

The Mid Shore Regional Council held a scheduled executive session on May 27, 2010 at the Mid Shore Regional Council office. Members in attendance included: Kurt Fuchs, Jeff Ghrist, Gale Nashold, Walter Chase, Delegate Jeannie Haddaway-Riccio, Allen Neslon, and Dirck Bartlett. MSRC Staff present were Scott Warner and Terry Deighan.

Chairman Fuchs called the meeting to order at 12:15 p.m.

### Executive Session

Chairman Fuchs asked the MSRC staff to step out and called a closed executive session to discuss employee matters at 12:16pm. The staff was asked to return at 12:27pm.

### Action Items

The first agenda item was approval of March 8, 2010 Minutes. Mr. Nelson made a motion to approve, Mr. Ghrist seconded the motion and the minutes were passed unanimously.

### Financial Report

The next agenda item was the presentation of the financial report. Mr. Nashold, Treasurer, presented the report using two charts – (1) monthly budget vs. actual expenses and (2) yearly budget vs. actual expenses. The charts indicate that the budget is slightly over the projections at this time due to the timing of monthly/quarterly bills, but the budget will finish the year as projected. Mr. Chase made a motion to accept the report as presented, Mr. Nelson seconded the motion and the report was accepted as presented by unanimous consent.

### Discussion / Approval of FY11 Scope of Work

Mr. Warner stated there were not many changes in the FY11 Scope from the FY10 Scope. He stated a few completed items will be deleted and a few new items were added as shown on the document (see the attached color coded draft of the FY11 Scope of Work). Mr. Ghrist questioned where the money for the Denton project was slated to be run through, the County or the Town. Mr. Warner stated the Town. Mr. Bartlett questioned the action item on Mistletoe Farm and where it fell into the project queue? Mr. Warner stated that in conversations with Economic Development representatives the project would not be ready to submit for funding until 2012, as the Regional Medical Facility would most likely be submitted first, but any work done will be captured under other Action items in Objective 1 of the Scope. Mr. Ghrist questioned how close the Regional Medical Facility project was to getting started. Mr. Bartlett stated in talks with Shore Health System CEO Joe Ross that they are close indeed. Mr. Ghrist would like to incorporate the Regional School concept with the Medical Facility in a way to encourage the youth towards medical careers with hopes they would stay in the area as general practitioners' etc. Mr. Bartlett made a motion to accept the Scope as presented and for it to be presented at the MSRC full board meeting June 9<sup>th</sup> for approval, Mr. Nelson seconded the motion and it was approved by unanimous consent.

### Approval/Discussion of FY11 Budget

Mr. Warner presented the FY11 budget along with charted FY11 projections both monthly and yearly actual expenditures. He pointed out a few increases and also a few

decreases in the budget stating the reasoning behind them. The Board had no questions or comments, Mr. Bartlett made a motion to approve the budget, Delegate Haddaway-Riccio seconded the motion and the budget was approved unanimously as presented.

#### Endorsement of Route 50 Corridor Committee letter to SHA

Mr. Warner explained the MSRC was contacted at the end of April 2010 to be a part of the Route 50 Corridor Committee. He recommended Sarah Bunch, Economic Development and Transportation Specialist, to be put on the committee. This initiative is the very scope of work that encouraged the MSRC to have such a position. Neil Pedersen, Administrator for the State Highway Administration, spoke to the MSRC at their quarterly meeting on March 15, 2006 about Development Related Transportation Issues. That promoted a letter distributed by the MSRC at the end of March 2006 to be distributed to all local jurisdictions encouraging them to interface more with the SHA. Delegate Haddaway-Riccio questioned who would coordinate the plan; Mr. Bartlett stated that he was unaware of this effort. Mr. Ghrist suggested we wait for feedback from other jurisdictions before the Council makes a final decision. The Board decided to postpone action on this item and present it to the MSRC full board on June 9<sup>th</sup> so that more information can be gathered to help make a more informed decision.

