

Meeting Summary:

Following is a summary of issues discussed at the DBED Stat, held on May 3, 2011. Analysis is provided by StateStat and the Governor's Delivery Unit (GDU).

Follow-Up Items

- **Central Business Licensing (CBL).** The Governor's Office will host a meeting of all 24 agencies participating in the Executive Steering Committee meeting on May 17th, 2011 in the Governor's Reception Room to reiterate the importance of this initiative to the partner agencies. Cirdan will present the Business Case Briefing, which includes the Project Scope Statement. This meeting will also be used to discuss next steps in the implementation process.
- **Current Key Milestones for the CBL Project.** The next major milestones for the Central Business Licensing Project—the Concept of Operations, Project Scope Statement, and Business Case—are on schedule. The CONOPS has been delivered and accepted, and the Project Scope Statement has been delivered and is being reviewed before formal acceptance. The Business Case Presentation is scheduled to be delivered to DBED on May 10th. The Information Technology Project Request (ITPR) is due on about May 13. The optional solicitation for Phase 2 deliverable is on hold.

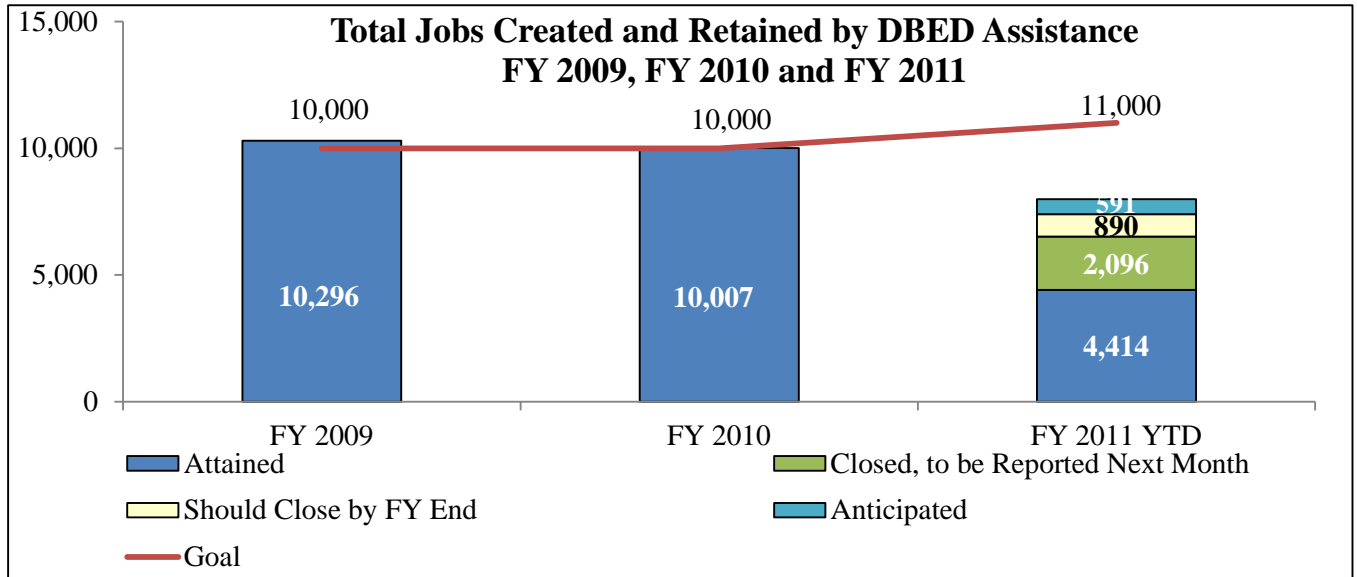
Current Key Milestones, Maryland CBL Project		
Deliverable	Status	Scheduled Delivery
CSR	delivered and accepted	28-Mar-11
Concept of Operations (CONOPS)	delivered and accepted	19-Apr-11
Project Scope Statement	delivered, under review	26-Apr-11
Business Case Presentation	on schedule	10-May-11
Information Technology Project Request	on schedule	13-May-11
optional solicitation for Phase 2 deliverable	on hold	pending

- **Financial Assistance.** DBED presented a Power Point presentation to describe the objective metrics used by the agency when considering whether to provide financial assistance to a company, including asking whether the project would happen “but for” the investment. Finance program managers monitor the performance of the portfolio specialists through monthly portfolio review meetings, during which project milestones and hurdles are discussed so that a project can be moved from approval to settlement. DBED will be more closely monitoring the number of days between approval and settlement in the future.

Progress toward Jobs Goal

GDU Goal 1: Create, Save or Place Maryland Residents into 250,000 Jobs by the End of 2012

- **DBED Assistance and Jobs Impact.** DBED increased its internal job creation and retention goal from 10,000 to 11,000 direct jobs for FY 2011. As of March 2011, DBED has helped create or retain 4,414 jobs, attaining 40.1 percent of the goal. According to a projection by the agency, the grand total of job creation and retention will be 8,110 jobs by the end of FY 2011. The breakdown of these jobs is shown in the chart below. There are 2,505 jobs still in the pipeline on the shortlist that are not included in these numbers, as the Office of Business Development does not expect these deals to close by fiscal year end.



*Please note that these figures do not include BRAC-related jobs or federal projects.