

MINUTES
EDC-VC BOARD OF DIRECTORS MEETING
February 17, 2022

Location: <https://zoom.us/j/99981838654?pwd=R2d6c1duR0V3RVRNTGV6VzFyNTE1Zz09>

Attendance: Haider Alawami, Economic Development Representative/City of Thousand Oaks
Simone Alex – City of Fillmore
Letitia Austin – Port of Hueneme/Oxnard Harbor Port District
Vance Brahosky NSWC Port Hueneme Division (Liaison)
Dee Dee Cavanaugh, *Vice Chair* – City of Simi Valley
Nan Drake – E.J. Harrison Industries
Henry Dubroff – Pacific Coast Business Times
Harold Edwards, *Board Chair* -- Limoneira Company
Amy Fonzo – California Resources Corporation
Suza Francina, City of Ojai
Monica Gibbs – AT&T
Daniel Groff – City of Moorpark
Cynthia Herrera – VCCCD
Bob Huber – County of Ventura
Mary Jarvis – Kaiser Permanente
Mike Johnson – City of Ventura
Kevin Kildee – City of Camarillo
Jey Lacey – Southern California Edison
Kelly Long – County of Ventura
Chris Meissner – Meissner Filtration Products
Rosie Ornelas – Economic Development Representative/City of Oxnard
Andy Sobel – City of Santa Paula
Brian Tucker – Ventura County West (Liaison)
Peter Zierhut, *Secretary/Treasurer* – Haas Automation

Absent: Misty Perez – City of Port Hueneme
Skyler Ditchfield– Geolinks
Vianey Lopez – City of Oxnard
Tracy Perez – VCEDA
Sim Tang Paradis – City National Bank
Celina Zacarias – California State University Channel Islands
Anthony Goff – Calleguas Municipal Water District (Liaison)
IBEW Local #952
Gerhard Apfelthaler – California Lutheran University
Will Mitchell – Strata Solar Development
Alex Schneider – The Trade Desk
Trace Stevenson – AeroVironment, Inc.
Jim Scanlon – Arthur J. Gallagher and Co
Nina Kobayashi – Mechanics Bank
Stephanie Caldwell – Chambers of Commerce Alliance

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:	John Bandek—City of Moorpark Gloria Martinez—County of Ventura Theresa Mckenrick—NSWC PHD Carlene Sexton – City of Moorpark
Call to Order:	Chair Harold Edwards called the meeting to order at 3:33pm. Chair Harold Edwards thanked everyone for attending.
Amendment to the Agenda:	Moved Item V-A. to Financial Report before IV- A
Public Comment:	None
Approval of Meeting Minutes:	Approval of Meeting Minutes, Special Meeting, November 1, 2021, Regular Meeting, November 18,2021, and Annual Meeting January 20, 2022. Chair Harold Edwards opened discussion and invited comments from members of the board regarding the Special Meeting, November 1, 2021, Regular Meeting, November 18,2021, and Annual Meeting January 20, 2022. With no comments Chair Harold Edwards called a motion to approve the Special Meeting, November 1, 2021, Regular Meeting, November 18,2021, and Annual Meeting January 20, 2022. Nan Drake moved to approve the motion and Dee Dee Cavanaugh seconded the motion. All Board members listed in attendance in favor, motion carried. Mary Jarvis and Vance Brahosky were not present for this motion. Kevin Kildee abstained from this motion.
Financial Report: <i>Item V-A. was moved to Financial Report Before IV-A</i>	Consideration of Draft Budget for FYE 12/31/2022, Bruce Stenslie Shared the 2022 Draft budget. The EDC continues to trend in the right direction with increased revenues dedicated to economic recovery and resilience, and a healthy net income, managing expenses within prescribed limits. All revenue sources remain dedicated to their core functions in economic development services. The EDC remains vigilant for new program and income opportunities consistent with the mission. The EDC remains cautious around the discretionary nature of their funding. Additional detail, on the distribution of revenue and expense, plus considerations moving forward was provided during our meeting. Bruce Stenslie also mentioned the renewal of board memberships for dues in sections 4200 and 4300 and, In-Kind board memberships for Chambers of Commerce Alliance and the Pacific Coast Business Times as mentioned in the bylaws, section 6.2. Bruce Stenslie also shared the November 2021 Financials and the Draft December 2021 Financials for the board's approval. Chair Harold Edwards called a motion to approve the budget for the year ending December 31, 2022; renewal of board memberships as noted for dues in sections 4200 and 4300; approve the renewal of in-kind memberships for Chambers of

Commerce Alliance and Pacific Coast Business Times, as allowed per our bylaws, section 6.2. Harold Edwards moved the motion, seconded by Bob Huber, all Board members listed in attendance in favor, motion carried.

