

The Mid Shore Regional Council held a scheduled Executive Board meeting on May 18, 2018 at the Mid-Shore Regional Council office. MSRC Executive Board members in attendance were Walter Chase, Delegate Johnny Mautz, Dirck Bartlett, James Redman and Kurt Fuchs. Additionally, Allen Nelson, who had attended the May 15, 2018 Executive Director's Performance Evaluation meeting and had the opportunity to review and discuss the May 18, 2018 agenda items at that time, filled out an electronic voting form to be included in the May 18, 2018 meeting. Guests included Dr. Michael Scott (Interim Dean, Henson School of Science & Technology at Salisbury University and Director, ESRGC). MSRC staff present was Scott Warner and Terry Deighan.

The meeting was called to order at 11:06 a.m.

### Executive Session

Chairman Chase called for a closed session so Mr. Warner, Ms. Deighan and Dr. Scott left the meeting so the Executive Board could discuss the MSRC staff's performance and the Executive Director's Annual Performance Evaluation. The staff and Dr. Scott were asked to return at 11:14 a.m.

### Action Items

#### *Approval of November 15, 2017 Minutes*

Mr. Bartlett made a motion to approve, Mr. Fuchs seconded the motion. Chairman Chase stated all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously.

#### *Approval of MSRC FY17 independent financial statements*

Mr. Warner presented the FY17 financial statements stating that it was prepared by Sump and Associates and it is similar to past statements. The board reviewed the statement. Mr. Bartlett made a motion to accept the financial statements dated June 30, 2017, Mr. Redman seconded the motion. Chairman Chase asked any further discussion; all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously.

### *Financial Report*

Mr. Fuchs, MSRC Treasurer, presented the current treasurer's report. He stated all income and expenses are on track. He noted that the Maryland Department of Commerce still had an outstanding payment, which Ms. Deighan responded it was pending on the Comptrollers site and should be available shortly. Mr. Bartlett made a motion to approve the May 15, 2018 financial report; Delegate Mautz seconded the motion. Chairman Chase stated all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously.

### *Ratification of electronic votes*

“The Mid-Shore Regional Council authorizes the employees of the Council to enroll and participate in the State of Maryland health insurance benefit options.”

Mr. Warner stated he received seven responses from the Executive Board; all were to “Accept”. Mr. Fuchs made a motion to ratify; Delegate Mautz seconded the motion. Chairman Chase stated all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously.

### *“Authorizing Resolution to file an application with the MTA for a FY19 MTA Coordination Grant”*

Mr. Warner stated he received seven responses from the Executive Board; all were to “Accept”. This is the same coordination grant the MSRC applies for annually. Mr. Fuchs made a motion to accept; Mr. Bartlett seconded the motion. Chairman Chase stated all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously.

### *Discussion/Approval of FY19 Scope of Work*

Mr. Warner stated that the only recommended change to the MSRC Scope of Work is on page 2, Objective 2, Deliverable bullet 5.

Change “Establish a Health Cluster Economic Impact Work Group” to “Support the State of Maryland’s Rural Health Collaborative Pilot (created by Senate Bill 1056 during the 2018 General Assembly Session) particularly the stated purpose to “Enhance rural economic development in the mid-shore region”.”

His reasoning was so the MSRC is not duplicating or competing against the efforts of the state endorsed rural health collaborative that encompasses the mid-shore region. He further suggested if the MSRC is not satisfied with the Rural Health Collaborative’s work regarding the health cluster economic impact the Council can always reinstate in its scope of work to “Establish a Health Cluster Economic Impact Work Group.” He also informed the Board that he has been contacted by individuals that are forming the Rural Health Collaborative that once their organization is in place they want to have the MSRC and ESRGC come and discuss the Collaborative’s use of the Health Dashboard. Mr. Warner has also included the University of Maryland School of Public Health (UMD-SPH) into that discussion as the UMD-SPH and ESRGC/Salisbury University are trying to establish a partnership with data and dashboard development.

