

Rural Maryland Council Executive Committee Meeting
Tuesday, September 17, 2019 12:00pm to 2:00pm
Fisherman's Inn, The Wine Room, 3116 Main Street, Grasonville, MD 21638

Participants:

Scott Warner, Chair	Matt Tefteau, RMPIF Committee Co-Chair
John Hartline, First Vice Chair	
Erroll Mattox, Agriculture Committee Chair and Second Vice-Chair	
Mike Thielke, Joint Planning and Development Committee Chair	
Gregory Padgham, Nominating Committee Chair	RMC Staff:
Susan O'Neill, RMPIF Co-Chair	Charlotte Davis, Executive Director
	Amanda Clevenger, Administrative Assistant
	Samuel Biddle, Program Coordinator

Chair Warner called the meeting to order at approximately 12:03pm.

Meeting Minutes

The minutes for the Rural Maryland Council (RMC) Executive Committee meeting on March 22, 2019 and the Rural Maryland Council Executive Board meeting minutes for April 5, 2019 were presented. No members offered changes. Ag Committee Chair and Second Vice-Chair Erroll Mattox moved to accept the Executive Committee meeting minutes from March 22, and First Vice Chair John Hartline seconded the motion. The Committee carried the motion unanimously. The Committee agreed that they would defer the Executive Board meeting minutes to the meeting next week.

Financials – Fiscal Year (FY)19 Closeout & FY2020 Budget

Executive Director Charlotte Davis presented the FY2019 Budget as of March 21, 2019. The Rural Maryland Council has total operating available revenue of \$57,263.47 and spent a total of \$5,956,952.55 in grant expenditures. The Council received returned grant funds for FY2017 to FY2018 from Cecil County Office of Economic Development, West Cecil Health Center, and the Maryland Forestry Association, which the RMC rolled into the budget for the FY2020 grants. Joint Planning and Development Committee Chair Mike Thielke moved to accept the FY19 financial report, and John Hartline seconded the motion. The Committee carried the motion unanimously.

Director Davis also presented the FY2020 Budget, as of September 17, 2019. The RMC has total available revenue of \$6,334,000.00. After extensive discussion of the FY2020 line items and forecasted operating needs, Mike Thielke moved to reallocate to Personnel Expenses the amounts designated for the Health Care Committee, the Ag/Natural Resources Committee and the Regional Office, and \$10,500 of the amount detailed for the Statewide Event. RMPIF Committee Co-Chair Matthew Tefteau seconded the motion, and the Committee carried the motion unanimously, with a roll call vote held by Chair Warner.

Ag Chair and Second Vice-Chair Erroll Mattox moved to accept the FY2020 budget, and RMPIF Co-Chair Matthew Tefteau seconded the motion. The Committee accepted the motion unanimously.

Rural Maryland Prosperity Investment Fund (RMPIF) Committee

RMPIF Committee Co-Chair Matthew Teffeu reviewed the FY2020 application cycle and the closeout of the FY2019 grants. The FY2020 RMPIF awards include 1 award to the RMC for operating costs, 5 grants to the Regional Councils, 16 grants for Health Care awards, 5 Entrepreneurship awards, and 6 grants for Infrastructure, totaling \$5,263,635.24. A formula determines the amount available for the RMC operations grant, which totaled \$513,917.00 for FY2020. The RMPIF authorizing statute allocates one-third of the RMPIF's annual amount to the regional councils. Most FY2019 grantees have submitted their final reports, and the RMC has contacted all of those who have not. The RMC has granted some extensions for final reports to FY19 grantees.

Co-Chair Teffeu discussed communications and publication of the RMPIF awards. Director Davis noted that each grant agreement obligates grant awardees to recognize the RMC in any press releases or public media content for the work funded by their grant. Director Davis also presented the RMC's press release on the FY2020 MAERDAF/RMPIF grant awardees, and the Committee approved the content for posting on the RMC website. Co-Chair Teffeu recommended that the RMC also produce a map representing the distribution of the RMC's grant across Maryland.

