

MINUTES
EDC-VC EXECUTIVE COMMITTEE MEETING

January 8, 2020

Location: EDC-VC, 4001 Mission Oaks Blvd., Founder’s Room, Suite A-1, Camarillo, CA 93012

Attendance: Haider Alawami– Economic Roundtable Representative, City of Thousand Oaks
Nan Drake, *Vice Chair* – E.J. Harrison Industries
Cheryl Heitmann – City of Ventura
Kelly Long – County of Ventura
Carmen Ramirez, *Chair* – City of Oxnard
Peter Zierhut, *Secretary/Treasurer* – Haas Automation

Absent: Harold Edwards – Limoneira Company
Chris Meissner– Meissner Filtration Products
Anthony Trembley – City of Camarillo

Legal Counsel: Nancy Kierstyn Schreiner – Law Offices of Nancy Kierstyn Schreiner

Guests: Madelyn Long

Staff: Ray Bowman, EDC SBDC Director
Marvin Boateng, Loan Officer
Bruce Stenslie, President/CEO

Call to Order: 3:33 p.m. Chair Carmen Ramirez thanked everyone for attending.

Roll Call: Kelly Noble

Amendment to the Agenda: Moving item VII and VIII between Item II and III.

Public Comment: None

Closed Session- Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 The Executive Committee entered closed session at 3:37 pm.

Report Out of Closed Session The Executive Committee came out of closed session at 3:50 pm reporting a President’s salary increase of 3%, a 3.5% merit bonus based on 2019 performance, increase in health benefits contribution by \$22/month and increase of additional retirement contribution by \$200/month.

**Approval
of Executive
Committee
Minutes**

Executive Committee Meeting, December 4, 2019

Chair Ramirez requested a motion to approve the minutes from December 4, 2019 Executive Committee meeting. Nan Drake moved to approve and file the minutes December 4, 2019 Executive Committee meeting. Cheryl Heitmann seconded the motion. Kelly Long was not in attendance for this motion. All remaining Executive Members listed in attendance in favor, motion carried.

Administration

Officer nominations for 2020

Stenslie stated that based on prior committee discussion, it is recommended that the Executive Committee nominate the following slate of officers for 2020, and present the nominations at our Board's Annual Meeting, January 16, 2020:

- Chair: Nan Drake, E.J. Harrison and Sons
- Vice Chair: Kelly Long, County of Ventura Supervisor
- Secretary/Treasurer: Peter Zierhut, Haas Automation
- President: Bruce Stenslie, EDC CEO

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.

Ramirez asked for a motion that the Executive Committee nominate this slate of officers for 2020. Cheryl Heitmann motioned to nominate this slate of officers for 2020. Chris Meissner seconded the motion. Kelly Long was not in attendance for this motion. All remaining Executive Members listed in attendance in favor, motion carried.

Considerations for Executive Committee Membership, 2020

Stenslie noted the following summarizes our bylaws on the annual establishment of our Executive Committee. Section 3.3 of the bylaws states that

“An Executive Committee comprised of nine (9) Board members, including the Chair, Vice Chair, and Secretary/Treasurer, with the balance selected by the Chair, subject to Board approval, shall be established each year at the first Board meeting of the calendar year. The Chair shall select one member of the Executive Committee from among the city or county economic development practitioners who participate in the Economic Developers Roundtable. This member of the Executive Committee shall also be designated as a liaison to the EDC-VC Board of Directors, consistent with Section 2.7 of these bylaws.”

No action is necessary or appropriate today, as it is the responsibility of each new year's Chair to appoint the Executive Committee members at the first board meeting of the year (with the exception of the Vice Chair and Secretary/Treasurer, which, per our bylaws, once elected, automatically become members of the Executive Committee).

That noted, our bylaws specify that the Executive Committee “shall be established each year at the first Board meeting of the calendar year” (that is, at the Annual Meeting, January 16).

Given the timing of that required action, the Committee discussed options and interests for filling the Executive Committee slots.

Annual Meeting Planning, for January 16, 2020

Stenslie confirmed for the Executive committee that we are at the Hyatt Regency Westlake, staying for a second year in the east county. The price secured for facility and catering matches prior year expenses.

We will convene a full business board meeting at 3:00, with a very short agenda, electing

our 2020 Officers, appointing our 2020 Executive Committee. We should be temporarily adjourned by 3:25, for networking, to re-convene at 4:00 for the program. As usual, the program will feature a short “look back” by our 2019 Chair, the announcement of our 2020 Officers, and our 2020 Chair’s statement of priorities for the coming year. We anticipate adjourning by 5:15, for more networking and a buffet dinner.

