

The Mid Shore Regional Council held a scheduled meeting on June 9, 2016 at the Chesapeake Culinary Center in Denton. Members in attendance included Carolyn Spicher, Chuck Callahan, Daniel Rider, Delegate Johnny Mautz, Delegate Sheree Sample-Hughes, Jeannie Haddaway-Riccio, Jerome Stanley, Kurt Fuchs, Michael LeMire, Robert Hanson, Senator Addie Eckardt, Walter Chase and Jeremy Goldman. Guests in attendance were Delmarva Power Senior Public Affairs Manager Renee Stephens, Eastern Shore Innovation Center Manager Steve Dolbow, Caroline Economic Development Corporation Executive Director Angela Visintainer, City of Cambridge Manager Sandra Tripp-Jones, ESEC Executive Director Mike Thielke, ESRGC Director Michael Scott, Senator Mikulski's representative Linda Prochaska, Senator Cardin's representative Kim Kratovil, Congressman Harris' representative Denise Lovelady, Caroline County Technologies Director James McCormick, TCCLES Executive Director Mike Pennington, and Senator Eckardt's assistant Melissa Einhorn. MSRC Staff present was Scott Warner and Terry Deighan.

#### Action Items

The meeting was called to order at 5:34 p.m., at which time introductions were made. Chairman Chase was carrying a proxy for Delegate Chris Adams. Jeremy Goldman was carrying a proxy for Don Satterfield. Mr. Warner was in possession of electronic votes from Ricky Travers, James Redman, Dirck Bartlett, Dan Franklin, and Gale Nashold who could not attend in person due to other obligations.

#### *Approval of March 9, 2016 Minutes*

The first order of business was to obtain approval of the March 9, 2016 minutes. Mr. Fuchs made a motion to approve, Ms. Spicher seconded the motion. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

#### *Ratification of Executive Board November 18, 2015 Minutes*

The next order was to ratify minutes from the Executive Board meeting from November 18, 2015. Jerome Stanley made a motion to ratify the minutes, Senator Eckardt seconded the motion. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

#### *Treasurer's Report*

Treasurer Kurt Fuchs presented the current treasurer's report stating all funding has been received and expenses are right on track with the exceptions of a slight overage in accounting due to the MSRC paying to have Shore Gourmet's 990 tax forms e-filed by Sump and Associates, advertising is over a bit as a public notice has to be run now when the CEDS document is updated,

and computer is over because the MSRC server/computers contracted a virus that necessitated Monnen Technology to rebuild the system and restore all information. All other expenses are on track for the end of this fiscal year. As there were no questions, Chairman Chase requested a motion to accept which was given by Senator Eckardt and seconded Ms. Spicher. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

#### *Approval of FY17 Scope of Work*

Mr. Warner stated that during the Executive Board's May 27, 2016 meeting they reviewed and approved for the full Council's consideration the FY17 Scope of Work. The only recommended change to the FY17 Scope of Work is on page 2, the 5<sup>th</sup> bullet, change "Explore the establishment of" to "Establish". As there were no questions, Mr. Fuchs made a motion to approve, Senator Eckardt seconded the motion. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

#### *Approval of FY17 Budget*

Mr. Warner stated due to the increased state funding the MSRC will be receiving thanks to the Governor including the historical legislative intent of \$200,000 to each regional council in the state budget, and the legislators approving it, this coming fiscal year the MSRC will have more capacity. Additionally, the MSRC is preparing to receive money from the Rural Maryland Prosperity Investment Fund (RMPIF) since the fund allocates money to each of the regional councils. Therefore, two budgets are being presented for consideration, the traditional MSRC operating budget and a RMPIF budget.

Mr. Warner stated that on May 27, 2016 the Executive Board reviewed and approved both of these MSRC FY17 budgets.

