County Council of Howard County, Maryland

2026 Legislative Session Legislative day # 12

RESOLUTION NO. 166 - 2026

Introduced by: Chairperson at the request of the County Executive

Short Title: Appointment – Elizabeth W. Ndungu– Commission on Disabilities

Title: A RESOLUTION confirming the appointment of Elizabeth W. Ndungu to the Commission on Disabilities.

Introduced and read first time on Oct 5, 2026.

By order Michelle Harrod
Michelle Harrod, Administrator to the County Council

Read for a second time and a public hearing held on Oct 19, 2026.

By order Michelle Harrod
Michelle Harrod, Administrator to the County Council

This Resolution was read the third time and was Adopted ✓, Adopted with amendments ___, Failed ___, Withdrawn ___ by the County Council on Oct 30, 2026.

Certified by Michelle Harrod
Michelle Harrod, Administrator to the County Council

NOTE: [[text in brackets]] indicates deletions from existing language; TEXT IN SMALL CAPITALS indicates additions to existing language. ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

WHEREAS, Section 404 of the Howard County Charter and Section 6.300 of the Howard County Code provide for the County Executive to appoint and for the County Council to confirm nominees to Howard County Boards and Commissions created by law; and

WHEREAS, Sections 6.318 and 12.401 of the Howard County Code provide for a Commission on Disabilities in Howard County; and

WHEREAS, the County Executive has proposed the appointment of Elizabeth W. Ndungu as a member of the Commission on Disabilities; and

WHEREAS, the County Council ratifies the County Executive's special trust and confidence in the abilities of the nominee.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Howard County, Maryland this 30 day of October, 2026 that the following person is appointed as a member of the Commission on Disabilities to serve from the passage of this Resolution to October 30, 2029 or until a successor is appointed and confirmed:

Elizabeth W. Ndungu
Elkridge, Maryland

Elizabeth W. Ndungu |

Professional Summary

Dynamic and results-oriented leader with over 15 years of experience in international development, nonprofit management, and social entrepreneurship. Proven expertise in advancing literacy, education, workforce development, and inclusive economic opportunities across diverse cultural contexts. Skilled in strategic planning, program implementation, financial management, and fostering global partnerships to drive sustainable impact. Adept at empowering marginalized communities, including individuals with disabilities, through innovative programs aligned with the United Nations Sustainable Development Goals (SDGs).

Core Competencies

- Program Design & Implementation
- Capacity Building & Workforce Development
- Grant Writing & Donor Relations
- Cross-Cultural Communication
- Monitoring, Evaluation & Learning (MEL)
- Policy Development & Advocacy
- Stakeholder Engagement & Global Partnerships
- Sustainable Development Goals (SDGs) Alignment

Professional Experience

Co-owner/Manager
Anegada Events and Hospitality Group | Columbia, MD | Nov 2018–Present
Operations: Anegada Delights Caribbean Cuisine, Circuit Grounds Café, Anegada Caribbean Food Truck, and Anegada Caribbean Catering

- Co-owned and managed a multi-division hospitality company encompassing restaurant, café, food truck, and catering operations.
- Launched and managed Circuit Grounds Café inside the Howard County Circuit Court after securing a competitive food-service contract with Howard County Government.
- Expanded catering and mobile food-service operations, securing high-profile contracts and event opportunities with organizations including the Baltimore Ravens, Howard County Government, and local community partners.
- Directed daily operations, staffing, customer service, menu development, purchasing, inventory management, food safety, marketing, and financial performance across multiple business units.
- Established inclusive hiring and workplace-training practices that created employment and skills-development opportunities for individuals with intellectual and developmental disabilities.
- Fostered a collaborative workplace culture through employee coaching, continuous staff development, performance management, and team-engagement initiatives.

Program Officer

International Literacy Association | Washington, DC | Nov 2010 – Nov 2018

- Led international literacy and education projects across Africa, Asia, and Latin America, ensuring alignment with donor requirements and program objectives.
- Collaborated with government officials, NGOs, and local organizations to implement professional development initiatives for educators.
- Monitored and evaluated program outcomes, preparing comprehensive reports for donors and senior leadership.
- Contributed to policy discussions and capacity-building workshops focused on achieving universal primary education.

Program Assistant

International Reading Association | Washington, DC | Jan 2005 – Aug 2010

- Supported global education programs aligned with the Millennium Development Goals (MDGs), with a focus on literacy and teacher training.
- Coordinated international conferences and managed logistics for volunteer initiatives in underserved regions.
- Assisted in grant management and program budgeting to ensure efficient resource utilization.

Treasurer Assistant

CATD Inc | Chevy Chase, MD | 2004 – 2005

- Managed customer calls, loan processing, and data entry on customer accounts.
- Coordinated with NY brokers for rates and CP orders, ensuring accurate financial tracking.
- Processed daily loan worksheets, calculated account balances, and maintained payment records.
- Scanned, stored, and maintained data in the company database to streamline operational efficiency.

Occupational Activities Coordinator

Chiromo Lane Medical Center | Nairobi, Kenya | Feb 2001 – Dec 2003

- Evaluated and adapted environments to promote patients' optimal functioning in daily life and employment.
- Provided training and guidance in activities of daily living, medication management, and community safety.
- Conducted functional evaluations and supported job placement for individuals with varying needs.
- Designed and delivered educational programs to enhance interpersonal and social skills.

Education

Bachelor of Science in Management Studies
University of Maryland University College | College Park, MD | 2007 – 2010

Occupational Therapy Certification
Kenya Medical Training College | Nairobi, Kenya | 1998 – 2002

Professional Certifications & Training

- ServeSafe Instructor and Proctor
- ServeSafe Food Manager Certification
- Developmental Disabilities Training, Colorado State University Online (2023)
- Leadership Howard County – Premier Class of 2023
- Proposal Writing, Budgeting, and Grant Management (2009)
- USAID Rules & Regulations Training (2009)
- Monitoring and Evaluation for Development Programs (Ongoing)
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Technology Proficiencies

- Microsoft Office Suite (Excel, Word, PowerPoint)
- TOAST POS System
- Database Management
- Website Maintenance

Professional References

Available upon request.