

# Maryland Lottery and Gaming Control Agency

Wes Moore, Governor • John Martin, Director



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TO: Maryland Lottery and Gaming Control Commission  
John Martin, Director

FROM: James Butler, Assistant Deputy Director, Chief of Staff

DEPARTMENTS: Government Relations, Human Resources, and Procurement

DATE: August 16, 2023

SUBJECT: Report for the August 2023 Commission Meeting

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Following is the status update of ongoing topics in Government Relations, Human Resources, and Procurement for August.

## **I. GOVERNMENT RELATIONS MATTERS**

### **1. Legislative Update**

Sean Ford, Director of Legislation and Policy Development, continues to stay engaged with the Governor's Legislative Office and the Maryland General Assembly, exploring potential departmental legislation for the next legislative session. On August 10, he attended a training session for legislative liaisons held by the Department of Legislative Services in partnership with the Governor's Legislative Office. Additionally, this department is inputting proposed regulations, which were approved by the Commission on July 27, into the State's Electronic Filing System (ELF) for publication in the Maryland Register.

### **2. SWARC Update**

The Sports Wagering Application Review Commission (SWARC) held its next virtual monthly meeting on Wednesday, August 16 at 9:00 a.m. [See https://swarc.org/meeting-records/](https://swarc.org/meeting-records/) for more details.

## **II. HUMAN RESOURCES MATTERS**

Joanne Grant, Director of Human Resources (HR), and her team continue to focus on recruiting for sports wagering positions and backfilling other positions for the Agency to meet its vacancy rate reduction plan. She submitted the Agency's EEO Plan to DBM's Statewide Equal Employment Office for review and approval. Once approved by DBM, then the plan will be submitted to the Attorney General's Office for final review and approval. DBM is conducting a random sample audit of the June 2023 PEPs (Performance Evaluation Program) for various departments and agencies. MLGCA was selected to participate in the audit and is preparing PEP documents for submission to DBM.

## **III. PROCUREMENT MATTERS**

John Lloyd, Director of Procurement, and his team continue to work closely with all Divisions to support MLGCA's daily operations to include, but not limited to, procurement of printing of POS

materials and various information sheets/brochures to support all games; promotional items, sponsorship agreements for events; and supplies/equipment for the Lottery's internal use, as well as the processing of all payments under \$5,000.00 using the State P-Cards.

Small procurement contracts that are being pursued this month are for our legacy outreach events, such as the 2023 Maryland State Fair and the Trifecta Food Truck Festival.

Below are a few procurement matters that the Agency is currently working on:

On July 27, the Commission awarded the RFP for Consulting Services Related to iGaming Operation in Maryland and Licensed States (Contract #2023-05) to The Innovation Group, of Centennial, CO. See <https://www.mdgaming.com/commission-meeting-7-27-2023/> for more details. The Agency held a kick-off meeting with The Innovation Group's team members on August 14, and Sean Ford will serve as the Agency's point-of-contact/program coordinator for this matter.

On July 19, the Maryland Board of Public Works approved the award of the RFP for Auditing and Accounting Services for MLGCA (Contract #2022-10) to SC&H Attest Services, P.C.; of Sparks, MD. See page 113 at <https://bpw.maryland.gov/MeetingDocs/2023-Jul-19-Agenda.pdf> for more details. SC&H's primary responsibilities will be to audit, on a monthly basis, special-purpose financial statements prepared by the MLGCA as well as to audit the year-end financial statements that are prepared by the MLGCA in accordance with Generally Accepted Accounting Principles (GAAP).

*RFP for Veterans' Organizations Instant Ticket Lottery Machines (ITLMs) and Related Services:* The ITLM program launched in September 2014, and the current contract expires in February 2024. ITLMs are lottery devices that use animation to display pre-determined play results that generate revenue for the benefit of the Veterans' Organizations and the State of Maryland. Currently, 91 Veterans' Posts in Maryland have ITLMs installed in their locations. The Procurement Director and ITLM Program Manager have been meeting to discuss the existing contract and expectations for a new contract. The Procurement Director drafted a new RFP, circulated it amongst other internal stakeholders, and submitted it to Department of Information Technology (DoIT) for review. Once DoIT completes its review, the RFP will be forwarded to the Department of General Services (DGS) for its review. Once both reviews are completed, the RFP will be published in eMMA for potential offerors' consideration and review.

*RFP for Advertising, Digital, Web and Social Media Services:* The current contract started in May 2019 and was set to expire on June 30, 2022, but the Agency exercised the one available two-year option, which will expire on June 30, 2024. This RFP is in the initial drafting stages and will encompass three Functional Areas, including creative development and production of advertising and marketing materials, media planning and buying, media post-buy analysis and reconciliation, creation and production of internet web, digital and social media advertising, and other related services. The PRG is scheduled to meet to determine if there will be any changes to the existing MBE / VSBE goals, and the Procurement Director is in the process of drafting the new RFP.

MBE/VSBE/SBR Activities: A summary of MLGCA's MBE/VSBE participation is attached.