

# UPPER SHORE REGIONAL COUNCIL



Cecil County  
Kent County  
Queen Anne's County

## Executive Board

Robert Buckey  
Chair  
Queen Anne's  
Commissioner

Ron Fithian  
1<sup>st</sup> Vice Chair  
Kent County  
Commissioner

Joyce A. Bowsbey  
2<sup>nd</sup> Vice Chair  
Cecil County  
Councilwoman

Jack Wilson  
3<sup>rd</sup> Vice Chair  
Queen Anne's County  
Commissioner

William W. Pickrum  
Treasurer  
Kent County  
Commissioner

George Patchell  
Secretary  
Cecil County  
Councilman

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](mailto:dmason@kentgov.org)  
[www.linkedin.com/in/dorismason](http://www.linkedin.com/in/dorismason)

## Executive Board Meeting Minutes

**Date and Time:** Wednesday, November 16, 2016; 5:00-6:30 p.m.

**Location:** USRC Office, 122 N. Cross Street, Chestertown, MD 21620

**Participants:** Robert Buckey, Chair, Queen Anne's County Commissioner; Joyce Bowsbey, 2nd Vice Chair, Cecil County Council; William W. Pickrum, Treasurer, President, Kent County Commissioners (via telephone); James Massey, Cecil County Council Manager (proxy for George Patchell); and Doris Mason, Executive Director; Guest, Matthew Mullin, President and CEO, High Street Strategies, LLC (via telephone)

### **Welcome/Review of Meeting Purpose**

Chairman Buckey called the meeting to order at 5:00 p.m. and determined that there was a quorum of the Executive Board.

The Board reviewed the minutes of the previous Executive Board meeting of August 4, 2016. Vice President Bowsbey made a motion to approve the minutes as presented. The motion was seconded by Mr. Massey and approved unanimously.

Commissioner Pickrum, Treasurer, requested that Ms. Mason present the fiscal overview. The balance sheet, as of November 15, 2016, reflects a balance of \$95,197.38. Ms. Mason enumerated income thus far this FY of \$50,000 from a state Department of Commerce grant, \$10,750 from a USDA Rural Development grant, and \$12,000 from Cecil County Government for annual assessment. She also shared the Custom Summary Report that shows the spending in categories with income of \$72,750 and expenses of \$73,457. Ms. Mason made the board aware that the current vendor who provides the organization's payroll services: Radcliffe Corporation Services, transferred their accounts to ADP on November 4, 2016. She stated that there will be no change in fees or terms. Vice President Bowsbey made a motion to accept the treasurer's report. The motion was seconded by Mr. Massey and approved unanimously.

Ms. Mason reported that two interns from Washington College are working with her on behalf of the Council. One intern works every Tuesday from 9:00-4:00 and our second intern works 9:00-noon on Monday, Wednesday and Friday and on Thursday 9:00-11:00. They are assisting with social media updates, and other "administrative assistant" types of work and join in with attending meetings and taking notes, etc.

Ms. Mason reported that USRC is receiving a grant from the Department of Commerce in the amount of \$200,000, which will be used to fund projects in Cecil and Kent Counties. She also stated that USRC is applying for a USDA Rural Business Development Grant in the amount of \$52,000 to support the Harvest Directory project.

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[www.uppershoreregionalcouncil.org](http://www.uppershoreregionalcouncil.org)*

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She stated that the new Harvest Directory has been published in two versions for the upper shore (Kent, Queen Anne's and Cecil) and mid-shore (Talbot, Caroline and Dorchester). She also stated that the Department of Commerce has approved the annually submitted "scope of work" for the Council.

Ms. Mason introduced Matt Mullin, CEO of High Street Strategies, via telephone. Mr. Mullin is offering state and federal lobbying services to USRC. He stated that federal programs could offer funding for: transportation, water and sewer infrastructure, and agriculture. He specifically discussed the Water Resources Development Act that may authorize the Army Corps of Engineers to work on projects related to clean water. He also stated that Congress is already working on the reauthorization of the farm bill and will be conducting hearings in 2017. The Board suggested that Mr. Mullin make an additional presentation at the December meeting of the Full Council regarding how his services can directly impact USRC and the counties. In addition, the Board requested that Ms. Mason ask for a proposal with costs. Mr. Mullin was referred to the USRC by Ms. Shelley Heller, County Administrator for Kent County.

Ms. Mason reviewed the grants from the Rural Maryland Prosperity Investment Funding which went to organization in our region. Included was: \$68,522 for the Cecil County incubator; \$43,805 for the West Cecil Health Center; \$51,282 for the Eastern Shore & Western Shore Area Educational Centers; \$18,000 for the Maryland Rural Development Corporation (MRDC); \$58,263 for Delmarva Community Services; \$66,808 for the Eastern Shore Entrepreneurship Center and \$41,784.00 for the Affiliated Sante Group (which provides Mobile Crisis services to Salisbury and Chestertown).

The full Upper Shore Regional Council will meet at 10 to 11:45 am on Thursday, December 8, and a luncheon meeting of the Joint Regional Councils will be held during MACo Winter Conference on Thursday, December 8 from 12 to 1pm. (RSVP by November 22). Ms. Mason has and will again e-mail all of this out to the Council and pertinent partners.

Ms. Mason stated that the METS Guild (youth STEM workforce development) project recently received a grant from the Verizon Foundation in the amount of \$2,500 and has enrolled 48 students from across the region.

Ms. Mason also stated that she, along with Delegate Jacobs and Senator Hershey, are members of the [Maryland Healthcare Commission's Workgroup on Rural Health Care Delivery](#). During the 2016 Legislative Session, Senate Bill 707 Freestanding Medical Facilities- Certificate of Need, Rates and Definition (SB 707), passed into law and was signed by the Governor on May 10, 2016. The legislation establishes a workgroup on rural health care delivery to oversee a study of healthcare delivery in the Mid- Shore region and to develop a plan for meeting the health care needs of the five counties -- Caroline, Dorchester, Kent, Queen Anne's and Talbot. The group met on August 30 and November 1, 2016. Break out groups are looking at the economic impact and the workforce development needs of the rural counties for the current healthcare delivery systems. Ms. Mason is a part of the workforce development group.

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Under “new business”, Vice President Bowsbey asked about a review of the bylaws. President Buckey agreed that this action should be undertaken. Ms. Mason stated that one of the issues for revision is regarding the limitation on when someone can have a proxy.

President Buckey asked Commissioner Pickrum if Jamie Williams could be invited to attend the USRC meetings. Commissioner Pickrum agreed to look into this.

The meeting was adjourned by 6:05 p.m.