRP office site. The site is located at 2100 Washington Boulevard (Carroll Park Yard), Baltimore, MD 21230.

BCRP remains fully committed to ensuring safe and healthy working conditions for all employees. Our Park District Managers and Assistant Park District Managers are responsible for overseeing park operations, which includes maintaining a safe and sanitary work site. This often requires collaboration across divisions and agencies. Internally, we use a service request system and hold weekly facility and park maintenance meetings to ensure all concerns are promptly addressed.

On August 2, 2024, senior management—including the Director, Deputy Director, and Chief Human Resources Officer—proactively visited the yard at 2100 Washington Boulevard. This visit was part of our ongoing efforts to assess working conditions, gather feedback, and make necessary adjustments for the safety and well-being of staff. The tour, led by Assistant Park District Manager Jackie Payne-El, included inspections of all restrooms, locker rooms, offices, and the breakroom. We also reviewed essential amenities, such as heating, air conditioning, hot water, toilets, the ice machine, and the availability of water and Gatorade for staff.

During the visit, the following issues were identified and have either been resolved or are in the process of resolution:

- **Power outages and breaker panel issues:** Repaired; full power restored.
- **Garage roof leak:** Repairs completed.
- **AC for garage and ventilation:** SR# 24-00830497 created; awaiting contractor.
- **Back door rodent entry:** SR# 24-00683891, 24-00683898 created; awaiting contractor.
- **Refrigerator replacement:** Purchase order submitted.
- **Soap dispenser mismatch:** New dispenser installed.
- **No kitchen sink:** SR# 24-00830492 created.
- **Water cooler replacement and Gatorade supply:** Water coolers received; awaiting Gatorade.
- **Outside bathroom renovation:** SR# 24-00830497 created; awaiting contractor.
- **Ballfield dirt section organization:** Contractor engaged; work in progress.
- **Garage bays and doors:** Cleaned and organized as of 9/23/24. SR# 24-00830503 created for garage doors.
- **Rodent control:** Monthly pest management treatments scheduled.

- **Expired DLLR Certificates:** Initiated contact with issuing authority – boiler inspection scheduled for 10/29/24. Pesticide permit is current and active for BCRP, posting at all yards is in progress.
- **Internet issues and equipment shelf:** Phone lines updated and replaced. Intermediary internet service installed while awaiting vendor quote for fiber installation.
- **Non-operational alarm systems:** Awaiting quote inspection from vendor.

Several additional issues, including a broken door panel, taped window, exposed wiring, unsecured equipment and blocked/padlocked exits, were identified after the OIG alert. The following **Plan of Action** has been initiated:

- **Missing floor/ceiling tiles and exposed ceiling insulation:** Repair in progress - ceiling tiles completed; flooring tiles scheduled for completion on 10/4/24.
- **Broken door panel, taped window, exposed electrical wiring, and wall panel with exposed wires:** SR#s 24-00858136, 24-00858142, 24-00858146 created and schedule for completion on 10/4/24.
- **Blocked/padlocked exit doors:** SR# 24-00683891, 24-00683898 created; awaiting contractor estimate.
- **Garage issues (lock, ceiling tiles):** SR# 24-00830503 created; awaiting contractor estimate.
- **Stacked tires, empty water containers, and unsecured snow equipment:** Remediation in progress-coordinating recycling and litter removal, with all necessary equipment secured.

We are actively addressing all concerns, with service requests submitted and contractors engaged. Our leadership team remains committed to providing safe working conditions for all, as evidenced by the recent renovation at Green Park and the additional renovations planned as part of our upcoming Capital Improvement Plan (CIP) requests.

We greatly value the diligence of staff in raising these concerns and will continue to ensure a safe, healthy, and supportive work environment.

If you have any questions regarding this memorandum, please do not hesitate to contact BCRP's Chief of Staff, Jacia T. Smith or Chief of HR, Ajeenah Green at 410-396-7005.



MARYLAND DEPARTMENT OF AGRICULTURE
PESTICIDE REGULATION SECTION
THE WAYNE A. CAWLEY, JR. BUILDING
50 HARRY S. TRUMAN PARKWAY
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10024419

PESTICIDE PUBLIC AGENCY PERMIT NO. 8944

BALTIMORE CITY DEPT OF RECREATION & PARKS
BUREAU OF PARKS
2600 MADISON AVE
BALTIMORE, MD 21217

EXPIRES 06/30/2025

POST IN A CONSPICUOUS PLACE

APPLICATION CATEGORIES: 6

This permit is granted to this agency for the application of pesticides, in the category(ies) shown above, within the State of Maryland, in accordance with the provisions of the Agricultural Article, Sections 5-201 through 5-211, Annotated Code of Maryland.

A listing of the Pest Control Categories as appears in the Regulations Pertaining To The Pesticide Applicators Law, Code of Maryland Regulations (COMAR) 15.05.01 is provided on the reverse side of this certificate (license or permit).

A handwritten signature in black ink, appearing to read "Kevin Atticks".

Kevin Atticks
Secretary of Agriculture