

**Howard County-Fort George G. Meade Expansion Management Task Force
(HC-BRAC-TF)**

Task Force Memorandum 2006-07

Date: 25 November 2006

Originator: Kent Menser, Task Force Chairman

Purpose: The purpose of this memorandum is to update and inform Task Force members and our BRAC constituency on the latest information regarding Howard County BRAC actions.

Key Points:

1. Committee Missions:

- a. We have made our first adjustment to a committee mission. I have shifted the mission of the Resource Planning Committee from the “financial search mode” to reviewing the “lessons learned” of relevant past BRAC actions, with initial focus on the Southern Maryland BRAC action. I chosen to do this because the fiscal work, which is focused mostly on grants, requires a sustained full time effort and I have enough assistance from the Howard County staff to tackle this action within my office.
- b. That said, the new mission of this committee is a high value one that could save the Task Force and Howard County valuable resources through reviewing lessons learned and not lessons re-learned. The committee name will remain the same.

2. Business Intelligence (BI):

- a. A solid and sustainable BRAC BI structure for Howard County is, in many respects, the ultimate collective goal of the Task Force and the BRAC Office. Of course, we will answer the questions put to us in our TF mission. But, as important, we want to give the County the capability to continue to ask and receive answers to questions for the remainder of the BRAC timeframe, however long that may be.
- b. A Business Intelligence solution will get the information to County users when they need it and in the format they need. This will allow them to spend less time looking for information and more time to spend making better, more informed decisions.

3. **BRAC Grant Process:** Thanks to great work by our Anne Arundel County and Laurel partners and Mr. Tim Betts in the Howard County Administration Office, our BRAC grant submission is currently being reviewed by the Department of Defense. I will let you know the outcome, hopefully in 2006.

Administration:

1. **Task Force Meetings:** There will be no general meeting of the Task Force in December. Our committees will continue to meet as appropriate. The next general Task Force Meetings will be on:
 - a. 10 January 2007
 - b. 7 February 2007

2. **“4th Wednesday” BRAC Updates:** This meeting will continue to held from 7-9 PM in the Howard Building in Ellicott City on:
 - a. 29 November 2006
 - b. **No December meeting**
 - c. 24 January 2007
 - d. 28 February 2007
 - e. 28 March 2007
 - f. 25 April 2007

3. **DBED BRAC Report (revised):** Latest information is that they hope to get it to us before Christmas of 2006.
4. **Howard County BRAC Website:** Our BRAC website is up and running. Go to the Howard County Government Website and click the “BRAC Button!” We will be adding two new areas: “BRAC FACTS” and “Frequently Asked Questions” in the near future. Your comments/recommendations on the site are welcomed.
5. **Communicate:** I encourage all task force members to call me, email me or come to my office whenever you have recommendations, concerns and/or questions related to BRAC.
6. **Speak:** I am willing to speak to any Howard County or regional group about BRAC. At least one week warning is best, but I am flexible.
7. **Remember:** Task Force Committee membership can be expanded by the committee chairman in order to meet requirements for specific functional expertise. There is considerable interest in BRAC in the County, so take advantage of this expertise, as appropriate.

Old Business:

1. Task Force Meeting, 7 November 2006:
 - a. Marsha McLaughlin, Director of Howard County Planning and Zoning, gave the Task Force a basic presentation on the County’s General Plan, with specific emphasis on Housing and Land Use Management. This excellent presentation generated a number of questions on “caps, numbers and their relationship to growth.” We will have Marsha back early next year for further discussions. By that time the TF will have narrowed its focus in these planning areas.
 - b. Dick Story, CEO of the Howard County Economic Development Authority, gave an another great presentation on the Authority’s 2006 Strategic Plan. This is an excellent strategic plan and the Task Force was interested in how the Strategic Plan connects with the General

Plan. Using Dick's presentation as a lead in, I will go into more detail on the relationship of their strategic plan to our BRAC planning later in this memo.

BRAC Meetings, Presentations and Activities:

