PRESENT
Dr. Mary Bolt (Cecil College), Walter Buck (Citizen), Linda Burris (Delmarva Power), Denise Davis (Cecil County Public Library), Danny DeMarinis (URP), D’Ette Devine (CCPS), Bruce England (SWN), Norman Gaither (NorArk Executive Group), Paula Gilley (Citizen), Michael Lara (Orbital ATK), Sandy Maruchi-Turner (Tourism), Grove Miller (Citizen), Susan O’Neill (Economic Development Manager), Michael Ratchford (W.L. Gore & Associates), Joanne Richart-Young (Ag Coordinator), Dr. Carl Roberts (Chamber Government Relations), Rupert Rossetti (Citizen), Dan Schneekenburger (County Council), Mike Travers (Cecil Dance Center), Lisa Webb (Director of Economic Development), Jason Zang (Economic Development)

ABSENT
JoAnn Dawson (Fairwinds), Scott Holland (i-Lighting), Woody Jackson (Citizen), Lauren Johnsky (APG), Doris Mason (USRC), Jeanne Minner (Town of Elkton), Robert Palsgrove (WSFS)

GUESTS
Scott Flanigan (DPW), Jim Ford (SBDC), Erica Jesonis (CCPL), Kelly Keeton (CCPS), Laura Metzler (CCPL), Morgan Miller (CCPL), Stephanie Palko (Cecil Guardian), Jen Parsons (Best Vacations), Alan Sexton, (SWN), Frazier Walker (CCPL), Perry Willis (CCPS)

Call to Order & Welcome
• Mike Ratchford called the meeting to order at 8:05 a.m.
• Minutes from EDC Meeting on February 3, 2016 were adopted.

Chairman’s Report – Mike Ratchford
• County now in the middle of the Budget season
  • OED Budget: Last December Subcommittee Members met with Tari Moore, County Executive regarding priorities of EDC
    ▪ Marketing Initiative – full-time person to help with external marketing
    ▪ New Home for Tourism
    ▪ Part-Time Contractual Video Lottery Terminal Manager – better ways to utilize; these are State Funds – must go through application process & receive award; person hired has to have underwriting ability
    ▪ Pursue Incubator and Innovation Center
  • OED Budget Hearing on April 19th, Scheduled for 3:15 p.m. Please be there by 3:00 p.m. in case prior departments finish early. Location is Elkton Town Hall.
  • Attended a Candidates Forum where two candidates were quoted saying they would close the Office of Economic Development. Like to thank Dan Schneekenburger for standing up for the Office of Economic Development.
A presentation was given by Dr. D’Ette Devine, CCPS, and Denise Davis, CCLP, on a collaborative project between Cecil County Public Schools and the Cecil County Central Library.

Cecil County Public Schools and Cecil County Central Library have come together to meet the challenges and needs of both renovating Gilpin Manor Elementary School and addressing parking issues at the Central Library. Due to the extent of needed repairs and renovations to the aging infrastructure of Gilpin Manor, the decision was made to demolish the existing school and build a new school to suit the needs. Project completion date is September 2018.

A copy of the presentation handout is attached which also contains a link for the video.

Director’s Report – Lisa Webb
- Manufacturing Symposium – Cecil Co. School of Technology
- Economic Day in Annapolis
- NCCC Economic Forecast
- C&S Update
- BB&T Meeting
- Economic Development Update to Eastern Shore Delegation
- Canton Rail Board of Directors Update
- MEDA Board Meeting
- Prospect meetings
- NMTC Visionary Awards
- WIB Board meeting
- Eastern Shore Innovation Center Open

Economic Development Manager – Susan O’Neill
- Attended Business Engagement meeting
- Met with CBRP
- Finalized details for the March 10th workshop
- Met with a client interested in starting a business
- Met with new business located in Rising Sun
- Attended meeting with a W. L.Gore representative and members of the Technology Committee regarding the incubator
- Conducted a site visit with an existing warehouse/distribution company
- Attended Cecil County Chamber Board meeting
- Presented to North East Chamber with Jason Zang
- Met with Neil Davis of TEDCO to discuss the Incubator Feasibility Study
- Met with new TEDCO RBI representative.
- Met with the Finance Committee regarding the RLF
- Participated in a meeting exploring the idea of creating a community foundation
- Attended the NMTC Visionary Awards event
- Toured the new Eastern Shore Innovation Center located in Cambridge

