

Minutes

Rural Maryland Council Executive Committee Meeting
Wednesday, May 17, 2017 12:00 noon to 2:00 p.m.
Ava's Pizzeria, St. Michael's, MD

Participants:

Josh Hastings, Chair	John Hartline, Tri-County Council for Southern Maryland
Erroll Mattox, Second Vice Chair	
Doris Mason, Immediate Past Chair	
Mike Pennington, Nominating Committee Chair	
Scott Warner, RMPIF Committee Chair	RMC Staff:
Lara Wilson, Health Care Committee Co-Chair	Charlotte Davis, Executive Director
	Meredith Donaho, Program Administrator

Chair Hastings called the meeting to order at approximately 12:20 pm.

Minutes

The Board reviewed the minutes from the March 21, 2017 Executive Committee Meeting. No comments or suggestions for revisions were made. A motion was made by Mike Pennington to accept the minutes. The motion was seconded by Erroll Mattox, and all were in favor. The minutes from the March 21, 2017 Executive Committee Meeting were accepted unanimously.

The Board reviewed the minutes from the April 7, 2017 Spring Quarterly and Executive Board Meeting. No comments or suggestions for revisions were made. A motion was made by Mike Pennington to accept the minutes. The motion was seconded by Erroll Mattox, and all were in favor. The minutes from the April 7, 2017 Spring Quarterly and Executive Board Meeting were accepted unanimously.

Financials – FY17 Budget

Charlotte Davis presented the FY2017 Budget as of May 15, 2017 and a draft of the FY2018 budget. The Rural Maryland Council has total operating available revenue of \$127,541.19, and total grant expenditures of \$1,945,073.00. All funds for the Maryland Agricultural Education and Rural Development Assistance Fund (MAERDAF) and Rural Maryland Prosperity Investment Fund (RMPIF) have been expended.

There is a surplus of funds available that need to be spent by the end of FY2017. There are three pay periods left in FY2017. Some suggestions for spending the funds include sponsoring an ad for Maryland Farm and Harvest (\$35,000). The RMC will encumber and transfer \$15,000.00 to the Rural Maryland Foundation for the FY2018 Transfer of Wealth (TOW) Study. The RMC will also have an upcoming expense of \$8,000 to pay for food for the May 24th Regional Rural Broadband Forum. In addition, sponsorship requests from Preservation Maryland (\$5,000.00) and Partners for Open Space (\$10,000.00) have been received; hard copies of the requests were provided for the Committee to review. Other suggestions included a possible staff retreat, providing a donation to the Maryland Agricultural Education Foundation, and hosting a bus tour for legislators to the Tawes Crab and Clam Bake in July 2017.

The Committee discussed the sponsorship requests. It was decided to sponsor an ad for Maryland Farm and Harvest at \$5,000.00. A motion was made by Mike Pennington to accept \$5,000.00 sponsorship for Maryland Farm and Harvest. The motion was seconded by Doris Mason, all were in favor. The Maryland Farm and Harvest sponsorship for \$5,000.00 was unanimously accepted.

A \$5,000.00 donation for the Maryland Agricultural Education Foundation (MAEF) was discussed. A motion was made by Erroll Mattox to accept \$5,000.00 for MAEF, and to ask for MAEF to send a request for an additional \$5,000.00. The motion was seconded by Doris Mason, all were in favor. The MAEF donation of \$5,000.00 with an opportunity for an additional \$5,000.00 request was unanimously approved.

A \$5,000.00 sponsorship for Preservation Maryland was discussed. A motion was made by Erroll Mattox to accept a \$5,000.00 sponsorship request for Preservation Maryland. The motion was seconded by Mike Pennington, all were in favor. The Preservation Maryland sponsorship for \$5,000.00 was unanimously accepted.

A \$7,300.00 sponsorship for Program Open Space was discussed. A motion was made by Scott Warner to accept \$7,300.00 for Program Open Space. The motion was seconded by Erroll Mattox, all were in favor. The Program Open Space sponsorship for \$7,300.00 was unanimously accepted.

A potential sponsorship for the University of Maryland Eastern Shore Small Farms Conference was also discussed. Scott Warner made a motion to approve the FY2017 financials. The motion was seconded by Doris Mason, all were in favor. The FY2017 financial report and budget were unanimously accepted.

The FY2018 budget included suggestions to add in a line-item for the Agriculture and Natural Resource Committee, as well as estimates for updating the Rural Stat app. An updated FY2017 and FY2018 budget will be provided to the Executive Committee by email within the next few weeks.

