

The Mid Shore Regional Council Executive Board held a scheduled meeting on May 28, 2014. The meeting was held at the MSRC office. Members in attendance included Walter Chase, Andy Hollis and Allen Nelson. Chairman Chase announced he was in possession of Senator Colburn's proxy. MSRC staff present was Scott Warner and Terry Deighan. The meeting was called to order at 12:12 p.m. by Chairman Chase.

The first order of business was Mr. Warner's evaluation that was completed and evaluated by several Executive Board Members. They all expressed their thanks for the good work Mr. Warner continues to exude on a continual basis. This will complete the annual evaluation process for this year and the report will be filed.

Action Items

Approval of April 30, 2014 Closed Executive Session Minutes

Mr. Nelson made a motion to approve the closed session minutes, Mr. Hollis seconded the motion. Mr. Chase stated the minutes have been moved and seconded, any further discussion? All in favor signify aye, any opposed? The ayes have it. Chairman Chase also stated use of Senator Coburn's proxy as an aye vote. The minutes were passed unanimously.

Approval of November 22, 2013 Minutes

Mr. Nelson made a motion to approve the minutes of November 22nd, Mr. Hollis seconded the motion. Mr. Chase stated the minutes have been moved and seconded, any further discussion? All in favor signify aye, any opposed? Chairman Chase also stated use of Senator Coburn's proxy as an aye vote. The minutes were approved unanimously.

Financial Report

In Treasurer Fuchs' absence Mr. Warner reviewed the current financial statement, stating most of the Council's funding has been received and there is only one month of payables to cover and all expenses are on track. Mr. Hollis made a motion to accept the report into record, Mr. Nelson seconded the motion. Chairman Chase asked for all in favor to signify "aye". He also stated use of Senator Coburn's proxy in favor. The report was accepted into record unanimously.

Finalize review of FY12 independent financial statements: MSRC & Shore Gourmet

Mr. Warner stated that these statements were presented at the last Executive Board meeting held on November 22, 2013, at which time former Chairman Bartlett suggested the Board Members review and contact the MSRC with any comments or questions and action on the statements would occur at this meeting. Mr. Warner stated that this is probably the last time the MSRC would have to review Shore Gourmet's statement as grant monies are no longer being passed through the MSRC to Shore Gourmet. Since FY12 Shore Gourmet's funders have been granting them funds directly. Being no questions Mr. Chase asked if there was a motion accepting into record the FY12 Independent Financial Statements for MSRC and Shore Gourmet. Mr. Hollis made the motion, Mr. Nelson seconded it. Mr. Chase asked for all who approve signify by saying "aye". The reports were accepted into record unanimously..

Ratification of electronic vote "Authorizing Resolution to file an application with the MTA for a FY15 MTA Coordination Grant"

Mr. Warner stated he received five responses from the Executive Board, and they were all to "Accept". Mr. Nelson made a motion to ratify, Mr. Hollis seconded. Mr. Chase asked for all in favor of ratification to signify "aye". The electronic vote was ratified by unanimously.

Discussion/Approval of FY15 Scope of Work

Mr. Warner stated that there were no changes to FY14 Scope of Work. The only clarification he is seeking is wording in reference to the health cluster; it states "Explore the establishment of a Health Cluster Economic Impact Work Group." Mr. Warner did not know if the Board wanted to drop "Explore the" and start the statement with "Establish." Mr. Nelson made a motion to accept the Scope of Work as presented with no changes, Mr. Hollis seconded the motion. Mr. Chase stated all in favor signify by saying "aye", motion was carried unanimously.

Discussion/Approval of FY15 Budget

Mr. Warner stated the proposed budget had few changes as compared to FY14 budget, he covered the budget line by line highlighting changes in personnel of which there was a 2% increase as directed by the Executive Board and contractual also includes \$3,000 for an ESRGC intern (same as FY14 budget) to continue development of Mid Shore CEDS communication platforms: Website, app, and booklet size version of the document. Being no questions on the proposed budget Mr. Hollis made a motion to approve, Mr. Nelson seconded and Mr. Chase stated all in favor signify by stating "aye." The ayes have it, and this budget was approved unanimously and will be presented to the full board in June.

Old Business

Broadband Implementation Coordinators – update

Mr. Warner reminded the Board that this is for staff support to accomplish project objectives related to the Maryland Broadband Mapping Initiative. It is funded by a grant from the U.S. Department of Commerce National Telecommunications and Information Agency (NTIA) and the grant completion date is the end of October 2014. The financial benefits to MSRC are reimbursement for the Executive Director's participation in helping with the oversight of the two coordinators and for the coordinators office and facilities use at the MSRC. All funds received are put into MSRC savings account. Mr. Warner then gave examples of some of the items the coordinators have been working on.

Endorsement letters

Mr. Warner stated he wanted to remind the Executive Board of endorsement letters that they approved the Council send since they last met. The projects endorsed were:

- Phillips Wharf Environmental Center
- Chesapeake Culinary Center
- Eastern Shore Manufacturing Council

Copies of the letters were included in the Board members meeting packets.

New Business

Health Cluster Economic Impact Work Group

Mr. Warner stated that some MSRC members and affiliates have been meeting to discuss the health cluster. Not only is this work group part of the MSRC Scope of Work, but Talbot County and Town of Easton received a \$1.65 million EDA grant in August 16, 2013 to support the Medical Center Campus. All members present during this Executive Board meeting are involved in the work group. The work group requested to meet with the Shore Regional Health Board (SRHB) as stated in a letter to SRHB Chairman John Dillon dated March 19, 2014. In recent correspondence Shore Regional Health stated they will be meeting individually with county councils. The Executive Board's consensus is for the MSRC to continue facilitating meetings of the work group.

September MSRC meeting/tour

Mr. Warner stated the MSRC had a date tentatively set for Thursday, September 18, for a meeting and tour. Stating that he had recently discussed this with Chairman Chase, Mr. Warner suggested that the tour could be to visit the ESRGC and Maryland Broadband Cooperative offices in Salisbury, as well as, visiting a MdBC broadband POP in Salisbury. The tour would include updates from ESRGC

Director Michael Scott and MdBC President and CEO Pat Mitchell. Lunch would be at the MdBC offices. The best date for Dr. Michael Scott would be Wednesday, September 17, since he does not teach on Wednesday. The Board was in complete agreement that this seems like a good trip and to plan it for September 17. We will leave the MSRC office at 10:00 a.m. and return at approximately 4:00 p.m.

Other matters

Mr. Warner informed the Board that the Upper Shore Regional Council (USRC) contact the MSRC and Tri-County Council for the Lower Eastern Shore of Maryland (TCCLES) to judge the interest of having an Eastern Shore Regional Councils Joint Luncheon Meeting at the Ocean City Convention Center during the MACo Summer Conference on Friday, August 15. This is the same type of event that the Councils held last year. The Board thought that it is always a good idea to get Council members together when possible to have dialog. The MSRC will coordinate the meeting with the USRC, TCCLES and MACo.

Member comments/requests

None

Adjourn

The meeting was adjourned by Chairman Chase at 1:06 p.m.