#### Old Business

##### CEDS projects: Dorchester County Technology Park

Mr. Warner stated groundbreaking was held on April 19, 2010. EDA officials including the Director of the EDA Philadelphia Regional Office Willie Taylor attended. In his speech Mr. Taylor mentioned that this \$3 million investment was 1 of 11 grants that were awarded by EDA out of 300 requests received by the Philadelphia Regional Office last year. In addition, during his closing remarks at the ceremony MSRC Vice Chairman Ricky Travers highlighted the importance of the Council's regional collaborate efforts to enable EDA to fund this high priority Mid Shore CEDS project. This was a well planned and well attended event.

##### Infrastructure Related to the Commercialization of Denton

Mr. Warner stated that EDA officials visited the site of the project on April 19, 2010 after a tour of the Harriet Tubman Underground Railroad National Historic Park System from Cambridge to Denton. A dinner meeting at the Museum of Rural Life was held to discuss the project. Attendees were Willie Taylor (EDA Philadelphia Regional Office Regional Director), Anne Cavalier (EDA Economic Development Representative), Debra Beavin (EDA Economic Development Specialist), Dan Gillen (EDA Engineer), Fred Killings (EDA American Recovery and Reinvestment Act Management Analyst), Linda Prochaska (Special Assistant to Senator Barbara Mikulski), JOK Walsh (Caroline Economic Development Corporation), Ellis Davison (Denton Development Corporation), Kathy Mackel (Caroline County Tourism Director), Jan Willis (grant writer) and Scott Warner (MSRC). Currently the final EDA grant application is being crafted and submittal should be early June.

##### Regional Medical Facility

Mr. Warner stated that on April 20 EDA officials Anne Cavalier, Debra Beavin, and Dan Gillen visited the Regional Medical Facility and Mistletoe Hall sites and provided valuable feedback from conversations with Easton Mayor Willey, Maureen Scott Taylor, Paige Bethke, and himself. He also stated he had the opportunity to take Willie Taylor on a tour of both sites on April 19<sup>th</sup>.

### Mistletoe Hall

Mr. Warner stated that a possible grant request will be presented to EDA, but after the Regional Medical Facility project is submitted.

### EDA Global Climate Change Mitigation Fund

Mr. Warner stated that Dorchester County wants to apply to the fund for \$500,000. Interstate Container occupies the County owned building and that it needs roof repairs. The County understands that Pricewaterhouse Coopers, consultants for Interstate Container, will assist in the grant application, and the County Council will review before submittal. Mr. Nelson stated his endorsement of this Company and thinks they would be a great success and suggested they look for alternate funding. Delegate Haddaway-Riccio suggested they look into Disparity grant money or approach TEDCO. Another suggestion was to incorporate a "green or solar" roof as there are funds available for projects of that nature.

### Maryland Broadband Cooperative's broadband planning activities

Mr. Warner explained that this was the MdBC broadband planning activities for the NTIA grant award. The MOU between the MdBC and MSRC was signed on April 14, 2010 after review by the MSRC attorney. MSRC is contracting with BEACON to assist in the execution of the obligations in the MOU. The first meetings of the Mid/Upper and Lower Eastern Shore Local Technology Planning Teams (LTPT), as well as, an Eastern Shore Broadband Forum were held on May 3 at the Holiday Inn Express in Cambridge. The meetings were held by BEACON in conjunction with the MdBC, MSRC, TCCLES and the USRC. The LTPT meetings bring together a finite number of IT stakeholders whose contributions will be used as a basis to craft a set of reports for the region that will be concatenated into a statewide document for steering broadband development. The Broadband Forum was an initial planning roundtable discussion about the future of broadband on the Eastern Shore with regards to access, speed, and cost. Local businesses and members of the public were welcome to attend and give their input. The final document will be similar to our CEDS document only relating to Broadband, touching on the needs of areas separately.

### Michael Scott – full professorship

Mr. Warner shared that the MSRC office received notice on Friday, May 7, that Dr. Scott was promoted to full professorship at Salisbury University.

### New Business

#### "An Economy in Clean Energy & Efficiency" initiative

Mr. Warner stated that this was a Talbot Chamber of Commerce's Chesapeake Leadership Foundation initiative spearheaded by Al Silverstein and Mike Thielke. They contacted the MSRC for assistance. The MSRC organized a roundtable discussion of regional organizations on April 21, 2010.