November 2021 Financials, and Draft December 2021 Financials.

Shalene Hayman provided a brief overview of the financials. Harold Edwards called for a motion to approve the November and December 2021 financials. Following brief discussion, Peter Zierhut moved to approve, seconded by Dee Dee Cavanaugh. All members listed in attendance in favor, motion carried.

Administration:

Consideration of Amendments to the EDC-VC Bylaws. Recommendation to Approve.

Bruce Stenslie shared the background of the recommended Amendments to the EDC-VC Bylaws, Section 1.2 "Offices" and 1.3 "Purposes". At the board meeting in November 2021, the board adopted our EDC Strategic Plan, which affirmatively acknowledges service activities extending beyond the boundaries of Ventura County. The full board in January 2022 approved an amendment to our Articles of Incorporation, to incorporate a more inclusive Purpose statement that captured our "greater Ventura and Santa Barbara Counties regional" activity. Focus Area III of the adopted Strategic Plan, Board Development, includes a Goal also to consider a revision to Section 2.2 of our bylaws (on Membership number and term) "to reflect the growth of EDC's geographic service footprint." The Executive Committee has begun reviewing the question of board memberships but has not yet formed any specific recommendations.

Today's recommended amendments are focused on two other elements of the bylaws, specifically Section 1.2 "Offices" and Section 1.3 "Purposes." The amendments, if approved, will bring the bylaws up to date, specifically:

- Correcting our address (we moved our main office location more than three years ago, but haven't yet amended the bylaws to reflect the move) and
- Bringing the bylaws into alignment on Purpose with the amendments our Board approved last month to the Articles of Incorporation.

Chair Harold Edwards called a motion to approve amendments to the EDC-VC Bylaws Sections 1.2 "Office" location to 4001 Mission Oaks Boulevard, Suite A1, Camarillo 93012 and 1.3 "Purposes," to align the Bylaws with the EDC-VC Articles of Incorporation. Bob Huber moved to approve the motion, seconded by Andy Sobel. All board members listed in attendance in favor, motion carried.

Digital Upskilling Initiative, Update and Overview

Bruce Stenslie provided a summary and overview on the Digital Upskilling Initiative. Assemblymember Jacqui Irwin was introduced to a CARES Act funded digital skills training pilot program in the Sacramento area. She quickly organized discussions in Ventura County about replicating the program. While we were not able to turn around a program immediately, even better, she was able to secure a \$5 million Trailer Bill (AB/SB 129) allocation for the launch of a program in Ventura County. Back in October 2021 our Board approved our receipt of the grant funding from the State Labor and Workforce Agency to be the program operator. Since then, we have assembled a diverse team of program partners and held a project kick-off meeting on January 26. No action was needed for this item.

President's Report

Bruce Stenslie shared local, regional and other community meetings/ partnerships.

**Committee/Liaison
Reports:**

Naval Surface Warfare Center – Port Hueneme Division

Vance Brahosky shared information about hosting STEM students at the base and Fathomwerx. Vance also announced that this would be his 2nd to last meeting of attendance due to his retirement at the end of March.

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 shared information on research reports.

VCIC – Nothing to report at this time.

**Board
Member
Comments:**

Amy Fonzo shared that Aera energy was recognized in Forbes Magazine as the 9th highest ranked Oil and Gas producer.

Mike Johnson shared student enrollment funding issues in the City of Ventura.

Dee Dee Cavanaugh congratulated members on the board who were recognized as most influential people in PCBT.

Letitia Austin shared activities at the port and how they are talking to government elected officials to see what funding is available since they are focusing on the and their blue print plan and port infrastructure.

The board welcomed John Bandek, newly brought on economic development staff at the city of Moorpark.

Adjournment:

Chair Harold Edwards called the meeting adjourned at 4:36 p.m. Next Board meeting is March 17, 2022.