



OFFICE OF THE COUNTY EXECUTIVE

Isiah Leggett
County Executive

Memorandum

Timothy L. Firestine
Chief Administrative Officer

July 27, 2015

To: George Leventhal, Council President

From: Timothy L. Firestine, Chief Administrative Officer *Timothy L. Firestine*

Subject: Economic Development Transition Plan and Progress Updates

On behalf of County Executive Ike Leggett, I want to thank you for your strong support and leadership and that of PHED Committee Chair Nancy Floreen in ushering through the Council approval of Bill 25-15 to establish a new 501(c)(3) corporation, the Montgomery County Economic Development Corporation (MCEDC), as the County's lead Economic Development Organization (EDO) on June 30, 2015.

The legislation will replace the Department of Economic Development (DED) and the Montgomery Business Development Corporation (MBDC) with the new corporation and create an Office of Agriculture within the Executive Branch. In addition to these changes, we are also realigning our workforce development programs and resources to better serve both business and community needs. The County Executive transmitted a memo to you on July 21 asking the Council to designate WorkSource Montgomery, Inc., as the County's lead workforce development organization to replace the existing Workforce Investment Board, Inc. (WIB, Inc.).

The purpose of this memo is to explain the major milestones and actions planned and underway to ensure a smooth transition during the restructuring of the various offices and programs, and how these changes relate to one another and to the Comprehensive Economic Strategy that is due to the Council by October 1, 2015. The transition process will be carried out **in two phases** throughout the majority of FY'16, or between July 2015 and 2nd quarter of 2016.

- Phase I includes actions to be implemented by the government and will take place between July and November 2015, taking into consideration the 90-day wait period for the Bill to take effect.
- Phase II actions are mostly those to be carried out by the leadership of MCEDC between December 2015 and the end of April, 2016, when DED will cease to exist (180 days after Council designation of MCEDC).

Please see the detailed explanation and Attachment A for a general transition chart.

George Leventhal, Council President

Page 2

July 27, 2015

Phase I Transition Priorities (July – November 2015)

Phase I actions include incorporating MCEDC, appointing and approving the board of directors, designating MCEDC as the lead EDO, establishing the new Office of Agriculture, designating a new workforce development nonprofit, and transferring staff and budget from DED to other government departments if applicable.

Establishing the Montgomery Economic Development Corporation

Board Appointment

The County Executive plans to submit the 11-member board nominations to the Council for approval by September. As one of the voting members will be a board member of the to-be-designed WorkSource Montgomery, Inc., the actual number of nominees will be 10 candidates with staggered terms (one, two and three years for initial appointments). The chair will be elected by the board members. There is no formal application process, but the executive office has been receiving strong expressions of interest.

Incorporation of 501(c)(3)

The Office of the County Attorney is coordinating with a Montgomery County-based law firm that acts as the legal representative for the new nonprofit to prepare for the 501(c)(3) incorporation. A draft of the articles of incorporation and bylaws will be completed by early August. Once incorporated, the Council is expected to designate the new nonprofit as Montgomery County's lead EDO in early October, after the 90-day wait period.

Personnel Transition and Staff Communication

The Office of the County Executive has been working with the Office of Human Resources (OHR) and the DED leadership and staff on the transition for the past few months. The County Executive has sent two letters to DED staff and the transition leadership team (see page 9 for a list) had three all-staff meetings to communicate the transition and offer assistance. DED employees have been taking advantage of various HR assistance programs and resources and some have started applying for jobs. OHR is sending an individualized letter with the transition plan and timeline to each DED employee in the next couple of weeks.

To date, one DED employee has left the department and taken a job out of this area. The remaining 36 positions will be transitioned in three stages over the course of next 7-9 months. To ensure continuity of operations, employees whose functions are to be transferred to other departments will be detailed back to DED and remain in their current positions to support the operations for as long as needed. Therefore, the internal transfers are just functional transfers in the system without physical relocation of staff from DED to the receiving agencies. They will carry the brunt of the work during the transition period.