Attendees included: Al Silverstein (Talbot County Chamber of Commerce/Chesapeake Leadership Foundation), Mike Thielke (plan's author, consultant), Mike Pennington (TCCLES), Dan Kuennen (Maryland Hawk Corporation, UMES Rural Development Center), Danny Ervin (Shore Energy), Memo Diriker (BEACON/GeoDASH Initiative), Dan McDermott (USWIB), Linda Prochaska (Special Assistant to Senator Mikulski) and, Scott Warner (MSRC).

This project unfortunately had no follow up after the initial meeting.

The MSRC has not received any more information since the roundtable discussion.

### Hazardous Mitigation Plan

Mr. Warner stated the Talbot County Department of Public Works and Emergency Response Department are working on a plan; at present they have already started talking with Dorchester County and thought it may be a good plan to include the whole Mid-Shore Region. Funds from a NOAA (National Oceanic and Atmospheric Administration) Climate Program have been targeted to pay for the plan and the Talbot County officials thought the MSRC could be the grant administrator. Mr. Warner stated that what the project leaders are seeking at this time is support by sending an intent to apply for funds letter but not yet agreeing to be the grant administrator. Delegate Haddaway-Riccio questioned if they were also working with Darren Lowerys and the Prince George's County person who already has a grant to work in Talbot County and thus reduce the possibility of duplication of efforts. After the intent letter is sent the next step would be options and actions. Mr. Bartlett and Mr. Nelson expressed they were comfortable with supporting an intent letter, so Mr. Nelson made a motion to sign the letter, Delegate Haddaway-Riccio seconded the motion and it was passed unanimously.

### Discussion of MSRC to add grant services

Mr. Warner stated that this is just for initial discussion. EDA will help gather more information if the MSRC wanted. Mr. Warner asked the Board should the MSRC offer/provide full grant services? This would include continuing to report on grants once they are awarded. If so, does the MSRC hire a grant writer or contract with a grant writer? A lengthy discussion ensued between the Board Members with the final consensus being the MSRC should *not* add grant services. Mr. Nelson suggested touching base with existing grant writers who would be willing to take on projects on a case by case basis.

### Endorsement letter

Mr. Warner explained this request had changed from the earlier e-mail sent to Board Members (see attached copy of May 19, 2010 e-mail). Now the Rural Maryland Council is in need of the MSRC to recommend someone to represent the Eastern Shore on the Sustainable Growth Commission. Chairman Fuchs added that the Commission is a growth Commission appointed by the Governor related to smart growth and they meet approximately once a month. A suggestion to see if Richard Hutchison would be interested in serving was put on the table. A discussion ensued on which all points were discussed. Upon completion of the discussion Mr. Chase made a motion to recommend Mr. Hutchison as long as Mr. Warner gets Mr. Hutchison's approval on the recommendation, the motion was seconded by Mr. Nelson and the vote was passed by a vote of 5-1. Mr. Bartlett was against, stating he would like more time to think about it, and Delegate Haddaway-Riccio was not present as she had to leave for another meeting.

### Other matters

Mr. Nelson expressed concern about the impending relocation of the Easton post office sorting facility. He would like to gather support to keep the facility in Easton, and suggested gathering signatures to that effect. Mr. Bartlett said the topic was discussed at Tuesday's Talbot County Council meeting as well. Letters against the relocation may well be the only way to keep the facility here.

Mr. Nelson also alerted the Board that ESEC is going through reorganization, Mr. Smyth will be stepping down and he will be handling it for the time being. Mr. Warner stated that he has had preliminary talks with an individual who may be interested in assuming ESEC in the near future.

Member comments/requests

None

Adjourn

Mr. Nelson made a motion to adjourn at 2:08 p.m., which was seconded by Mr. Ghrist and passed by unanimous consent.

# Mid-Shore Regional Council FY11 Scope of Work

Federal Identification Number: 52 - 2340230

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## **Background**

The Mid-Shore Regional Council (MSRC) is a cooperative regional planning and development unit for Caroline, Dorchester, and Talbot Counties to foster physical, economic, and social development. The Council initiates and coordinates plans and projects for the development of human and economic resources. The MSRC was created via enabling legislation signed by the Governor of Maryland on May 15, 2001. The Council is a tax-exempt body politic and corporate as defined by the 2008 Maryland General Assembly's House Bill 1050 and approved by the Governor on April 24, 2008.

