

**Maryland Food Center Authority
Board of Directors Meeting**

7801 Oceano Avenue
Jessup, Maryland 20794
June 12, 2025

Present:

Gail Yeiser, Chair
Gerardo Martinez
Susan Summers
April Richardson
Carlton Brown
Stephanie Jerger

Ben Seigel, for the Honorable Brooke Lierman, Comptroller

Wendy Scott-Napier, for Atif Chaudry, Secretary, Department of General Services

Mark Powell, for Kevin Atticks, Secretary, Department of Agriculture

Dr. Darren Jarboe, for Dr. Craig Beyrouthy, Dean and Director, University of Maryland, College of Agriculture and Natural Resources

Staff and Counsel Present:

Myriem Seabron, Assistant Attorney General

Angela Hopkins, Senior Director of Real Estate and Finance, Acting Director, MFCA
Gary Decker, Director of Market Operations, MFCA
Trevett Freeman, Senior Accountant, MFCA
Peggy Torre, Executive Projects Coordinator, MFCA
Mary Wilkerson, Director of Leasing and Finance, MFCA

Meeting Convened

Ms. Gail Yeiser called the meeting of the Maryland Food Center Authority (MFCA) Board of Directors to order at 9:00 a.m. on June 12, 2025.

I. Regular Session

A. Approval of Minutes

- A motion was made by Ms. Stephanie Jerger to approve the Minutes from the March 20, 2025, and April 24, 2025, meetings. The motion was seconded by Mr. Carlton Brown and unanimously approved.

B. MFCA Updates

- Ms. Angela Hopkins requested additional guidance from the Board regarding her role as Acting Director during the transition to the new Executive Director. The Board advised that she should continue all normal functions as Acting Director, with the exception of personnel management for Administrative Staff. She must seek Board approval prior to any terminations or disciplinary actions involving Administrative Staff, and she should not hire Administrative Staff without the Board's approval. She may, however, fill Maintenance or Security positions that become vacant due to attrition.

- Ms. Angela Hopkins reviewed website changes regarding waitlist requests, as directed by the Board at the previous meeting.

- Ms. Angela Hopkins reported on her meeting with the Maryland Department of Health. The Department has provided a PDF package for us to provide to each new tenant and will now provide the MFCA with a quarterly list of food licenses for all facilities.

- Ms. Angela Hopkins explained the two different audits to which the Authority is subject. She noted that the most recent legislative audit resulted in no findings. Recommendations provided were addressed and implemented without issue.

- Ms. Angela Hopkins reported that she has been meeting with tenants following Dr. Donald Darnall's retirement and is working to address their concerns. Projects include coordinating with the Jessup Postmaster to replace mailboxes. A "Tenant Issues" button has been added to the website to streamline issue reporting. Tenants also inquired about the use of proxies for TAB members unable to attend meetings, which Ms. Angela Hopkins is reviewing with the Attorney General's Office. She further advised that she is working with tenants to address the issue of feral cats on the market.

- Ms. Angela Hopkins advised that the Produce Market Expansion project will be bid out in sections. All bidders will be required to provide detailed tenant interruption plans for each unit.

- Ms. Angela Hopkins reported that on May 7, 2025, MFCA issued a bid for Procurement 25-11, *Maryland Market Center Renovation 2025*, covering seven additional units returned to the MFCA. Bids opened on June 5, 2025, and staff are evaluating the lowest bid for responsibility and responsiveness in coordination with the project architects. From a budget perspective, \$1 million has already been approved by the Board as part of the Capital Budget. Unused funds from a scaled-down Security Guard building renovation will be reallocated to this project. A motion was made by Mr. Ben Seigel and seconded by Mr. Carlton Brown to approve

the MFCA Procurement 25-11, *MMC Market Center Renovation 2025*, awarding the contract to the apparent lowest, responsible, and responsive bidder as determined by the MFCA Procurement and Appeals Officer. The motion was unanimously approved.

- Mr. Gary Decker reviewed the Stormwater Restoration project. Extra credits remain, and a decision is needed on their use. A motion was made by Ms. Susan Summers to give Mr. Gary Decker signatory authority on behalf of the MFCA to bank the unused credits with Howard County for future use. The motion was seconded by Dr. Darren Jarboe and unanimously approved.

- Ms. Myriem Seabron reported that the MFCA has reached a settlement in principle on a litigation matter previously discussed in Executive Session. She also noted that a separate litigation case was dismissed in court.

- Ms. Myriem Seabron advised that the Memorandum of Understanding (MOU) with the Department of Agriculture has been reviewed by counsel and is ready for signature. She requested Board approval for Ms. Angela Hopkins to sign on behalf of MFCA. A motion was made by Mr. Mark Powell to authorize Ms. Angela Hopkins as signatory for MOU with the Maryland Department of Agriculture regarding the dock improvement project. The motion was seconded by Mr. Gerardo Martinez and unanimously approved.

- Ms. Myriem Seabron informed the Board that MFCA must adopt an Investment Policy as required by Mr. Keith Morris, the State's Chief Investment Officer. While MFCA's funds are currently invested through the State's General Fund, regulations require MFCA to have its own written policy. The policy must meet minimum requirements but can be expanded by the Board as needed, and it must be submitted to the Maryland Treasurer for review and approval. The Board asked Ms. Myriem Seabron to research policies adopted by other independent

agencies and provide examples for review. These will be brought back to the new Executive Director to support drafting a policy following discussions between the Executive Director and the Board.

- Ms. Gail Yeiser reported that some of Produce Market tenants have requested direct contact with the Board. The Board directed Ms. Angela Hopkins to inform the tenants that the Board appreciates the request but will continue to communicate through the Executive Director.

C. Statement of Revenue and Expenses affecting private tenants and users of Authority Projects – affecting private tenants and users of the Maryland Wholesale Produce Market and the Maryland Market Center were reviewed by the Board. Both markets have been made aware of these statements. A motion was made by Mr. Carlton Brown and seconded by Ms. April Richardson, and unanimously approved.

II. Executive Session Ms Gail Yeiser requested a motion to end the Regular Session and go into Executive Session under General Provisions Article §3-305(b) “To consult with counsel to obtain legal advice.”, “consult with staff consultants, or other individuals about pending or potential litigation” and “discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.”, At the end of the Executive

Session a motion will be made to adjourn, and the meeting will conclude. The motion was made by Mr. Gerardo Martinez, seconded by Mr. Susan Summers, and unanimously approved.