The agenda will feature a panel discussion with different perspectives on the opportunities and challenges for business and workforce in Ventura County over the next several years.

- Erick Went, of MatterLabs, will represent the positive message (“after starting in Silicon Valley and travelling the world, I chose to *move* here, to develop my business and enjoy the Ventura County quality of life”).
- Joseph Briglio, Planning Manager, City of Happy Valley, a Portland suburb, formerly City of Ventura economic development lead and regional representative for SCAG, will represent the less positive message (“I chose to *leave* here, seeking better opportunity both for work and lifestyle”).
- Joslyn B Stewart Esq, principal at Small Business Law Firm P.C., in Thousand Oaks, counsels several of our small business clients, will represent the challenges of doing business in Ventura County (“I chose to develop my profession of business advising here,” addressing AB 5, employment law, etc.).

Membership Report

Stenslie noted for the Executive Committee that we are actively recruiting new members, with a key consideration to fill vacancies relative to gaps in industry sector representation.

As noted in prior months, we are actively recruiting new members, with a key consideration to fill vacancies relative to gaps in industry sector representation.

Our recruitment considerations include not only distribution and diversity by industry sector but also by region of the county, significance of the business and sector as well as the personal and professional characteristics of the individuals representing the industries and firms we recruit.

A review of our roster reveals several under-represented sectors:

- Wholesale and Retail Trade
- Real Estate and Development
- Health Services Sector
- Leisure and Hospitality

Several subsectors also remain high priorities, especially biotech and medical devices.

Stenslie and Cheryl Heitmann reported that we have renewed interest from Kaiser Permanente and may be able to recommend their membership at the Annual Meeting, filling a gap in the health services sector.

Introduction of the EDC Ventura County Sustainable Community Indicators and Discussion of Strategy for a 2020 Program of EDC Convening’s on the Regional Economy and Quality of Life

Stenslie stated that while we have long identified among our roles our function as a regional convener, we have, to be fair, *under-played* this role relative to our larger concentrations of efforts in direct business engagement, most specifically business technical assistance, lending and training.

While our role has not been to advocate on issues relating to business climate, there remains enormous opportunity to convene on a more neutral platform.

At our last Executive Committee meeting members embraced the notion of our exercising greater leadership in this role as convener.

Key questions or issues include:

- What is the format and frequency?
- What are the priority issues and what outcomes are we looking for?
- How large a group and what composition of attendees might we consider ideal?
- With whom, or with which organizations, might we consider co-convening (e.g., VC Economic Vitality Strategic Plan Steering Committee, Civic Alliance, VCEDA, VC Community Development Corporation, HOME, First 5, VCTC, SCAG, etc.)?

There are several factors driving today's discussion about our role as a convener:

- Over the last several months there has been an increase in reporting and stakeholder concern about the region's economic condition and business climate. Several leaders, particularly elected officials, have expressed a desire to see more organizing and dialogue around this issue. People are eager for information, context and interpretation, direction and answers.
- We have increased our activity in publishing reports, analysis and data. Our greater purpose in this work is to inform discussion, priority setting and planning, for which we have not found, nor will we find, adequate or appropriate forums for driving discussion without ourselves organizing and driving the opportunity.
- Moving forward, we anticipate releasing our first quarterly *Ventura County Sustainable Community Indicators* in January. We also have several other publications—both completed and in the works—that create opportunity for convening and dialogue.

While we're not alone in the economic development "space," we hold a significant leadership position generally and most specifically as the only public/private partnership with our focus.

President's Report

Stenslie advised the Executive Committee that we will be presenting the 2020 draft budget in February.

Stenslie informed the Executive Committee that we are anticipating a new grant of 60,000 from the Morgan Family Foundation, for our continued participation in the CA Stewardship Network and will be looking at a collaboration with the Workforce Board relating to apprenticeships.

Stenslie shared that the County has signed an agreement with a consultant for the planning of the buildout of a fiber ring to enhance regional high speed communication.

Stenslie noted we have shared our SBDC performance dashboard in past months. Stenslie and Ray Bowman recently met with GO Biz, proposing the state contracting with us to roll out the resources on a statewide basis. Ray will be in Sacramento in the next week to see about pushing this along. We should hear back in mid or late January.

For some good news, we have learned that our SBDC contract will be restored to its prior year level of \$475,000 (up from a preliminary contracting level of \$380,000).

**New or
Unfinished
Business** None

**Executive
Committee
Comments:** None

Adjournment At 5:03 pm. Chair Ramirez announced that the meeting is adjourned February 5, 2020.

Minutes taken by Kelly Noble