First, Mr. Warner explained the proposed MSRC operating FY17 budget line item changes as compared to the FY16 budget. Items increased are: Health (rate increase), Life Insurance (rate increase), Accounting (MSRC covering accounting expenses for Shore Gourmet), Advertising (CEDS requirement), Computer (supplies, Monnen's monthly charges going up, new optical laser equipment, and office equipment replacements), Contractual (new MSRC website platform and history/marketing brochure), Legal (to cover possible charges for RMPIF and Shore Gourmet), Meeting expense (NADO conferences, health care committee meetings), Membership (BJ's and NADO), Postage (Priority Mail charges), and Travel (NADO conferences).

A line item that decreased is Telephone (Terry negotiated a lower rate).

Item that remained the same. The Rent line item increased in FY16 just in case ESEC decided to no longer rent the back office. ESEC did continue to rent in FY16. With the increase in State funding to the MSRC for FY17 the MSRC can afford to pay its entire rent bill. This will alleviate ESEC from paying rent and allocate funds for its daily operation. The MSRC landlord has maintained the rental fees for a number of years. There are additional funds in

this figure as in previous years to cover a possible increase at the historical rate.

As there were no questions or comments Mr. Stanley made a motion to approve the proposed FY17 budget, Senator Eckardt seconded the motion. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

### *Rural Maryland Prosperity Investment Funds (RMPIF)*

Mr. Warner stated that additionally, during the Executive Board's May 27, 2016 meeting, they reviewed and approved the budget investing the RMPIF money that the MSRC is expecting to receive.

#### Eastern Shore Entrepreneurship Center (ESEC): \$15,000

The Tri-County Council for the Lower Eastern Shore of Maryland (TCCLES) suggested that they would like to invest \$15,000 of their RMPIF in supporting the operation of ESEC. The MSRC could match this amount. This would be a similar partnership that the TCCLES and MSRC have in supporting the ESRGC. ESEC is a 501c3 corporation that was created by the MSRC.

#### Shore Gourmet/Chesapeake Culinary Center: \$18,500

In March Mr. Warner was contacted by Chesapeake Culinary Center (CCC) Executive Director Beth Brewster regarding a possible partnership with Shore Gourmet (SG). As the CCC is preparing to open their SG store they would like to hire a Development and Education Director. (Remember SG signed a licensing agreement with the CCC on 9/28/15.) Since the initial contact SG Board President Kurt Fuchs and Mr. Warner have been discussing with each other and Ms. Brewster the proposal. The CCC sent a proposal to SG. In the proposal they ask the MSRC to invest \$18,500 for the first year. In the same paragraph it is also stated that the SG Board will be giving guidance to the staff person. Since SG is a 501c6 corporation that the MSRC created, Mr. Fuchs and Mr. Warner believed it would be appropriate for the SG Board of Directors to recommend (or not) to the MSRC to financially support this proposed partnership.

The SG Board of Directors held a meeting initiated electronically on May 11, 2016. They voted to recommend entering into this proposed partnership.

The MSRC needs to decide to approve the funds (\$18,500) to move them the SG who in-turn will pay them to CCC. Furthermore, if SG enters into this partnership agreement between with the CCC, the MSRC/SG attorney will be engaged to write the agreement.

Dr. Michael Scott was in attendance to help clarify partnerships with ESRGC in the investment of the following funds. Additionally, he helped Mr. Warner articulate the various initiatives.

#### Agricultural GIS Extension: \$30,000

This would be a partnership with the TCCLES which would also invest \$30,000 in the project and the ESRGC. One of the significant difficulties

facing family farms is a technology gap between the large commercial farming interests and the smaller family farms that are such a vital component of life on Maryland's Eastern Shore. Modern family farms are increasingly driven by technology, and local farmers have to collect sophisticated data about their land. Often, the data must be collected to meet regulatory requirements, but ends up being of little use to the farmers themselves. Salisbury University would like to collaborate with the University of Maryland Extension on an exciting project to help farmers take the same data they are required to report already and use it directly for their own benefit. By combining the expertise of the University of Maryland's College of Agriculture and Natural Resources Extension and Salisbury University's ESRGC, they will create a Geographic Information Systems Initiative for family farms in Caroline, Dorchester, Somerset, Talbot, Wicomico, and Worcester Counties. In doing so, we will work with local farmers to develop mapping and spatial analysis projects driven by their needs and requiring little to no additional effort on the part of the family farmers. Examples of the types of projects that could be developed using data that is already being collected are:

