

MSRC Executive Board  
MSRC Office

The Mid-Shore Regional Council Executive Board held a scheduled meeting on May 19, 2011 at the Mid-Shore Regional Council office. Members in attendance included: Kurt Fuchs, Allen Nelson, Dirck Bartlett, Gale Nashold, Jeff Ghrist and Walter Chase. Also in attendance was Dorchester County Manager Jane Baynard to represent Dorchester County in Mr. Travers absence, also absent were Senator Colburn and James Redman. MSRC staff present was Terry Deighan and Scott Warner. Chairman Fuchs called the meeting to order at 9:07 a.m.

Executive Session

The MSRC staff was asked to leave the room while the Board discussed employee matters, staff returned at 9:20 a.m.

Action Items

The next order of business was the approval of the November 30, 2010 Minutes. Mr. Fuchs pointed out a spelling error in Walter Chase's name, after which Mr. Bartlett made a motion to approve, which was seconded by Mr. Nashold and approved unanimously.

*Financial Report*

The next order of business was presentation of the treasurer's report by treasurer Allen Nelson. Mr. Nelson noted that all spending was on track with the budget that had been allocated for the fiscal year. Mr. Bartlett commented that he would like us to approach our accountant regarding the increase in his fee from last year to see if it could be reduced, and for the MSRC to think about alternate rental space when the existing lease is up as Talbot County has space available that may be more cost effective. Mr. Warner stated that he would contact Talbot County Manager John Craig regarding the issue. Mr. Bartlett then made a motion to accept the treasurer's report, that motion was seconded by Mr. Chase and accepted by unanimous consent.

*Ratification of electronic vote "Resolution accepting MTA FY11 MTA Coordination Grant"*

Mr. Warner stated that he had received seven responses from the Executive Board and all were in "Support". Mr. Nashold made a motion to ratify the vote, Mr. Nelson seconded the motion and the vote was ratified unanimously.

*Employee matters*

Chairman Fuchs stated that Mr. Warner is asking the Executive Board to increase his monthly cell phone reimbursement to \$105.00 to cover the cost of having Internet accessible phone service. This action would include updating the Executive Director's contract for this matter. Mr. Ghrist made a motion to amend Mr. Warner's contract with the above cell phone reimbursement amount, it was seconded by Mr. Nelson and approved by unanimous consent.

### *Discussion / Approval of FY12 Scope of Work*

Mr. Warner stated that items in blue are to be deleted and the items shown in yellow are to be added to this year's scope (a copy of the FY12 Scope of Work is attached to see changes), the board was in agreement to delete all items in blue. It was suggested by board members Bartlett and Nelson to reword the second and third additions to read "Support the..." vs. "Continue to support the..." as it makes the statement cleaner. Mr. Bartlett then made a motion to approve the FY12 Scope of Work and for it to be presented at the MSRC meeting June 9 for approval, Mr. Chase seconded the motion and it was passed unanimously.

### *Approval / Discussion of FY12 Budget*

Mr. Warner presented the proposed budget for FY12, noting there were not many changes from FY11. A discussion ensued as to educating the public to the efforts and contribution of the Council for possible future funding opportunities, after which, Mr. Bartlett made a motion to accept the budget and for it to be presented to the full Council at the June 9 meeting for approval, Mr. Nelson seconded and the budget was passed by unanimous consent.

### Old Business

Mr. Bartlett had to leave due to another commitment.

### *Dorchester County's application to EDA Global Climate Change Mitigation Fund*

Mr. Warner informed the Board that Dorchester County had received an EDA award of \$607,750.

### *USDA Rural Development RBEG to support Shore Gourmet*

Mr. Warner updated the Board regarding the MSRC's grant application to support Shore Gourmet. The budget for this application covers 12/1/10 to 9/30/11. It was originally submitted on November 5, 2010 for \$99,650 but because of the federal budget not being approved USDA cannot approve their RBEGs. An updated budget for the application was submitted on April 15, 2011 for \$104,100. The increase reflected the rise in fuel costs.

