

The Mid Shore Regional Council held a scheduled Executive Board meeting on May 16, 2017 at the Mid-Shore Regional Council office. MSRC Executive Board members in attendance were: Walter Chase, Kurt Fuchs, Dirck Bartlett, and Delegate Adams. Guests included Dr. Michael Scott; Interim Dean of the Henson School of Science & Technology at Salisbury University and Director of the Eastern Shore Regional GIS Cooperative (ESRGC). MSRC staff present was Scott Warner and Terry Deighan.

Executive Session

Chairman Chase called the meeting to order at 12:17 p.m., the first order of business was to establish a date and time to have a meeting to conduct the Executive Director's annual evaluation. May 24, 2017 at 11:30 a.m. was chosen. The meeting will be held at the MSRC office. On Chairman Chase's behalf, Ms. Deighan will reach out to the Executive Board to see who can attend.

Action Items

Approval of December 8, 2016 Minutes

Mr. Fuchs made a motion to approve; Mr. Bartlett 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.

Approval of MSRC FY16 independent financial statements

The next order of business was presentation of the most recent financial statement as prepared by Sump and Associates. Mr. Warner stated it is similar to the past statements, nothing new to report. The Board took a few minutes to review, after which Mr. Bartlett made a motion to accept the report; 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.

Financial Report

Mr. Fuchs, MSRC Treasurer, presented the current treasurer's report. He stated that everything was on track with the exception of health being a bit over budget due to unexpected increases. Mr. Bartlett made a motion to approve the report as presented; Delegate Adams 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.

Ratification of electronic vote “Authorizing Resolution to file an application with the MTA for a FY18 MTA Coordination Grant”

Mr. Warner stated he received six responses from the Executive Board and all were to “Accept”. Mr. Fuchs made a motion to ratify the vote; Mr. Bartlett 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.

Discussion/Approval of FY18 Scope of Work

Mr. Warner stated that the FY18 Scope of Work contains no recommended changes from the FY17 Scope of Work. He added that all work currently being done is still relevant for FY18 unless the board had other thoughts or input. Mr. Bartlett made a motion to approve the FY18 Scope of Work as presented for the full Council’s consideration; Delegate Adams 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 FY18 Scope of Work will be presented at the MSRC June 8, 2017 meeting for the full Council’s consideration.

Discussion/Approval of FY18 Budget

Mr. Warner stated that like FY17 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.

First, Mr. Warner explained the proposed MSRC operating FY18 budget as compared to the FY17 budget:

- Increases
 - Health: rate increase
 - Advertising
- Decreases
 - Life & Disability Insurance
 - Dental Insurance
 - Accounting
 - Computer
 - Contractual
 - Insurance
 - Legal
 - Utilities
- Remaining the Same
 - Meeting Expenses
 - Memberships
 - Postage
 - Rent
 - Supplies

- Telephone
- Travel
- Indirect

Mr. Bartlett made a motion to approve the MSRC operating FY18 budget as presented for the full Council's consideration; Delegate Adams 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 FY18 budget will be presented at the MSRC June 8, 2017 meeting for the full Council's consideration.

Rural Maryland Prosperity Investment Funds

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

Eastern Shore Entrepreneurship Center (ESEC): \$75,000

This would be a joint partnership again with the Tri-County Council for the Lower Eastern Shore of Maryland (TCCLES), same as FY17. ESEC is a 501c3 corporation that was created by the MSRC. Mr. Warner stated that ESEC utilizes operational funds to support its programs. These initiatives include the operations of the revolving loan fund portfolio, technical assistance, hotDesks coworking spaces, F3 Tech Accelerator, and Revolution Labs.

Shore Gourmet/Chesapeake Culinary Center: \$20,000

Shore Gourmet President Kurt Fuchs and Mr. Warner provided a progress report on this partnership that was started with the MSRC's financial support in FY17 via RMPFIF monies.

Dr. Michael Scott was in attendance to help clarify partnerships with ESRGC in the investment of the following funds

Agricultural GIS Extension: \$45,000

This again would be a continued partnership with the TCCLES, same as FY17. Dr. Scott gave a review of the progress made to date on the initial year (FY17) of this project.

Eastern Shore (Delmarva) Index: \$45,000

Mr. Warner explained the origins of such an index over the past few years. USDA Rural Development facilitated the discussions throughout Delmarva. Dr. Scott provided progress made to date on the Health Data Dashboard and Education Data Dashboard. These dashboards will be included in the Index. Other dashboards will be added, starting with an Economic Indicators Dashboard.

Blight Studies: \$25,000

Mr. Warner and Dr. Scott shared a blight study that was undertaken this past year by the City of Cambridge for one of its five wards. The ESRGC was contracted to assist with this study. The study has already been

beneficial to the city and the work is being recognized this July at the ESRI user conference in California as the City of Cambridge and Salisbury University receives a Special Achievement in GIS award. This financial proposal will support the completion of the blight study for the entire City of Cambridge as well as fund at least two other studies, one in Caroline County and one in Dorchester County. Dr. Scott showed slides demonstrating some of the completed work of the current study.

Delegate Adams stated that he was very impressed with Dr. Scott's slide presentation, as this is the first time he has seen examples of the Agricultural GIS Extension project, the dashboards, and the blight study.

Delegate Adams made a motion to accept the RMPIF 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 budget will be presented at the MSRC June 8, 2017 meeting for the full Council's consideration.

New Item

ShoreBio meeting facilitated by Maryland Department of Commerce

Mr. Warner informed the Executive Board members that Maryland Department of Commerce Upper Shore Senior Business Development Representative Debbie Bowden is facilitating a meeting tomorrow morning at the MSRC office regarding a possible new regional initiative, ShoreBio. All three counties' (Caroline, Dorchester and Talbot) economic development representatives are attending the meeting to discuss this initiative. He will keep the MSRC abreast of this conversation.

Letters of endorsement sent by MSRC

As a reminder the Executive Board members' packets included letters sent over the last several months. The dates of each letter are in parentheses.

- Support for parity funding for all the State's small community colleges (12/14/16)
 - Maryland Department of Budget & Management responded (2/22/17)
- Request federal investment in the U.S. Economic Development Administration
 - Congressman Andy Harris (1/31/17)
 - Senator Ben Cardin (2/6/17)
 - Congressman Andy Harris – Dear Colleague letter (3/24/17)
 - Senator Ben Cardin – Dear Colleague letter (5/12/17)
 - Senator Chris Van Hollen – Dear Colleague letter (5/12/17)
- Support to maintain Rural Maryland Prosperity Investment Fund at the FY2018 Governor's proposed amount of \$4 million
 - Senator Kasemeyer (2/8/17)
 - Delegate McIntosh (2/8/17)
- Support of the Shore Gourmet and Chesapeake Culinary Center (CCC) for CCC's Town Creek Foundation grant application (2/23/17)

- Support the efforts of the Rural Maryland Foundation to procure a One Stop Operator for the Southern Maryland Workforce Development Area (4/19/17)

Member comments/requests

None

Adjourn

Chairman Chase adjourned the meeting at 2:27 p.m.