- a. The Task Force Committees have been meeting during November to identify:
 - i. Howard County needs and requirements
 - ii. BRAC Opportunities and requirements
 - iii. Howard County resource requirements
- b. 9 November 2006: Mr. Robey and the BRAC Director attended a BWI Alliance breakfast meeting at which the keynote speaker was Lt.Gen Charles Croom, the Director of the Defense Information Systems Agency (DISA). He gave a great presentation on the mission and culture of DISA. His talk reinforced what we have already learned and that is DISA is a unique organization and will be a great asset to this region.
- c. 13 November 2006: BRAC Director met with BRAC Requirements Committee Co-Chairmen.
- d. 13 November 2006: BRAC Director met with Karen Embry, Harford County BRAC counterpart, to discuss working together and sharing best practices.
- e. 14 November 2006: BRAC Director spent the day with Leadership Howard County during their Economic Development Session. I gave short presentation on BRAC TF.
- f. 15 November 2006: BRAC Director met with Marc Cissell, co-chair of the Resource Planning Committee
- g. 15 November 2006: BRAC Director worked with Anne Arundel County counterparts on BRAC grants
- h. 16 November 2006: BRAC Director attended a "BRAC and Small Business" meeting at DBED. their objective is to develop a methodology for educating small businesses on BRAC opportunities. More to follow on this.
- i. 17 November 2006: BRAC Director met with Elizabeth Rendon, President and CEO of LingualLISTek on workforce development topics and Howard County Chamber of Commerce's interest in a BRAC day in February of 2007.
- j. 20 November 2006: BRAC Director taped a short BRAC update for GTV
- k. 21 November 2006: BRAC Director briefed senior leaders of the Howard County Police Force on BRAC
- l. 21 November 2006: BRAC Director met with Dick Story to coordinate future BRAC actions with the Economic Development Authority's Strategic Plan.
- m. 21 November 2006: BRAC Director met with Tom Glaser, co-chair of Howard County Requirements Committee on relationship between BRAC requirements and the County's General Plan
- n. 22 November 2006: BRAC Director worked with PIO to update the BRAC website
- o. 22 November 2006; BRAC Director entered into discussions with Howard Chamber of Commerce Workforce Development Committee.

New Business

1. The sixth Task Force Meeting will be on 10 January at 3:30 in classroom #6 in the Gateway Building.

- a. The tentative objectives of this meeting are:
 - i. Conduct initial review of the joint work between the BRAC and Howard County Requirement's Committees
 - ii. Receive report from Resource Planning Committee on Southern Maryland BRAC lessons learned.
- b. Committee Co-chairmen let me know what other items you want to add to the agenda.

2. Task Force Director Observations/recommendations:

- a. Howard County BRAC TF Mission and Execution: All of us should keep in mind the primary goals of the BRAC Task Force:
 - i. Identify the opportunities and challenges resulting from the expansion of Fort Meade
 - ii. Identify the infrastructure needs required to support the increased activities
 - iii. Evaluate the ability of the County to meet the challenges of BRAC
 - iv. Make recommendations to the County Executive for appropriate ways to meet the challenges of BRAC, while continuing the high quality of life enjoyed by Howard County citizens

As we have worked through these goals, several interesting concepts have emerged. First, because it will be a continuing challenge to forecast where supporting businesses and BRAC related families will locate, the impact of BRAC will not be articulated in a single set of numbers on a single day. There will be a continuous flow of BRAC related information coming to Howard County over the next 5-8 years and we will have to the capability to acquire, assess, communicate and respond. Secondly, this fluid situation has caused us to develop a BRAC modeling concept that will help us understand the consequences on our infra-structure of varying numbers of people moving to the county, even before we have the real numbers. More to follow on this!

- b. Workforce Development: Every indication is that workforce development and the supporting educational requirements will be critical to BRAC success. With this in mind, we have submitted a grant proposal to help us study the subject in the County and ultimately the region. Additionally, we are looking to bring together several governmental and non-governmental workforce development organizations currently working in the County. Howard County Community College, Howard County Government and the Howard County Chamber of Commerce have expressed an interest in coordinating their work. If anyone is aware of other potential participants, please give me a call.
- c. Howard County Economic Development Strategic Plan: The BRAC Task Force has a very close relationship with the Howard County Economic Development Authority and this relationship is very well articulated in their strategic plan, which all Task Force members should have a copy. For those

who have not read the plan, the following are key extracts out of the plan relating to BRAC:

- i. Under “Opportunities:” *Impact of BRAC changes at Fort Meade*
 - ii. Under “challenges and critical issues:”
 - *Growth pressure*
 - *Lack of mass transit*
 - *Traffic management*
 - *Adequate housing supply*
 - *Maintaining and building the workforce given these issues*
 - iii. Under “Follow-on strategies:”
 - *BRAC impact study and strategy*
 - *Transportation and Access and Strategy*
 - *Workforce development assessment and strategy*
 - iv. Under “Top priorities-BRAC Fort Meade:”
 - *Obtain share of new firms*
 - *Plan for impact of growth*
 - *Partner with Anne Arundel County, the region and the state*
 - *Leverage opportunity to support ongoing County projects*
 - v. Under “Action agenda-four critical studies:”
 - *BRAC impact*
 - *Effective transportation solutions*
 - *Workforce development*
 - *Informatics*
- d. Howard County General Plan: As we work toward achieving our Task Force goals, we need to approach our work, where possible, within the context of the Howard County General Plan.

Next Steps:

1. TF Members please attend all your committee meetings
2. Call me if you have any questions or need assistance.
3. See you on 10 January 2007 or sooner.