#### *Nutrient Management Assistance*

Under current regulations, farmers are required to have a nutrient management plan for their farm operation if their annual gross income is \$2,500 or more, or have eight or more animal units (1,000 pounds per animal unit). Information required for a nutrient management plan includes mapping of their property and production fields, submitting records of soil tests no older than three years, intended crop rotations, past crop production history, as well as nutrients to be used (both organic and commercial nutrient sources). Some farmers, particularly those who produce poultry, are required to have a comprehensive nutrient management plan that shows the conservation efforts recommended specifically for their operation, how they will implement those conservation efforts, and which conservation efforts they currently have in place. Nutrient management plans are required by Maryland regulation. Any farmer found out of compliance faces large fines that would be detrimental to a family farm.

Under this proposal, farmers could submit that same information, which is so time-consuming and expensive to collect and compile, of their operation to our GIS Farming Initiative and our GIS specialist could produce a detailed map series demonstrating the effectiveness of the nutrient management plans, including geographic databases of the plan specifics so that they could be updated rather than recreated each time the plan is resubmitted. Additionally, we would be able to provide the family farmers with geographic analyses of soils, drainage, crops, forest cover and other land cover components to find more effective and efficient ways to meet nutrient management goals. This program would serve multiple needs on Delmarva, as it would benefit both crop farmers and poultry farmers by utilizing chicken manure in an effective, environmentally sustainable way.

#### *Non-Irrigated Fields Project*

Recent summers have been extraordinarily difficult for farmers who cannot afford expensive irrigation systems, and if current predictions

hold, we will be facing increasing episodes of drought in the coming years. While corn is a very profitable crop for those who can irrigate, it is highly susceptible to drought. Each year, over 80% of the corn crop on Maryland's Eastern Shore supplies Delmarva's poultry industry, a critical economic driving force for our area farmers. Our GIS team can work with farmers to identify detailed soil and drainage characteristics using high-resolution infrared orthophotography and extremely accurate LiDAR- (Light Detection and Ranging) derived digital elevation models. Using this "non-irrigation" assessment, UM Extension specialists can identify drought resistant crops that will work well under the very specific conditions of their property.

#### *Deer Damage Assessment*

The ESRGC has already worked with an individual farmer in Worcester County to develop several sets of detailed maps identifying areas where deer have had a significant negative impact on field yield. This previous analysis used existing GIS data layers as well as data mined from the precision agriculture, yield-measurement device attached to the farmer's combine. Under this project, farmers would benefit by having a comparative study of multiple family farms, both identifying areas of damage and analyzing effective means of remediation.

These three proposals are examples of ways the GIS Farming Initiative could immediately help local farmers, but there are many additional potential projects yet to be determined. Under the plan, farmers would first meet with the Project Facilitator, who would be housed at the ESRGC.

#### Health Data Dashboard: \$15,000

This would be a partnership with the TCCLES which would also invest \$15,000 in the project and the ESRGC. This type of dashboard has been discussed since the beginning of MSRC's discussions on establishing a Health Cluster Economic Impact Work Group. The types of data that will hopefully be captured in creating this tool are population, population age ranges by area, population density, workforce information and location of major employers, location of medical facilities and ownership, location of specialty practices, number of patients in facilities annually and what type of service, location of fire department rescue services, number of rescue calls annually and where they end up taking patients, number of doctors by area, Medicare and Medicaid by area, number of helicopter trips and where the patients are taken, disposable income of medical workers and where they are located. Additionally, data to collect for economic impacts in a defined region(s) are hospitals, doctors, pharmacies, health insurance companies, companies producing products and services for the industry, retirement/nursing homes, real property tax, etc. In the creation of this dashboard the team will try to reach out to other regions that have done similar work. To this end, one of the attendees at the last MSRC's meeting to explore the establishment of a Health Cluster Economic Impact Work Group, Mr. Tom McLoughlin a retired hospital CEO, has been reaching out through his various contacts to gather assistance/guidance. He recently provided the MSRC the name of an Oklahoma State University professor who currently runs this type of project.

