

MINUTES
EDC-VC BOARD OF DIRECTORS MEETING
November 15, 2018

- Location:** 4001 Mission Oaks Boulevard, Camarillo 93012
- Attendance:** Will Berg – City of Port Hueneme
Gary Cushing – Chambers of Commerce Alliance
Nan Drake – E.J. Harrison Industries
Henry Dubroff – Pacific Coast Business Times
Amy Fonzo – California Resources Corporation
Matt Guthrie – County of Ventura
Cheryl Heitmann – City of Ventura
Chris Meissner, *Chair* – Meissner Filtration Products
Andrew Palemares – Port of Hueneme/Oxnard Harbor District
John Procter – City of Santa Paula
Jim Scanlon – Arthur J. Gallagher and Co
Laurel Shockley – Southern California Edison
Cari Shore – Rabobank
Sandy Smith – VCEDA
Paul Stamper – County of Ventura
Sim Tang-Paradis – City National Bank
Vlad Vaiman – California Lutheran University
William Weirick – City of Ojai
Peter Zierhut, *Secretary/Treasurer* – Haas Automation
- Absent:** Al Adam – City of Thousand Oaks
Haider Alawami – City of Thousand Oaks, Liaison, ED Managers Roundtable
Dee Dee Cavanaugh – City of Simi Valley
Victor Dollar – VCLA (liaison)
Harold Edwards – Limoneira Company
Ron Galaviz – Lead Builders, Inc.
Greg Gillespie – Ventura County Community College District
Kelly Long– County of Ventura
Nancy Mayerson – Mayerson Marketing & Public Relations
Roseann Mikos – City of Moorpark
Susan Mulligan – Calleguas Municipal Water District (liaison)
Carmen Ramirez, *Vice Chair* – City of Oxnard
Alex Schneider – The Trade Desk
Tony Skinner – IBEW Local #952
Trace Stevenson – AeroVironment, Inc.
Tony Trembley – City of Camarillo
Ysabel Trinidad – California State University Channel Islands
Ernie Villegas– City of Fillmore
John Zaragoza – County of Ventura
- Legal Counsel:** Nancy Kierstyn Schreiner, Law Offices of Nancy Kierstyn Schreiner

Staff:	Ray Bowman, EDC SBDC Director Shalene Hayman, Controller Kelly Noble, Office Manager Bruce Stenslie, President/CEO
Guests:	Vance Brahosky, NAVSEA Susheel Kumar, SBA Joseph Lee Suh, SBA Brian Went, Matter Labs Erick Went, Matter Labs Allen Yeager, NAVSEA
Call to Order:	Chair Chris Meissner called the meeting to order at 4:05 p.m. Meissner thanked everyone for being here today.
Amendment to the Agenda:	None
Public Comment:	Susheel Kumar from the SBA spoke about the SBA and what they are doing for disaster recovery here in the Ventura County.
Minutes:	Approval of Meeting Minutes, October, 2018 Chair Meissner asked if there were any comments on the October 18, 2018 minutes. With none, Meissner requested a motion to approve the minutes from the October 18, 2018 meeting. William Weirick moved to approve and file the minutes from the October 18, 2018 meeting. Cheryl Heitmann seconded the motion. All listed in attendance in favor, motion carried.
Financial Report:	October 2018 Financials Shalene Hayman reviewed the financials from October 2018. Chair Meissner asked if there were any questions. With none, Meissner requested a motion to approve and file the October 2018 Financials. Sandy Smith motioned to approve and file the October 2018 Financials. William Weirick seconded the motion. All board members listed in attendance in favor, motion carried.
Economic Activity at the Port of Hueneme, Record Year for Cargo Imports & Exports	Stenslie stated that, governed by the Oxnard Harbor District, the Port of Hueneme is a major driver of the regional economy through import and export trade. With major concentrations in autos and fresh produce, the Port's fast-turnaround capabilities make it an attractive alternative to the larger ports to our north and south. The Port of Hueneme is the only deep water port between Los Angeles and the Bay Area. The Port of Hueneme is vital in the intermodal logistics supply chain and significantly contributes to the economic health of Ventura County and Southern California. Recent past reported data include: <ul style="list-style-type: none"> • Over \$9 billion in cargo annually. • Generating \$1.5 billion in economic activity. • \$93 million paid in annual taxes. • Providing more than 13,633 direct, indirect, induced and influenced jobs regionally. • Top trading partners include: Austria, Brazil, Canada, Costa Rica, China, Ecuador, Germany, Great Britain, Guatemala, Japan, Korea and Mexico.

The Port's leadership recently reported that it had a record year for cargo imports and exports. Stenslie introduced Andrew Palomares, Deputy Executive Director of the Port. Palomares went over information about the Port and its economics.

Administration

Federal and State Tax Exempt Organization Returns for 2017. Recommendation to Approve. Stenslie explained that the returns are generated by our auditors and apologized for them being late.

Stenslie noted that the Board of Directors approved our 2017 financial statements and audit at its September meeting.

As a package of services, our auditor, Farber Hass Hurley LLP, also prepares our required annual federal and state "exempt organization" tax and information returns.

The federal and state filings are required annually to maintain our non-profit, tax exempt corporate status. The financial data in the tax returns ties to our audited statements.