After an in-depth discussion, the board was in agreement to make the update; however, they wanted the word “Support” changed to “Monitor”. Mr. Bartlett made a motion to accept the revision to the Scope of Work; Mr. Fuchs seconded the motion. Chairman Chase stated all in favor signify by stating aye; those opposed have the same rights; ayes have it. Motion carried unanimously. The FY19 Scope of Work will be presented at the MSRC June 7, 2018 meeting for the full Council’s consideration.

### *Discussion/Approval of FY19 Budget*

Mr. Warner stated that like FY17 and FY18 the MSRC will be receiving a Rural Maryland Prosperity Investment Fund (RMPIF) grant. Therefore, he is recommending that the MSRC approve a MSRC operating budget and a RMPIF budget. This action of considering two budgets is the same as the Council did for FY17 and FY18. Both budgets were distributed in the meeting packets.

First, Mr. Warner explained the proposed MSRC operating FY19 budget as compared to the FY18 budget:

- Increases
  - Life & Disability
  - Computer Supplies and Tech Support
  - Meeting Expense
  - Supplies
  - Travel
- Decreases
  - Health Insurance
  - Dental Insurance
  - Contractual
  - Insurance
  - Memberships
- Remaining the Same
  - Accounting
  - Advertising
  - Legal
  - Postage
  - Rent
  - Telephone
  - Utilities
  - Indirect

Mr. Redman made a motion to approve the MSRC operating FY19 budget as presented for the full Council's consideration; Delegate Mautz seconded the motion. Chairman Chase stated we have a motion and a second, any further discussion? All in favor signify by stating aye; those opposed have the same rights, ayes have it. Motion carried unanimously. The MSRC operating FY19 budget will be presented at the MSRC June 7, 2018 meeting for the full Council's consideration.

Next, Mr. Warner discussed the proposed investments that would be funded with the money the MSRC will be receiving in FY19 from RMPF.

Eastern Shore Entrepreneurship Center (ESEC): \$105,000

ESEC is a 501c3 corporation that was created by the MSRC. Mr. Warner stated that ESEC utilizes operational funds to support its programs. Chairman Chase invited ESEC's Executive Director Mike Thielke to come into the meeting to give a review ESEC's progress and plans moving forward. These initiatives include the operations of the revolving loan fund portfolio, technical assistance, hotDesks coworking spaces, and F3 Tech Accelerator.

Shore Gourmet: \$88,500

Chairman Chase, Shore Gourmet (SG) President Kurt Fuchs, and Mr. Warner provided a progress report Shore Gourmet and Chesapeake Culinary Center partnership and plans moving forward. The three of them met with Chesapeake Culinary Center (CCC) Executive Director Beth Brewster and SG Development and Education Coordinator Roxanne Wolf early in May to discuss the

partnership. Additionally, the CCC sent a proposal to SG regarding a financial commitment for FY19. The SG Board of Directors held a meeting initiated electronically on May 10, 2018. They voted to continue the SG partnership with a financial commitment of \$88,500. As has been done the prior two fiscal years, the MSRC needs to decide if they would like to support this effort by approving the funding request. If the MSRC votes to approve, the funds will be issued to SG who in-turn will pay them to CCC.

*Dr. Michael Scott was in attendance to give a review of the progress made on the projects that the MSRC partners with the ESRGC. Additionally, Dr. Scott helped clarify the utilization of suggested RMPIF funds for FY19.*

Eastern Shore Index: \$30,000

This is a continued partnership with the Tri-County Council for the Lower Eastern Shore of Maryland (TCCLES). These funds will be used to continue the development of the Index. The Health Dashboard and Education Dashboard are encompassed by this project.

Agricultural GIS Extension: \$24,500

This program is also a continued partnership with the TCCLES. Dr. Scott and Mr. Warner explained that these funds will be used for projects pertaining to resource-based industries.

GIS Circuit Rider: \$60,000

This is a new project. The funds will be used to hire a GIS specialist that will work in the mid-shore region to assist the counties and municipalities with GIS projects.

