

**Montgomery County Economic Development Corporation**  
Board Meeting

July 11, 2016

Montgomery College Administration Building; 1st floor Board Room  
900 Hungerford Dr.  
Rockville, MD 20850

**Meeting Minutes**

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; *departed at 9:45am*  
Ellie Giles, CEO, WorkSource Montgomery  
Angela Graham, President & CEO, Quality Biological  
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);  
*arrived at 9:43am*

The following Directors were absent:

Cidalia Luis-Akbar, CEO, M. Luis Construction

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 9:10am. Joyce Fuhrmann, MCEDC consultant, was designated to take minutes.

**Item 1 – General Announcements**

Bob Buchanan welcomed everyone and thanked Sanjay Rai and Montgomery College for hosting the Board Meeting.

Bob Buchanan announced that MCEDC is working on staffing with a senior team while the CEO Search is ongoing.

**Item 2 – Approval of Minutes**

A motion was made and seconded to approve Executive Committee meeting minutes from July 5, 2016 as submitted. Minutes were unanimously accepted.

**Item 3 - Treasurer's Report**

Sanjay Rai provided an update to the Board on progress in establishing financial operations. *No action taken.*

**Item 8 - Discussion – Montgomery County Council Bill 12-16 (Minimum wage)**

Jacob Sesker presented a summary of Bill 12-16. The Board had an opportunity to ask questions about the pending legislation. The Board also held a discussion around its role in advocacy and agreed to revisit the advocacy role discussion in September. *No action taken.*

**Item 4 - Updates from CEO Search Committee**

Terry Forde provided an update on the CEO Search process. The Board requested more frequent updates from the search firm and Committee. *No action taken.*

**Item 5 – Updates from Space Committee**

This item was not discussed.

**Item 6 - Updates from Vendor Selection Committee**

This item was not discussed.

**Item 7 - Updates from Marketing and Communications Committee**

Ola Sage provided an update on marketing and communications activities. The Committee is working on evaluating proposals received in response to the RFP for marketing and communications services.

Ola Sage also provided an update on the Cyber Refresh Study. *No action taken.*

**Item 9 – Discussion – Strategic Planning for MCEDC**

The Board discussed interim staffing needs and solutions in order to accomplish tasks in the draft work plan. *No action taken.*

**Closed Sessions**

Pursuant to Maryland Code, General Provisions Article, §3-305(b)(3) and (14) at 10:04am, a motion was made by Robby Brewer and seconded by Tien Wong 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 9 - 0 - 0.

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

Also Present: Joyce Fuhrmann (MCEDC), Sally Sternbach (MCEDC)

Topics Discussed: Real Estate acquisition.

*See attached Worksheet for Use in a Closed Session.*

Pursuant to Maryland Code, General Provisions Article, §3-305(b)(1) at 10:37am, a motion was made by Ellie Giles and seconded by Angela Graham 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 9-0-0.

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

Also Present: Joyce Fuhrmann (MCEDC), Sally Sternbach (MCEDC)

Topics Discussed: Personnel for MCEDC.

*See attached Worksheet for Use in a Closed Session.*

### **Public Session**

#### **Item 10 – Board Member Presentation**

Sanjay Rai provided information about Montgomery College. He introduced additional guests from Montgomery College – Martha Schoonmaker and Carol Rognrud who spoke about various programs.

The Meeting was adjourned at 11:10am.

Minutes submitted by Joyce Fuhrmann.

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

Date: 9/11/16 Time: 10:04am Location: Rockville, MD Motion to close meeting made by: Robby Brewer  
 Seconded by Tren Wong Members voting in favor: Graham, Kai, Brewer, Buchanan, Giles, Sage, Wong, Brady, Paul  
 Opposed: — Abstaining: — Absent: Forde, Luis-Albar

**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) 3 topic is to discuss real estate acquisition  
 §3-305(b) 14 topic is to discuss real estate acquisition  
 §3-305(b) ( ) \_\_\_\_\_

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

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**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 for MCEDC  
 ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: No action taken