Agriculture Coordinator – Joanne Richart-Young
- Participating in Chamber Government Relations Committee meetings
- Continue working with Warwick Mushroom Farm on their expansion
- Working with Warwick Mushroom Farm on proposed legislation impacting their Maryland operation
- Attended Upper Shore Harvest Directory meeting
- Planning for Cecil County’s Farmers’ Market 2016 Season
- Follow-up with prospect for potential agricultural operation in County
- Gave a tour for agricultural prospect wanting to locate in County
- Assisting Galvinell Meat Company with improving their operation
- Coordinated meeting with FFA leaders and School of Technology teachers
- Attended Women in Ag all day conference, Dover, DE
- Assisting Farm Bureau with Annual Banquet
- Ongoing coordination with Chateau Bu-De and Cecil County Public School system
- Attended Maryland Ag Council “Taste of Maryland” w/Governor

Tourism Coordinator – Sandy Maruchi-Turner
- Completed Strategic Plan and copies will be printed.
- Worked four days at the Great American Outdoor Show in Harrisburg, PA
- Organized prizes for the Fish & Hunt Maryland booth
- Developed booth supplies for wedding shows
- Attended the first wedding show held at Upper Chesapeake Ballroom
- Working on follow-up activities and literature for the American Bus Association in partnership with Eastern Shore tourism offices
- Attended Eastern Shore Scenic Byways meeting
- Attended Tourism Day in Annapolis and participated in the Eastern Shore Delegation presentation
- Developing 2016 MD State Park Advisory Commission awards program

Economic Development Coordinator - Jason Zang
- Organized site tour for manufacturing prospect’s consultant, and provided necessary follow-up
- Completed RFI for major distribution prospect
- Met with small business owner (distribution/technology) and connected him with partner organizations
- Provided site selection assistance and demographic analysis to 3 additional prospects/organizations
- Attended EAGB Regional Marketing Taskforce meeting and Young Professionals Network meeting
- Presented at North East Chamber of Commerce luncheon
- Toured Eastern Shore Innovation Center
- Secured advertising space in industry publications
- Began work on Office of Economic Development Newsletter for March

Subcommittee Reports:

Education/Workforce – Lisa Webb for Denise Davis
- Continuing work on collaboration project
- STEM Program – Public Libraries asked to be partners – looking for ways to work together on a State level

Technology – Norman Gaither
- Hoping to define public and private partners for Incubator Program
- Defining specifications for location, building, etc. for future Incubator Program
- Financing for Incubator Program

**Land Use – Rupert Rossetti**
- Working through items from meeting held
- WILMAPCO did phone survey of residents of Cecil County – opinion of transportation needs good, conditions of road system is going down

**Finance – Mike Travers**
Focusing on making Revolving Loan Fund easier to use, apply for, looking for a new name for it.

**Communications – Jason Zang**
Met with person from College regarding new logo design. Still working on something to bring Economic Development, Agriculture, and Tourism together for a marketing opportunity.

**Council Report - Dan Schneckenburger**
- Budget will be presented before next EDC meeting. Have expressed my confidence for Marketing Initiative.
- Legislation:
  - Micro Brewery and Distillery Bill looks to be approved; amended only slightly. Another new niche business for County.
  - Parity for Hollywood Casino
  - Chesapeake Utilities – infrastructure of natural gas & interest in public water
  - RAMP MD Symposium will showcase the School of Technology
  - Red Toad Road is a capital improvement budget item – 800 feet of sewer pipe to be laid (new infrastructure)

**2016 Important Upcoming Events**

March 4th - BioMed Symposium
March 10th - Small business workshop sponsored by CBRP

**Summary**
Next month we will be back at our usual space at Cecil College for our EDC Meeting where we will have an Update on Bainbridge. We would like to thank the Cecil County Central Library for hosting this meeting.

The report will be made available via OED website.

*Our next EDC meeting will be on April 6, 2016 at 8:00 a.m. at Cecil College.*

**Adjournment**
Meeting was adjourned at 9:12 a.m.

Respectfully Submitted,

Terri Springel
Administrative Assistant