

**MINUTES**  
**EDC-VC BOARD OF DIRECTORS MEETING**  
**April 21, 2022**

**Location:** <https://us06web.zoom.us/j/87048392992?pwd=aGszcmxUdE1XVS9EY0F6NmE1c0JUQT09>

**Attendance:** Gerhard Apfelthaler – California Lutheran University  
Letitia Austin – Port of Hueneme/Oxnard Harbor Port District  
Dee Dee Cavanaugh, *Vice Chair* – City of Simi Valley  
Henry Dubroff – Pacific Coast Business Times  
Martin Erickson – Ventura County Transportation Commission (Liaison)  
Amy Fonzo – Aera Energy  
Daniel Groff – City of Moorpark  
Bob Huber – County of Ventura  
Alan Jaeger – NSWC Port Hueneme Division (Liaison)  
Mary Jarvis – Kaiser Permanente  
Mike Johnson – City of Ventura  
Nina Kobayashi – Mechanics Bank  
Jey Lacey – Southern California Edison  
Kelly Long – County of Ventura  
Vianey Lopez – City of Oxnard  
Chris Meissner – Meissner Filtration Products  
Shawn Mulchay – City of Camarillo  
Rosie Ornelas – Economic Development Representative/City of Oxnard  
Tracy Perez – VCEDA  
Andy Sobel – City of Santa Paula  
Celina Zacarias – California State University Channel Islands

**Absent:** Simone Alex – City of Fillmore  
Stephanie Caldwell – Chambers of Commerce Alliance  
Skyler Ditchfield – Geolinks  
Nan Drake – E.J. Harrison Industries  
Harold Edwards, *Board Chair* -- Limoneira Company  
Suza Francina – City of Ojai  
Monica Gibbs – AT&T  
Anthony Goff – Calleguas Municipal Water District (Liaison)  
Cynthia Herrera – VCCCD  
Misty Perez – City of Port Hueneme  
Jim Scanlon – Arthur J. Gallagher and Co  
Alex Schneider – The Trade Desk  
Trace Stevenson – AeroVironment, Inc.  
Sim Tang Paradis – City National Bank  
Brian Tucker – Ventura County West (Liaison)  
Peter Zierhut, *Secretary/Treasurer* – Haas Automation

**Legal Counsel:** Nancy Kierstyn Schreiner, Law Offices of Nancy Kierstyn Schreiner

**Staff:** Ray Bowman, EDC SBDC Director  
Monica Estrella, Grants and Contracts Manager  
Alondra Gaytan, Director of Strategic Relations  
Shalene Hayman, Controller  
Kelly Noble, Office Manager  
Tracie Schneider, Communications & Marketing Manager  
Bruce Stenslie, President/CEO

**Guests:** Simona Racek, SBDC Business Adviser  
Haider Alawami – City of Thousand Oaks  
John Bandek, City of Moorpark  
Gloria Martinez, County of Ventura

**Call to Order:** Absent a quorum, Vice Chair Dee Dee Cavanaugh invited Ray Bowman and Simona Racek to provide the update and overview of activities in support of international trade (agenda item VI-C) and after that we'll start back in, after a quorum, with the full agenda.

Following this overview and information sharing, Vice Chair Dee Dee Cavanaugh called the meeting to order at 3:40pm.

**Amendment to the Agenda:** Item VI-C was moved to a presentation at the start of the meeting.

**Public Comment:** None

**Adopt a Resolution, Subject to Government Code 5493, Subdivision (e)(3), for the EDC-VC Board of Directors to Hold Virtual Meetings Due to COVID-19 Emergency:** Vice Chair Dee Dee Cavanaugh called a motion to adopt a Resolution, Subject to Government Code 5493, Subdivision ( e ) (3), for the EDC-VC Board of Directors to Hold Virtual Meetings Due to COVID-19 Emergency. Bob Huber moved the motion and Mike Johnson seconded the motion. No abstentions.

**Approval of Meeting Minutes:** **Approval of Meeting Minutes April 21, 2022.** Vice Chair Dee Dee Cavanaugh opened discussion and invited comments from members of the board regarding the April 21, 2022 minutes including a correction recognizing Amy Fonzo's correct affiliation to Aera Energy with a motion moved by Andy Sobel and seconded by Bob Huber. All Board members listed in attendance in favor, motion carried.

**Financial Report:** **Financial Report and Overview of March 2022 Financials**  
EDC Controller , Shalene Hayman provided an overview of the March, 2022 financials. A brief discussion occurred and board members shared their comments. Vice Chair Dee Dee Cavanaugh called a motion to approve the Financials of March, 2022. Chris Meissner moved the motion and Gerhard Apfelthaler seconded the motion. All Board members listed in attendance in favor, motion carried.

**Administration:**

**A. Consideration of EDC-VC Bylaws Amendment, Article II, Board of Directors, Increasing Maximum Membership from 36 to 44, and Supporting Recruitment from Santa Barbara and Los Angeles Counties. Recommendation to Approve.**

Vice Chair Dee Dee Cavanaugh called a motion to approve Board of Directors, Increasing Maximum Membership from 36 to 44, and Supporting Recruitment from Santa Barbara and Los Angeles Counties. Chris Meissner moved the motion and Gerhard Apfelthaler seconded the motion. All Board members listed in attendance in favor, motion carried.

**B. Review and Overview of EDC Service Delivery Capacity Staffing and Business Advisers.**

Alondra Gaytan, Director of Strategic Relations provided an overview of the EDC Staff and service capacity and business advisers. Board members had a discussion and shared their comments on the EDC capacity to deliver services to businesses in the region.

**C. Update and Overview of Activities in Support of International Trade, Connecting Local Businesses to Global Markets. Presentation by SBDC Director Ray Bowman and Advisor Simona Racek.**

Simona Racek, SBDC Business Adviser and Ray Bowman, provided an overview of LA SBDC Go Global Trade Program that is hosted by the EDC. Simona Racek shared a presentation with an overview that included the International trade activities that have been highlighted nationally including the successes of service delivery and capacity across the country.

**D. Presidents Report**

Bruce Stenslie shared local, regional and other community meetings/ partnerships. An attachment was shared with all activities that occurred and were highlighted in the month of March.

**Committee/Liaison Reports:**

**Naval Surface Warfare Center – Port Hueneme Division**

Alan Jaeger shared information about robotics competition and other activities.

**VCEDA** – Nothing to report at this time.

**Economic Developers Roundtable**

Rosie Ornelas noted continuing work by all on COVID recovery.

**Ventura County Lodging Association**

Brian Tucker was not present and sent update on the hotel occupancy in advance as well as the invitation for the Tourism and Creative Economy Summit.

**VCIC** – Nothing to report at this time.

**Board Member Comments:**

Bob Engler shared information about the pending reality of greater restrictions owing to the drought.

**Adjournment:**

Vice Chair Dee Dee Cavanaugh called the meeting adjourned at 4:36 p.m. Next Board meeting is May 19<sup>th</sup>, 2022.