



Business Meeting Minutes for June 28, 2023

- I. **Call to Order and Determination of Quorum:**
 Due to the temporary closer of the meeting space at the Chesapeake Heritage & Visitor Center, the meeting was conducted at the Queen Anne's County High School in Centreville, Maryland. The meeting was held in person without a Zoom option.

The following Board Members were present and represented a quorum:

Heather Bacher, Vice Chair
 Lee Bridgman, Secretary
 Jesse Parks
 Deayna Ewell
 Shelly Gross-Wade
 Brian DeMoss
 Jaime Thompson
 Lara Wilson

Economic Development Commission:

Jim Reilly, Chair
 Heather Bacher, Vice Chair
 Ed Beres, Treasurer
 Lee Bridgman, Secretary
 Brian Demoss
 Hazen Arnold
 Jeremy Reynolds
 James P. Reilly
 Larissa Costello
 Lara Wilson
 Deayna Ewell
 Jamie Thompson
 Shelly Gross-Wade
 Jesse Parks
 Todd Wilhoit

Members Not Present:

Todd Wilhoit
 Jim Reilly, Chair
 Ed Beres, Treasurer
 Jeremy Reynolds
 Larissa Costello

Staff Present:

Heather Tinelli, Director, Economic & Tourism Development
 Rebecca Clark, Economic Development Coordinator
 Lisa Gallow, Office Coordinator, Economic & Tourism Dev.
 Connie Dean, Career Tech. Liaison, QAC Economic & Tourism
 Emily Godfrey, Intern, QAC Economic & Tourism Development
 Kenyon Smothers, Intern, QAC Economic & Tourism Development
 Todd Mohn, Administrator, Queen Anne's County

County Commissioners:

James J. Moran, At Large
 Jack N. Wilson, Jr., District 1
 Patrick McLaughlin, District 2
 Philip L. Dumenil, District 3
 Christopher M. Corchiarino, District 4

Others present:

Gigi Windley, Director, Kent Narrows Development Foundation
Linda Friday, President, QAC Chamber of Commerce
Kim Kratovil, Eastern Shore Field Rep., U.S. Senator Ben Cardin
Nancy LaJoyce, Sr. Bus. Dev. Rep., U.S. Dept. of Commerce
Royce Herman, Business Owner & County Resident
Adam Tolley, QAC Board of Ed, Supervisor of Curriculum & Instruction, CTE
Billie Brice, Academic Dean, Queen Anne's County High School
John Schrecongost, Principal, Queen Anne's County High School
Jason Mullen, Dean for Workforce & Skilled Trades, Chesapeake College

II. Approval of Agenda and Minutes:

On a motion made by Jessie Parks and seconded by Shelly Gross-Wade, the June agenda was approved by a unanimous vote of all members present.

On a motion made by Heather Bacher and seconded by Jesse Parks, the May meeting minutes were approved by a unanimous vote of all members present.

III. Tour of QAC Career Technology Education Program Facilities: Mr. Tolley began the tour with a brief explanation of the CTE Program and how it has become increasingly popular with students. He explained that the tour would include walking through all the program spaces to see the areas in which the students learn and experience hands on training.

- A.** The first stop was for a look at the space that will soon be the new QAC Career Center. Funding through Rural Maryland Grant will provide each high school (Queen Anne's and Kent Island) with a dedicated space to support students with internship, apprentice, career, and college information. The Career Centers will act as a hub to connect students with local businesses and will include a vision wall and tv screen with career related opportunities. There are currently postings for two Career Coach positions for each high school to have a trained individual to facilitate daily activities and details.
- B.** Mr. Tolley began the tour and listed below are the CTE Programs that were observed and discussed:
- 1) Environmental, Agricultural and Natural Resources-
 - a) Curriculum for Agricultural Science
 - i) CASE (Certified Agricultural Science Education)
 - ii) Future Farmers of America
 - 2) Manufacturing, Engineering and Technology-
 - a) Project Lead the Way- Mr. Tolley explained that the teachers/instructors of the Manufacturing, Engineering and Technology program are trained through the national Project Lead the Way curriculum which supports educators as they strive to make every STEM student in every grade successful. PLTW curriculum in class professional development enables schools to address learning gaps and meet their STEM goals. He pointed out that each class entrance displays the teachers' credentials and background on a plaque. PLTW has been a vital part of the success that the M, E & T program has experienced over the years.
 - 3) Construction & Development-
 - a) Carpentry
 - b) Construction Design Management
 - c) Masonry
 - d) Welding

