

The Mid-Shore Regional Council (MSRC) held a scheduled Executive Board meeting on June 30, 2022. The meeting was held in person and virtually via web conference. The meeting was facilitated from the MSRC office. James Redman was in attendance in person. Members attending via web conference were Senator Addie Eckardt, Jeannie Haddaway-Riccio, Kurt Fuchs and Bill Christopher. MSRC staff Scott Warner and Terry Deighan attended in person.

In Chairman Chase's absence Secretary James Redman called the meeting to order at 9:35 a.m.

Action Items

Approval of May 27, 2022, Minutes

Mr. Fuchs made a motion to approve the minutes as submitted. Senator Eckardt seconded the motion. Mr. Redman stated we have a motion and a second. All in favor saying aye, any opposed. Motion passed unanimously.

Rural Maryland Economic Development Fund

Mr. Warner recapped the process that the Executive Board decided on at their last meeting. An email notice that the MSRC was seeking to engage a consultant/project management company to assist in the administrative, oversight, and reporting requirements regarding the Rural Maryland Economic Development Fund was distributed to the MSRC's big distribution list. It was sent on Tuesday, May 31, 2022. The email stated to forward it to companies that may be interested in performing the work. Interested parties were asked to respond by Monday, June 6, 2022.

Mr. Warner stated that the MSRC received seven proposals. He informed the Board that he spoke to each applicant individually, so they would have a clear understanding of what the MSRC would like to have done. Following each conversation Mr. Warner emailed the applicants a copy of the two documents that the Maryland Department of Commerce sent to the MSRC regarding the Rural Maryland Economic Development Fund.

After receiving all the proposals, Mr. Warner stated he created a spreadsheet to assist in comparing them.

In preparation for this meeting, Mr. Warner held a meeting with the economic development directors of the mid-shore region (Caroline, Dorchester, and Talbot Counties) to review the proposals. After considering several factors all three directors were unanimous on their recommendation.

Mr. Warner then discussed each proposal using the alphabetized spreadsheet. At the end of the explanations, Mr. Warner informed the Board of his top three firms and how he came to that conclusion. He then provided the Board the

economic development directors' recommendation utilizing several bullet points to summarize their reasoning.

Mr. Christopher joined the meeting during this discussion.

Several Board members made comments commending the thorough evaluation and reasoning. After discussion they agreed on one of the recommended firms, SG Insights, llc.

Senator Eckardt made a motion to approve the recommendation of SG Insights, llc. as the company to contract with to assist with the administering of the Rural Maryland Economic Development Fund. Mr. Fuchs seconded the motion. Mr. Redman stated we have a motion and a second. All in favor saying aye, any opposed. Motion passed unanimously.

Upcoming Meetings

Rural Maryland Economic Development Fund review/compliance committee meeting.

Mr. Warner reminded the Board that the Rural Maryland Economic Development Fund applications are due from the counties to the MSRC on August 12, 2022. The MSRC has to submit the grant to Maryland Department of Commerce by September 2, 2022. Since the Maryland Association of Counties (MACo) Summer Conference will be held the week after the grants are due to the MSRC, he would like to schedule the review/compliance meeting the week of August 22 – 26, 2022. Mr. Warner will send out a Doodle poll in July to help determine the best time to hold the review/compliance meeting. It will be a several hour meeting as each county will be submitting multiple projects.

Member comments/requests

There were no comments/requests.

Adjourn

Senator Eckardt made a motion to adjourn. Mr. Fuchs seconded the motion. The meeting was adjourned by unanimous consent at 8:56 a.m.