

**Business Meeting Minutes for September 22, 2021**

**I. Call to Order and Determination of Quorum:**

The business meeting was called to order by Chairman, Jesse Parks at 9:02 a.m. at The Chesapeake Heritage & Visitors Center, 425 Piney Narrows Rd., Chester, MD. Due to COVID-19 social distancing restrictions being lifted, the meeting was held in-person, with the option to participate via Zoom. The following Board Members were present and represented a quorum:

Jesse Parks, Chairman  
Lee Bridgman, Secretary  
Ed Beres, Treasurer  
Hazen Arnold  
Larissa Costello  
John Anderes  
Shawna Truitt  
Jeremy Reynolds

**Not Present:**

Heather Bacher  
Jim Riley  
Rob Marsh  
Jon Cook  
Brian DeMoss

**Staff Present:**

Heather Tinelli, Director, Economic & Tourism Development  
Connie Dean, Career Technology Liaison, Economic & Tourism Development  
Rebecca Lepter, Economic Development Coordinator, Economic & Tourism Development  
Lisa Gallow, Office Coordinator, Economic & Tourism Development (via Zoom)

**Others present:**

Jack Wilson, Commissioner, Queen Anne's County  
Todd Mohn, County Administrator, Queen Anne's County  
Linda Friday, President, Queen Anne's County Chamber of Commerce  
Gigi Windley, Director, Kent Narrows Development Foundation  
Mike Arntz, Community Liaison, Congressman Andy Harris (via Zoom)  
Dave Harper, VP of Workforce & Academic Programs, Chesapeake College (via Zoom)  
Nancy LaJoice, Sr. Business Development Representative, Maryland Department of Commerce (via Zoom)  
Kim Kratovil, Eastern Shore Field Representative, U.S. Senator Ben Cardin  
Keith Griffin, Town of Sudlersville

**II. Approval of Agenda and Minutes:**

On a motion made by Mr. Anderes and seconded by Mr. Beres the September meeting agenda was approved by a unanimous vote of all members present.

On a motion made by Mr. Anderes and seconded by Mr. Parks, August meeting minutes were approved by a unanimous vote of all members present.

**III. Treasurers Report:** Mr. Beres reported that the account managed by Chesapeake Charities has a current balance of \$3,815.47.

**IV. Commissioners Report:** Queen Anne's County Commissioner Jack Wilson updated the board on behalf of the County Commissioners. Their focus for the next 6-8 months will be the Comprehensive Plan. FY23 budget process begins in November. Broadband projects are continuing around Queen Anne's County, most notably in North County.

**V. Department of Economic and Tourism Update:** Heather Tinelli, Director of Economic & Tourism Development provided a department update for the EDC:

- a. The 2021-2022 Queen Anne's County Visitor Guide has been published and distributed. Launch of the new branding platform will be held in conjunction with the Economic Outlook Mrs. Tinelli will be giving at the Chamber's upcoming event at Prospect Bay Country Club on September 23<sup>rd</sup>, 2021.
- b. The Economic Development Incentive Fund recently approved a conditional loan in the amount of \$34K for Kent Island Crab Cakes to purchase a walk-in freezer.
- c. Queen Anne's County was awarded an additional \$41,915 for the Online Sales and Telework Support Grant Program II. 33 applications were received and will be reviewed by the grant committee later this week.
- d. Construction is underway on the new Target, which is backfilling the old Kmart space in Stevensville.
- e. Mrs. Tinelli provided a project update to the board from Queen Anne's County Planning and Zoning.

**VI. Old Business:**

**A. Comprehensive Plan Work Session:** After discussion regarding the proposed Land Use Chapter, the board unanimously agreed that these topics should be given more attention. Mrs. Tinelli sent each member a detailed copy of the proposed plan for review. During today's meeting the board participated in a roundtable work session to discuss and develop a response to the existing land use chapter.

**VII. New Business:**

- A. Board Vacancies & Terms:** A list of current board members and term expirations was provided to all members present. For members whose term expire at the end of 2021 and would like to apply for reappointment to the Economic Development Commission, a request will need to be sent to the County Commissioners office by November. Two (2) vacancies exist, one (1) for an at-large position, and one (1) for the healthcare industry.

**VIII. Liaison Reports**

**A. Queen Anne's County Chamber of Commerce:** Linda Friday, President provided an update of behalf of the Queen Anne's County Chamber of Commerce. Recently, the QAC Chamber hosted Chambers from around the State of Maryland. Success in 60 was held at TechOps located in the Chesapeake Bay Business Park. Economic Outlook is being held at Prospect Bay Country Club on September 23<sup>rd</sup>, 2021.

- B. Kent Narrows Development Foundation:** Gigi Windley, Executive Director provided an update on behalf of the Kent Narrows Development Foundation: Work continues on the Kent Narrows Community Plan. The Kent Narrows Travel Guide and Heritage Map was recently completed. The Foundation is working on a pedestrian way finding project in partnership with Queen Anne’s County. Queen Anne’s County continues working on upgrades to the Wells Cove parking and public landing, and new upgrades to the bulkhead located in front of the visitor center are scheduled to start soon. Construction on the Boatel and Hyatt Place Hotel continues.
  - C. Career Technology Liaison Update:** Connie Dean provided an update to the EDC on steps that have been taken, challenges, goals, and accomplishments over the past few months as she develops the Career Technology program that will link schools and local businesses. A list of available apprenticeships at local businesses both in Queen Anne’s Count and Kent County have been provided to all area high schools. The Culinary program continues to gain traction with two (2) students officially approved to participate and seven (7) students pre-approved.
  - D. Chesapeake College:** Dave Harper, VP of Workforce & Academic Programs at Chesapeake College, provided an update for the EDC Board members. The Workforce Investment Board has reported that as of August 2021 they have received 206 requests for funded instruction for industry certification vs. 81 requests received in August 2020. Continuous improvements are being made in labs, staffing and curriculum for workforce programs being offered at Chesapeake College.
  - E. Maryland Department of Commerce:** Nancy LaJoice, Senior Business Development Representative provided an update on behalf of the Maryland Department of Commerce. Available grant programs currently being offered through the state include Project Restore and Employee Retention Tax Credit.
- IX. Adjournment:** On a motion made by Mr. Beres, and seconded by Mrs. Bridgman, the board unanimously approved the adjournment of the meeting at 10:57am.