George Leventhal, Council President

Page 3

July 27, 2015

Please see the detailed personnel transition chart in Attachment B for the three stages of transition:

1. **Internal transfer of staff to other departments.** Five staff positions from DED (Finance and Administration, Special Projects and Business Empowerment) will be transferred to other County departments (Finance, General Services and Office of the County Executive respectively). OHR is working with the ERP system for the functional transfer for these employees starting with the August 8th pay period.
2. **Internal transfer of staff to new Office of Agriculture.** Ten positions, including eight existing positions within the DED's Agricultural Services, and two positions within DED's Finance and Administration, will be transferred to the new Office of Agriculture for the pay period starting October 4th, or after the Bill takes effect.
3. **Placement of staff whose positions will be eliminated due to functional transfer to the new nonprofit.**
 - a. DED employees whose functions will be part of MCEDC's portfolio, a total of 21 positions mostly in marketing, business development and workforce development, will be eliminated through reduction-in-force (RIF). OHR will send the official RIF notice to employees after the above two internal transfers have taken place for the pay period starting November 1. However, staff will be granted accelerated RIF rights for priority placement starting Aug 2015.
 - b. The three positions in DED's workforce development will remain in place during the transition period to help support the transition and operational build-up of the new WorkSource Montgomery. The staff receives the same RIF notification and the same accelerated RIF priority rights as other DED employees.

Employees whose positions are RIFed and find employment within government may be detailed back to DED if necessary for continuity of services. However, every effort will be made to limit the use of this approach. OHR will be evaluating all duties and responsibilities of the 15 transferred positions to other County departments including the Office of Agriculture within 6 to 12 months to determine if the current position, grade, and status are consistent with the work being performed in their new departments.

Budget Transfers

DED was fully funded for FY'16. Budget transfers will take place throughout the transition process of FY'16. Please see Attachment C for details.

George Leventhal, Council President

Page 4

July 27, 2015

1. **Budget transfer from DED to other County departments.** Personnel budget will be transferred to receiving departments at the time of staff functional transfers.
2. **Budget transfer from DED to MCEDC.** Approximately \$6.1 million will be transferred to MCEDC incrementally throughout FY'16 as appropriate to support operating and personnel needs. Upon Council designation of MCEDC as Montgomery County's lead EDO and approval of the board, an initial budget of approximately \$100,000 will be transferred to MCEDC to cover the costs of building up the organization including conducting an executive search.
3. **Budget transfer from DED to WorkSource Montgomery.** During FY'16, WorkSource Montgomery is expected to receive a budget transfer of \$443,000, the current funding level for DED's workforce services after Council designation of the organization. Total budget request by WorkSource Montgomery for a full fiscal year is \$612,000.
4. **MBDC Budget.** MBDC is fully funded for FY'16 at \$500,000. Eventually, MBDC's budget is also expected to be transferred to MCEDC when MCEDC is ready for operation.

Operational Transitions

Bill 25-15 provides that DED will cease to exist 180 days after the Council designation of MCEDC as Montgomery County's lead EDO, which would be the end of April, 2016. In eliminating DED, its functions are being transferred to four areas including three new entities:

1. **To Other departments and offices.** The lateral transfer of staff and functions will be relatively smooth as the staff will largely perform similar functions in their new departments or offices. All receiving offices have been engaged in the process and positions and responsibilities have been identified for the new staff, who will remain at DED until it ceases to exist in spring, 2016.
2. **To the new Office of Agriculture.** The Office, including all functions and positions under the current Agricultural Services within DED, will be established upon Bill 25-15 taking effect in early October. It will be an independent office reporting to the Office of Chief Administrative Officer. There is no expectation of disruption to serving the farming community as all employees in the Agricultural Services will be retained and transferred as a whole in early October, 2015.
3. **To WorkSource Montgomery.** On July 21, 2015, the County Executive transmitted a memo to you recommending Council endorsement of the recommendations by the Workforce Strategies Steering Committee (WFSC) to create a comprehensive system for workforce management in the County. The WFSC's overarching recommendation is to designate a 501(c)(3) corporation, specifically WorkSource Montgomery, to replace the Workforce Investment Board, Inc. (WIB, Inc.), as Montgomery County's lead workforce

George Leventhal, Council President

Page 5

July 27, 2015

development organization to lead, evaluate, and coordinate a comprehensive and demand-driven system of workforce development for Montgomery County. This approach will align with the county's comprehensive economic strategy and with the restructuring of DED and MBDC, both of which carry workforce related programs. The County Executive will issue an executive order on the workforce transition in the coming weeks.

