



Tri County Council  
For Western Maryland

11 S. Lee Street  
Cumberland, Maryland 21502  
Phone (301) 689-1300  
Fax (301) 689-1313  
www.tccwmd.org

Council Membership Meeting  
December 3, 2025

| Officer                                                                                                                                                                                                                                                                                                                                     | Name                           | Representing                            | MEETING ATTENDANCE |        |        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------|--------------------|--------|--------|
|                                                                                                                                                                                                                                                                                                                                             |                                |                                         | Apr'25             | Aug'25 | Dec'25 |
| Chairman                                                                                                                                                                                                                                                                                                                                    | Commissioner Dave Caporale     | Allegany County                         | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Commissioner Bill Atkinson     | Allegany County                         | E                  | E      | A      |
|                                                                                                                                                                                                                                                                                                                                             | David Nedved                   | Allegany County                         | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Eugene Frazier                 | Allegany County Municipalities          | P                  | E      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Todd Logsdon                   | Allegany County Municipalities          | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             |                                | Allegany County Private Citizen         | E                  | P      |        |
|                                                                                                                                                                                                                                                                                                                                             | Stephen Nelson                 | Allegany County Private Citizen         | P                  | P      | A      |
| Vice Chairman                                                                                                                                                                                                                                                                                                                               | Commissioner Paul Edwards      | Garrett County                          | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Commissioner Larry Tichnell    | Garrett County                          | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Steve Kelley                   | Garrett County                          | P                  | P      | A      |
|                                                                                                                                                                                                                                                                                                                                             | Jay Moyer                      | Garrett County Municipalities           | P                  | E      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Spencer Schlosnagle            | Garrett County Municipalities           | P                  | P      | E      |
|                                                                                                                                                                                                                                                                                                                                             | David Moe                      | Garrett County Private Citizen          | P                  | P      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Merlin Beitzel                 | Garrett County Private Citizen          | P                  | P      | E      |
| Secretary/Treasurer                                                                                                                                                                                                                                                                                                                         | Commissioner Jeff Cline        | Washington County                       | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Commissioner Randal Leatherman | Washington County                       |                    | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Linda Spence                   | Washington County                       | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Howard Long                    | Washington County Municipalities        | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Bill Green                     | Washington County Municipalities        |                    | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Roger Fairbourn                | Washington County Private Citizen       | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Jack Miller                    | Washington County Private Citizen       | P                  | P      | P      |
|                                                                                                                                                                                                                                                                                                                                             | Senator Mike McKay             | Maryland State Senate District 1        | E                  | P      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Senator Paul Corderman         | Maryland State Senate District 2        | E                  | E      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Delegate Jim Hinebaugh         | Maryland House of Delegates District 1A | P                  | P      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Delegate Jason Buckel          | Maryland House of Delegates District 1B | P                  | E      | E      |
|                                                                                                                                                                                                                                                                                                                                             | Delegate William Wivell        | Maryland House of Delegates District 2B | E                  | E      | E      |
| Tri-County Council Staff: Elizabeth Stahlman, Guy Winterberg, Amy Jacobs, Christie Wakefield, Chris Funk, Ryan Davis, Elaine Jones                                                                                                                                                                                                          |                                |                                         |                    |        |        |
| Guests: Jodi Broadwater, Jayci Shaw Duncan, Kim Durst, David Jones, Connor Norman, Kevin Null, Bill Valentine, Jonathan Horowitz, Nadine Green, Rachel Souders, Tamar Osterman, Mike Matthews, Michelle Gordon, Andrew Sargent, Charlotte Davis, Beth Little, Courtney Jensen, Joe Rogers, Dave Cotton, Robin Summerfield, Delanie Blubaugh |                                |                                         |                    |        |        |

- I. Call to Order – Chairman Caporale called the meeting to order at 5:15 pm at the D.M. Bowman Family Workforce training center in Hagerstown, Maryland. Chairman Caporale then led the Board in the Pledge of Allegiance.
- II. Welcome & Introduction of Guests – Chairman Caporale welcomed the members and guests and introduced member Commissioner Randal Leatherman, and guest speakers Kathy Gress, HCC and Mike Matthews with NADO. Commissioner Cline commented on what a great building this was for the community and thanked TCC for all of the work on the project.
- III. Guest Speakers –
  - A. Kathy Gress with Hagerstown Community College gave welcoming remarks. She thanked the George Edwards fund for helping with the purchase of a truck for the CDL training program.
  - B. Michael Matthews from NADO gave a legislative outlook.

