

The Mid Shore Regional Council held an Executive Board meeting on Wednesday, May 21, 2008. The meeting was held at the Mid Shore Regional Council office in Easton, Maryland. Board Members present were: Gale Nashold, Dirck Bartlett, Jeff Ghrist, Walter Chase and Mayor Rippons. MSRC Staff present were: Scott Warner and Terry Deighan

Executive Session

Chairman Nashold called the meeting to order at 12:15 p.m. and then announced the first order of business were employee matters. Mr. Nashold called a closed session at which time Mr. Warner and Ms. Deighan left the room so the Executive Director's annual evaluation could be discussed. This review process is conducted in compliance with the MSRC bylaws. The results of the assessment were very positive.

Action Items

Mr. Nashold asked for approval of the February 20, 2008 minutes, Mr. Bartlett had one clarification under the heading of letters of support for the Mid Shore Incubator that where his name was stated to have it changed to "The Executive Board" regarding commitment to funding. After the change was initiated Mr. Bartlett made a motion to accept the minutes with the one change, Mr. Chase seconded the motion and the minutes were approved unanimously.

The second action item was ratification of electronic vote approving the MSRC to act as the grantee of the Eastern Shore BRAC impact study for the Eastern Shore Partnership. The MSRC had received six responses from the Executive Board all approving the MSRC acting as the grantee. Mr. Ghrist made a motion to approve the ratification, Mayor Rippons seconded the motion and the motion was approved by unanimous consent.

Next order of business was approval of a Resolution allowing application for the USDA Rural Development RBEG (Rural Business Enterprise Grant) to retain the Agricultural Economic Development Specialist position. The United States Department of Agriculture (USDA) has requested to see the minutes or other formal action by the Executive Board approving the application for the RBEG. Mr. Bartlett made a motion to approve the request, Mr. Chase seconded the motion and it was passed by unanimous consent.

Discussion/Approval of FY09 Scope of Work

Mr. Warner presented the MSRC Scope of Work for FY09 to the Executive Board, explaining suggested deletions/additions to the Board Members. After reviewing the suggestions Mr. Ghrist questioned the possible inclusion of a feasibility survey concerning a regional school stemming from a meeting Scott attended on January 16, 2008 facilitated by Chesapeake College President Stuart Bounds with the superintendents of Caroline (Edward Shirley), Dorchester (Frederic Hildenbrand), Kent

(Anthony Pack), Queen Anne's (Carol Williamson) and Talbot (Karen Salmon) Counties. The meeting discussed the interest and viability of establishing a regional tech school. The meeting was initiated by discussion of the MSRC Executive Board members at their November 28, 2007 meeting. The outcome of the January 16 meeting was to acquire funding for a study to determine the feasibility of establishing a regional school or utilizing Chesapeake College in offering regional tech programs. Initial determination of the meeting was unanimous support from all present to proceed with the study.

The Executive Board approved the suggested FY09 Scope of Work to be taken to the MSRC quarterly meeting on June 11, 2008 for final adoption.

Mr. Warner will check to see if the current Scope of Work captures the examination of regional technology programs/school, and if does not, he will incorporate the additions to the FY09 Scope and resend to the Executive Board for review.

Approval/Discussion FY09 Budget

A draft budget was submitted to the Executive Board for review incorporating yearly increases also showing funding sources. Mr. Warner explained that the previous budgets which had 19 line items had been summarized into 7 categories (Salary, Employee Benefits, Occupancy, Professional Fees, Contractual, Office Expense, and Meetings & Travel). Additionally, the MSRC staff presented a budget sheet that showed where each previous line item was captured under the new categories. This format follows the USDA federal grant reporting requirements and was approved by the MSRC accountant/CPA. As there were no questions Mayor Rippons made a motion to approve the budget as presented, Mr. Bartlett seconded the motion and the budget was passed unanimously.

Old Business

Economic Development and Transportation Planner Specialist

Mr. Warner stated the Investment Summary was e-mailed to EDA Senior Community Planner Calvin Edghill on April 16, 2008, and the Pre-Application was sent a week later. Also, Mr. Warner informed the Board that in the beginning of May Mr. Edghill notified him that he would be sending the invitation for the application out in the near future.

Eastern Shore Business and Economic Development Dashboard Specialist

Mr. Warner told the Board that he has been in contact with DBED Deputy Secretary Clarence Bishop in regards to funding the position and the Deputy Secretary is waiting to hear from DBM (MD Dept. of Budget and Management) regarding a slot for a funded position.

Mr. Warner also informed the Board that with approval of the MSRC Chairman Dr. Memo Diriker and Dr. Mike Scott have been asked to make a presentation to the MSRC at the June 11 quarterly meeting in regards to the two GIS/Dashboard positions.

Talbot County Purchase of Development Rights (PDR) Finance Committee

Mr. Warner attended the first two meetings held on March 18 and April 16. The March 18 meeting was an overview of PDRs, the April 16 meeting discussed possible funding

mechanisms of a potential Talbot County PDR program. A presentation was made at that time by Talbot County Finance Director John Lehner. Mr. Warner was unable to attend the next meeting which was held on May 14 due to his attendance at an EDA conference in Cleveland, Ohio. The Executive Board asked him to continue participating in the PDR meetings as his schedule allows.

Mid-Shore Business and Technology Incubator

Mr. Warner was contacted by Keasha Haythe on May 16, 2008 in regards to the Dorchester Tech Park and the incubator. He put her in contact with EDA Senior Project Engineer Dan Gillen for her to learn first hand what EDA needs from Dorchester County in regards to the Tech Park. Mr. Warner will be meeting with Ms. Haythe to discuss the projects and to fill in any needed information. An Executive Board discussion regarding the status and progress of the incubator ensued. One line of thought was the feasibility in separating the incubator from the Dorchester Business and Technology Park and moving it to another location if the incubator project is not moving forward. The Board stated that it was not suggesting it be relocated out of Cambridge or Dorchester County. To this inquiry the Executive Board asked Mr. Warner if the MSRC should write a letter to Dorchester County regarding the incubator status and possible alternatives. Mr. Warner suggested that this option be tabled until he has the meeting with Ms. Haythe. The Board agreed.

MAERDAF grant for the Agricultural Economic Development Specialist

The MSRC office was notified by the Rural Maryland Council office on Monday, May 19 that the FY08 MAERDAF grant that supports the Agricultural Economic Development Specialist position was awarded another \$7,000. That brings the entire grant to the full request of \$24,000.

New Business

None

Other matters

Mr. Warner announced due to health issues Mr. Brad Powers will not be able to continue as an Agricultural Advisory Sub-Committee Member. Mr. Lou Smith's name has been discussed but no formal motion is being brought to the Executive Board yet. Mr. Warner wanted the Executive Board to know that he may be asking for a replacement to the Agricultural Advisory Sub-Committee by an electronic vote before the next Executive Board meeting.

Member comments/requests

None

Adjourn

Mr. Bartlett made a motion to adjourn at 1:40 p.m., which was seconded by Mr. Ghrist and approved by unanimous consent.