4. **To MCEDC.** Operational transfer from DED and MBDC to MCEDC will take place during the Phase II operation explained below, which will take place between December 2015 and 2nd quarter 2016.

The first three transitions will take place in Phase I. The last part, operational transition to MCEDC, will take place during Phase II after MCEDC is legally established.

Phase II Transition Priorities (December 2015– 2nd Quarter 2016)

Phase II actions include searching for and identifying a CEO for MCEDC, identifying, preparing and furnishing an office space for operation, hiring staff, and managing the operational hand-off from DED and MBDC to MCEDC.

An initial budget will be transferred from DED to MCEDC to support the below actions the board and CEO need to perform to bring MCEDC to speed.

CEO Search and Hiring The board of directors is expected to conduct a thorough search (most likely national) to identify a CEO for MCEDC between November, 2015 and January, 2016 with the CEO in place by February 2016.

Office Space Build-out and Preparation The board of directors will identify an office space, and will prepare, furnish and equip the space. There is no expectation from the County as to which location or space the organization may choose.

Staff Hiring Sufficient MCEDC staff needs to be in place for DED and MBDC to hand over off their operations without major gaps. This will take place between February and April, 2016.

Contract Agreement During the Phase II transition, the County will develop, in partnership with the leadership of MCEDC, a contract agreement that outlines its duties and performance measures, reflecting both the funding expectations for the nonprofit's scope of responsibilities and the Comprehensive Economic Strategy that the organization is expected to implement in partnership with other agencies and organizations.

Operational Hand-over to MCEDC. MCEDC will focus its operations on four major areas: 1) Marketing and Business Attraction, 2) Business Retention and Expansion, 3) Entrepreneurship

George Leventhal, Council President

Page 6

July 27, 2015

and Creative Economy, and 4) Research and Support Services. The new leadership may choose to structure the organization as it sees fit, but these functional areas will be performed regardless of the structure. Current DED functions related to Marketing and Business Development, Workforce Development and Business Empowerment (particularly those related to minority and women businesses), will be transferred to MCEDC.

DED and MBDC will do everything within their ability to execute the transition without operational disruptions.

The operational areas listed below are those performed by DED employees whose positions will be eliminated by RIF, in which case, employees may choose to leave the County government and cause some gaps in operations that will need to be filled by remaining DED employees or, if absolutely necessary, by contractors.

1. New Projects.

- a. Relevant Health Accelerator at the Rockville Innovation Center. This accelerator is a BHI program operated by Montgomery County-based Product Savvy. The first cohort of companies and entrepreneurs is scheduled for a September start date.
 - b. Innovation to Commercialization (I2C) Conference in November at Universities at Shady Grove. I2C was founded and is being organized for the 4th year by a Business Development Specialist in conjunction with the Mid-Atlantic Federal Laboratory Consortium (FLC). This year, the event is planned as a part of the FLC's annual national conference and program planning is almost complete.
 - c. Venture Mentoring Service (VMS). The Tech Council of Maryland is taking the lead in organizing a pilot year of the VMS program modeled after the highly successful MIT team-mentoring program. DED has provided FY16 financial assistance for this pilot year.
 - d. MOVE advertising program. This is the first advertising program the County government has done outside of the region in years. It is going into five markets-- Boston, Philadelphia, Baltimore, Research Triangle Park and the Greater Washington region). The County is doing print ads in the Business Journals in each market in addition to digital ads in New York City where the Business Journals do not have a print publication. The program is in collaboration with MBDC, who is doing general branding ads to be followed by letters to top businesses and site selectors in each market announcing the MOVE program and alerting them to the ad campaign in their local Business Journal.
- 2. On-going Projects.** DED has on-going programs that will require staffing during the transition period from August until the MCEDC can assume responsibility:

