



Washington County Economic Development Commission Board
Regular Meeting
October 8, 2015

The regular meeting of the Washington County Economic Development Commission Board (EDC) was held at 100 West Washington Street, Room 255. The following members were present: Hugh Breslin (Chair), Julie Rohm (Vice Chair), Jef Bohn, Ryan Daughtridge, Jim Herbert, Bob Jeffers, Joshua Martin, and Pete Thomas. Excused from the meeting were Paul Crampton, Ed Lough, Michael Reyka, and Janet Stiles Fulton.

Ex-Officio members attending were Kristin Aleshire and Don Munson, Council Members for the City of Hagerstown; and Jill Frick, Economic Development Manager for the City of Hagerstown. Greg Snook was excused from the meeting; and ex-officio members not present were Commissioners Terry Baker, John Barr and LeRoy Myers.

County staff in attendance included Carmen Harbaugh, Leslie Hart, Kassie Lewis, Bob Mandley and Linda Spence of the Department of Business Development; Greg Murray and Sarah Sprecher of Administration; and Tabitha Porterfield of the Department of Public Relations and Community Affairs. Also in attendance were Jeffrey Cline, Commissioner for Washington County; and Ross Cook of the Hancock Economic Development Commission.

Call to Order – The meeting was called to order by Hugh Breslin. Mr. Breslin welcomed Joshua Martin of Volvo Group Trucks as the newly appointed member to the EDC board. Mr. Martin gave a brief overview of his background and experience. Mr. Breslin also welcomed Ross Cook to the meeting. Mr. Cook announced the Hancock Economic Development Commission was reinstated nearly two months ago. He attended the Hancock Town Hall meeting on September 9 whereas the Mayor and Council passed a resolution to submit a renewal application in conjunction with Washington County, MD to re-designate the Hancock Enterprise Zone.

Approval of the Agenda – Pete Thomas made a motion to approve the September 10 meeting agenda as presented. The motion was seconded by Julie Rohm and unanimously approved.

Approval of Minutes – Jim Herbert motioned to approve the meeting minutes of August 20 as presented, the motion was seconded by Bob Jeffers and approved unanimously.

Elected Officials' Comments – Council Member Munson explained that while the general public perceives a non-cooperative spirit between the City of Hagerstown and Washington County, the opposite is more accurate. City and County staff and officials enjoy a great partnership as evidenced by the recent efforts that have successfully secured Pinnacle Foods to locate in the former Unilever building. Council Member Munson noted that in addition to the hard work City staff committed to this project, he acknowledged efforts put forth by county staff Bob Mandley, Kassie Lewis, Greg Murray, the County Commissioners, and two local Delegates Andrew Serafini and Brett Wilson. Members agreed to send a thank you note on behalf of the EDC/DBD to the Delegates for their participation and assistance on this project. Council Member Munson stated a property owner refusing right-of-way on their property for the proposed *Walking Trail* from the Arts & Entertainment District in downtown Hagerstown to City Park has reversed their decision allowing the project to move forward.

Director's Report –Kassie Lewis reminded members Maryland Department of Business & Economic Development Secretary, Michael Gill will make his first visit to Washington County, MD on September 14 with a planned tour of Volvo Group Trucks. The following day, September 15, Secretary Gill will return to Washington County, MD, for an invitation only visit and luncheon. She noted Antietam Cable has generously offered to mail the *My Biz Idea* flyers to more than 72,000 Antietam Cable customers free of charge.

Executive Committee – Hugh Breslin commented on attending a recent meeting with City staff Valerie Means, Scott Nicewarner, and Jill Frick, including Kassie Lewis and Ryan Daughtridge. The meeting was a formal meet and greet and to reiterate the EDC's interest in providing support to the City of Hagerstown when asked or

as needed. He noted the City Center Committee has been involved in the City's *Main Street Program* initiatives and will continue its support along those lines. Greg Murray reported Valerie Means has been asked to attend a future BOCC meeting to formally introduce her and to share ideas regarding continued synergies. Ryan Daughtridge requested time on future EDC Board agendas to provide updates on the *Main Street Program*. Jill Frick noted the need for student housing has increased beyond USM-H students. She is working with Joshua Martin of Volvo on a need to house interns and co-ops year round. Mr. Martin stated this clientele does not fit into dorm-style housing rather they require apartment style living with private baths, access to resources, etc.

