



UPPER SHORE REGIONAL COUNCIL

Cecil County
Kent County
Queen Anne's County

Executive Board Meeting Minutes

Executive Board

Dr. Alan McCarthy
Chair
Cecil County Council
Commissioner

Ronald H. Fithian
1st Vice Chair
Kent County
Commissioner

Robert Buckey
2nd Vice Chair
Queen Anne's County
Commissioner

Joyce Bowsbey
Cecil County
Councilwoman

James J. Moran
Queen Anne's County
Commissioner

William W. Pickrum
Treasurer
Kent County
Commissioner

Representing the General
Assembly:

Senator Stephen S. Hershey
Delegate Jay A. Jacobs
Delegate Steven J. Arentz
Delegate Jeff Ghrist

Maryland General Assembly

Doris S. Mason
Executive Director
dmason@kentgov.org
www.linkedin.com/in/dorismason

Date and Time: Thursday, December 17, 2015

Location: Conference Call; 8:00-9:00 A.M.

Participants: Dr. Alan McCarthy, Board Chair and Cecil County Councilman; Senator Stephen S. Hershey; Del. Steven Arentz; Del. Jeff Ghrist; Joyce Bowsbey, Cecil County Councilwoman; William Pickrum, Board Treasurer and Kent County Commission President; Robert Buckey, Queen Anne's County Commissioner; Jamie Williams, Kent County Economic Development, Proxy for Commissioner Ron Fithian; Jack Wilson, Queen Anne's County Commissioner, Proxy for Jim Moran; Doris S. Mason, MSW, Executive Director.

Welcome/Purpose of Meeting

Chairman McCarthy opened the Executive Board meeting at 8:10 AM after waiting for a quorum to be present on the line.

The September Executive Board minutes were unanimously voted to be accepted as presented. (Councilwoman Bowsbey made the motion and Commissioner William Pickrum seconded the motion---the group agreed unanimously.)

The group voted to accept the Officers Slate as presented: Councilman Alan McCarthy, presented as Chair, Commissioner Jack Wilson (to assume James J. Moran's office) and Kent Econ. Development Staff person, Jamie Williams (to take Ron Fithian's spot) to be presented to the Full Council as the newly appointed board members for 2016.

Exec. Director Mason presented the group with hard copies of the new Draft Accounting Policies and Procedures Manual with copies in the meeting packets for consideration. The group voted to adopt the procedures as presented. Access to Quickbooks for the Treasurer (and the Exec. Director) was deemed sufficient.

The Board voted to issue Ms. Mason a monthly health insurance stipend (\$300.00) retroactive to beginning of FY 2016, the beginning of her contract year. Ms. Mason will receive no pay raise for FY 2016. The group then voted to make the health insurance modification to Ms. Mason's contract and then to sign it, as is (Councilwoman Bowsbey moved and Commissioner William Pickrum, seconded---the group agreed unanimously). The group had a discussion of the clause in Ms. Mason's contract, which has been there from the beginning regarding retirement benefits. Treasurer Pickrum agreed to work with Ms. Mason around implementation.

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(410) 810-2124 – Phone; FAX (866) 571-5607*

*www.uppershoreregionalcouncil.org; www.youthdashboard.com;
www.harvestdirectory.com; www.chesapeakewinecountry.com*



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The group entered a discussion regarding having the respective Econ. Development directors work with the USRC to identify priorities and outcomes and then draw up a plan for implementation, which will benefit all 3 counties, slowing down the current CEDS track, which the Council has begun. The ED's would then evaluate and assist Ms. Mason with accomplishing the goals. Commissioner Buckey objected to the notion that the Economic Development Directors should "supervise" Ms. Mason. Del. Arentz discussed that he talked with some counties at MACo to see if Regional Councils were "working" in order to assess whether to pull county money from the efforts of the Councils.

Delegate Ghrist recommended quarterly written summaries, as he was aware that the other Regional Councils do. Ms. Mason shared that she, too, does the quarterly updates in the form of a report to the state Dept. of Commerce and shares them in the packets with the Executive Board. Ms. Mason agreed to place more emphasis on reviewing the reports with the Board.

The group recommended that no more food be served at the Full Council meetings, as it may present a distraction from the business at hand.

The meeting was adjourned at 9:05 a.m.

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