George Leventhal, Council President

Page 7

July 27, 2015

- a. Incubators. There are four incubators (Germantown, Rockville, Silver Spring and Wheaton) in the County's BIN network. Incubator tenants will continue to receive services, e.g., counseling, educational programming, reception services, etc., during this period although new companies will not be accepted after March 31, 2015. The Wheaton lease expires June 30, 2016. The Wheaton incubator tenants are aware of the lease expiration. Most of the tenants are ready for graduation to commercial space. DED will work with all of the tenants and help them find appropriate alternatives. In addition, DED will provide the MCEDC with a proposal for programming and technical services attuned to the local professional minority business community for the MCEDC's consideration and implementation.
- b. Life Sciences. The impact grants awarded in January, 2015 will be evaluated in FY1Q16. The analysis will determine if the grant program is continued for another round in FY16.
- c. Cybersecurity. The relationship with the National Cybersecurity Center of Excellence (NCCoE) and the partners under the Partnership Intermediary Agreement has been largely led by Orion Biosciences. The company is on retainer for that work through FY16.
- d. Retention/Attraction Projects. There are a number of companies DED is actively working with for either retention or attraction purposes. Every effort will be made to maintain account continuity during the transition, and we look to hand off these projects to MCEDC as early as possible.
- e. DED Web Site. Priority focus will be placed on the accuracy and completeness of the information provided.
- f. Marketing. The primary message that Montgomery County is open for business will be communicated through DED's weekly e-newsletters, press releases, the web site and social media outreach, in collaboration with the PIO's office.
- g. Other on-going programs and projects that need to be managed to conclusion include office hours at shared office spaces, the small business mentoring program, contractor relationships with partners such as the Small Business Development Center, the Latino Economic Development Center, the Asian Pacific American Chamber of Commerce, Bethesda Green, etc., as well as the SBIR Program and the green restaurant certification program. As the DED managers of these programs/projects move to new assignments, DED will make decisions based on impact, expertise and resources to decide whether to continue the programs or allow them to lapse until the MCEDC is ready for operations.

3. Other Considerations for Operational Transitions

- a. **MCEDC Board Actions.** MCEDC's board of directors is expected to identify a CEO, an office space, and build organizational capacity between December and early spring of 2016. The speed of these actions will affect timing of DED's hand-over and staff's physical relocation to their new functional units, or, in some cases, to MCEDC.
- b. **MBDC Operations.** MBDC's operations include marketing and business development and workforce development, and research. MBDC is in discussions with DED on relocating to DED during the transition period but no decision has been reached.
- c. **Business Services by government.** In light of the concerns raised by several Council members related to improving government services for businesses, our team is working with major chambers and key departments to address the issues and we will inform the Council of our plans to that end.

Economic Development Strategic Plan and Implementation

The Office of the County Executive has been leading the efforts on developing a comprehensive economic development strategic plan required by the Council by October 1, 2015, per Expedited Bill 16-15, *Economic Development Fund - Strategic Plan - Amendments*, and will continue to provide oversight in coordinating and communicating the implementation of the strategic plan for the next few years. MCEDC will take over the leadership role to develop and submit a new strategic plan starting October, 2019 as required by this reorganization legislation.

In many ways, this is Montgomery County's first data-informed and integrated economic development strategic plan supported by rigorous research and analyses as well as broad-based community input of all sectors. The Plan has been developed with active participation of 10 County departments and agencies and over 50 active members and leaders of the community from business, education, and nonprofit sectors over the span of a year. It comes at a critical juncture to help inform how the two new EDOs (MCEDC and WorkSource Montgomery) will staff and structure their organizations and collaborate with each other to deliver economic values for the County.

Upon the Council's expected approval of the strategic plan in October, our office will work with County agencies and partners to start implementing applicable strategies, especially those that do not depend on the new MCEDC active involvement. Both DED and MBDC leadership has been involved in the Plan's development and can decide how much their organizations can step up to take on new strategy implementations while going through major transitions.

George Leventhal, Council President

Page 9

July 27, 2015

Public Communication and Contacts

Public Communication The restructuring of economic development is a comprehensive set of related initiatives aimed to improve the image and practice of Montgomery as a prime destination for people and businesses. It has received tremendous support and input from both the Council and the public. To keep the public informed, the Office of the County Executive is taking a lead on several fronts of communication:

- A Web page has been set up with updated information, "Restructuring Economic Development" that includes several related restructuring moves. It is under the "Economic Priorities" tab on the County's front page. There are also periodic updates with key stakeholders including MBDC and the chambers of commerce and industry groups.
- Project Lead Lily Qi has been speaking at various chambers' member meetings to explain the changes and what to expect in the interim.
- Both DED and MBDC Web sites will have information about the restructuring soon, once some details have been finalized.

Transition Team Contacts

- For overall transition planning and MCEDC matters including board interests--Lily Qi, Office of the County Executive, 240-777-2524.
- For business assistance and related inquiries and issues:
 - Primary contacts--Sally Sternbach, DED, 240-777- 2005; Holly Sullivan, MBDC, 240- 399-3903.
 - Secondary contact--Lily Qi, Office of the County Executive, 240-777-2524.
- For personnel matters--Shawn Stokes, Office of Human Resources, 240-777-5010.
- For budget matters--Jennifer Hughes, Office of Management & Budget, 240-777-2777.
- For WorkSource Montgomery--Tom Street, Office of the County Executive, 240-777-2559.

TLF:lq

Attachment A General Transition Chart

Attachment B Personnel Transition Chart

Attachment C Budget Transfer Chart

Department of Economic Development: Current Structure



Department of Economic Development (DED)

Marketing & Business Development

Marketing & Communication | Business Retention & Attraction
Business Innovation Networks & Entrepreneurship

Finance & Administration

Economic Development Fund | Business Finance | Contracts
Research

Business Empowerment

Small Business Navigation | Small Business Outreach
Minority & Women Business Partnerships

Agricultural Services

Soil Conservation | Extension Services | Agricultural Easement

Special Projects

Capital Projects | Conference Center

Workforce Investment Services

Workforce Investment Board | New Workforce Portfolio

Montgomery Business Development Corporation (MBDC)

Marketing & Business Development
Marketing & Communication | Business Retention
Retail Attraction | Research

Workforce Development

Rx for Employability, etc.

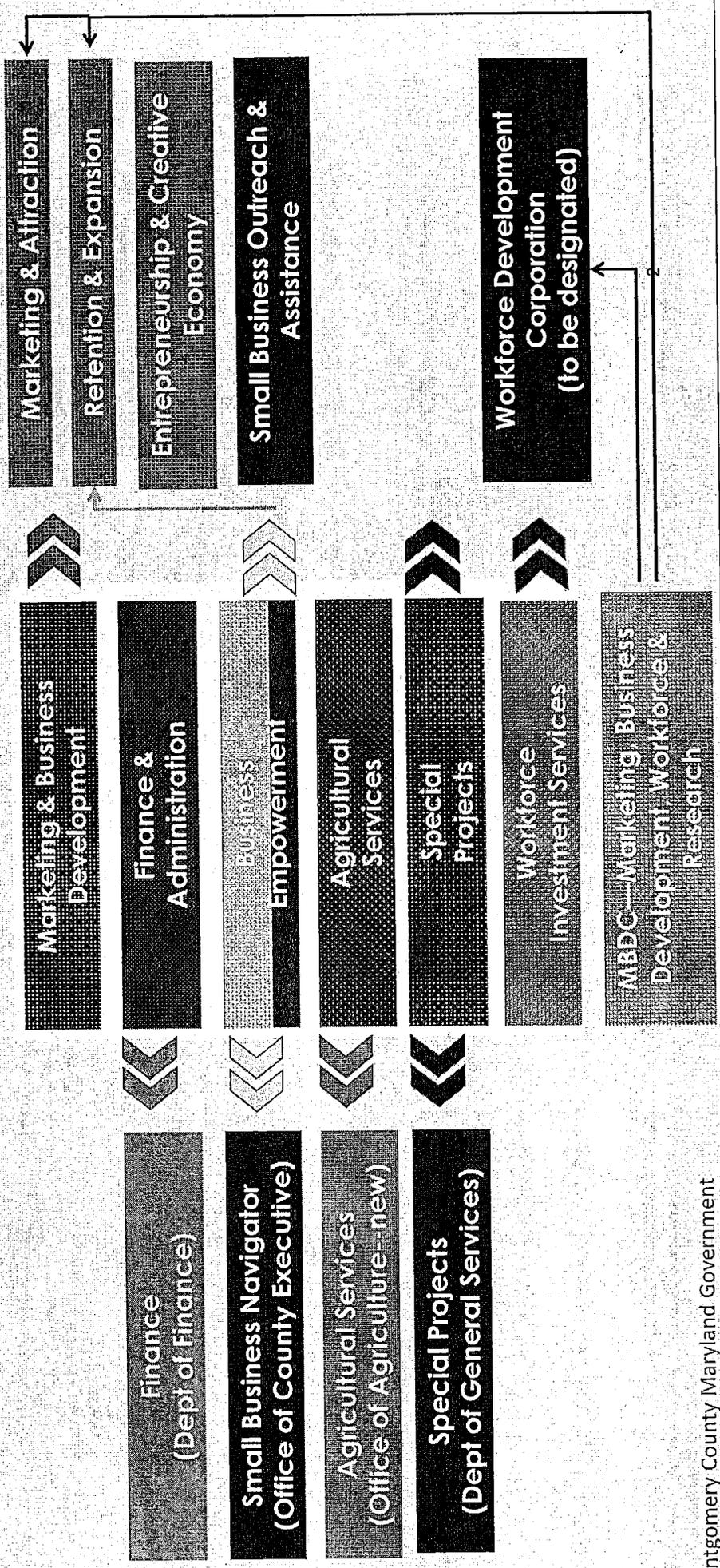
Department of Economic Development: Proposed Transition



