

San Juan County
Economic Development Council

June 9, 2010

APPROVED MEETING MINUTES

Attending:

Board members: Patty Miller, Jim Hooper, Randy Martin, Liz Illg, Peggy Bill, Marilyn O'Connor, Peggy Long, Steve Hushebeck

Guests attending: Vernadel Peterson, Debbie Dickinson

Excused: Ralph Hahn, Bruce Gregory

Board members absent: Eric Youngren, Scott Webster • Recorder: Victoria Compton

Topic	Key Discussion Points and Agreements	Actions and Next Steps
Call To Order	The meeting was called to order at 8:35 a.m.	
Introduction	VC introduced the board to our fabulous new volunteer, Debbie Dickinson, who will help with general office tasks and surveys.	
President's Report	<p>Patty: .09 funds request was approved for \$8,400 and thank you letter/verbal thanks were made to SJC Council. Patty stressed that we need to be careful with every dollar we spend. Patty asked that board think about what we'd like our curriculum to look like, asked that board help with volunteer time. Randy: Business Resource Center now closed at Skagit Valley College, so this is a great direction for EDC. Peggy Long and Marilyn agreed. Marilyn wants to make sure we send mid-year status report to all agencies funding EDC. Jim will look at what we committed to different agencies vs. what we chose as priorities for next year's requests. Economic Development Element was brought up at VC's presentation to Town of FH. Steve said he would send copy to VC, to send to board. Patty: Board approval of Lopez jobs project did not get into minutes. PM remembered that Board did vote to approve \$3,500 initially with second \$3,500 to be allocated when deliverables met. Jim moved to fund the Lopez jobs project to \$3,500; Liz seconded. PM: wants to know if they received other funding, and wants deliverables achieved before additional \$3,500 funding allocated. Board agreed to table second \$3,500 request to 2011 budget.</p>	<ul style="list-style-type: none"> • PM and VC will begin working on budget and request to County. • VC will check with Debbie on best time to submit request v-done. • Marilyn and VC will work on mid-year one-page status reports, including an announcement of additional .09 funding. • Jim will research our commitments/priorities. • Steve will send EDE to VC. v-done. • VC will send EDE to Board. v-done. • M/S/P - \$3,500 allocated to Lopez Jobs Pilot Project. • Second \$3,500 will be allocated in 2010 when clear deliverables met.
ED Report	<p>VC: additional funding translates to 13.16 additional hours/wk for VC and PB. Must be payroll/benefits-related expenses. Corporation filing exp'd with State in 2003, but we're up to date now. Presentations went well at Town of FH, Lions, Soroptimists; Rotary will be 6/23. Board requested that PowerPoint deck be sent to them. VC asked if Board had approved funding for business classes with Orcas Funhouse. Board had approved in 2009, but not 2010. VC asked Board for</p>	<p>VC and PB will work out allocation of additional hours funded by SJC. VC and PB will create and fulfill list of concrete deliverables for additional .09 funding. VC will send ppt. deck to Board. VC will let Orcas Funhouse know there's no funding in 2010. VC will craft bank investment</p>

	<p>approval of her requesting banks for funding. Patty: moved that VC authorized to initiate dialogue with banks and structure a proposal to send to banks, but only with Board authorization of that proposal. Marilyn: second. All in favor. Phone meeting to be held in two weeks. VC interviewed by a researcher from Univ. of WA, regarding NOAA no-go areas, and by Seattle Business Monthly regarding biz haps in SJC. Small business support: VC helping four small businesses get financing. VC currently setting up curriculum for the rest of the year. Short break-out session on curriculum. Marilyn suggested that VC call businesses on Lopez and Orcas for their input as well.</p>	<p>program and will send to Board. VC will set up conference call to Board in 2 weeks for approval of program. M/S/P: VC authorized to initiate dialogue with banks and structure a proposal for them; VC will ask Board for approval of proposal in two weeks. VC will work with Randy on curriculum and send final list to Board for approval. VC will call Lopez/Orcas businesses for curriculum input.</p>
ARC Coordinator Report	<p>Peg: May meeting was last one till Sept. Candace Jagel and Tim Clark are now co-chairs. ARC has \$25k request in to State for farmland preservation. Peg is working with L&I on intern legislation. Peg asked EDC for input on farm stand issue. Farm & Feast report, and ICL (now called CIG).</p>	
Report on Transportation	<p>VC and Patty reported on the two meetings held to date with the CNTF. Liz reported on her work on a Human Services Needs Assessment, which surveys underserved residents. Liz recommended that LTPO be called a Transportation Benefits Organization (TBO). Steve provided wording of SB1591, which concerns use of transport funds. Liz: SJC Public Works has claimed transportation enhancement funds from State, all of which went to roads improvement. Currently, SJCPW is the RTPO for SJC and they have a transportation improvement plan (TIP) in place, but solely focusing on roads. SJC needs to add human services to the TIP. LTPO would create an agency involved with all aspects of transportation. A TBO would take on planning and administration on a county-wide basis. SJC wants to hear from EDC on what the needs are by the end of the year. Patty: SJICF said no to funding transportation survey. VC: will call Charlie to find out why. VC: can we fund a smaller survey ourselves? Marilyn: would like focus not to be on needs, but on opportunities. VC: we should have a vision statement/not a problem statement. Steve: we need a TBO in order to get funding from taxes. Marilyn: Moved that we approve \$2,500 to be allocated to complete transportation user classes' needs assessment, and to draft solution option and a vision statement for an LTPO. Jim: second. All in favor.</p>	<p>Patty, Liz and VC will look at SB1591. M/S/P:</p>
Report on Broadband	<p>VC: Patty and VC met with Charlie Anderson and</p>	<p>M/S/P: Moved that EDC co-fund</p>

	George Johnson re broadband survey. Patty: Broadband Committee recommends that EDC allocate funds to survey broadband needs that aren't being met, and current ISP capabilities. VC: CNTF has agreed to match those funds up to \$1,000. Broadband Committee has asked VC to subcontract to do survey; George has already created database of users/classes/questions and George and VC have met to craft survey. Jim: moves that EDC fund study on current level of utilization of broadband services and future needs, for \$1,000. Marilyn: seconds; notes that we'll formulate plan using this data and that the emphasis should be partly on interfacing with State and Federal agencies. All in favor.	study on broadband with CNTF, for \$1,000.
Approval of Minutes	Liz moved to approve April and May minutes; Steve seconded; all in favor.	M/S/P: Minutes approved.
Review of Financials	VC: Kathie has not sent financials. Patty: working on budget.	
Continued Business/Correspondence	Scenic Byways sent invoice for 2010 funding of \$1,000. Jim moved to fulfill 2010 funding, Peggy seconded, Liz abstained.	
New Topics	--	
Announcements	Next meeting – July 14, 2010.	
Meeting adjourned 10:30		