Education Data Dashboard: \$30,000

The TCCLES is unable to contribute to this project due to other investments they need to make in their operation. Since the first dashboard discussion at the MSRC, a number of years ago, Executive Board members have discussed a possible creation of a dashboard regarding public education since this is the largest element of all county budgets. The creation of this dashboard is meant to be an aid to County Council members to more easily examine, track, and compare educational investment within their own county and compare across counties. The collection of such data will be challenging. The ESRGC will need assistance/input from the county councils. The ESRGC will reach out to various parties including state organizations.

The total investment for all the above is \$108,500. According the formula of how RMPIF monies are divided as laid out in the legislation, the MSRC should receive at a minimum \$100,000; however, the MSRC may be notified in the near future the actual figure is \$111,133. Additionally, \$30,000 per dashboard is an approximation so all the suggested work should be able to be undertaken. The ESRGC has always been a valued and trusted partner so the MSRC is confident that any agreements entered into will be fulfilled.

Mr. Chase requested a motion to accept the RMPIF budget as presented. Ms. Spicher made a motion to accept the RMPIF budget as presented, Delegate Mautz seconded the motion. Chairman Chase stated all in favor signify by stating aye, all opposed have the same rights, ayes have it. Motion carried unanimously.

## Updates

### *Maryland Broadband Cooperative (MdBC)*

Mr. Warner stated that Maryland Broadband Cooperative Vice President for Public Affairs Tyler Patton was unable to attend due to a scheduling conflict. He apologizes that he is not able to be here in person; however, he sent the following updates.

MdBC is working with MDOT (Maryland Department of Transportation) and SHA (Maryland State Highway Administration) during their widening of MD 404 to relocate and reinstall MdBC fiber optic cable. This is going to be an ongoing process on their schedule, but will include no service outages other than short cut overs to the MdBC customers.

MdBC is continuing to work with UMMS (University of Maryland Medical System) and Shore Regional Health to provide connectivity between all their hospital facilities on the shore (Chester River, Dorchester General, Easton Memorial, and Queen Anne's ER).

MdBC is working with their ISP Members to always offer more services across the state through partnerships and resource sharing.

MdBC is working with both municipal and county governments through task forces, briefs, staff meetings to help make their broadband plans manageable and offer insight. Connecting members with the governments.

MdBC is continuing to work with the Navy at both Naval Air State Patuxent River and Indian Head\* on expanding fiber assets and capacity.

\*Indian Head = Naval Sea Systems Command (NAVSEA) Indian Head EOD (Explosive Ordnance Disposal) Technology Division

### *Eastern Shore Innovation Center (ESIC)*

Dorchester County Economic Development Office's Manager of the Eastern Shore Innovation Center Steve Dolbow shared that ESIC is 80% occupied. He stated two new, promising businesses have joined the center. Both companies project over 20 new jobs to be created over the next two years.

Co-working space is operational with a new member who aspires to create a quality control chemistry lab on the shore. The ESIC has begun an outreach program to broaden awareness of the resources available to area entrepreneurs.

ESIC has launched a Mentor program with a SCORE seminar open to local businesses. All tenants have a mentor assigned.

In partnership with hotDesks, ESIC hosted the first session of the spring 2016 mini-accelerator program on product/market fit.

Mr. Dolbow shared observations he has made since Managing ESIC. Access to qualified (technology enabled) talent is a challenge for new businesses that rely on technology to innovate. Additionally, limited quality median housing, lifestyle for millennials, and meaningful employment for partners are also challenges.