MCG

DED & MBDC Present

MCEDC



Economic Development: Future Structure

Workforce Nonprofit

talent attraction, retention & development

WorkSource Montgomery, Inc.
(replaces WIB, Inc.)

MCG

Finance
(Dept of Finance)

Small Business Navigator
(Office of County Executive)

Agricultural Services
(Office of Agriculture--new)

Special Projects
(Dept of General Services)



MCEDC

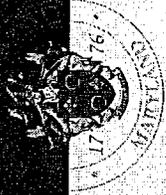
business attraction, retention & growth

Marketing & Attraction
(biz recruitment, global markets, retail strategy)

Retention & Expansion
(relocation/expansion, small biz support, GSA)

Entrepreneurship & Creative Economy
(incubators, Placemaking, arts, Ag biz)

Research & Support Services
(market research, contract management)



5 positions to be transferred to other County Agencies

	Union	Note
1 BDS III	MCGEO	Transfer To DOF
2 Program Manager II	NO	Transfer To DOF
3 Program Manager II	YES	Transfer to CEX
4 Division Chief—MLS II	NO	Transfer to DGS
5 BDS II	MCGEO	Transfer To DOF

Approximately by 8/4/15
 OMB will take lead in triggering necessary ERP System processes to move positions and associated budget to respective agencies.

10 positions of Ag Division transferred to Office of Agriculture

1 COO-MLS I	NO	New Office of Ag.
2 Adm Specialist II	NO	New Office of Ag.
3 Division Chief—MLS II	NO	New Office of Ag.
4 Senior BDS	NO	New Office of Ag.
5 ABOLISH BDS III (Vacant)		
6 ABOLISH PAA (Vacant)		
7 Part Time PAA	MCGEO	New Office of Ag.
8 Senior BDS—non merit	NO	New Office of Ag.
9 PAA	NO	New Office of Ag.
10 BDS III—non merit	NO	New Office of Ag.
11 BDS III—non merit	NO	New Office of Ag.
12 Adm Specialist II	NO	New Office of Ag.

Approximately by 10/5/15

Bill 25-15 allows creation of the Office of Agriculture 90 days after bill is signed into law, or early October, 2015. OMB, OCA, and OHR will prepare for the set-up of the Office during 90-day period.

Reduction In Force for 21 positions (20 filled)

	Union	Note
1 Director Position		Lapsed for FY16
2 Adm Specialist III (Vacant)	NO	
3 BDS II	MCGEO	
4 EAA	NO	
5 Division Chief	NO	Question A position
6 Senior BDS	NO	
7 Senior BDS	NO	
8 Senior BDS	NO	
9 Senior BDS	NO	
10 BDS III	MCGEO	
11 BDS III	MCGEO	
12 BDS III	MCGEO	
13 BDS III	MCGEO	
14 BDS II	MCGEO	
15 BDS II	MCGEO	
16 BDS I	MCGEO	
17 Division Chief	NO	Question A position
18 BDS III	MCGEO	
19 Division Chief—MLS III	NO	
20 Sr. Financial Specialist	NO	
21 Program Manager I	MCGEO	

Begin RIF Notice by 11/1/2015

Fifteen day separation between staff transfer to Office of Agriculture and RIF Notices.