Charlotte Davis presented the RMC's submission on its updated Managing-for-Results (MFR) metrics required by the FY2020 Operating Budget Joint Chairmen's Report. The Director noted the potential future value of the tracking software in ensuring compliance by grantees with their match requirements. The Committee raised questions on revising the RMPIF and MAERDAF guidelines in light of the development of the metrics.

Co-Chair Teffeu thanked the RMC Grant Review Board for its diligence in making the FY2020 RMPIF awards, and asked Executive Director Davis to pass along his appreciation.

Legislative Committee

Legislative Committee Co-Chairs Lindsay Thompson and Odette Ramos were not available. Executive Director Davis plans to hold an in-person meeting with Lindsay in October. The Director presented the 2019 Legislative Review to the Committee. The Executive Committee discussed the biweekly calls hosted by the Legislative Committee chairs during the General Assembly Session and the possible order of RMC events.

Agriculture Committee

Chair Erroll Mattox discussed the scholarship awards to farmers and students, and the Executive Committee discussed the awards. Director Davis discussed her attendance at a listening session of the Maryland Department of Agriculture's (MDA's) planning process for a Strategic Plan for the Agriculture Industry.

Joint Planning and Development Committee

Chair Mike Thielke provided an update. The Committee will present a draft Strategic Plan for approval at the Annual Meeting on December 11, 2019. Chair Thielke recommended that the next Executive Committee meeting consider measurables and action items for any Strategic Plan approved. The Executive Committee should also annually review progress on the plan and its tasks.

Nominating Committee

Chair Gregory Padgham presented nomination recommendations to fill the vacant Department of Commerce ('Commerce') seat and one at-large seat. Chair Padgham submitted the name of Heather Gramm, CEcD, Senior Director for Strategic Industries & Entrepreneurship at Commerce, and the Executive Committee discussed how to transmit an invitation to Ms. Gramm. Chair Padgham also submitted William Valentine, former President of the Allegany Board of County Commissioners. He was recommended by Delegate and RMC Board Member Hon. Mike McKay.

Rural Maryland Foundation

Chair Daniel Rider was not available to report to the Executive Committee.

Executive Director's Report

Copies of the Executive Director's report and staff activity logs were shared with the Committee. The Director discussed her activity representing and administering the RMC since the last Executive Committee meeting, including MAERDAF/RMPIF direction, chairing Partners for Rural America (PRA), and attendance of various events throughout the State. Members of the Committee asked Director Davis about the Keystone Development Corporation, on the board of directors of which she serves, and about the mission of PRA.

New Business

September 27, 2019 Rural Maryland Council Executive Board Meeting Agenda

The Executive Committee discussed potential guest speakers, including a representative from the Eastern Shore Regional GIS Consortium and the Deputy Director of the Opioid Operational Command Center. No requests for changes or additions were made to the agenda. The meeting will take place on Friday, September 27 at the Wharves of Choptank Visitor and Heritage Center, 3 Crouse Park Lane, Denton, from 12pm-2pm.

2019 Rural Summit

Director Davis presented the Committee with the most recent draft agenda for the Rural Summit. Mike Thielke spoke positively about the scheduling of the breakout sessions, and the Committee discussed the time allotted to the Keynote Speaker. The Committee also considered the possibility of conjoining a meeting of the Rural Broadband Task Force with the rest of the Summit agenda. Matt Teffeau suggested that any meeting of the Task Force occur on December 11, the day before the Summit. The Committee took this under advisement pending feedback from the Rural Broadband Task Force.

Annual Awards

The Committee agreed to leave the award categories unchanged and pick awardees at the next Executive Committee meeting. The Committee may make a Rural Legacy award this year. Matt Teffeau moved for the award announcements to occur at the RMC Annual Meeting dinner on December 11, and Mike Thielke seconded the motion. The Committee unanimously carried it.

Move RMC Executive Committee Meeting

The Committee moved to reschedule the next Executive Committee meeting for November 6, 2019, to take place at the Fisherman's Inn in Grasonville, MD. The meeting will begin at 11:30am.

Adjournment

With no other business to discuss, Chair Warner requested a motion to adjourn the meeting, which the Committee unanimously approved. The meeting adjourned at 2:30 P.M.

The next RMC Executive Committee meeting is scheduled for Wednesday, November 6, 2019, Fisherman's Inn, Grasonville, MD.