With your action today, we can meet our current deadline for filing with U.S. Internal Revenue Service and California Franchise Tax Board.

Chair Meissner stated that It is recommended that the Board of Directors approve the EDC-VC 2017 Federal Return of Organization Exempt from Income Tax, Form 990, and 2017 California Exempt Organization Annual Information Return, Form 199. Nan Drake motioned to approve the EDC-VC 2017 Federal Return of Organization Exempt from Income Tax, Form 990, and 2017 California Exempt Organization Annual Information Return, Form 199. Gary Cushing seconded the motion. All board members listed in attendance in favor, motion carried.

New Program Development: A Discussion Introducing a Draft Technology Exchange Consortium, a Partnership for Economic Growth by Accelerating Technology Transfer, with Navy Base Ventura County, Port of Hueneme and Matter Labs

Stenslie stated that this is a very exciting item stating that we have not really played in the equity/technology transfer arena. A priority over the last year has been to develop more capacity and to define our role for enhancing opportunities for economic growth through entrepreneurship.

Our recent study on the region's entrepreneurship ecosystem identified several high value opportunities, including one relating to an acceleration of activity in technology transfer, driven by R&D investments at Naval Base Ventura County.

For moving that priority forward, and through on-going dialogue with representatives from NVBC, the Port of Hueneme and Matter Labs, we are drafting a plan for putting some structure to our efforts in technology transfer. Key elements include the following:

- EDC serves as the non-profit convener of the Consortium and conduit between NAVSEA and NAVFAC (and other commands as relationships evolve) and regional technology firms, entrepreneurs and innovators for the purpose of connecting private talent to NBVC research and development. That relationship is established through the formal Partnership Intermediary Agreement (PIA). Our objectives are business and job creation and economic growth generated by the collaboration of public and private sector assets.
- NAVSEA agrees through the Partnership Intermediary Agreement to share information on its R&D activity and to loan EDC an extensive inventory of research and laboratory equipment, for the express purpose of sharing access to those assets with local businesses and entrepreneurs. NAVSEA will provide a laboratory manager to help oversee this equipment.

- The Port of Hueneme may consider a lease agreement with EDC to house the research and laboratory equipment at a secure facility at the Port, for the purpose of optimizing and expanding its on-going work through its Maritime Advanced Systems and Technology (MAST) laboratory.
- Matter Labs provides the lead in identifying and inviting private sector companies, start-ups, researchers and collaborators to participate in the Technology Exchange Consortium for engaging in collaborative research and technology development projects. The Consortium is also open to—and will invite participation from—the region’s universities, community colleges k-12 and other education partners.
- The Consortium, under the umbrella of EDC-VC’s 501c3 umbrella, will organize and/or participate in on-going activities, including, but not limited to, exercises and experiments in collaboration with NVBC and the Port, focused on specific technology needs and opportunities for new applications; hackathons; rapid prototyping challenges; networking events; pitch development; veterans engagement; etc. EDC will provide administrative and some share of program support for the Consortium, with Matter Labs under contract for the lead role in driving the agenda.

On-going support for the activity will require some significant new revenue, which may include membership dues or fees for participating businesses, sponsorships and other grant or contract funding.

For a timeline, we hope to bring some structure of this to our Executive Committee in December, with a launch not later than the start of 2019.

EDC Annual Meeting Planning, 2019

Stenslie noted that our Annual Meeting for 2019 is scheduled for January 17. Following are some considerations for planning the event.

We anticipate holding the January 2019 annual meeting here at 4001 Mission Oaks Blvd, in the combined Board and Community rooms.

For meeting flow, we will be convening a brief “business” board meeting at 3:00, with the larger, public event starting at 4:00 and winding up by 5:10. The event closes with a dinner and continued networking.

We have not finalized the meeting theme, though anticipate a concentration on our emerging activity in connecting firms with equity investment. This represents a significant success and expansion of our services promoting business access to capital and entrepreneurship.

With the focus and agenda soon to be finalized, we anticipate releasing a “hold the date” and sponsorship solicitation within the next week.

We have a faithful following of attendees, primarily the “usual” audience of local leadership. Attendance has generally been 160 to 180. Please be sure to register when we send out the meeting notice in the next week or so.

Ticket sales are not the primary revenue driver, rather, the larger share of revenue is in sponsorships. At its meeting earlier this month, the Executive Committee requested that we increase the upper levels for Event and Corporate sponsorships, both unchanged since 2005, at \$7,500 and \$5,000, respectively.

The intent is both to increase our revenue from the event and, especially, to do more to showcase local industry leadership. Over the past six years our annual *net income* on the Annual Meeting is around \$17,500, a modest number we think within grasp to significantly

exceed.

President's Report

Stenslie mentioned that we have disaster recover information on our website. Stenslie introduces Joseph Lee Suh from the SBA.

Committee/Liaison Reports:

VCEDA

None

Economic Developers Roundtable

None

Ventura County Lodging Association

None

Calleguas Municipal Water District

None

New or Unfinished Business:

None

Board Member Comments:

Henry Dubroff mentioned that he is putting a promotion with WEV putting \$ in a fund for new subscriptions.

Adjournment:

Meeting adjourned at 5:20 p.m. to January 17, 2019 Annual Meeting