## **Objectives and Activities**

### **1. Develop strategies to ensure proper physical infrastructure and economic development plans are in place.**

#### Actions:

1. Facilitate annual CEDS process and coordinate project implementation.
2. Communicate regularly with Federal, State, regional and local economic development partners to foster and enhance coordination of the region's economic development initiatives.
3. Facilitate/oversee the implementation of the Eastern Shore Broad Band plan and policy recommendations.
4. Provide necessary grant writing, strategic planning and legislative assistance.
5. Continue to convene infrastructure advisory committee meetings as needed.
6. Upon receipt of funds, meet requirements of funding agreements to ensure access to these sources on an ongoing basis.
7. Support policies and business development strategies that promote alternative approaches to profitable agriculture.
8. Provide governance of the regional transit project Maryland Upper Shore Transit (MUST).

#### Deliverables:

- Update CEDS and ensure eligibility for EDA funds.

- Continue to partner with the Maryland Broadband Cooperative, Inc. to promote their services, such as working with the local Chambers of Commerce in an effort to promote services as they become available.
- Assist/facilitate EDA applications and implementation of CEDS projects.
- Assist Dorchester County with the submission of EDA applications for their Technology Park.
- Assist Caroline County with the submission of an EDA application for the Infrastructure Related to the Commercialization of Denton.
- Assist Talbot County with the submission of EDA applications for the Regional Medical Facility.
- Continue to partner with Establish Shore Gourmet, Inc. Food Business Center to promote and assist value-added agriculture and specialty food businesses in the region.
- Administer regional transit program and disseminate results to member counties.

Timeframe: July 1, 2010 to June 30, 2011

## **2. Diversify the local economy.**

Actions:

1. Coordinate private sector/government partnerships for constructing and funding sophisticated business facilities and that enable the recruitment of innovative world class companies into the Mid-Shore region.
2. Serve as a liaison between private sector and public policy makers to remove local barriers to economic development – CEO roundtables.
3. Continue to evaluate and provide solutions to integrate immigrant workers into local companies.
4. Assist with implementation of the recommendations in the Mid-Shore Economic Adjustment Strategy.
5. Provide grant writing, strategic planning, and legislative assistance to develop entrepreneurial infrastructure and access to private capital.
6. Identify needs and opportunities for future projects.

Deliverables:

- Convene work force advisory committees as needed.
- Continue to partner with the Eastern Shore Entrepreneurship Center in supporting the entrepreneurial education training program Shore Venture.
- Support the resource based industries in the Mid-Shore Region (Shore Gourmet, Inc. Agricultural Economic Development Specialist)
- Facilitate the establishment of a Mid-Shore Business & Technology Incubator

Timeframe: July 1, 2010 to June 30, 2011

### **3. Maintain operations and funding for MSRC.**

Deliverables:

- Acquire state, local, and federal funding to support ongoing operations and existing commitments.
- Submit grant applications to EDA for planning assistance funds.
- Coordinate and host all MSRC quarterly meetings and events.

Timeframe: July 1, 2010 to June 30, 2011

### **4. Regional Planning**

Actions:

1. Continue the support of a regional Geographic Information Systems (GIS) Center.
2. Collaborate with other Regional Councils, state and federal agencies, and universities to leverage assets and acquire essential data and create relevant databases.
3. Support the development of a Professional Science Master's (PSM) Degree program that trains the next generation of geographic information administrators by linking the educational opportunities at Salisbury University with the GIS community service provided by the regional GIS center.
4. Examine the interest and viability of establishing regional technology programs/school.

