PRESENT
Dr. Mary Bolt (Cecil College), Walter Buck (Citizen), JoAnn Dawson (Fairwinds), Dr. D’Ette Devine (CCPS), Bruce England (SWN), Norman Gaither (NorArk Executive Group), Scott Holland (i-Lighting), Woody Jackson (Citizen), Michael Lara (Orbital ATK), Sandy Maruchi-Turner (Tourism), Doris Mason (USRC), Grove Miller (Citizen), Susan O’Neill (Economic Development Manager), Robert Palsgrove (WSFS), Michael Ratchford (W.L. Gore & Associates), Joanne Richart-Young (Ag Coordinator), Dr. Carl Roberts (Chamber Government Relations), Rupert Rossetti (Citizen), Dan Schneckenburger (County Council), Lisa Webb (Director of Economic Development), Jason Zang (Economic Development)

ABSENT
Linda Burr (Delmarva Power), Denise Davis (CCPL), Danny DeMarinis (URP), Paula Gilley (Citizen), Lauren Johnsky (APG), Jeanne Minner (Town of Elkton), Mike Travers (Cecil Dance Center)

GUESTS
Scott Flanigan (DPW), Vince Fiorelli (Chesapeake Utilities), Jim Ford (SBDC), Kathy Kunda (Elkton Alliance/Boys & Girls Club), Cheryl Mattix (Cecil Whig), Dr. Alan McCarthy (County Council), Melinda McGuigan (Edis Company) James Newby (Student-Cecil College), Stephanie Palko (Cecil Guardian), Jen Parsons (Best Vacations), Sharon Pelham (APGFCU), Alan Sexton (SWN), David Strouss (McCrone)

Call to Order & Welcome
- Mike Ratchford called the meeting to order at 8:01 a.m.
- Introductions were made by all in attendance.

Chairman’s Report – Mike Ratchford
- Minutes from EDC Meeting on April 6, 2016 were approved.
- Through Primary Election. Alan, Congratulations! Dan, we appreciate you running and bringing up the important issues and appreciate your continuing to serve both on the Council and on the EDC.
- Have had conclusion of Legislative Session
  - In 2017 – question of paid leave will be particularly impactful for small businesses; most large employers have policies already in place and will be ok if legislation is passed. Believe we need to continue dialogue with legislators.
  - Dr. Roberts said Delegates believe it will pass next year. Chamber will run a seminar on how to look at current policies for small businesses. Small businesses need to be prepared for it.
- OED Budget Hearing held on April 19th. Appreciate subcommittee chairs attending and for the support for the Incubator Center. Technical Subcommittee has done a great job; and because of it, there is more understanding about it now.
- Attended Maryland Economic Development Association’s Annual Conference. Vernon Thompson received the Hall of Fame Award with his 14-year old son in attendance at the ceremony.
A Presentation on Susquehanna Workforce Network (SWN) was given by Bruce England, Executive Director.

- Non-profit organization, mostly funded through Federal Government
- Administer workforce funds for this region by working with business and community organizations
- Operate 3 Workforce Centers – busiest center is Cecil County on Rt. 40 – Connect job seekers to employment and training services
  - Serve Harford and Cecil Counties
  - Serve diverse group of job seekers
  - Served over 19,000 job seekers last year – will surpass that number this year
- Types of Services Offered:

<table>
<thead>
<tr>
<th>Job Listings &amp; Job Fairs</th>
<th>Career &amp; Personality Assessment</th>
<th>Career Advising</th>
<th>Specialized Programs (Veterans, ROW, Laid Off)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Market Info</td>
<td>Proficiency Testing</td>
<td>Skill Enhancement &amp; Training Opportunities</td>
<td>Workers, Manufacturing, etc.</td>
</tr>
<tr>
<td>Seminars</td>
<td>Resource Room</td>
<td>Occupations in Demand (LMI)</td>
<td>Youth Services (General &amp; Specialty)</td>
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- Business Solutions & Engagement:
  - Cecil County has 1900 businesses
  - Help businesses recruit workforce
  - Provide training for workforce
    - Work in conjunction with Office of Economic Development (OED) training grant
    - Pay 50% of workers’ wages for on-job training
  - Work with businesses experiencing mass layoffs
  - Hold rapid response meetings (have on-site State Unemployment reps & State Health Coverage reps available to answer employees’ questions)
  - Provide resume building classes
  - Hold job fair for laid-off employees to help find other employment
  - Continue to work with laid-off employees
- Hold recruiting events at Susquehanna Workforce Network Centers
- Work with OED regarding prospects (businesses looking to start up or relocate in Cecil County)