### *Eastern Shore Entrepreneurship Center (ESEC)*

ESEC Executive Director Mike Thielke gave the following updates.

hotDesks – network of coworking spaces current locations are Easton, Cambridge, Salisbury and Pocomoke. A new location in Denton under discussion and a new location in Chestertown proposed.

The 5-week mini-accelerator program is currently underway.

To date reciprocity agreements are in place with Emerging Technologies Center, Baltimore; Betamore, Baltimore; Chesapeake Innovation Center, Odenton; and Maryland Center for Entrepreneurship, Columbia. Increased use during summer is projected.

Revolution Labs is a network of rapid prototype facilities that he has been working with serial entrepreneur Bill Bernard. Revolution Lab is designed to advance innovation and new product development.

Planned locations are Salisbury, Easton and Stevensville.

There are several partners assisting with the project including Shore United Bank by financing professional grade printers and SolidWorks by donating \$75,000 of CAD software.

ESEC has recently submitted grant requests to a local, private foundation; EDA for technical assistance; and TEDCO for incubator assistance.

Private sector investment to support startup businesses has been part of the Mid Shore CEDS for some time and has seen mild activity in the past. PinOak Partners investor dinner is scheduled for June 29, 2016. It will be held at the

Washington Street Pub. Cost is \$50 per person. There are 4 deal presentations scheduled and to date planned attendance is 30 persons.

### *Maryland Upper Shore Transit (MUST)*

Mr. Warner provided the following updates.

Bus schedules will be printed after the routes are updated on the website and the transportation providers (DCT and QACR) approve all changes. The website is currently being updated. The MSRC coordinates website updates between the transportation providers and ESRGC. Once all updates are completed the providers are asked to review to ensure accuracy. Thank you to Maria D'Arcy for reviewing the Spanish translation. The ESRGC will be contracted to build a new website, as the current website is not mobile device friendly.

PDF files of the promotional brochures were created by MSRC. They were distributed to several organizations via the MSRC master email list. If you would like the MSRC to email you the PDF, please contact the office. The Handy Group is currently having another run of brochures printed in both English and Spanish.

The promotional video was delivered to Bay Country Communications within the past few months. Some of the clips on the video should be airing on public television in Dorchester County. Once the website is updated the video will be linked to it. If you need videos, please contact the MSRC office.

Bus advertising programs progress report. Mr. Stanley stated that DCS/DCT is evaluating the responses they received from their RFP. Shore Transit's program, which QACR participates, is underway and has produced good first year commission payments to the providers.

DCT and the Town of Easton are currently working to put up bus stop signs on the public routes. If you know municipalities that are interested in bus stop signs, please contact the MSRC office.

The MUST Committee is considering the establishment of outreach advocates. These individuals would be trained to go out and promote public transit, i.e. attend events and educate people about public transportation. Organizations would be able to contact the MSRC office to schedule an outreach specialist to attend their events.

### *Eastern Shore Regional GIS Cooperative (ESRGC)*

ESRGC Director Dr. Michael Scott stated dashboard work continues. The ESRGC released the DHCD (Maryland Department of Housing and Community Development) Community Investment dashboard and Maryland Department of Agriculture BMP (Best Management Practices) dashboard. Maryland Department of Budget and Management and Maryland Department of Natural Resources dashboards are about to be released. Major mapping projects continue. ESRGC just submitted a proposal to finish the last two counties' Chesapeake Bay Critical Area mapping. It is almost time to start Talbot again!

ESRGC detailed sea level change work for Deal Island.

ESRGC training expanded this year: Intro to GIS, LiDAR, GIS programming, and Open Source.

Staff changes: 2 new children, 1 marriage (this weekend), two new staff (one GIS, one programmer).

Facilities update: Acquired a new total station piece of equipment for mapping and surveying. Waiting on renovations to start on offices at the Gallery building as the ESRGC office will move to downtown Salisbury once completed.