Education and Workforce Development Committee – Bob Jeffers reported Washington County Public Schools (WCPS) Superintendent, Clayton Wilcox and members of his leadership team are scheduled to make a presentation to the committee on October 22 at 10:00 a.m., at the WCPS Administrative Office located on Downsville Pike. The purpose of the meeting is to discuss workforce development issues as they relate to the school system. An invitation was extended to EDC board and ex-officio members, and BOCC. Mr. Jeffers urged the EDC to become an active partner with the *On Track Program*. The *On Track Program's* Mission is to “Align public, private, and non-profit resources and opportunities from cradle to career, empowering individuals to maximize their potential through educational and vocational endeavors.” Jef Bohn applauded Mr. Jeffers' efforts on behalf of continuing education and workforce development. *Mr. Bohn made a motion for the EDC to become an active partner with the “On Track Program” organization. The motion was seconded by Bob Jeffers and passed unanimously.*

Marketing and Communications Committee – Julie Rohm stated the BOCC will kick-off Economic Development Week for Washington County, MD (September 29-October 2) by presenting the EDC/DBD with a Proclamation proclaiming ED Week on September 29 at 1:30 p.m. As part of the week's festivities, the *Loves My Business Campaign's* postcards and window clings are being stuffed and mailed this week. Businesses are encouraged to display the clings in their business front and a few area farms will have hay bale wraps. 27 lucky businesses in the Washington County area will receive a visit from the “Prize Patrol.” The Prize Patrol will deliver a balloon bouquet ordered from *Copyquik Printing & Graphics*, a dozen of cookies provided by *Monica's Sugar Studio*, a Washington County canvas tote ordered from *Anything Printed* filled with Washington County, MD resources, and a BOCC signed certificate of appreciation. Volunteers are needed to assist in the Prize Patrol and a sign-up sheet was circulated. Plans to conclude Economic Development Week with a *Celebration of Business* breakfast have been postponed until Economic Development Week 2016. Leslie Hart reported she and the PR Department have developed several agriculturally-related 20-second television advertisements, called “donut spots” which are now airing on WHAG-TV. She mentioned several agricultural publications are in the process of being updated and/or developed, e.g., flyers, cheese brochure, the Farm Guide, and billboard advertisements, etc.

Water and Sewer Infrastructure Committee – Bob Jeffers made a motion to create the “*Water and Sewer Infrastructure Committee*” under Jim Herbert's leadership. *The committee will seek to ensure the county's water and sewer resources are utilized efficiently. The committee shall also study existing and future technology infrastructure in Washington County. The motion was seconded by July Rohm and approved by unanimous vote.* Jim Herbert stated he has begun reviewing the previous Infrastructure Committee Report and the Washington County Comprehensive Plan. He will work with Kassie Lewis to identify the organizational structure of the committee. Mr. Breslin suggested the committee contain a member of the City of Hagerstown and Washington County staff who is working on the respective Comprehensive Plans. Council Member Aleshire stated the City would be interested if the focus remains on water and sewer resources relating to land use, however the City would not be interested in relinquishing its control of water and sewer or consolidating resources. Mr. Herbert noted his plan will be broken into four phases, sourcing, processing, distribution, and reclamation.

Old Business – Nothing reported this month.

New Business – Kassie Lewis noted the DBD will participate in the Chamber of Commerce's Business Expo on September 15. Sarah Sprecher distributed the *Journal* newsletter, noting the lead article detailed the

Manufacturer's Supply Chain Study that is currently underway. She noted articles related to the economic impact of the Hagerstown Regional Airport and the agricultural community in Washington County, MD were both approximately \$108M.

Closed Session – Pete Thomas motioned to go into Closed Session to consider a matter concerning the proposal of a business or industrial organization to locate, expand, or remain in the State; or any personnel matters in accordance with the Annotated Code of Maryland. The motion was seconded by Jef Bohn. Hearing no discussion the motion was approved by unanimous vote.

Open Session – On a motion made by Jim Herbert to return to Open Session and seconded by Pete Thomas, the motion was unanimously approved. Present during Closed Session were Kristin Aleshire, Jef Bohn, Hugh Breslin, Jeffrey Cline, Ryan Daughtridge, Jill Frick, Carmen Harbaugh, Leslie Hart, Jim Herbert, Bob Jeffers, Kassie Lewis, Bob Mandley, Joshua Martin, Don Munson, Greg Murray, Tabitha Porterfield, Julie Rohm, Linda Spence, Sarah Sprecher, Pete Thomas.

Adjournment – Jim Herbert made a motion to adjourn the meeting which was seconded by Ryan Daughtridge. Hearing no discussion, the meeting was adjourned.

Linda Spence, Business Support Specialist
Washington County Department of Business Development
and
Recording Clerk for the Washington County
Economic Development Commission Board