Health Care Committee

Lara Wilson, Co-Chair, provided an update for the Health Care Committee. The Committee will continue to be focused on the Rural Health Plan for the State of Maryland. A first draft of the Rural Health Plan will be delivered June 30th, the plan will continue to be revised and submitted for feedback to constituents after June. Co-Chair Wilson presented a proposal from the Maryland Rural Health Association (MRHA) for funding for Phase Two of the Rural Health Plan for the State of Maryland. Phase Two asks for a \$50,000.00 contribution from the RMC to support broad dissemination of the plan, gathering feedback and creating a final draft to present to the Maryland General Assembly. A motion was made by Doris Mason to approve the MRHA proposal for \$50,000.00 for Phase Two of the Rural Health Plan for FY2018. The motion was seconded by Erroll Mattox, all were in favor. The \$50,000.00 for MRHA Phase Two proposal for the Rural Health Plan in FY2018 was unanimously approved.

RMPIF

Chair Scott Warner provided an update for RMPIF. Minutes from the April 4, 2017 RMPIF Committee meeting were shared. The RMPIF guidelines for Regional Council will be shared via email. The Regional Councils will not be required to submit a pre-proposal, a link to the full RMPIF application will be provided via email within the next few weeks. A RMPIF logo will also be created and shared for promotion of RMPIF awarded projects. The RMC will host a MAERDAF/RMPIF Information Session

Webinar on May 31st, and two outreach sessions in Western Maryland on May 9th and Southern Maryland on May 12th.

Legislative Committee

Charlotte Davis provided an update of the Legislative Committee; Co-Chairs Odette Ramos and Lindsay Thompson were unavailable. A draft of the 2017 Legislative Review was shared. SB717 - 2017 Connecting Rural Maryland broadband taskforce bill is expected to be signed by Governor Hogan on May 25th.

RMC/RMF Joint Planning Committee

RMC/RMF Joint Planning Committee Chair Mike Thielke was absent from the meeting. Charlotte Davis shared that there were no new updates.

Rural Maryland Foundation (RMF)

Dan Rider, President of the Rural Maryland Foundation, was absent from the meeting; Charlotte Davis provided an update on the Foundation's activities. The RMF has provided procurement services for the Lower Eastern Shore Workforce Investment Board (WIB) and the Western Maryland Consortium. A Transfer of Wealth Technical Advisory Committee (TAC) webinar meeting is scheduled for June 29th.

GICA

Erroll Mattox, Chair of the GICA Committee, shared that a GICA meeting is scheduled for June 1st. Charlotte Davis will be presenting the RMC grant programs at the GICA meeting.

Executive Director's Report

Charlotte Davis presented a draft procurement policy that has been reviewed by the Maryland Department of Agriculture Attorney General. A motion was made by Mike Pennington to accept the procurement policy. The motion was seconded by Erroll Mattox, all were in favor. The procurement policy was unanimously accepted.

The RMC has also completed a Records Retention Schedule to inventory all files and records in the office. The RMC will also be co-hosting the 2017 Rural Regional Broadband Forum with USDA Rural Development on May 24th in Annapolis. A FY2018 Work Plan draft was also shared with the Executive Committee.

New Business

September 29th Fall Quarterly and RMC Executive Board Meeting and Agenda:

Charlotte Davis shared a draft agenda for the September 29th Fall Quarterly and Executive Board Meeting. The meeting will be located at the Grill at Runways Restaurant in Hagerstown. Maryland Secretary of Transportation Pete Rahm will be the invited guest speaker. The theme of the meeting will be infrastructure.

2017 Partners for Rural America Summit:

Charlotte Davis shared that the RMC will be hosting the 2017 Partners for Rural America Summit. The Summit will take place September 10th- 13th, and will include a day trip of the Eastern Shore and a day trip to meet with Congressional Representatives in Washington, D.C.

2017 Rural Summit:

Charlotte Davis shared that Call for Proposals for the Rural Summit breakout sessions are open and available on the RMC's website. Summit sponsors include Mid-Atlantic Farm Credit, Community Development Network of Maryland, Maryland Relay and the Maryland Department of Agriculture. The RMC is still searching for a keynote speaker. Dee Davis of the Daily Yonder, a rural news site, has been reached out to and has expressed interest in speaking.

Youth Engagement Committee Work Plan

The RMC will begin work on a work plan for the Youth Engagement Committee and will set-up a meeting time within the next few weeks to discuss the Committee further.

Adjournment

With no other business to discuss, Chair Hastings asked for a motion to adjourn the meeting. A motion was made by Erroll Mattox to adjourn the meeting. Mike Pennington seconded the motion, all were in favor. The meeting adjourned at 3:00 pm.

The next RMC Executive Committee meeting is scheduled for Tuesday, September 19, 2017, Location TBD.