

**ECONOMIC DEVELOPMENT COMMISSION**  
**MEETING MINUTES**  
**1/7/15**

**PRESENT**

Mike Ratchford (W.L. Gore & Associates) Bruce England (SWN), JoAnn Dawson (Fairwinds), Doreen Smith (Town of Perryville), Mike Travers (Cecil Dance Center), Walter Buck (Citizen), Rupert Rossetti (Citizen), Dr. Mary Bolt (Cecil College), Denise Davis (CCPL), Norman Gaither (NorArk Executive Group), Linda Burris (Delmarva Power), Dan Schneckenburger (County Council), Bob Palsgrove (Citizen), Danny De Marinis (UM Research Park).

**STAFF**

Lisa Webb (Economic Development Director), Joanne Richart-Young (Ag Coordinator), Sandy Turner (Tourism Coordinator), Susan O'Neill (Economic Development Manager), Jason Zang (Economic Development Coordinator), Robin McCann (Administrative Assistant), Jim Ford (SBTDC).

**ABSENT**

Dr. D'Ette Devine (CCPS), Mike Lara (ATK), Grover Miller (Citizen), Scott Holland (i-lighting), Paula Gilley (Citizen), Jeanne Miner (Town of Elkton), Doris Mason (USRC), Lauren Johnsky (APG), Woody Jackson (Jackson Marine Sales), Dr. Ken Lewis (Union Hospital), Dr. Robert Gell (Town of Charlestown).

**GUESTS**

Scott Flanigan (DPW), Alan Sexton (SWN), Vince Fiorelli (Chesapeake Utilities), Linda McGuinigan (EDIS)

**Call to Order & Welcome**

Mike Ratchford called the meeting to order at 8:00 am. The Meeting Minutes for December 3, 2014 were approved.

**Chairman's Report**

Chairman Mike Ratchford discussed the following:

- Certificates of Appreciation for Dr. Pannill and Delegate Rudolph were delivered;
- Inauguration for our new Governor Larry Hogan will be held on Wednesday, January 21, 2015;
- Cecil Night in Annapolis is January 15, 2015, Governor Calvert House, Annapolis.

**EARN Grant Update – Bruce England, Dr. Mary Bolt and Denise Davis**

- Denise Davis provided a brief update regarding the EARN Grant process;
- Dr. Mary Bolt discussed the Transportation and Mental Health EARN Grants. She also announced that Cecil College will partner with SWN;
- Bruce England discussed Cyber Security, Building/Construction Management, and Additive Manufacturing Grants.

**Director's Report**

- Participated in Toll Meetings w/Council
- Annual Report printed/dispersed
- Planning for CNIA
- Prospect updates to DBED

- AG Signage Program update
- Participated in Maryland Rising Conference
- CSSC Update Meeting
- Participate in the SWN/WIB Planning Event
- Bainbridge Board update
- Attended EAGB Annual meeting

### ***Economic Development Manager***

- Attended Elkton Alliance Small Business Award ceremony
- Met with CBRP
- Met with Finance Committee Chair to discuss the Revolving Loan fund
- Continued to assist with gathering information for the toll survey
- Provided EZ update and other data for Chamber directory
- Attended County Delegation meeting
- Met with SBDC representative regarding business assistance for a Cecil County Business
- Met with two businesses regarding the Workforce Training Partnership program
- Met with W.E.S. regarding TEDCO presentation
- Held conference call with Incubator Feasibility study consultants
- Met with several small business prospects and provided information

### ***Agriculture Coordinator***

- Assisting Ag business to increase efficiency in finances, production and marketing
- Assisting local beef producer with process to expand his operation
- Attended Maryland State Farm Bureau Convention
- Ongoing planning with Cecil County Chamber Government Relations Committee for Cecil Night in Annapolis on January 15th at Calvert House in Annapolis, 6 to 8 p.m.
- Met with EDC Land Use Subcommittee
- Planning for meeting to explore interest in a regional Food Hub
- Meet with potential presenter for Annie's Class
- Annie's Class to begin Wednesday, January 21<sup>st</sup> thru March 11<sup>th</sup>, 6 to 9 pm (8 Wednesdays)
- Exploring opportunity for ag-tourism signage in Cecil County through a SHA/MDA program
- Ongoing marketing of MPT Home and Harvest program on Tuesday nights, 7 p.m.
- Working with MPT producer for the Third Series of Maryland Home and Harvest
- Assisting Cecil County Farm Bureau and Cecil County Young Farmers with coordination of their Legislative Breakfast with elected officials – February date to be determined

### ***Tourism Coordinator***

- Promoted numerous holiday activities with "Countdown to Christmas" marketing
- Ad sales for wedding brochure complete, and design phase begins
- Local Bassmaster sponsorship progressing - \$23,600 sponsored to date (not including \$60,000 in regional partnership funds from MD Lottery, Old Dominion Electric Cooperative, and Town of North East). Local sponsors are: \$7,500 *Diamond Sponsor - Integrity Real Estate*; \$5,000 *Gold Sponsors - North East Chamber of Commerce, Town of North East, and Exelon*; \$1,000 *Bronze Sponsor - Nauti Goose*; \$100 *Angler Sponsor - J.T. Lang*
- Part of site selection team for 2015 MD Tourism Summit
- Planning SMI trade show booth in Harrisburg
- Bassmaster fliers and billboards "on the streets"
- Recruiting Bassmaster sub-committee members

### ***Economic Development Coordinator***

- Compiled follow-up information and sent to attendees of the Economic Development and Your Community Workshop
- Received completed FY 2014 Annual Report
- Coordinated the design of advertisements to be placed in several industry publications in addition to the 2015 Cecil County Chamber of Commerce Directory
- Met with representative from Journal Communications to discuss participation in Greater Baltimore Economic Development publication
- Submitted award nominations for MEDA Winter Conference
- Organized and compiled Cecil County business data for Toll Survey
- Attended Bassmaster Elite public meeting
- Updated social media outlets regularly to promote events and share news about Cecil County
- Completed and proofread Office of Economic Development Newsletter for January

### ***Subcommittee Reports***

Education/Workforce – Denise Davis had no report.

Technology – Norman Gaither reported on the following:

- Axcel, Inc. feasibility study.

Land Use – Rupert Rossetti reported on the following:

- Rt. 40 growth corridor;
- Wilmapco planning meeting;
- Ag Tourism;
- Ag Signage;
- Cecil County Food Hub.

Finance – Susan O'Neill reported on the following:

- Met with the Finance Committee to discuss how to market and fund the Volt Loan.

Communications – JoAnn Dawson reported on the following:

- Meeting scheduled today with Cecil College Marketing students regarding Branding opportunities and Logos.

### ***Adjournment***

Chairman Mike Ratchford adjourned the meeting at 9:00 am. The next regular meeting will be held on Wednesday, February 4, 2014 at 8:00 am, Cecil College, Room TC208.

Respectfully Submitted,

Robin McCann  
Administrative Assistant