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Monday, December 8, 2025  
3:00-5:00 PM  
Hybrid Meeting - Virtual & In-person  
Maryland Department of Commerce  
401 E Pratt Street, 17th floor  
Baltimore, MD 21202

## **Meeting Minutes**

### **Attendees:**

April Richardson, Food Opportunity (Chair)  
Mina Izadjoo, Ph.D., Integrated PharmaServices  
Susan Chambers, The Strouse Corporation  
Luke Chow, Prime Manufacturing Technologies, Inc.  
Greg Maxwell, Northrop Grumman  
Sam Griffith, National Jet Company  
Kelly Koermer, Carroll Community College

### **Commerce Staff & Invited Speakers:**

Benjamin McGlaughlin, Manufacturing Program Manager OSIE

#### **I. Call to Order & Chairman Remarks**

The meeting was called to order at 3:12 PM by April Richardson, Chair. Chair Richardson welcomed board members and attendees and requested that participants briefly re-introduce themselves, including their organization and connection to Maryland's manufacturing sector.

#### **II. Review and Acceptance of the May 29, 2025 Meeting Minutes**

Board members were provided the draft meeting minutes from the May 29, 2025 meeting in advance. A motion to approve the minutes was made by Greg Maxwell and seconded by Sam Griffith. With no further discussion, the motion carried unanimously, and the minutes were approved as presented.

#### **III. Department of Commerce Manufacturing Program Updates**

Benjamin McGlaughlin provided an overview of current priorities and initiatives within the Office of Manufacturing, framed around Maryland's Five-Pillar Manufacturing Strategy:

1. Workforce Development
2. Technology Adoption
3. Supply Chain Resiliency
4. Quality & Lean Systems
5. Energy Efficiency & Sustainability

Key focus areas include identifying additional MMAB members, developing a clearer understanding of statewide manufacturer needs, aligning workforce efforts from middle school through post-secondary and upskilling programs, and increasing technology adoption through state and federal funding mechanisms.

### **Manufacturing 4.0 Grant Program (M4) Update**

An update was provided on the Manufacturing 4.0 Grant Program (M426).

- 78 applications were received and reviewed
- 22 awards were made (28% award rate)
- \$2 million awarded out of \$13.16 million requested (15% of demand)
- Awarded funds leveraged approximately \$3.13 million in total project investment (1.5x leverage)
- 77% of awards were made to small manufacturers, exceeding the statutory minimum
- Current employment at awarded firms includes 432 FTEs at small firms and 677 FTEs at mid-sized firms
- Planning is underway for the M427 program, anticipated to open on or about August 1, 2026.

### **Maryland MADE (Manufacturing Assets Deployment for Energy Efficiency) Program Update**

An update was provided on the Maryland MADE Program, supported by a \$1.01 million U.S. Department of Energy grant with a \$305,000 non-federal match, totaling \$1.315 million over a two-year period (July 2024 – June 2026).

The program provides programmatic, technical, and financial assistance to manufacturers seeking to adopt advanced, energy-efficient manufacturing technologies.

Additional funding through the Department of Commerce supports M4-related technologies, including \$180,000 in 2025 and \$215,000 in 2026. Maryland MEP serves as a subcontractor, delivering technology demonstrations, readiness assessments, and technical assistance.

## **IV. Board Discussion Re: Advancing Maryland's Manufacturing Sector**

The Board discussed priorities and recommendations to be included in its advisory report to the Secretary of Commerce, emphasizing the importance of producing actionable, industry-driven guidance.

**Key discussion topics included:**

- Increasing the number of MMAB meetings from four to six annually, with flexibility for optional sessions
- Preference for primarily in-person meetings, with limited hybrid use for accessibility or legislative conflicts
- Hosting meetings at manufacturing facilities across different regions of Maryland
- Developing a manufacturing workforce knowledge, skills, and abilities (KSA) framework to align education and training pathways
- Strengthening skilled labor training investments and removing regulatory barriers to apprenticeship training
- Exploring a “Buy Maryland Manufacturers” procurement concept to support in-state supply chains
- Improving coordination and visibility of manufacturing resources through a consolidated Commerce-hosted platform

**Scheduling of Future Meetings:**

The Board agreed to hold a special virtual meeting on December 22, 2025, from 1:30 – 2:30 PM, to finalize recommendations for the year-end advisory report.

The Board also confirmed a bimonthly meeting schedule for 2026, beginning in January, with most meetings to be held in person.

**V. Public Comments/Discussion**

Sharon Brow provided comments related to small-batch manufacturing, early-stage validation, and micro-credentialing pathways. The Office of Manufacturing clarified program eligibility requirements and committed to follow-up discussions outside the meeting.

**VI. Closing Remarks**

The next meeting date is scheduled for December 22, 2025 from 1:30-2:30pm as a virtual meeting

**VII. Adjournment**

A motion to adjourn was made by Greg Maxwell and seconded by Luke Chow. The meeting was adjourned at approximately 5:05 PM.