Deliverables:

- Regional Growth Impact Assessments initiated.
- Increased communication between towns and counties regarding MSRC activities and opportunities to address growth impacts.
- Regional GIS center operational.
- Continue to fund the Eastern Shore Regional GIS Cooperative.
- Facilitate the completion of a county or municipal GIS administration project by the PSM graduate students via the Regional GIS Center.
- Future projects and funding sources identified.
- Monthly activity reports to board members and other appropriate parties.
- Work with EDA, DBED, and Tri-County Council for the Lower Eastern Shore (TCCLES) to build capacity between the ESRGC and BEACON (Business, Economic, and Community Outreach Network of the Salisbury University Franklin P. Perdue School of Business) to assist the MSRC and TCCLES regions in analysis of economic, transportation and workforce issues through GIS dashboard tools. **(GeoDASH Initiative)**

- Assist in the establishment of a study to determine the feasibility of a regional technology school or utilizing Chesapeake College in offering regional technology programs.

Timeframe: July 1, 2010 to June 30, 2011

## **5. A strong, unified, and effective voice in the state legislative process.**

Actions:

1. Coordinate an annual legislative forum and develop a Mid-Shore legislative agenda.
2. Facilitate a joint meeting with all Eastern Shore Regional Councils.
3. Collaborate with the Rural Maryland Council and other Regional Councils to support statewide initiatives/policies that benefit rural communities.
4. Serve as a liaison between General Assembly members and local elected officials.

Deliverables:

- FY11 Mid-Shore legislative priorities developed.
- Communication and partnerships maintained with key rural leaders and stakeholders.
- Enhanced communication with General Assembly members.
- Organize and host annual meeting and legislative forum.

Timeframe: July 1, 2010 to June 30, 2011

Blue = delete

Yellow = add

**Copy of e-mail sent to the MSRC Executive Board on 5/19/10**

From: Terry Deighan  
To: MSRC Executive Board (Allen Nelson, Jeannie Haddaway, Dirck Bartlett, Gale Nashold, James Redman, Jeff Ghrist, Kurt Fuchs, Ricky Travers, Walter Chase)  
Cc: Scott Warner  
Sent: Wednesday, May 19, 2010 at 11:42am  
Subject: MSRC Executive Board – action requested by Friday, May 21, 2010  
Attachments: Sustainable Growth Commission Application for Michael Frankli\_1.pdf; sb0278t.pdf

Dear Mid-Shore Regional Council (MSRC) Executive Board Member:

The Rural Maryland Council (RMC) was asked to assist the Governor's staff in recommending an Eastern Shore representative to the Sustainable Growth Commission (the bill creating the legislation is attached).

The RMC Executive Director Vanessa Orlando is asking for the three regional councils on the Eastern Shore to sign a joint letter of support to recommend the President/CEO of Atlantic General Hospital Michael Franklin to serve on the Sustainable Growth Commission.

In an e-mail to the regional councils asking for support of Mr. Franklin Ms. Orlando wrote the following:

*At next week's RMC Board Meeting, I will be asking the Board to approve recommendations to the Governor for the Sustainable Growth Commission. I will be asking the Board to recommend Michael Franklin, president/CEO, Atlantic General Hospital in Berlin, to represent the Eastern Shore. Michael has been very involved in the Rural Residency Workgroup and starting a rural residency program on the Eastern Shore, so even though his hospital serves the lower shore, he does think "shore wide."*

*I've talked with him honestly about this commission, and he would like to serve even though he is aware this is a land use body. I think it is important to have health care represented on Statewide bodies planning for the future, but I also think it will be a bit of a hard sell to get it included on this Commission. (Health is a silo no one really wants to bust.) Still, I think it will be easier to get through if we recommend someone of Michael's caliber AND **if the three regional councils on the Shore sign a joint letter of support.***

*I know time is short, but I am attaching the appointment form and resume required of an appointment.*

In addition I called the Tri-County Council for the Lower Eastern Shore of Maryland Executive Director Michael Pennington (he is also the current RMC Chairman) to get his feedback. Mike feels that Mr. Franklin is a respectable gentleman with good knowledge regarding community issues. (A special note: Mike and the TCCLES did not make the initial recommendation to put Mr. Franklin on the Sustainable Growth Commission.) The TCCLES will be signing the letter of support.

**Please respond to this e-mail by Friday, May 21, 2010. If a majority of the Board is in favor I will sign the letter of support on behalf of the MSRC.**

Thank you,

Scott

Scott Warner  
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