The FY 26 budget is still unresolved after the delay involving the 43-day Federal Government shutdown. Nine of the twelve major funding bills are still pending.

EDA has been reauthorized for the first time since 2004. They are also hoping for an increase in the district planning grants, however that is still up in the air. The USDA Farm Bill has been paired down but is expected to modernize and protect the Rural Development Programs. The Surface Transportation reauthorization is still pending but the NADO priority is to add dedicated planning funds for Rural Planning Organizations, reduce matching requirements for small communities and create rural set-asides.

President Trump issued an Executive Order for better oversight and less duplication of Federal grants. Do not expect to get programs funded that are associated with DEI, climate change, clean energy, gender issues and environmental justice.

Expect more fights over the budget in the first quarter of 26 with continued focus by Congress on the mid-terms.

- IV. Approval of the Agenda

*Roger Fairbourn moved to approve the agenda as presented, Paul Edwards seconded the motion, and the motion carried.*

- V. Minutes of August 6, 2025 – Chairman Caporale presented the minutes of the August 6, 2025 meeting, and noted that they were previously distributed to the membership.

*Roger Fairbourn moved to approve the minutes of August 6, 2025 as presented, Paul Edwards seconded the motion, and the motion carried.*

VI. Financial Report –

- A. 2026 Budget – Elaine Jones noted that the budget was reviewed with the Executive Committee at the November 21 meeting. We expect current grant funding to remain in place. The revolving loan funds revenue continues to grow each year as more loans are made.

Expenses are mostly made up of salary and fringe. Both line items have increased quite a bit after adding a new Executive Director and Finance Manager. This is the first time the agency has been fully staffed since early 2023. The largest fringe expenses are made up by the health care payments which continue to rise.

The current projection for 2026 is that revenue for the year will still exceed expenses in the \$1.5 million budget. Members were asked to review the budget and questions could be answered. No questions were asked.

*Roger Fairbourn moved to approve the Financial Report as presented, Paul Edwards seconded the motion, and the motion carried*

VII. Staff, Committee and Liaison Reports

- A. Director's Report – Elizabeth Stahlman welcomed the board and guests to the new training center. As a welcome gift to those present, each person has a jar of honey at their seat from the Mount Savage Agriculture Club. Also on the table are postcards pertaining to the Rural Maryland Council and how their funding can help your project.

With Governor Moore serving as the Federal Co-Chair of the Appalachian Regional Commission, Maryland and TCC were proud to host the Annual conference in our region. Fall has been very busy, and we will reflect on everything at the April meeting as we present a 2025 Annual Report.

Highlights for 2026 include a review and refresh of the Revolving Loan fund beginning with engaging PPR Strategies to conduct a Stakeholder Analysis. With that complete we are now focused on a new Management Plan, marketing materials, outreach strategies and meeting our clients' needs. This past year was a record year for loans, and the staff did a great job.

We are also continuing to update and move the agency forward by modernizing our website, creating a new logo and providing the Board with an Annual Report to showcase the work of the agency.

Elizabeth continues to serve as the co-chair of the Western Rural Tech Network and will be attending a meeting in Hagerstown on December 17, 2026.

We continue to serve on the Maryland Community Investment Corp. to help facilitate the advancement of New Market Tax Credits for the region. The

process is still ongoing.

The Council is still pursuing the convening of entrepreneurship resource providers. There are currently several places where the many resource providers have gaps and overlap services, but nothing brings all of the partners together to provide better service to those interested in starting a business.

The Council has selected a consultant after an extensive RFP process to apply for and implement an EPA brownfields grant should it be awarded. If successful, the grant would be \$1.5 million to identify and provide environmental services to properties or buildings in the region.

ARC CTA grants were a tool utilized in the past that allowed for small grants from ARC, usually for studies, to be provided with a minimal amount of work on the grantee's behalf. This program bypasses the full application process and would allow the Council to oversee and award projects. At some point the Council would like to bring this program back to the region.

TCC is working with our sister agencies in PA and WV to submit a pre-application for an ARISE Planning Grant to investigate the impediments to financing mixed use developments in downtown areas and how we can play a part in helping projects move forward should the plan identify a path to do so.

- B. Revolving Loan Fund – Chris Funk reported that 2025 has been a record year for lending at TCC. We have had 76 inquiries so far that resulted in 24 applications for funding. All but one of the applications was approved, totaling over \$4.1 million lent. These loans leveraged over \$7.2 million in other funding that resulted in 74 new jobs and 108 being retained.

The total active portfolio consists of 64 clients borrowing over \$11.4 million with just over \$8.8 million outstanding.

- C. Flood Relief Loans & Technical Assistance – Christie Wakefield reported on the TCC loan program to aid in relief caused by the historic floods in May of this year. The Council was able to help seven businesses by providing a total of \$140,000 in 0% loans.

Additionally, TCC allocates \$25,000 annually from the Rural Maryland Grant to provide up to \$75,000 in technical assistance to our loan fund clients. This year we have had 3 engagements and total over \$11,500 paid out to date.

- D. Maryland Transit Administration – Ryan Davis reported on MTA activities in 2025. Every five years the Maryland Coordinated Public Transit-Human Services Transportation Plan for Western Maryland is required to be updated. This plan not only identifies gaps in services in the region but also defines what projects are eligible for funding. Multiple meetings were held across the region

to gather input and will be used to develop the final plan which TCC will need to sign off on. Future 5310 grant recipients will then need to make sure that their applications are consistent with the updated plan which is expected to be released in January 2026.

- E. Maryland Department of Commerce – Andrew Sargent gave an update on activities across the region as well as those activities in each county.
- **Regional** – Secretary of Commerce Harry Coker recently visited Western Maryland on December 1-2.

Commerce is working to assist the administration with the Decade Act which did not pass last year but will surely be reintroduced. The hope is to focus on programs to better match the needs of businesses.

- **Washington** – Fort Ritchie in Cascade continues to attract new investment. A conveyor belt and picking system manufacturer has finalized negotiations to arrive. Projections are they will create 150 full-time jobs in the next 3-5 years.

**Allegany** – The CEDC is working with a company that refurbishes fire fighting and life saving equipment. The project is still in the very early stages.

**Garrett** – There have been multiple new businesses open in Garrett County in the last few weeks including Kim Carter Life Coaching, Savage Family Health Care and A Grand reopening of Shirer's Tin Shop.

- F. Small Business Development Center – No Report

- G. ARC Program Manager Update – David Cotton gave an update on the 2026 ARC project Package. For the region, 18 projects have made application for over \$3.2 million leveraging \$4.3 million to date. Two additional projects are expected for an additional \$587 thousand.

ARC has now fully transitioned to the Pathways Grant Management System and training will be provided in the next several months.

ARC is reviewing 7 POWER projects for Maryland which requested \$11 million, which also requires the same in matching funds.

The Appalachian Leadership Institute has selected Connor Norman and Melissa Clark to represent Maryland for the 25-26 class.

Today was the last day to apply for the Appalachian STEM Academy in Oak Ridge, TN. Three High School Students have applied so far and no middle school students.

David thanked everyone who attended the ARC Conference in Frostburg this past October. The conference had 489 people registered with an average attendance per session of 60 people. Next years conference will be held in

Starkville, Mississippi and hosted by Governor Tate Reeves.

VIII. Unfinished Business – none

IX. New Business –

- A. 2026 Work Plan updates– Elizabeth Stahlman reviewed the additions to the workplan that will be new for 2026. These included: EPA Brownfields Grant, ARC ARISE Planning Grant, ARC Consolidated Technical Assistance Grants, New Market Tax Credits and the Maryland Technology Council – Rural Technology Network

*Roger Fairbourn moved to approve the Work Plan updates as presented, Linda Spence seconded the motion, and the motion carried.*

- B. Update to 2022-2027 CEDS – CEDS Chairman Roger Fairbourn gave an update of the changes recommended by the Committee for the Board to adopt. Affordable housing had previously been listed as an opportunity but now has become a threat as outsiders buying up housing for rental properties are driving real estate costs higher and higher. Recreation has been listed as an opportunity, but the approach is now more focused on outdoor recreation. Changes in policy have also shifted Alternative Energy away from being an opportunity as it does not have the same Federal support it once did.

*Paul Edwards moved to approve the updated CEDS Plan as presented, Linda Spence seconded the motion, and the motion carried.*

- X. Adjourn – *Paul Edwards made a motion to adjourn the meeting, Linda Spence seconded the motion, and the meeting was adjourned at 5:47 pm.*