



Montgomery County Economic Development Corporation

Executive Committee Meeting Minutes

March 2, 2020

MCEDC

1801 Rockville Pike, Suite 320

Rockville, MD 20852

The following Committee members were present:

Robby Brewer, Lerch, Early & Brewer – Chair
Ola Sage, CyberRx – Vice Chair
Angela Graham, Quality Biological – Secretary
Carmen Larsen, Aquas, Inc. – Treasurer (joined at 8:50 am)

The following attendees were present, consistent with the requirements of the Open Meetings Act and in accordance with the Corporation's Bylaws:

Ben Wu, President & CEO
Bill Tompkins, Executive Vice President & COO
Sarah Miller, VP of Strategy
Stacey Hardy, VP of Operations
Brad Stewart, Senior Vice President of Business Development
Kristin O'Keefe, Vice President of Communication & Marketing
Phil Singerman, Tech Transfer Project Lead

The meeting was called to order at 8:31 am. A quorum of the Committee members was present. Stacey Hardy was designated to take minutes.

Approval of Minutes

The minutes from the February 18 were approved as presented.

CEO Report

Mr. Wu welcomed Mr. Singerman who will be working with MCEDC as an independent consultant and will serve as the lead on technology transfer and federal laboratory collaboration projects. Mr. Singerman provided a brief introduction.

Mr. Tompkins reported back to the Committee regarding the elements of WorkSource Montgomery's (WSM) charter and their workforce responsibilities. Mr. Tompkins confirmed that WorkSource Montgomery is responsible for all aspects of workforce development. Mr. Tompkins noted that the WSM Board will be meeting on March 10 to discuss next steps on their CEO search and the appointment of new Board members. Mr. Tompkins discussed the potential programmatic and financial impact of WSM's departure from the suite.

Commerce Cabinet

Mr. Wu presented a draft executive order to establish the Montgomery County Commerce Cabinet. The

draft is being reviewed by the County Executive's legal team. The cabinet will create a structure to allow for interagency coordination across all elements of economic development and will allow MCEDC to represent the interests and perspectives of the business community in these areas. MCEDC will chair the cabinet. The cabinet will consist of 14 members, to include representation by County Council staff.

Joint Statement on Regional Cooperation Among Maryland Capital Region Local Economic Development Organizations

Mr. Wu reported that the joint statement on collaboration among regional local economic development organizations (Anne Arundel, Charles, Frederick, Prince Georges and Montgomery) will be signed in the next two weeks. A press event will be conducted at Denizens.

Mr. Wu noted that MCEDC will also be exploring ways to become part of a greater regional effort to include Virginia and the District of Columbia, through efforts led by the Council for Economic Development Organizations (CEDO).

Augustine Commission

Mr. Wu updated the Committee on the status of the Augustine Commission and shared a draft overview of the Commission's purpose and timeline for implementation. Ms. Graham stressed the need to consider new voices when selecting members of the Commission. Ms. Larsen requested that the Commission also include representation from the Hispanic community.

Mr. Wu noted that he plans to announce the Commission at the March 30 event.

FY21 County Appropriation Process

Mr. Wu noted that MCEDC met with the Office of Management and Budget and the County Executive to discuss its appropriation request for FY21. MCEDC will also appear before the PHED Committee and the County Council in April to discuss the appropriation. Mr. Brewer requested that the Executive Committee be notified when a date for the PHED Committee meeting has been determined.

Mr. Wu discussed the County's incubator study which will be completed before the end of the fiscal year. Mr. Wu noted that the results of the study may indicate a role for MCEDC. Mr. Brewer requested that the Executive Committee be apprised of the results of the study.

Mr. Wu discussed the County Executive's economic development trip to India in the fall. MCEDC will play a role in coordinating the economic development aspects of the trip. The management/administration of the trade mission will be handled by the County Executive's team.

Board Communications

Ms. O'Keefe presented a draft of the "Bulletin Board" email communication. The Executive Committee provided feedback and suggestions. The first issue of the communication will be distributed on March 6.

Governance

Mr. Wu noted that he met with Ms. Graham to discuss governance issues.

Montgomery County Chamber of Commerce Partnership

Mr. Tompkins presented additional points of clarification regarding the Montgomery County Chamber of Commerce request. Ms. Larsen moved to approve the request as presented. Ms. Graham seconded the motion. The motion passed unanimously.

Economic Development Ecosystem Matrix

Mr. Tompkins presented a matrix of the County's economic development ecosystem. Mr. Tompkins discussed the establishment of the Office of Business Services and the relationship between the new entity and MCEDC. Ms. Sage suggested that organizations that help companies grow such as Small Business Development Centers (SBDC) and Procurement Technical Assistance Centers (PTAC) also be reflected in the matrix. Mr. Brewer suggested that the matrix reflect MCEDC's role in assisting the Business Solutions Group in resolving issues with public entities.

Board Meeting Agenda

The Executive Committee reviewed the agenda for the March Board meeting and provided edits. The meeting will be held in the Cybersecurity Center and Lab at the Montgomery College Germantown campus.

Silverback Strategies Proposal

Mr. Brewer presented a proposal to enter into a contract with Silverback Strategies for SEO services and requested feedback. Mr. Brewer approved the proposal as presented.

New Business

Ms. Larsen discussed pending legislation that would give Montgomery-based businesses preference when awarding contracts. A hearing on the proposed legislation will be held on March 13. Mr. Brewer will send an email to the Board with additional information about the bill, as well as the proposed bill to repurpose funds from the Economic Development Fund for childcare grants.

Adjournment

The meeting was adjourned at 10:00 am.

Minutes submitted by Stacey Hardy