- 4) Arts, Medi and Production
- 5) Health & Bioscience-
 - a) Academy of Health Professions-CAN, GNA, NNAAP & CCMA Certifications
 - b) Biomedical Science-PLTW-4 Transcribed Credits- Stevenson Univ.
- 6) Consumer Services, Hospitality & Tourism-
 - a) Cosmetology-MD State Board Cosmetologist License
- 7) Business management & Finance-
 - a) Accounts 7 Finance-CLEP Exam
 - b) Administrative Services-Microsoft Office Specialist
 - c) Marketing-Microsoft Office Exam
- 8) Transportation Technology-
 - a) Automotive Technology- NATEF/ASE Certifications
- 9) Human Resource Services-
 - a) Firefighter I/Emergency Medical Responder-EMR, Fire Fighter I/II, Rescue Tech, Haz-Mat Operations, CPR, Truck Company Operations
 - b) Homeland Security Sciences
 - c) Homeland Security Info/Comm Tech- ArcGIS Desktop Entry 10.4
 - d) Navy Junior Reserve Officers Training Corps (NJROTC)-ASVAB, FFA Drone
 - e) Teacher Academy of Maryland-Para Pro Exam
- 10) Information Technology-IT Computer Science-AP Computer Science

Mr. Tolley concluded the tour by stating that there are many more opportunities that could be made available to students, but they are simply physically restricted in space to expand the programs.

- IV. Department of Economic & Tourism Development Update:** Heather Tinelli, Director of ED & Tourism Development provided an update for the EDC members and liaisons. She thanked Principal Schrecongost, QAC High School Staff and Adam Tolley for providing the EDC members the opportunity to tour the CTE facility.
- i. Ms. Tinelli shared that the lot construction at the QAC Visitor Center is moving along quickly but they do not anticipate it will be complete until late October this year.
 - ii. Ms. Tinelli introduced the interns that recently joined their department. Emily Godfrey is a Senior in college and interning with the department for the summer. Kenyon Smothers is a Senior at QAC High School and will continue his internship through his senior year.
 - iii. The FY24 QACETD budget was approved.
 - iv. The replenishment of EDIF funding was approved in the FY24 budget. The current balance is approx. 190,000. The new budget will include 460,000 from the revolving loan fund, transferring 240,000 in funds that were set aside for training during Covid, and a new request for 200,000 from the FY 24 budget.
 - v. The temporary Visitor Center in the Queenstown Outlets is now open 7 days a week. The space is 327 square feet and was once utilized as the information center for the outlets.
 - vi. Ms. Tinelli is working with staff to close out the FY23 budget and begin working on marketing initiatives for FY24.
 - vii. There is a Ferry Feasibility kickoff project continues to move forward. The contractor has begun work and there will be a monthly stakeholder meeting to discuss the progress.

B. Workforce Development: Connie Dean, Career Technology Liaison for QAC Economic & Tourism Development, shared updates with EDC members.

- i. As the construction of the QAC YMCA continues, Ms. Dean is heavily involved in the plans to include a QAC Career Center in the new facility. The Career Center would include an area for workshops, financial literacy classes, career assessment support and a resource center to connect with local business and job opportunities.
- ii. Ms. Dean has been working with QACTV to create videos for career awareness. Any business in the county is qualified, it takes approximately an hour and a half on site to create and gives students and parents the look and feel of the experience working at the business. The videos are shared on the morning announcements, shared with teachers, and shared on our website. She encouraged members to follow up with her if they or someone they know is interested in creating a video.
- iii. Ms. Dean continues to work on the details related to the opening of and hiring for the two new Career Centers located at both high schools.

XIII. EDC Member and Liaison Updates: Due to the nature of the meeting and the restricted time for individual updates, the members and liaisons had just a few short statements:

A. Shelly Gross-Wade-

- i. The annual Kent Island Fishing Derby will be held at the Romancoke Pier on August 19th. Registration is at 8am and fishing is from 9am to 11am.

B. Gigi Windley- (KNDF)The fireworks in Kent Narrows will be on July 4th at approximately 9:15pm. There will be parking and food trucks available starting at 5pm at the old Outlet center located on Piney Narrows Rd. For more information, call QAC Parks & Recreation.

C. Linda Friday (Chamber of Commerce)- Ms. Friday took a moment to say she visited the new Visitor Center at the Queenstown Outlets, and she thought it looked very nice and inviting.

D. Jesse Parks- Mr. Parks asked if they had received any EDC applications for the open member spaces. Ms. Tinelli stated that they were extending the application deadline and are currently looking for someone to fill the manufacturing space as well as Agritourism.

Adjournment: On a motion made by Shelly Gross-Wade and seconded by Heather Bacher, the board unanimously approved the adjournment of the meeting at 11:05 am.