

NORTH CENTRAL WASHINGTON ECONOMIC DEVELOPMENT DISTRICT (NCWEDD)
BOARD and MEMBERSHIP MEETING

October 8, 2014

8:45 - 10:45 AM

Chelan City Hall - 135 Johnson Avenue, Chelan, WA

Karen Rutherford called the meeting to order at 8:45 AM.

MEMBERS PRESENT

Bill Haven, City of Entiat
Steve King, City of Wenatchee Economic
Development Officer
Kurt Danison, Tonasket, etc.
Carol Cowling, EDD
Craig Larson, Port of Chelan County
Kari Grover Wier, US Forest Service
Mark Spurgeon, Port of Douglas County
Russell Clark, City of Rock Island
Wendy Isenhardt, City of Chelan
Kim Ustanik, Town of Manson

Chris Branch, City of Oroville
Russell Clark, City of Rock Island
Ken Stanton, Douglas County
George Buckner, City of East Wenatchee
Stacy Luckensmeyer, Wenatchee Valley
College

GUEST

Gary Bégin, Lake Chelan Mirror

STAFF

Amy Massey, EDD Administrative Coordinator

Karen Rutherford announced that Jennifer Korfiatis, Administrator for past 8 years, has submitted her resignation in order to pursue other endeavors. Karen offers that this is an opportunity to re-think the NCWEDD. Karen amends the agenda, to call for an action plan to form two committees: 1) a Search Committee for a new Administrator and 2) an Organization Committee to look at the EDA capacity grant, the future location of the EDD possibly in a strategic partnership location, and many other issues. Ken Stanton shares, on behalf of the founding board members, the appreciation of what Jennifer offered to the EDD. Karen shares that major rearranging will be necessary for the EDA Capacity Grant in the future.

Karen shared the budget summary, "Summary of Current EDD Grants, and NCWEDD Operation Budget – DRAFT" and highlighted the changes from current to future. Committee discussed time frame, whether to prioritize hiring a new ED first, or to set the business model first. Karen clarifies that these committees can clarify the fine points. Ken Stanton asked to focus on the parameters of the EDA grant. Russ Clark asks if the EDD can start the process to seek financial sustainability, and pointed out the challenge of dependence on federal government revenues.

Discussion was held on the role of the NCWEDD in the region, including:

- the importance of retaining a regional collaboration for NCW;
- whether to get more involvement from the private sector;
- how the new ED could collaborate with existing entities like Chambers, and the private sector;
- how to leverage government and business partnerships;
- how to keep communicating about the value of the EDD and regional issues that bridges the 3 counties and the Tribe;

- the importance to define the reason for economic development, and define the shared regional threads, like education, healthcare, transportation, etc;
- looking at other groups and meetings who have a regional view;
- looking at other sources for funding such as the Collective Impact Initiative;
- how to include each County's focus, including Chelan.

The Board asked questions, including:

- Is the Board better at the level of elected officials, or the county citizens and organizations?
- What is the role of formal meetings as well as the informal discussions, and the value of collaboration and creating opportunities?
- What is the importance of the office location, and is it a benefit to remain unaffiliated and neutral for the most regional benefit?
- How to retain and build the EDD website for communication?
- Is there a role for more active advocacy in lobbying at the state level?

Carol Cowling shared that the grant funds are not received yet. Karen shared that most EDD's are in partnership with another entity. Karen shared that the Plug In NCW in-kind contribution was disallowed for the grant. Members' mileage was disallowed. Jennifer and Karen gathered data from Chelan and Douglas County affiliations from partnership and collaboration, for in-kind allowances for the EDA grant.

MOTION to Approve EDD September meeting minutes: Motion to approve minutes made by Mark Surgeon, seconded by Ken Stanton. All approved. Motion passed. George Buckner abstained from voting.

MOTION to Approve new EDD members: Leavenworth Winter Sports Club, and AGC of Washington (Associated General Contractors). Motion to approve both as new EDD members was made by Wendy Isenhart, Kurt Danision seconded. All in favor, none opposed. Motion passed.

MOTION for Approval of the monthly budget: Wendy Isenhart moved to approve, Russell Clark seconded. All in favor. Carol commented that about a third of the membership dues comes from non-attending members, and increasing dues could result in a loss of memberships.

Administrative Update: Karen Rutherford.

Karen discussed some important projects needing attention in the interim period between Administrators;

1. TOTA. \$2500 was authorized for www.route97.net. We need to follow through with them and maintain ties.
2. WSU marketing surveys projects, need to continue coordinating on the project, for gathering good data for the region.

3. Disaster recovery grant. Karen suggests the EDD look at hiring Jennifer as a consultant to complete the grant, possibly about 20 hours. The consultant fee would come out of the EDD budget. The grant is \$150K, and for the purpose of defining the disaster impact on small business through an analysis and study.

MOTION to Approve pursuing the Disaster Recovery Grant, with EDD funding, not to exceed 30 hours, and to hire Jennifer Korfiatis as a consultant to procure the grant. Ken Stanton makes a motion approve, George Buckner seconds the motion. All in favor, none opposed. Motion passes.

Karen shares that she and Jennifer identified current projects that could be moved into the work duties of Amy Massey, Administrative Coordinator. 1. Co-working space in Leavenworth 2. Coordination of the Destination Sales Tax Training in November and 3. Updates to websites and calendars, and 4. Integration of the Trends programs in collaboration with Patrick Jones. Karen would like the board to consider having Amy finish this work, and will discuss with Amy the hours, pay and details on these projects that need to be completed.

A discussion is held whether or not this necessitates a formal motion, or whether it's within the realm of the Executive Committee.

MOTION to Approve the Executive Committee to negotiate and work with Amy to complete the above tasks. Motion to approve is made by Mark Spurgeon, Wendy Isenhart seconded. Russell Clark asks if the Board Chair already has the authority to move forward on this. Craig Larsen objects to the motion, and questions the need for such a motion.

Chris Branch amends the motion. **MOTION to Approve** the motion to reallocate the above mentioned tasks to the Administrative Coordinator, within the existing budget, and direct the Board Chair to have a conversation with Amy to accomplish the ongoing work. Mark Spurgeon accepts the amendment, Wendy Isenhart seconds the amendment. All in favor, none opposed.

Call for Formation of Committees:

1) Re-Organization Committee to meet once a week, by phone: Ken Stanton, Craig Larsen, Stacy Luckensmeyer, Kim Ustanik, Wendy Isenhart, Steve King, Roni Holder-Diefenbach, and Kyle Desautel will be invited.

2) Search Committee. Amy Stork from Twispworks, Roni Holder-Diefenbach, Mark Spurgeon, Carol Cowling and Karen Rutherford.

MOTION to Adjourn - Russell Clark made motion to adjourn, Wendy Isenhart second. **Meeting adjourned at 10:25 am.**

Minutes respectfully submitted by Amy Massey. 10-8-14