



**ROCKVILLE ECONOMIC DEVELOPMENT, INC.  
EXECUTIVE COMMITTEE  
MINUTES**

January 10, 2023, 4:30 p.m.  
VIA Webex Meeting

**Committee Attendees:** Susan Prince, Todd Pearson, Bridget Donnell Newton, Nancy Regelin

**Staff:** Cindy Rivarde, Danette Nguyen, Richelle Wilson

1. CEO

- a. Ms. Rivarde noted that her annual review of CEO accomplishments was in the packet, and she would present them at the Board meeting. Any increase in salary typically has occurred with the following fiscal year in July.
- b. The Business Survey has been completed by Technometrica after 1.5 years of work. They will present to the Board in January. Ms. Rivarde noted that she would like to invite the Mayor and Council to the meeting, and the Committee agreed.
- c. The RFP for branding the life science sector has been issued.
- d. Ms. Rivarde reported that the Life Science transition team for the Governor elect lead by Dr. Bei Ma prepared a report that was presented to the economic development transition team at the behest of Senator Susan Lee. Ms. Rivarde and Ms. Wilson provided much of the research and writing. The report was included in the packet. Senator Lee was recently appointed by Governor Elect as the Secretary of State. Ms. Prince remarked on the great job that was done.
- e. Also in the packet was the work plan for Bowie State submitted by Ms. Nguyen to the SBA outlining the current year's plan.
- f. Ms. Rivarde informed the Committee that they have had a couple recent federal funding opportunities. A \$5 million opportunity through the DOE had a deadline that came too quickly, but another \$3 million to support women and minority populations is due by the end of February. It is staff's understanding from the SBA that there are restrictions on seeking additional federal funds, and they are trying to figure out what the exact restrictions, if any, are.
- g. The City planning staff kicked off a working group addressing the amendment to the Town Center Plan. It was noted that this effort needs support and participation from Montgomery College.
- h. Ms. Rivarde noted that Thomas Squire and Nestor Gavidia have moved on from REDI. Ms. Nguyen will be hiring for both positions, and will change the training and events position from part time to full time.

2. Board Business

- a. The Committee reviewed the draft agenda for January which will include a presentation by Ms. Rivarde for her performance and the final presentation by Technometrica regarding the business survey.
- b. Planning for the annual Board retreat needs to commence. It was noted that April is a target date and that Ms. Wilson's draft Business Retention, Expansion and Attraction plan would be a good starting point, along with consideration of adding a focus on the energy sector as a key business sector for Rockville. The Mayor suggested having Brooke Lierman or Senator Susan Lee as a speaker.

**Next Meeting** February 14, 2022, 4:30 p.m., Via Webex.