TIME CLOSED SESSION ADJOURNED: 10:36am  
 PLACE OF CLOSED SESSION Montgomery College Adm'n Bldg, 900 Hungerford Dr., Rockville, MD 20850  
 PURPOSE OF CLOSED SESSION: to discuss real estate acquisition  
 STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (3); (14); ( )  
 MEMBERS WHO VOTED TO CLOSE: Graham, Kai, Brewer, Buchanan, Giles, Sage, Wong, Brady, Paul

7/11/19 Closed Session Attendees

WRITTEN STATEMENT FOR CLOSING MEETINGS UNDER THE OPEN MEETINGS ACT

Joyce Fuhrmann	MCEDC	jfuhrmann@choosemontgomerycounty.md.gov
Angela Graham	MCEDC	agraham@choosemontgomerycounty.md.com
Sanjay Rai	MCEDS	srai @ _____
Paddy Brewer	MCEDC	pbrewer@choosemontgomerycounty.md.org
Lily Qi	MCCG	lily.qi@montgomerycounty.md.gov
B. Buchanan	"	b.buchanan@buchausenpartners.com
Ellie Giles	MCEDC	egiles@worksource.montgomerycounty.md.com
Ola Sage	"	osage@choosemontgomerycounty.md.com
S.T. Wong	"	Twong @ "
Sally Sternbach	"	SSTERNBACH @ "
J. Brady	"	JBRADY @ "
Ben Wa	MD	ben.wa@maryland.gov
Ron Taul	MCEDC	RTAUL@choosemontgomerycounty.md.com

TIME CLOSED SESSION ADJOURNED  
 FACE OF CLOSED SESSION  
 PURPOSE OF CLOSED SESSION  
 STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b)(1) (a) (i)  
 MEMBERS WHO VOTED TO CLOSE:

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

Date: 7/11/16 Time: 10:37 am Location: 900 Hungerford Dr. Rockville, MD 20850 Motion to close meeting made by: G. Giles

Seconded by Graham, Members voting in favor: Graham, Kai, Brewer, Buchanan, Giles, Sage, Wong, Brady, Paul  
Opposed: — Abstaining: — Absent: Forde, Luis-Alkbar

**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) ( ) to discuss personnel for MCEDC  
§3-305(b) ( ) \_\_\_\_\_  
§3-305(b) ( ) \_\_\_\_\_

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

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**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 personnel for MCEDC  
ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: No action taken

TIME CLOSED SESSION ADJOURNED: 10:53 am  
PLACE OF CLOSED SESSION Montgomery College Admin Bldg - 900 Hungerford Dr. Rockville, MD 20850  
PURPOSE OF CLOSED SESSION: to discuss personnel for MCEDC  
STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (1); ( ) ; ( )  
MEMBERS WHO VOTED TO CLOSE: Graham, Kai, Brewer, Buchanan, Giles, Sage, Wong, Brady, Paul

7/11/18  
Closed Session Attendees (Personnel)

Joyce Fuhrmann	MCEDC	j.fuhrmann@choosemontgomerycountymd.com
Angela Graham	MCEDC	agraham@choosemontgomerycountymd.com
Sanjay Rai	MCEDC	S.Rai@mda.com
Robby Broad	MCEDC	rbroad@choosemontgomerycountymd.com
Lily Qi	MCG	
Bob SMOHARAN	MCEDC	b.smoaran@bushmanpartners.com
Ellie Huls	MCEDC	equus & worksource montgomery.com
Ola Sage	MCEDC	osage@choosemontgomerycountymd.com
ST Wong	"	Twong@"
J Brady	MCEDC	JBRADY@"
Benk	MA	benk@maryland.gov
RPAD	MP	rpaul@choosemontgomerycountymd.com
Sally Sternbach	MCEDC	ssternbach@"

THE CLOSED SESSION ADJOURNS:  
PLACE OF CLOSED SESSION:  
PURPOSE OF CLOSED SESSION:  
STATUTORY AUTHORITY FOR THE CLOSED SESSION: (2-305)(b) (1) (i)  
MEMBERS WHO VOTED TO CLOSE:  
ACTION(S) TAKEN (IF WHY) AND (FOUR) VOTES:  
TOPICS ACTUALLY DISCUSSED:  
PLACES IN ATTENDING CLOSED SESSION: