PRESENT
Dr. Mary Bolt (Cecil College), Denise Davis (Cecil County Public Library), JoAnn Dawson (Fairwinds), Danny DeMarinis (URP), Bruce England (SWN), Norman Gaither (NorArk Executive Group), Doris Mason (USRC), Grove Miller (Citizen), Robert Palsgrove (WSFS), Mike Travers (Cecil Dance Center), Jeanne Minner (Town of Elkton), Scott Holland (i-Lighting), Michael Lara (Orbital ATK), Dr. Carl Roberts (Chamber Government Relations), Alan Sexton (SWN), Lisa Webb (Director of Economic Development), Joanne Richart-Young (Ag Coordinator), Susan O’Neill (Economic Development Manager), Jason Zang (Economic Development).

ABSENT
D’Ette Devine (CCPS), Paula Gilley (Citizen), Dan Schneckenburger (County Council), Dr. Ken Lewis (UHCC), Michael Ratchford (W.L. Gore & Associates), Rupert Rossetti (Citizen), Lauren Johnsky (APG), Woody Jackson (Citizen), Linda Burris (Delmarva Power), Walter Buck (Citizen).

GUESTS
Cheryl Mattix (Cecil Whig), Jack Schammel (Leading Logic), Jake Ruddy (PCS), Vince Fiorelli (Chesapeake Utilities), Stephanie Palko (Cecil Guardian), Scott Flanigan (DPW), Toni Lozzi (Bainbridge), Jim Ford (SBDC), Alan McCarthy (County Council), Ron Hawkins (Tedco), Laura Metzler (CCPL), John Thacker (Artesian Water), Ken Branner (Artesian Water), David Strouss (McCrone), Bonnie Grady (Cecil Co. Chamber of Commerce), Delterese George (MD Dept. of Commerce), Nina Lamba (MD Dept. of Commerce).

Call to Order & Welcome
Mike Ratchford not able to be here today; therefore, Norman Gaither will assume Chairman’s responsibilities. Normal Gaither called the meeting to order at 8:05am.

Lisa Webb (Director, Economic Development)
- Overview of this month’s events
- Spoke briefly about the 2015 Annual Report
- Gave recognition to EDC Group Members for their support on the Incubator Feasibility Study

Lisa introduced Normal Gaither. Minutes from last EDC meeting on September 9, 2015 were approved.

Norman Gaither discussed the following:
- Gave some background on the Incubator Feasibility Study
- Phase 2- Implementation
- Gave recognition to the following team members who worked with OED & Axcel: Mike Lara, Danny DeMarinis, Dr. Ken Lewis, David Linthicum, Susan O’Neill, Lisa Webb, Scott Mesneak, Neil David, and David Pyle.
- Introduced Gary Evans of Axcel Innovations
Cecil County Incubator Feasibility Study Presentation by Gary Evans - Axcel Innovations

Progress Update:
- Review of Key Phase 1 Conclusions
- Vision
- Business Plan:
  - Legal Structure
  - Governance
  - Management
  - Facilities/Operational Resources
  - Services
  - Marketing Plan
  - Staffing
  - Financial Model
  - Performance Metrics
- Funding Sources
- Implementation Plan

Summary of Presentation:
- Support for Entrepreneurship in County is highly desirable for Economic Development
- Opportunity to Create Community-Wide Partnership
- Coworking space will provide a valuable resource
- Incubator space would be beneficial as initiative builds momentum
- Modular multi-tenant space would be useful subsequent addition
- Opportunity to create research/technology park to bring resources together in one location at Basell site

Director’s Report
- Major Events - Broker Event, Economic Development Week
- Attended SWN/WIB Meeting
- Attended MEDA Fall Conference
- Completed Annual Report
- Active Prospects & Tours
- Participated in the Defense Industry Impact Study
- Presented at Council
- Participated in the Small Business Marketing Workshop
- Participated in the NMTC annual event and Monthly local event
- Participated in MDOT Pre-Tour meeting
- Attended School of Tech Ribbon Cutting
- Met with County’s Delegation, legislative matters
- Planning meetings for RAMP MD’s Cecil Event
- USRC Planning Meeting
- Testified to the Regulatory Reform Commission
- Bainbridge Update to Lt. Governor
- Presented to Port Deposit Chamber
- Perryville Center meetings with Carol Brown and potential investor group
• Legislative Breakfast for RAMP-MD
• Follow up from Bassmaster Event

**Economic Development Manager**
• Finished preparations for and participated in Broker Event
• Organized and participated in business visits for Economic Development week
• Coordinated and participated in CBRP workshop
• Attended ICSC conference
• Attended MEDA Fall Conference
• Continue coordinating with Cecil Chamber on Business awards event
• Working on two Workforce Training applications
• Attended School of Tech Ribbon Cutting
• Addressed several enterprise zone inquiries
• Met with several prospects
• Attended partner organization meetings: SWN Business Engagement Committee & Cecil Chamber Board

**Agriculture Coordinator**
• Cecil County Farmers’ Market 2015 Season thru October 30th, – www.facebook/cecilcountyag
• Economic Development Week visits included Dann Marine Towing, Sinking Springs Herb Farm, Sandy Cove, Eagles Roost Orchard and Turkey Point Winery Tasting Room/Gift Shop
• Assisted with Broker Event
• Participated in USRC Comprehensive Economic Development Strategy (CEDS) workshop
• Assisted Fair Hill International with welcome letter from Governor Hogan for the Program brochure
• Chateau Bu-De, Dove Valley and Turkey Point will be receiving ribbons/trophies at upcoming events
• Assisting Warwick Mushroom Farm with ongoing expansion
• Coordinating with VIP invites to the Fair Hill International – this year equine/riders will be qualifying for the 2016 Olympics to be held in Rio
• Assisting Fair Hill Training Center with potential equine facility prospect
• Attended new School of Technology Dedication / Open House
• Coordinating local farmer with new Culinary teacher
• Coordinated with local growers to provide apples for County Wellness Fair
• Worked with Sinking Springs Herb Farm to be a vendor at Wellness Fair
• Continuing assistance with MPT for the Maryland Farm & Harvest show – the new 2015 Fall series will begin Tuesday evenings in November. Rumbleway Farm will be a featured farm

**Tourism Coordinator**
• Bassmaster wrap-up activities, paperwork, billing, correspondence, meetings, etc
• Part of the planning team for MD Tourism & Travel Summit
• Hosted multi-day FLW College Tournament - teams from New England, NY, NJ, VA,WV, PA, DE, MD, MI & OH
• Assisted with multi-day BFL regional tournament
• Hosted travel writers - Drive I-95
• Acted as judge for Chamber awards
• Attended Hollywood Casino ribbon cutting

**Economic Development Coordinator**
• Promoted and assisted in CBRP workshop
• Finalized preparation for the Broker Event (September 30th)
• Promoted and assisted in organizing Economic Development Week activities
• Finalized production of office’s CGI Videos and Fiscal Year 2015 Annual Report
• Attended Greater Baltimore Regional Marketing Taskforce meeting
• Met with manufacturing prospect and organized site visits
• Completed and delivered OED Newsletter for October

**2015 Important Upcoming Events**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct. 8</td>
<td>NMTC CYAH - 5-7pm @ Minnihane's</td>
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<tr>
<td>Oct. 10</td>
<td>Harvest Festival, Chesapeake City</td>
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<tr>
<td>Oct. 15-18</td>
<td>Fair Hill International</td>
</tr>
<tr>
<td>Oct. 21</td>
<td>9th Annual Cecil County Harvest Dinner</td>
</tr>
<tr>
<td>Oct. 23</td>
<td>Cecil County Business Hall of Fame Gala</td>
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**Summary**
The report & presentation will be made available via OED website.

**Adjournment**
Norman Gaither adjourned the meeting at 9:25a.m.

**Our next EDC meeting will be on November 4, 2015 at 8:00 a.m. at Cecil College, Room TC208.**

Respectfully Submitted,

Jenna Koenig, Office Assistant
Terri Springel, Administrative Assistant