### *Joint Land Use Study (JLUS) for Naval Air Station Patuxent River*

Mr. Warner stated the TCCSMD received a JLUS Implementation Grant and the project manager is George Clark. The objective of the grant is to obtain Resolutions from counties, cities and towns and/or Good Faith Letters from planning boards regarding the JLUS.

Mr. Clark started visiting the region's representatives in March 2016.

Mid-Shore entities that have sent Good Faith Letters are Caroline County and Dorchester County. Letters pending are Talbot County and City of Cambridge.

Mr. Clark is attending the Talbot County Council meeting on Tuesday, June 14, 2016 and will be meeting with City of Cambridge Planner Pat Escher on Wednesday, June 15, 2016.

The final Task Force Committee meeting is scheduled for Thursday, July 28, 2016.

### *Rural Maryland Council (RMC) – applications for grants*

With regards to the grant programs the RMC administers, Mr. Warner stated the following.

Maryland Agricultural Education and Rural Development Assistance Fund (MAERDAF):

Total funds available \$555,917. That is comprised of \$167,000

MAERDAF line item in the FY17 State budget and \$388,917 via RMPIF.

Grant application submission opened on May 9, 2016.

Grant submission will close on July 15, 2016.

Information maybe obtained by visiting

[www.rural.maryland.gov/maerdaf](http://www.rural.maryland.gov/maerdaf).

For Fiscal Year 2017, the RMC is particularly interested in proposals that address the following: Agriculture, Energy, Rural Broadband, Healthcare, Youth Engagement and Workforce/Economic Development. Regardless, the Grant Review Board will give full consideration to any application that is submitted.

Rural Maryland Prosperity Investment Fund:

Mr. Warner stated that the RMC would like to thank Governor Larry Hogan for including \$2 million in the State FY2017 budget for RMPIF as well as thank the Legislature for their support.

Grant application submission dates for the following categories will be announced in the near future: Regional Planning and Development Councils, Rural Entrepreneurship Development, Regional Infrastructure Projects, and Rural Health Care Organizations.

The proposed submission deadline is August 15, 2016 with award announcement by October 14, 2016.

Each of the three categories will have a minimum total of \$250,000 to award. There is the possibility of each category having \$277,833. If you have any questions, please contact the RMC at 410-841-5772 or [rmc.mda@maryland.gov](mailto:rmc.mda@maryland.gov).

### Presentation/Tour

#### *Chesapeake Culinary Center (CCC)*

CCC Executive Chef David Murray gave a firsthand account of the Culinary Center's history and offered to take anyone interested on a tour of the facility once the meeting is adjourned. Mr. Murray is also the Assistant Food Service Operations Manager for Caroline County Public Schools.

### Member comments/requests

Mr. Warner stated that Talbot County Economic Development Director Paige (Bethke) Tilghman was sorry she was unable to attend the meeting today; however, she sent the following updates.

- A brief summary regarding the Allen Harim closure which impacts all three counties. The Talbot County Office of Economic Development has been working with the management of Allen Harim to ensure resources are in place to support the closure of the Cordova facility as the production line is moved to the Harbeson Facility. The last day of operation is scheduled for June 16, 2016 and the Upper Shore Workforce Investment Board has been directly involved with disseminating information to the 325 employees, some of whom will be transferring to other Allen Harim facilities. The Talbot County Office of Economic Development has identified a prospect who is determining feasibility of use at the Cordova property.
- The Upper Shore Economic Development Offices completed the second regional publication. The Talbot County Office of Economic Development provided copies of the brochures to be distributed to the MSRC. They are in your packets.

Mr. Fuchs informed everyone that he is working on a poultry tour to coincide with the Council's September meeting. He is hoping to include a hatchery and farm visit. Due to the size of the group and health related concerns to the chickens (contamination) a tour of a production facility will probably not be included.

### Adjourn

Chairman Chase adjourned the meeting at 7:14 p.m.