

Montgomery County Economic Development Corporation
Annual Meeting of the Directors of the Corporation

June 13, 2016

Department of Economic Development
111 Rockville Pike, Suite 800
Rockville, Maryland 20850

Meeting Minutes

Chair Bob Buchanan called the meeting to order at 8:40am. Joyce Fuhrmann, MCEDC consultant, was designated to take minutes.

Closed Sessions

Pursuant to Maryland Code, General Provisions Article, §3-305(b)(1) at 8:42am, a motion was made by Robby Brewer and seconded by Terry Forde to enter into a Closed Session to 'discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.'

The motion passed 10-0-0.

Present: Board Members Brady, Brewer, Buchanan, Forde, Giles, Graham, Luis-Akbar, Paul, Qi (Ex-officio), Rai, Sesker (Ex-officio), Wong, Wu, (Ex-officio)

Also Present: Tina Winner (DHR International), Dave Smith (DHR International), Joyce Fuhrmann (MCEDC)

Topics Discussed: Hiring personnel for MCEDC.

See attached Worksheet for Use in a Closed Session.

Pursuant to Maryland Code, General Provisions Article, §3-305(b)(3) and (14) at 9:15am, a motion was made by Robby Brewer and seconded by Angela Graham to enter into a Closed Session to 'to consider the acquisition of real property for a public purpose and matters directly related thereto; and before a contract is awarded, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.'

The motion passed 10 - 0 - 0.

Present: Board Members Brady, Brewer, Buchanan, Forde, Giles, Graham, Luis-Akbar, Paul, Qi (Ex-officio), Rai, Sesker (Ex-officio), Wong, Wu, (Ex-officio)

Also Present: Joyce Fuhrmann (MCEDC)

Topics Discussed: Office space.

See attached Worksheet for Use in a Closed Session.

Public Meeting

The following Directors were present:

James Brady, Vice President, Finance, MedImmune
Robby Brewer, Principal, Lerch, Early & Brewer (Vice Chair)
Bob Buchanan, Partner, Buchanan Partners (Chair)
Terry Forde, CEO, Adventist Healthcare
Ellie Giles, CEO, WorkSource Montgomery
Angela Graham, President & CEO, Quality Biological
Cidalia Luis-Akbar, CEO, M. Luis Construction
Ronald Paul, CEO, EagleBank
Lily Qi, Assistant CAO, Montgomery County (Ex-officio)
Sanjay Rai, SVP for Academic Affairs, Montgomery College (Treasurer)
Ola Sage, CEO, e-Management, CyberRx (Secretary)
Jacob Sesker, Senior Legislative Analyst, Montgomery County Council (Ex-officio)
Tien Wong, CEO, Lore Systems, Tech 2000, Opus8, Inc.
Ben Wu, Deputy Secretary of Commerce, State of Maryland (Designee of Mike Gill; Ex-officio)

Other attendees were present, consistent with the requirements of the Open Meetings Act and in accordance with the Corporation's Bylaws.

Chair Bob Buchanan called the meeting to order at 9:58am. Joyce Fuhrmann, MCEDC consultant, was designated to take minutes.

Item 1 – General Announcements

Bob Buchanan welcomed everyone and thanked DED for hosting the Board Meeting.

Item 2 – Approval of Minutes

A motion was made and seconded to approve Executive Committee meeting minutes from June 7, 2016 and Board meeting minutes from May 9, 2016 as submitted. Minutes were unanimously accepted.

Item 3 – Election of Officers

A motion was made and seconded to approve the following slate of officers:

Chair – Bob Buchanan

Vice Chair – Robby Brewer

Secretary – Ola Sage

Treasurer – Sanjay Rai

The motion passed unanimously.

Item 4 – Treasurer's Report – Approval of FY17 Budget

The Board discussed the proposed FY17 budget. An amendment was made to the budget to reflect the actual appropriated amount by the county of \$4,180,750. The amendment was accepted without objection. A motion was made and seconded to approve the FY17 Budget as amended. The motion passed unanimously.

Item 5 - Updates from Search Committee

Terry Forde provided an update on behalf of the Search Committee. He commended his colleagues on the Search Committee for the work they have invested in the search process. He announced that an offer will be made to the CEO candidate.

Item 6 - Updates from Space Committee

Robby Brewer provided an update on behalf of the Space Committee. He announced that a final location had been selected and final negotiations on space would commence.

Item 7 - Updates from Vendor Selection Committee

Cidalia Luis-Akbar provided an update on behalf of the Vendor Selection Committee. The Committee presented its work on the banking solicitation. A motion was made and seconded that the Board determine that Ron Paul has conflict of interest in banking. The motion passed unanimously. Ron Paul recused himself from the discussion.

A motion was made and seconded to select EagleBank as bank of record. The motion passed 8 – 0 – 2 (Brewer and Paul abstained).

Item 8 - Updates from Marketing and Communications Committee

Ola Sage provided an update on behalf of the Marketing and Communications Committee. The RFP for Branding, Marketing and Communications will be issued and posted on the website within the week. Board Members were asked to alert any marketing professionals they recommend to the RFP opportunity.

Item 9 - Cyber Study Recommendations

A motion was made and seconded to award the Cyber Refresh Study contract to Amplifier Advisors. The motion passed unanimously (Giles and Rai temporarily absent).

Item 10 - Board Retreat – Part II

Bob Buchanan welcomed Carmen D'Agostino from Montgomery College as the facilitator for the session. The Board discussed priorities for next 6 months.

The Meeting was adjourned at 11:36am.
Minutes submitted by Joyce Fuhrmann.

**WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT**

Date: 0/13/16 Time: 8:42 Location: DED offices Motion to close meeting made by: Robbie Brewer

Seconded by Terry Forde, Members voting in favor: Buchanan, Forde, Paul, Graham, Brewer

Wong, Luis-Akbar, Brady Opposed: — Abstaining — Absent Sage ~~Paul~~
Giles, Rai (temporarily)

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

- §3-305(b) (1) To discuss hiring personnel for MCEDC
- §3-305(b) () _____
- §3-305(b) () _____

This statement is made by Bob Buchanan, Presiding Officer: Robert S. Buchanan
SIGNATURE

WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)

PERSONS ATTENDING CLOSED SESSION: see Reverse

TOPICS ACTUALLY DISCUSSED Hiring CEO for MCEDC and hiring interim staff

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: Motion extend offer of employment to candidate for MCEDC as President + CEO for MCEDC made by Terry Forde seconded by Paul Paul voting in favor - Forde, Paul, Buchanan, Graham, Brewer, Wong, Luis-Akbar, Brady, Giles, Rai, Sage.

TIME CLOSED SESSION ADJOURNED: 9:13AM

PLACE OF CLOSED SESSION 111 Rockville Pike, Rockville, MD 20850 Suite 800 DED offices

PURPOSE OF CLOSED SESSION: To discuss hiring personnel for MCEDC

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (1); () ; () To discuss the appointment, employment...

MEMBERS WHO VOTED TO CLOSE: Buchanan, Forde, Paul, Graham, Brewer, Wong, Luis-Akbar, Brady, Giles, Rai, Sage

Closed Session Attendees:

6/13/16

<u>Name</u>	<u>Organization</u>	<u>Email</u>
Joyce Fuhrmann	MCEDC	jfuhrmann@choosemontgomerycountymd.com
CIDARA LIS. AKBAR	MCEDC	caakbar@choosemontgomerycountymd.com
Tien Wong	"	twong@choosemontgomerycountymd.com
Jacob Sosner	"	Jacob.Sosner@montgomerycountymd.gov
Lily Qi	MCA	
Zobey Brent	MCEDC	rbrent@choosemontgomerycountymd.com
Angela Graham	MCEDC	agraham@choosemontgomerycountymd.com
Yon Paul	"	YPaul@choosemontgomerycountymd.com
Terry Forde	"	tforde@advertiserthehealthcare.com
Tina Winer	DHR	twiner@jobplex.com
DAVE SMITH	DHR	DSMITH@DHRISTEKNA.PENAL.COM
DAVE SMITH	MCEDC	DSMITH@CHOOSEMONTGOMERYCOUNTY.MD.COM
Ola Sage (arrived 9:02am)	MCEDC	osage@e-mcinc.com
Jim Brady via phone	"	jbrady@choosemontgomerycountymd.com
Ellie Giles via phone	"	egilesusm@gmail.com
Sanjay Rai via phone	"	srai@choosemontgomerycountymd.com

**WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT**

Date: 6/13/16 Time: 9:15am Location: DED offices Motion to close meeting made by: Brewer
Seconded by Graham, Members voting in favor: Buchanan, Forde, Paul, Graham, Brewer,
Wong, Luis-Alcar, Sage, Opposed: — Abstaining — Absent —
Zai, Brady, Giles

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

§3-305(b) B) to discuss acquisition of office space
§3-305(b) 14 to discuss acquisition of office space
§3-305(b) () _____

This statement is made by Bob Buchanan, Presiding Officer: Robert E Buchanan
SIGNATURE

WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)

PERSONS ATTENDING CLOSED SESSION: see reverse

TOPICS ACTUALLY DISCUSSED acquisition of office space

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: A motion was made by Robby Brewer
& seconded by Bob Buchanan to select an office space location for final
negotiation.
unanimous among those present.
9:56am

TIME CLOSED SESSION ADJOURNED: _____
PLACE OF CLOSED SESSION 111 Rockville Pike Ste. 800 Rockville, MD 20841

PURPOSE OF CLOSED SESSION: to discuss acquisition of office space

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) B); 14; (1) to consider the acquisition of real property-

MEMBERS WHO VOTED TO CLOSE: Buchanan, Forde, Paul, Graham, Brewer, Wong, Luis-Alcar,
Sage, Zai, Brady, Giles

(Form Revised 10/1/14)

Closed Session Attendees:

6/13/16

Name	Organization	Email
Joyce Fuhrmann	MCEDC	jfuhrmann@choosemontgomerycountymd.com
Ola Sage	MCEDC	osage@choosemontgomerycountymd.com osage@choosemontgomerycountymd.com
CIDALIA WIS. AKBAR	MCEDC	CAkbar@choosemontgomerycounty.com
Tien Wong	"	twong@ " "
Jacob Sisker	"	JAcoB.SISKER@montgomerycountymd.gov
Lily Qi	"	lqi@ " "
Roby Brown	"	rbrown@choosemontgomerycountymd.com
Angela Graham	"	agraham@choosemontgomerycountymd.com
R. Paul	"	RPAUL@ " " " "
Tem Forde	"	tforde@advertiserhealthcare.ca
Ray Duetan	"	RDuetan@ " "
Sally Sternbach	DS	SALLY STERNBACH@ CHOOSE MONTGOMERY COUNTY.MD.GOV
Sanjay Rai	MCEDC	srai@montgomerycountymd.com
Jim Brady	MCEDC	jbrady@choosemontgomerycountymd.com
Ellie Giles	MCEDC	egileswsm@gmail.com