

San Juan County
Economic Development Council

APPROVED MEETING MINUTES

October 13, 2010

Attending:

Board members: Patty Miller, Jim Hooper, Liz Illg, Bruce Gregory, Marilyn O'Connor, Peggy Long, Steve Hushebeck

Guests attending: Alan DiBona, Lance Evans

Excused: Steve Hushebeck, Eric Youngren

Board members absent: Ralph Hahn • Recorder: Jim Hooper

Topic	Key Discussion Points and Agreements	Actions & Next Steps
Call To Order	The meeting was called to order at 9:30 a.m.	
Introduction	Introduction to returning guests Candace Jagel (ARC co-chair) and Jack Yelverton.	
President's Report	<p>1. Review of current priorities: Jim and Patty working to transition responsibility. Patty will not be at December 8 meeting.</p> <p>2. Housing Solutions group is working to develop an affordable housing plan. They are requesting a representative from the EDC, if there is an interested person (~ 6 -8 month commitment w/ most work in March '11). They hired Jason Robertson to help in the effort. They have a scope of work and a plan. The steering committee is comprised of Alan Smith, Lisa Beyers, John Campbell, Patty Miller from Orcas; Nancy from San Juan Community Land Trust, Jason from Homes for Islanders; Angela Lausch from the County; Rip from Lopez Island. Housing Solutions group includes Wally Gudgell from Orcas, Sandy Bishop from Lopez. Patty will probably leave the group once she is on the County Council. Working to transfer and finish administrative tasks before November.</p> <p>3. Puget Sound Partnership Action Agenda Implementation Team – Patty is looking for a representative. This is the state and local group partnership to develop an action agenda for San Juan County w/possibly federal funding. Victoria might, if the Board supports this as a priority. The Implementation Committee is a longer term stint for several years, and the EDC could rotate people each year. Probably a monthly meeting. Probably will not be a lot of outside the meeting commitments. Has representatives from Labs, Public Works. EDC would be the only organization on the group that is not entirely an environmental group. Barbara Marrett, Port Commissioner, may be on the committee. The Advocacy Groups are very active in participating. Marilyn O'Connor volunteered to attend at least one meeting. Cathy and Jim would like more information. Victoria is interested, if the involvement were next year. The group has not even met yet. Liz and Cathy feel that there needs to be a voice there. Patty said we can submit a person's name and an alternate. One idea: have different EDC representatives for each meeting. ACTION: Patty to offer Marilyn's name as an attendee for the first meeting in order to gauge the extent of the involvement.</p>	<ul style="list-style-type: none"> • Patty and Jim will transition files by November • AI: Patty will offer Marilyn's name to PSP for first mtg.
ED Report	<p>1. Patty and Victoria met with Opalco to ask for further participation regarding broadband.</p> <p>2. Liz, Victoria, Steve and JoanRuth Baumann met with Betsy Robley from Rick Larsen's office regarding transportation.</p> <p>3. Victoria, Verne Howard, and Jim Hooper met with Rick Larson and his staffer, Adam LeMieux, earlier this week. Health insurance, broadband and the Cattle Point project were discussed.</p> <p>4. Human Services: Victoria attended the County Council presentation by Liz and JoanRuth Baumann on the Human Services.</p>	<ul style="list-style-type: none"> • AI: VC will follow up with County Council on .09 funding. • AI: VC will let Minnie Knych know about Adding

	<p>5. Customer Service 101 class taught by Jim and Victoria.</p> <p>6. Social Media class taught by Victoria on Monday with 21 people showing up, and more people signing up late that were turned away ... about 10.</p> <p>7. Victoria made a short presentation on Social Media for Orion Development Group's university partners.</p> <p>8. Victoria gave a short introduction to EDC classes, to WSU extension class on women in farming.</p> <p>9. Met with Minnie Kynch, workforce development, coordination for next year.</p> <p>10. Phone mtg with Jill Blankenship from Frontline Call Center and Jim Hooper, reference the article in San Juan Islander. She has also started a new business called Quantum 8 Communications which is branching into new business ventures.</p> <p>11. Workshop on getting government business delivered by Diane McLeod from Procurement Technical Assistance Center.</p> <p>12. State cut ADO funding retroactively to July 1, which will impact budget somewhat. Further cuts (up to 100%) expected.</p> <p>13. Victoria made a presentation to County Council yesterday for incremental funding from the .09 funds. Patty said that it is helpful for others of us to make comments, during the public comment period at the County Council meeting. Incremental funds would pay for public workshops by Victoria.</p> <p>14. Victoria's next class, "Adding Employees", will be taught by Cathy Cavanagh. Liz suggested talking to Minnie Kynch about the workshop, too.</p> <p>15. Make a note of the scheduled November 8 symposium on business financing, featuring guest speakers from off island.</p>	Employees class. <i>v-done</i>
ARC Coordinator Report	<p>Bruce Gregory, on behalf of Peggy Bill, who submitted her report in writing:</p> <p>1. There were some questions about the ICL program, which should be directed to Peggy. Bruce said he saw strong progress so far.</p> <p>2. Farmer's Market: wheels are turning based on a private donation which has been received for \$350K, which completes the identification of all needed funding. All that is left is for closing the transaction, with fund raising for build out to follow thereafter.</p>	
Nominating Committee Report	<p>Liz Illg presented candidates for the EDC: Lance Evans, Executive Director of Orcas Island Chamber of Commerce, and Alan Dibona, Swal'lech Construction of Lopez Island. Moved, Seconded, Passed. Thank you to Liz and to Lance and Alan. ACTION: Victoria to send letter and relevant documents.</p>	<ul style="list-style-type: none"> ● M/S/P Evans & DiBona inducted. ● AI: VC will send docs.
Report on Transportation	<p>1. Human Services Transportation Plan, developed by Liz and RuthAnn, was accepted by County Council and filed with the State. Work is proceeding to apply for grants for taxi vouchers and for funding a mobility coordinator. There are also active groups on San Juan Island and Orcas Island to look at the possibility of bus loops. The Critical Needs Task Force on Transportation will be meeting at 11:30 am 10/14, at KeyBank. Three projects for that group have included online rideshare program, health and human services plan, and transit planning organization.</p> <p>2. Liz talked about the Scenic Byway project, and referenced a meeting on Orcas Island yesterday. Scenic Byway group will present to the Visitor's Bureau membership in the near future.</p> <p>3. County, Liz feels, would need to take the initiative to lead any work towards a local transit planning organization.</p>	
Report on	<p>A Broadband team met last week to review outputs of the August meeting. Discussions with Opalco are continuing. Two key efforts: (1) get a lay of the</p>	