Housing Quality Studies: \$25,000

These funds will be used to execute housing quality studies for municipalities that were unable to be completed last summer.

Annie's Project: \$9,000

This project is in partnership with the Maryland Cooperative Extension. The funds will pay for the cost of executing the program in the mid-shore region.

Regional Marketing: \$15,000

This line item of the RMPIF budget represents \$10,000 for the continued support of the Regional Marketing Initiative of the three counties (Caroline, Dorchester and Talbot) and \$5,000 in support of the Taste of the Eastern Shore (TOTES) legislative event. TOTES is in partnership with TCCLES and USRC. TCCLES is the lead organization.

CEDS Resiliency: \$13,000

EDA is requiring CEDS to include economic resiliency into the strategies. Dr. Scott assisted the MSRC two years ago to establish a resiliency section in the Mid Shore CEDS, but due to his time commitment as the Interim Dean he cannot embark on researching, writing, and presenting to the CEDS Committee an encompassing section. Dr. Scott did put Mr. Warner in contact with Ms. Deepa Srinivasan, President of Vision Planning & Consulting, LLC, who Dr. Scott has worked with on various projects over the years. Mr. Warner has communicated with Ms. Srinivasan by phone and email regarding her company's ability to

execute an economic resilience element. She has experience working on CEDS documents and has worked with Dorchester and Talbot Counties in the past. These funds will allow the MSRC to hire Vision Planning & Consulting, LLC to develop the economic resilience element for the CEDS.

Delegate Mautz made a motion to accept the RMPIF FY19 budget investments as presented for the full Council's consideration; Mr. Fuchs seconded the motion. Chairman Chase stated we have a motion and a second, any further discussion? All in favor signify by stating aye; those opposed have the same rights, ayes have it. Motion carried unanimously. The RMPIF FY19 budget will be presented at the MSRC June 7, 2018 meeting for the full Council's consideration.

### New Items for Discussion

#### *Speaker for MSRC June 7, 2018 Meeting*

Mr. Warner asked the MSRC Executive Board if they would like to have a speaker/presenter at the MSRC June 7, 2018 Meeting. He suggested two possible options:

- Joe Ciotola, Rural Health Collaborative Pilot
- Mike Scott, ESLC flood predictions

The group unanimously chose Dr. Scott to present the newly released findings from the Coastal Flooding Impact of the Upper Delmarva Peninsula.

#### *September 2018 MSRC Meeting & Tour*

Mr. Warner stated he had been contemplating that the MSRC may want to receive a tour of the Port of Baltimore to be included in year's September meeting. He mentioned that the Port of Baltimore's executive director presents the Port's activity every year at Eastern Shore Delegation meetings and it is always very interesting to learn about this economic driver in the State. Mr. Fuchs added that he has been on the tour and he confirmed that it is fascinating. Mr. Warner asked the Executive Board if they wanted the MSRC staff to establish this event. The Board was in favor.

#### *ESRGC new location*

Dr. Scott stated that the ESRGC will finally be moving to their newly renovated offices in downtown Salisbury. He stated that Salisbury University's (SU) commitment to the ESRGC, and therefore the partnership with the MSRC and TCCLES, is very evident by SU investing over a million dollars on renovation. Dr. Scott would like to use the grand opening of this facility as an opportunity for the ESRGC partners to meet the new president of SU. He will keep the MSRC abreast of the ribbon cutting date.

### Member comments/requests

Delegate Mautz asked if he could put two items on the upcoming agenda of the MSRC's June 7 meeting. First, he wanted to include a brief discussion on the H-2B visa program and what, if anything, can be done to assist in this shortage that is affecting the local seafood industry. Second, Delegate Mautz wanted to include an inquiry of interest from the attendees of the MSRC meeting to who would be interested in touring the Center of Applied Technology South located in Anne Arundel County. He is planning to tour the vocational trade school and would like to include others if they are interested.

The other MSRC Executive Board members present agreed to include both items on the agenda.

Adjourn

The meeting was adjourned at 1:09 p.m. by unanimous consent.

DRAFT