



Monday, March 30, 2020  
Maryland Department of Commerce  
CALL-IN ONLY  
2:00 p.m. – 3:00 p.m.

**Meeting Minutes**

**Attendees:**

Brian Briggs, Chair  
Suzy Ganz  
Bobby Patton  
Christine Ross  
Tom Sanders  
Scott Simmons  
Phil Tulkoff

**Company**

TIC Gums  
Lion Brothers  
Patton Electronics  
Maryland Chamber of Commerce  
Coherent Technical Services  
McCormick & Company  
Tulkoff Food Products

**Ex-Officio Members:**

Secretary Kelly Schulz, Maryland Department of Commerce

**Guest(s)**

Jane Krinege, Maryland Hospital Association

**Commerce Staff:**

Todd Sabin  
Heather Gramm  
Sarah Sheppard  
Connie Page

**I. Call to Order**

Meeting called to order at 2:06 p.m, Chairman Brian Briggs welcomed members and guests. A quorum was present.

## **II. Review and Approval of January 20, 2020 Minutes**

January 20, 2020 MMAB meeting minutes were approved unanimously. 1<sup>st</sup> Pat Nolan 2<sup>nd</sup> Suzy Ganz.

## **III. Chairman's Updates**

The Chairman informed the Board that this will be his last meeting as Chairman of the Board. He submitted his resignation to Secretary Schulz. He will be leaving TIC and joining a private equity firm. He thanked the Secretary, her team and board for their support. Chairman stated this meeting will be focused on Covid-19 updates by Secretary Schulz.

## **IV. Maryland Manufacturing Update – Kelly Schulz**

Secretary Schulz congratulated and thanked Chairman Briggs for all his time and effort to this Board. She updated the Board on the Governor's Covid-19 efforts.

Secretary Schulz discussed the Press Conference the Governor made this morning. The most frequently asked question she received immediately following the press conference announcement was, "Can I leave my house to go out for a walk?". The answer is "Yes." It is considered in the executive order as essential. The reason the Governor made such a strong statement about staying inside is because over the weekend it became clear people were not taking it seriously by not following the order of groups of 10 or less. They were still gathering in places that were prohibited. To that extent, the dramatic increase in cases continues to grow. The Governor wanted Marylanders to know the seriousness of this pandemic. He is getting a good deal of counsel from experts from Johns Hopkins, University of Maryland and Epidemiologists.

Secretary Schulz discussed the list of essential vs. non-essential employees. At this time, there are a series of executive orders. Today there was another Executive Order that just clarified for the last executive orders issued; a new interpretation of guidance from the Governor's legal team. Secretary Schulz advised if anyone needed an updated copy to let her know.

Another question people were asking was regarding curfew. The Governor started out by stating that effective 8:00 p.m. tonight he is asking people to stay at home in the house. Some people have been interpreting that as there is a curfew. There is not a curfew in the State of Maryland.

To help with the small businesses, it's been approximately two weeks since Maryland received their designation from the SBA designating Maryland as an economic disaster state which allows each business to apply for SBA Disaster Fund. The SBA website crashed with the overwhelming volume of applications and they are still having difficulties, but everyone is being patient and understands there is an overload happening.

With the federal support Maryland received the Governor immediately decided it was crucial to provide additional assistance to businesses from the State as well. He put \$175 million into business relief. The Maryland Department of Commerce will administer 3 programs:

**Business Relief Loan Fund** – \$75 million allotted - Businesses that have under 50 employees can apply up to \$50,000. Business must be in good standing and be able to show proof of financial loss due to COVID-19. It has a zero interest rate for the first 12 months.

**Business Relief Grant Fund** – \$50 million allotted for-profit businesses and nonprofit who are in good standing with the state; 50 or fewer employees; cannot have annual revenues of more than \$5 million, and must be able to show financial loss as a result of COVID-19.

**Manufacturing Innovation Funds** - This is a grant fund that the Governor has put \$5 million into to see if we can incentivize manufactures to retrofit or expand their operation in order to satisfy the critical needs items list. Those critical items are determined by the healthcare industry, Maryland Emergency Management Agency (MEMA), Department of Health, and the Department of General Services. That list is being set up and if there is a manufacturer that thinks they can help with the production of those resources; Commerce could provide them up to \$100,000 in grant money to either purchase equipment, train or hire new employees. Applications went live this past Friday on the Commerce website. This program is a little different than approving grants and loans. Several different steps have to be taken to ensure the company is liable and that if provided grant funds that the funds are actually going to be used for the production of these critical needs. We have decided to put together an advisory board to review these applications. Todd Sabin and Heather Gramm are working on this process. Making sure the process is clearly defined.

In Washington D.C. last week, the Governor was very vocal that the state needs assistance from the federal government. Congress passed the CARES ACT which is a \$2.2 trillion stimulus package. What does that mean for the state and the business community? It will create a federal program paycheck protection program, PPP. They are putting \$350 billion in this new program to assist small businesses, sole proprietors, self-employed, and independent contractors. The bill also includes a \$150 billion grant to be distributed to the states and local jurisdictions. Maryland's share is appx. \$2.3 billion dollars and the state's share is approximately \$1.3 billion. The Governor and his cabinet members are looking for ways to distribute that money. As soon as we get more information, they will share that with the Board.

The Secretary opened the floor for questions:

Phil Tulkoff wanted to know if hand soap is on the critical need item list at this point. Hand soap is not on this list. The critical needs list will be updated periodically by DGS and the Department of Health. Secretary Schulz responded that he could check back, but she suspected that the list would be consistent over a period of time.

Suzy Ganz asked if there is a connection within the hospital systems needs and wants. Is there a centralized conversation of the manufacturing community that would support local hospitals?

The Secretary responded that MEMA has staff members from the DGS, Department of Health, Commerce and others. They go through a database where they are collecting all resources that people are sending into them. If you have those types or resource that can be utilized you can email [Resource.mema@maryland.gov](mailto:Resource.mema@maryland.gov)

Todd Sabin added that he was at MEMA last week and there is not a centralized agency. He learned that every county has their own emergency response help person, where you can assist your local hospital.

Jane Krinege, Maryland Hospital Association stated she is willing to help. They are connecting manufacturing to hospitals. She will be connecting with Todd Sabin.

## **V. Discussion of Agenda Items for Next Meeting**

Chairman Briggs suggested the next meeting agenda include manufacturing top priorities for the remainder of 2020. Also, the Board should discuss how the programs are helping and what the Board could do to help look towards the future for getting businesses up and running. Heather Gramm would also update the Board on the Manufacturing Policy Academy.

Suzy Ganz stated that her human resource person visited the website to get information regarding furloughed employees and could not find information on how the state and federal mechanics. How will Federal Cares Act funds be administered? Looking at head counts can help make decisions and if there was information that could be pushed out to the manufacturing community that would be helpful.

Christine Ross added that she will be talking with Regional Manufacturing Institute (RMI) and Maryland Tech Center (MTC) to address some of those issues. Christine offered to facilitate a call.

The Secretary responded that all the state unemployment insurance will flow to the Maryland Department of Labor. Additional benefits will be received from the federal government, however we have not yet received guidance. The best way to stay updated is through the multi-agency Maryland Business Express portal. This is where all the information can be found. The Secretary asked Heather and Todd to send the link and executive orders to the board.

## **VI. Adjournment of MMAB Business Meeting**

There being no further discussion, the meeting was motioned adjourned at 2:46 p.m. by Chairman Briggs. 1st Christine Ross, 2nd Phil Tulkoff.