Broadband	current infrastructure in place related to Broadband service delivery and (2) framing what an entity might look like in the future to help us move forward on extending the infrastructure. Charlie is working on a white paper on community broadband co-operatives that already exist in other parts of the country and how they have been successful in improving broadband infrastructure for rural communities. Victoria has identified that all possible federal funding sources are probably tied up by Century Link already.	
Approval of Mins	Corrected the date: M/S/P the September meeting minutes as corrected.	M/S/P: Mins aprvd
Review of Financials	<p>1. September financials – Will need to update the budget for the remaining calendar year to reflect the reduction by the state.</p> <p>2. Page 9 of 11, we talked about changing the column titles to reflect the idea that the “budget” amount is the 12 month budget, not the year to date budget. Actual expenses, annual budget, percent of annual budget, actual amount remaining.</p> <p>3. Budget, Patty – Will need two scenarios, one at the level if the County funds \$50K and one if the County funds the recently requested \$55.7K.</p> <p>4. Marilyn recommended we continue to talk to the Port of Orcas to request funding during the coming year. Lance agreed to assist in these conversations.</p>	<p>M/S/P: Financials approved.</p> <ul style="list-style-type: none"> • PM/VC will make changes to financial stmts/budgets. • Victoria to follow up with Port of Orcas
Continued Business/Correspondence	<p>1. Farmers’ Market letter</p> <p>2. Board meeting time/location change? M/S/P to change our meetings to the third Thursday of the month at 9:00 am to 11:00 am.</p> <p>3. Investor program, Cathy/Alan/Victoria. ACTION: Jim and Victoria and Cathy to identify what deliverables would be associated with the program. The draft brochure substantially represents deliverables from the Boulder EDC and we need to fine tune it to more correctly align with the resources and intended deliverables of the SJC EDC. M/S/P to move ahead.</p> <p>4. EAS program: Liz identified three points that she has talked with Jack about: 1. Needs strong association with EDC board, 2. Local knowledge is important, 3. IT technology literacy required. ACTION: Check with Jack on talking with Steve Garrison, which tried a similar service on Orcas Island a few years ago. Name should be changed to better set expectations of this being a complimentary service for business owners and entrepreneurs. Jim recommends that we pilot this with a very few small businesses. Victoria might identify who the small businesses could be, and we might frame and clarify expectations with these pilot businesses as a condition to participation.</p>	<ul style="list-style-type: none"> • AI: Jim, Cathy, Alan and VC will fine tune Investor Pgm. • M/S/P: Investor Pgm. to proceed w/changes from ctte. • AI VC will connect Jack with Steve Garrison. ✓done • AI VC will revamp name of EAS + try pilot program. • M/S/P: Meetings changed to third Thurs of month, 9-11.
New Topics	--	
Announcements	<p>Next meeting – Thursday, November 18, 2010, 9-11 at the EDC Conf. Room.</p> <p>Annual meeting on Orcas – Victoria will attend the Orcas Chamber of Commerce Annual Meeting on 5:30 pm to 7:30 pm on October 27th, Liz may attend too, as might Peggy Long. ACTION: Send Lance an email to confirm your attendance.</p> <p>Peggy Long reported that the Executive Director of the San Juan Chamber of Commerce has resigned. Board working to revise the job description and hire a new executive director. We will miss Vernadel and wish her the best. “The Style” Chamber event was quite successful.</p>	<ul style="list-style-type: none"> • AI Send Lance email if you’ll attend Orcas Chamber Annual Mtg.
	Meeting adjourned 11:30	