Cecil County will be holding a Job Fair on Thursday, May 12, 2016, from 12:00 p.m. – 4:00 p.m. at Singerly Fire Company Banquet Hall in Elkton. Expected to have a record number of employers there.

Please help SWN attract job seekers – there are over 3,000 unemployed or underemployed individuals in Cecil County
A copy of this presentation is available on our website.
Mike Ratchford stated that we would have a change up in order of presentation today. Our subcommittees with report first and then our department updates will follow.

Subcommittee Reports:

Education/Workforce – Mary Bolt/D’Ette Devine
- State has contributed $3M for Library parking and we are moving ahead with the Gilpin Project.

Technology – Norman Gaither
- On 4/26 went to Delaware Tech Center; they are willing to work with us toward a regional approach to an Incubator Program.
  - Pledged access to a DuPont database
  - Ex-professionals that may want to start a business
  - Important to “vet” the occupants
  - May have found a Director for the Center
  - Looking very promising

Land Use – Rupert Rossetti
- Nothing to report

Finance – Bob Palsgrove
- Submitted response for VLT RFP
  - Applied for $2M
    - 50% of funds have to go to minority-owned business in Harford or Cecil Counties.
    - VLT Manager funded through this $2M, not through Cecil County budget
  - May have questions to respond to and/or respond to an oral presentation

Communications – JoAnn Dawson
- James Newby, Tech in the Visual Communications Lab of Cecil College, presented a variety of possible OED logos that he has been working on.
  - Color can be added to any of the logos
  - We would welcome/appreciate any feedback from the EDC Members and will email out a request.

Council Report - Dan Schneckenburger
- Administration introduced a bill:
  - Good News: Revenue from income tax trending over budget
  - Bad News: Fixed to put money to pay down health care costs that we don’t want to pass on to employees
  - Upside is that at least economy is growing well; seeing strong growth in revenues.

Director’s Report – Lisa Webb
- County Council Budget Hearing
- Rural Counties Legislative Update
- Coordinated Prospect Meetings w/State Agencies
- Meeting with major development group
- State VLT meetings/proposal submission
- NMTC Partner Strategic Planning
- Chamber's Legislative Update
- Bainbridge Update Meetings
- University of Delaware/Deltekpark Incubator Meeting
- Met with several existing businesses looking to expand in county
- Alliance, EAGB, WIB Board Meetings
- Cecil College Advisory Board Meeting
- MEDA Annual Conference

**Department Update – Susan O’Neill**
- Attended pre-proposal conference for VLT RFP
- Meet with Cecil County Dept. of Finance to discuss VLT RFP
- Meet with Finance Committee chair to discuss VLT RFP
- Submitted VLT Fund Manager proposal to MD Dept. of Commerce
- Attended Cecil County Chamber breakfast
- Attended MEDA Annual Conference
- Attended Business Engagement meeting
- Met with CBRP
- Met with Elkton Alliance Economic Competitiveness Committee
- **Continue planning for Business Appreciation Week of May 23rd**
  If you know of any business that would like a visit from OED or the County Executive, please call and let us know.
- **Coordinating workshop for Business Appreciation Week – Will have Sec. of Minority Affairs and others as speakers**
- Attended County Council Budget hearing
- Continue working with DHCD regarding CDBG funds

**Agriculture Coordinator – Joanne Richart-Young**
- Final vendor coordination for Cecil County Farmers’ Market – North East
- Finalized application for and received permit for CC Farmers’ Market – North East
- Preparing/coordinating Farmers Market advertising
- Meetings with local farmers to follow-up on MDA/SHA Ag Sign Program participation
- Coordinated/attended MDA training for Farmers’ Market vendors
- Update visits with Galvinell Meat Company, Painted Sky Alpaca Farm, and Priapi Gardens
- Coordinating Cecil Leadership Institute visit to Warwick Mushroom Farm
- Made annual Agriculture presentation to Cecil Leadership Institute
- Continue follow-up with prospect for potential agricultural operation in County
- Finalized nomination of Mount Harmon for a Maryland Preservation Award
- Attended MARBIDCO meeting in Annapolis
• Attended Rural Maryland Council Directors meeting
• Attended Chamber Government Relations Legislative Wrap Up Breakfast
• Attended Union Hospital meeting
• Attended CC Farm Bureau Directors meeting

Tourism Update - Sandy Turner
• Represented Cecil County with booth at Philadelphia Inquirer Travel Show
• Developed "Tourism Month" promotion for May - Cecil's Choice Awards. Social media campaign to encourage locals and visitors to vote for their favorite Restaurant, Attraction, and Shop
• Tourism Strategic Plan edits continue
• Speaker at the Port Deposit Chamber meeting
• Attended Mid Atlantic Public Relations Alliance and MD Destination Marketing Organizations meetings
• Hosted annual "Partner Appreciation Breakfast" at Hollywood Casino
• Award recipients as follows:
  Cornerstone Award - Fair Hill Natural Resources Management Area
  Tourism Partner of the Year - Town of North East
  Tourism Business of the Year - A&M Tent Events
  Co. Executive / Co. Council Tourism Award - Bassmaster Elite Committee
  Tourism Marketing Award - Hollywood Casino
  Economic Impact Award - Chesapeake City
  Tourism Volunteer of the Year - John Ford, Integrity Real Estate

Coordinator Update - Jason Zang
• Assisted in Business Appreciation Week promotion and development
• Connected retail freight-liner prospect with State representative to initiate filing of tax credit documents
• Compiled edits for OED marketing brochure and delivered them to designer
• Met with sports tourism/entertainment business planning to expand their footprint in Cecil County
• Met with prospect looking to expand current manufacturing operation into Cecil County
• Attended Tourism Appreciation Breakfast
• Participated in training program for County's new website
• Secured advertising space in and delivered advertisements to industry publications
• Prepared promotional material for MEDA Annual Conference
• Began work on Office of Economic Development Newsletter for May
• MEDA Conference slogan was “Creating a Sense of Place” – getting out and telling a story about each business. This will be our focus for out next newsletter with our upcoming business visits during Business Appreciation Week.

2016 Important Upcoming Events

May  
Tourism Month

May 2nd - 3rd  
MEDA Conference
2016 Important Upcoming Events (Continued)

- **May 5th**: Asian Heritage Month Celebration 6pm-8pm
  Cecil County Admin. Bldg.
- **May 6th**: Cecil County Farmers Market Open - North East 2pm-6pm
  Perryville Farmers Market Open - Perryville 3pm-7pm
- **May 16th - 20th**: APG Military Appreciation Week
- **May 23rd - 27th**: Cecil County Business Appreciation Week
- **May 28th**: Fair Hill Races
- **June 17th**: SWN - WIB Annual Meeting

**Summary**
In July, we will be visiting the Cecil County Fair. The EDC will take the month of August off and return in September.

Norm Gaither added:
The Meeting Ground organization will be holding its 3rd Annual Wine and Food Tasting Fundraiser on Friday, May 6th from 6:00 p.m.–9:00 p.m. at Elk Forge Bed & Breakfast Inn, 807 Elk Mills Road, Elkton, MD. Tickets are $50 each. Proceeds from this event are used to help individuals and families transition from being homeless.

The report will be made available via OED website.

**Adjournment**
Mike Ratchford adjourned the meeting at 9:17 a.m.

*Our next EDC meeting will be on June 1, 2016 at 8:00 a.m. at Cecil College, Room TC208.*

Respectfully Submitted,

Terri Springel
Administrative Assistant