### *GeoDASH Initiative*

Mr. Warner updated the Board that the Year 3 funding application to EDA to support the GeoDASH Initiative is being prepared and should be submitted within a week. This application's scope of work will include the Tri-County Council for Western Maryland. In addition, Mr. Warner updated the members that Dr. Diriker and the GeoDASH Team met with EDA officials in Philadelphia recently and they were very impressed. It was a follow up to the GeoDASH Initiative's presentation at the Taste of the Eastern Shore legislative reception.

### *Maryland Broadband Cooperative – 5 year anniversary*

Mr. Warner presented a new Maryland Broadband map that was prepared by the ESRGC. A full presentation will be made at the MSRC full Council meeting in June.

### *Endorsement letter*

Mr. Fuchs stated that endorsement letters went out in support of the Rural Maryland Council and MAERDAF to Delegate Norman Conway and other select representatives.

### New Business

#### *Private business representative from Dorchester County*

Mr. Fuchs stated that Frank Narr has submitted his resignation from the Council, stating time constraints, so a new Dorchester representative will have to be added. Since the Executive Board appoints the person to fill the vacancy, Mr. Fuchs asked the members to advise the Executive Board on business representatives from Dorchester County that may fill this position.

#### *June 9, 2011 meeting – format overview*

Mr. Warner explained the new agenda would call for quicker overviews of items being discussed down to 5 minutes or less. This would allow more interaction time of Council Members regarding the agenda items. The Executive Board was in favor of trying out the new agenda program.

#### *September 15, 2011 meeting – regular meeting or tour?*

Mr. Fuchs stated that the guest speaker of the September 15<sup>th</sup> meeting will be Bill Satterfield, Executive Director of the Delmarva Poultry Industry. If we have a regular meeting it will be held in Dorchester County, at the Delmarva Community Transit building. There is also the possibility of a field trip to one of the following: Dover Air Force Base with TCCLES, Calhoon MEBA Engineering School, Cooperative Oxford Laboratory - Maryland Department for Natural Resources and the National Oceanic and Atmospheric Administration (NOAA) National Marine Fisheries Service Oxford Labs, or the University of Maryland Center for Environmental Science Horn Point Laboratory. Mr. Nashold and Mr. Chase were in favor of the Dover Air Force Base tour with the TCCLES. Mr. Nashold also expressed interest in the MEBA tour. Mr. Fuchs stated if the meeting was held locally it would only be a half day meeting. The consensus was to see if MEBA was available for the MSRC quarterly meeting and the MSRC members could attend a joint meeting/tour to Dover Air Force Base with the TCCLES.

### Other matters

Mr. Warner also stated that the NOAA grant application was not awarded to this area.

#### *Rural Maryland Prosperity Investment Fund*

Mr. Warner stated that Senator Middleton had called him, Mike Pennington, and Wayne Clark to thank them and the Regional Councils they represent for supporting the effort to save the Rural Maryland Council (RMC). Senator Middleton made a successful amendment on the last day of the legislative session to have \$250,000 from the Invest Maryland legislation to go to the RMC. In addition, Mr. Warner stated that he attended a May 10 meeting called by Senator Middleton to discuss further efforts to support the RMC and the

Regional Councils. That meeting resulted in support to get the Rural Maryland Prosperity Investment Fund (RMPIF) funded.

Mr. Warner also informed the Board that at the RMC meeting on May 12 that the RMC approved that their number one initiative is to get the RMPIF funded.

Mr. Warner concluded by stating that the rural stakeholders are unified to see the RMPIF receive funding.

Member comments/requests

None

Adjourn

Being no further business Mr. Nelson made a motion to adjourn, seconded by Mr. Nashold. The meeting was adjourned at 10:50 a.m. by unanimous consent.

# Mid-Shore Regional Council FY12 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 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 Shore Gourmet, Inc. 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, 2011 to June 30, 2012

## 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 its purpose to stimulate and support entrepreneurship. the entrepreneurial education training program Shore Venture.
- Support the resource based industries in the Mid-Shore Region (Shore Gourmet, Inc.)
- Facilitate the establishment of a Mid-Shore Business & Technology Incubator

Timeframe: July 1, 2011 to June 30, 2012

### 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, 2011 to June 30, 2012

### 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. **Continue to** 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) Continue to support the development of the 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, 2011 to June 30, 2012

## **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:

- FY12 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, 2011 to June 30, 2012

Blue = delete

Yellow = add