



Our mission: *“To foster an innovative and resilient economy for North Central Washington’s Businesses, Workers, and Families”*

BOARD OF DIRECTORS MEETING MINUTES

Wednesday January 8, 2020
Chelan City Hall, Chelan, WA

CALL TO ORDER 9:00 AM

1. Chair Jim Huffman established a quorum with the following board members present: Jim Huffman, Kurt Danison, Mark Botello, Chris Branch, Roni Holder-Diefenbach, Don Linnertz, Craig Larsen, Carlene Anders (Dial-in).
2. Guests Present: Cheryl Nelson and Jake Mayson, CWHBA; Patrick Jones, EWU; Michael Buckingham, Mayor of Entiat; Mika McLean, USDA; Blake Baldwin, Chelan County (Dial-in).

EYE OPENER PRESENTATION

1. Chelan-Douglas Trends and Indicators Project – Dr. Patrick Jones - Institute for Public Policy & Economic Analysis, Eastern Washington University made a presentation on Trends and its key goal of helping decision making. Dr. Jones went over population, age, race, and income indicators and what that data could mean for the EDD region moving forward.

CONSENT AGENDA APPROVAL

1. December 11 Minutes – Chris Branch made a motion to approve the December 11th minutes as presented. Second by Don Linnertz. Motion passed unanimously.

DISCUSSION/ACTION ITEMS

1. Motion 20-01-01 Approve NCWEDD Purchase and Credit Card Policy. The board discussed the policy and made a grammar correction to section A, modified section B to clarify reimbursements needed to be documented and paid separately from standard payroll, and section C to remove the wording “made for purchases outside of budgeted maintenance and operation or pre-approved project over \$250”. Kurt Danison made a motion to approve the NCWEDD Purchase and Credit Card Policy as amended. Second by Chris Branch. Motion passed unanimously.

2. Motion 20-01-02 Approve NCWEDD Regional Priority Project Rankings. Interim Director Paul Moore briefly explained the ranking process and how the top ten projects were decided. Kurt Danison made a motion to approve the NCWEDD 2020 Regional Priority Projects Ranking. Second by Craig Larsen. The board briefly discussed the history of the two-step application process and how it might be improved upon. Motion passed unanimously.

EXECUTIVE DIRECTOR UPDATE

1. Interim Director Paul Moore went over the written report including updates on the Oroville project and EDA drawdown. He also thanked the RPP committee for all of their hard work.

MARKETING AND EVENTS UPDATE

1. Alyce Brown, Associate Director went over her marketing efforts for Supernova including an upcoming interview on Spanish Radio on January 9th. She also planned on attending the GWATA new year celebration on January 9th to help network and promote Supernova and the NCWEDD. The NCWEDD will be hosting a webinar on how to apply for Supernova on January 13th on Facebook, it will be live, but also available to anyone who wants to watch it at a later date.

TREASURER REPORT

1. Interim Director Paul Moore went over the Standard Balance Sheet and Profit and Loss by Class. He explained that although the EDD funds are currently very healthy a large majority of our funds are earmarked for Supernova as they are the result of sponsorships for Supernova and the CHI grant that we received. The general fund should be sound until the Q3 EDA drawdown.

COMMITTEE/STAFF REPORTS

1. Governance/Hiring Committee
 - a. Roni Holder-Diefenbach briefly went over the current status of applications for the Executive Director position and reminded the committee that the application period ended on January 10th at which point they would need to review the applications and schedule interviews.
2. CEDS Committee
 - a. Interim Director Paul Moore suggested not having categories for this year's press release and simply provide a top ten list with a brief description of each project. The board was in consensus on this decision.
3. Oroville Project
 - a. Interim Director Paul Moore very briefly went over a presentation on the Oroville Industrial Roadway Project.

EXECUTIVE SESSION

1. The board entered Executive Session at 11:15 for 15 minutes to discuss the Trends Contract and Executive Director search. The board left executive session at 11:30.

NEXT MEETING DATE/TIME: *Wednesday February 12th, 2020 @ 9:00am, held at Chelan City Hall*

ADJOURNMENT at 11:31am