



MINUTES
EDC-VC EXECUTIVE COMMITTEE MEETING
December 12, 2017

- Location:** EDC-VC, 1601 Carmen Drive, Suite 215, Camarillo, CA 93010
- Attendance:** Harold Edwards – Limoneira Company
Cheryl Heitmann, *Chair* – City of Ventura
John Procter – City of Santa Paula
Carmen Ramirez – City of Oxnard
Peter Zierhut, *Secretary/Treasurer* – Haas Automation
- Absent:** Haider Alawami– Economic Roundtable Representative, City of Thousand Oaks
Chris Meissner, *Vice-Chair* – Meissner Filtration Products
Roseann Mikos – City of Moorpark
Sim Tang-Paradis – City National Bank
- Legal Counsel:** Nancy Kierstyn Schreiner – Law Offices of Nancy Kierstyn Schreiner
- Guests:** None
- Staff:** Marvin Boateng, Loan Officer
Ray Bowman, SBDC Director
Kelly Noble, Office Manager
Bruce Stenslie, President/CEO
- Call to Order:** 8:30 a.m. Chair Cheryl Heitmann thanked everyone for attending the meeting.
- Roll Call:** Kelly Noble
- Amendment to the Agenda:** None
- Public Comment:** None
- Approval of Executive Committee Minutes** **Executive Committee Meeting, November 1, 2017**
Chair Heitmann requested a motion to approve the minutes from the November 1, 2017 Executive Committee meeting. John Procter moved to approve and file the minutes from the November 1, 2017 Executive Committee Meeting. Cheryl Heitmann seconded the motion. All Executive Members listed in attendance in favor, motion carried.
- Administration** **Consideration of a Draft Memorandum of Understanding with the Ventura County Community College District, for the Joint Development and Operation of the Center for Competitive Economies and Workforce Innovation**
Stenslie explained that over the last year, and also embedded annually in our organizational Business Plan, we have had a priority to play a strong regional

role for commenting on, interpreting and sharing information on the Ventura County economy.

As we have worked this past year on the development of a Quarterly Indicator Report, and through our development of the user's guide for business in accessing career education resources, we have been working closely with the Ventura County Community College District (VCCCD) as a partner providing technical expertise.

In consideration of the value of that partnership, we are looking at the development of a Memorandum of Understanding (MOU) with VCCCD that puts some structure to how we might work more together and for what purposes.

A first draft of that MOU, as prepared by VCCCD, is attached.

The draft still has a ways to go before finalizing. Today's discussion is to both to consider the concept and the detail in its execution.

Bruce stated that we will bring a revised draft back to our January Executive Committee meeting and bring to the full Board in February.

Membership Report and Recommendation for New Member, The Trade Desk

Stenslie stated that the recommendation today is to approve a nomination to the full Board for membership for The Trade Desk, a Ventura based, fast-growing firm in digital advertising. The Trade Desk was launched out of the City's business incubator and went public in 2016, now trading on the Nasdaq with a nearly \$2 billion market cap. The Trade Desk will be represented by Alex Schneider, VP of Client Strategy. Alex has been with the firm since 2010, joining shortly after its launch. Previous to his tenure with The Trade Desk, Alex worked for the City in helping to launch its business incubator.

Chair Heitmann requested a motion that the Executive Committee approve a nomination to the full Board for membership for The Trade Desk. John Procter motioned to approve a nomination to the full Board for membership for The Trade Desk Peter Zierhut seconded the motion. All Executive Members listed in attendance in favor, motion carried.

Discussion and Recommendations on the Development of Officer Nominations for 2018

Stenslie explained that over the last several years the Executive Committee has submitted a recommendation for a slate of officers to the full board at the Annual Meeting. That recommendation has usually been finalized in December or January, prior to the Annual Meeting.

Looking forward, and separately from the nomination and election of Officers, it is the responsibility of each new year's Chair to appoint the other Executive Committee members. Our bylaws, Section 3.3, specify that the Executive Committee "shall be established each year at the first Board meeting of the calendar year."

With some discussion, it is stated that the Executive Committee slate will be:
Chair-Chris Meissner

Vice Chair-Carmen Ramirez
Secretary/Treasurer-Peter Zierhut

Chair Heitmann requested a motion that the Executive Committee approve nominations to the full Board of Directors for EDC-VC's 2018 President as Chris Meissner, Vice-President as Carmen Ramirez and Secretary/Treasurer as Peter Zierhut. Cheryl Heitmann motioned that that the Executive Committee approve nominations to the full Board of Directors for EDC-VC's 2018 President as Chris Meissner, Vice-President as Carmen Ramirez and Secretary/Treasurer as Peter Zierhut. John Procter seconded the motion. All Executive Members listed in attendance in favor, motion carried.

Presidents Report

Stenslie stated that our entrepreneurial report is coming along. Stenslie stated that Philip Auerswald, co-chair and executive director of the Global Entrepreneurship Research Network, and initiative of the Kauffman Foundation, will be in the office on the 18th and 19th next week.

Stenslie informed the Executive Committee that the Ventura County Workforce Development Board may be releasing a RFP to manage the Workforce Development Board. If they choose to go in this direction we anticipate the RFP would be released in early 2018, for a July start-date for the new structure.

New or Unfinished Business: None

Executive Committee Comments: None

Closed Session, Real Property Negotiations Pursuant to Government Code Section 54956.8 Property: 4001 Mission Oaks Blvd, Camarillo, CA 93012
Entity Negotiators: Bruce Stenslie, Nancy Kierstyn Schreiner
Negotiating Party: Ventura County Community Foundation
Under Negotiation: Terms and Payment

Closed Session, Employee Performance Evaluation, Government Code Section 54957 EDC-VC Representatives: Cheryl Heitmann and Nancy Kierstyn Schreiner
Unrepresented Employee: President

Title: President Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 Executive Committee went into closed session at 9:00 a.m.

Report Out of Closed Session, If Any The Committee came out of closed session at 9:58 a.m., with two announcements:
Nancy Kierstyn Schreiner announced that Executive Committee was unanimous

on approving the Lease for 4001 Mission Oaks Blvd., also directing the negotiating team to request changes to Paragraph 55 of the lease relative to the cost for design and construction of a wall that may be considered for the office suite.

Nancy Kierstyn Schreiner announced the Executive Committee's approval of a recommendation to amend the President's contract with a 4% salary increase effective November 26, 2017, an increase by \$49/month to the contribution for health benefits and extending the term to November 25, 2021. The Executive Committee's recommendation will go to the full Board for final approval. The Executive Committee concluded that they were happy to extend the contract term as proposed.

**Adjournment to
September 6, 2017**

Adjourned to January 10, 2017, 10:001 a.m.

Minutes taken by Kelly Noble