Item	PC	OE	Total	Note
FY16 Approved DED Budget - General Fund	4,214,975	7,073,036	11,288,011	5/14 - Council Approved Budget
FY16 Approved DED Budget - Grants		3,572,311	3,572,311	For Workforce Services
FY16 Approved Economic Development Fund	129,000	1,724,591	1,853,591	Include 1 staff handling EDF
FY16 NDA-Lease for DED		580,342	580,342	Lease will be expiring September 2015 but a short term renewal of one year is anticipated. (=Based Rent+common area maintenance+taxes \$531,202; Parking \$49,140).
FY16 NDA-Conference Center	118,314		118,314	
Total	4,462,289	12,950,280	17,412,569	
FY16 Savings Plan (CE)	(202,940)	(350,000)	(552,940)	
FY16 Savings Plan (CC)	(8,607)	207,500	198,893	Council proposed not to cut \$300K for College but reduce \$72.5K for Data Analytics Initiative and \$20K for Misc. Operating Expenditures
Remain in the County In DED Budget	1,659,619	5,162,487	6,822,106	
Agricultural Services	620,518	252,721	873,239	Move to the Office of Agriculture - 5 positions funded by GF (4.4 FTEs=\$600,518+lapse \$20,000), 2 funded by CIP (2.5 FTEs=\$263,104), and 2 funded by WQPF (2.1 FTEs=\$320K). Council approved \$61K for Mobile Ag Lab.
Special Projects - PPP & CIP	233,790	18,200	251,990	Move to DGS
Finance and Administration	439,503		439,503	Move two positions to Agriculture and one to Finance (3 FTEs=\$412,688+lapse \$26,815)
Small Business Navigator	118,494		118,494	Move to CEX
Incubators - Financing component		2,569,971	2,569,971	Associated financing for incubator facilities. Move to Finance
American Film Institute - direct payment		597,004	597,004	Move to DGS
Non-DED Budget				
Economic Development Fund	129,000	1,724,591	1,853,591	Move to Finance
Special Projects - Conference Center	118,314		118,314	1 staff funded by NDA-Conference Center. Move to Finance
Transfer to MEDC In DED Budget	2,402,544	3,701,264	6,103,808	
DED positions to be transferred (OE is in Finance & Admin)	2,402,544	550,000	2,952,544	Total 19 positions (funding for 18 staff) -- Include 1 Director (lapsed for FY16), 12 MBD staff, 3 Finance & Administration staff, 2 Small Business, & 1 in Special Projects. OE reflects the MBDC funding.
Incubators - program operations (in Finance & Admin)		869,000	869,000	For program operations only. Part of the Marketing & Business Dev OE
Business Marketing & Development		527,087	527,087	Reduce \$25K for the Alliance for Workplace Excellence as approved by the Council
Business Empowerment		291,000	291,000	Small & Minority Business Assistance
Partner Contracts (in Finance & Admin)		962,973	962,973	Reduce \$45K for MMF as approved by the Council and \$597K for AFI which stays in the County
Non-DED Budget				
DED Current Lease (~13,000 sf)		501,204	501,204	Funding is from NDA-Lease. Share the lease with the new Workforce entity by the number of positions (19 vs. 3)
Transfer to a new Workforce Development entity	400,126	4,086,529	4,486,655	
Workforce Services - GF	400,126	435,080	835,206	Council approved \$300K for Montgomery College Workforce Training Scholarships
Partial DED Current Lease		79,138	79,138	Share the lease with the new EDO by the number of positions (19 vs. 3)
Workforce Services - Grants		3,572,311	3,572,311	
Total	4,462,289	12,950,280	17,412,569	

Budget assumptions for the new Montgomery Economic Development Corporation:

- Some of existing DED functions such as Agricultural Services and Special Projects will remain in the County. Staff associated with those functions will remain as County employees.
- MCEDC will absorb DED functions related to marketing, business development, and outreach. If the staff associated with those functions wish to remain as County employees, the County will provide assistance to identify positions available in existing County agencies for transfer.
- For those DED functions not absorbed by MEDC, staff will be assigned to other County agencies. The transition from DED to the new MEDC in FY16 will be cost-neutral.