



ECONOMIC  
DEVELOPMENT  
COLLABORATIVE

## MINUTES

### EDC-VC EXECUTIVE COMMITTEE MEETING

January 4, 2023

**Location:** <https://us06web.zoom.us/j/87303913667pwd=U0pQYUItZnNLa3lZRmhQY0R6WnlhQT09>

**Attendance:** Harold Edwards, *Board Chair*- Limoneira Company  
Dee Dee Cavanaugh, *Vice Chair* – City of Simi Valley  
Bob Engler – City of Thousand Oaks  
Andy Sobel – City of Santa Paula  
Rosie Ornelas – Economic Roundtable Representative, City of Oxnard  
Clint Garman—County of Ventura  
Peter Zierhut—*Secretary*, Haas Automation  
Kristen Decas—Port of Hueneme/Oxnard Harbor  
Kelly Long—County of Ventura  
Tessia Hassel—Mechanics Bank

**Absent:**

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

**Staff:** Bruce Stenslie - EDC President/ CEO  
Alondra Gaytan - EDC Director of Strategic Relations  
Jaime Fall - Workforce and Economic Strategies Director  
Monica Estrella - Grants and Contracts Manager  
Tracie Schneider —Communications and Marketing Manager  
Vivian Vazquez—Workforce and Economic Strategies Associate

**Call to Order:** 3:32p.m. Board Chair Harold Edwards thanked everyone for attending.

**Public Comment:** N/A

**Consideration to Hold Virtual Board Meeting** **Consideration to Extend Approval to Hold Virtual Board Meetings Pursuant to AB 361 and Adopt Findings. Recommendation to Approve.**

Chair Harold Edwards requested a motion to approve the extension of authority to hold virtual board meetings. Dee Dee Cavanaugh moved to approve holding virtual board meetings pursuant to AB 361 and to adopt findings. Andy Sobel seconded the motion. Executive members listed in attendance in favor, motion approved.

**Approval of Executive Committee Minutes**

**Executive Committee Meeting, December 7, 2022**

Chair Harold Edwards requested a motion to approve the minutes of December 7, 2022, Executive Committee meeting. Bob Engler moved to approve and file the minutes of December 7, 2022, Executive Committee meeting. Peter Zierhut seconded the motion. All Executive Members listed in attendance in favor, motion approved.

**Administration**

**A. Planning for EDC Annual Meeting, January 19, 2023**

Bruce Stenslie and Tracie Schneider went over the logistics for the EDC Annual meeting that is taking place January 19, 2023, at the Crowne Plaza. With this year's theme of "Purposely Creating Prosperity: Building the Future of Equitable Economic Development," presented by invited guest Speaker Bill Fulton. Sponsors were thanked for their sponsorship and support of the EDC's Annual meeting and the members expressed their gratitude. In Bruce's report he provided a list of the considerations for the 2023 Officer Nominations and Executive Committee Membership for 2023.

Board Chair Harold Edwards called a motion to approve the Officer Nominations for 2023: Dee Dee Cavanaugh/Chair; Kristin Decas/Vice-Chair, Peter Zierhut/Secretary/Treasurer, Bruce Stenslie/President & CEO.. Kelly Long moved to approve the slate of officers and Andy Sobel seconded the motion. All members listed in attendance in favor, motion approved.

**B. Consideration to Delegate Authority to the President/CEO to Approve Grant Agreements and Receipt of Funding from the California Public Utilities Commission, to Serve as Lead and Fiscal Agent for the Pacific Coast Broadband Consortium, \$600,000 for a Three-Year Term, 2/1/23 – 1/31/26. Recommendation to Approve.**

Bruce Stenslie provided an overview of the background of the activities around the Pacific Coast Broadband Consortium. The EDC is recommending the Executive Committee to delegate authority to the CEO to sign agreements as required and appropriate committing EDC to serve as fiscal agent for the receipt of \$600,000 over the period February 1, 2023 through January 31, 2026, for the Broadband Consortium of the Pacific Coast and for compliance with the terms, conditions and requirements set forth in California Public Utilities Commission (CPUC) Draft Resolution T17778 dated January 12, 2023; and enter into agreement with contract partners throughout the term of the grant, to serve as regional coordinators for leadership, oversight and implementation of the Consortium activities as identified in the Work Plan.

Board Chair Harold Edwards called a motion to Delegate Authority to the President/CEO to Approve Grant Agreements and Receipt of Funding from the California Public Utilities Commission, to Serve as Lead and Fiscal Agent for the Pacific Coast Broadband Consortium, \$600,000 for a Three-Year Term, 2/1/23 – 1/31/26 and to approve contracts with partners for implementation. Bob Engler moved to approve the motion and Dee Dee Cavanaugh seconded the motion. All members listed in attendance in favor, motion approved.

**C. Consideration to Approve a Memorandum of Agreement with the Ventura Council of Governments (VCOG), for Collaborating on the Development of Regional Broadband Strategy. Recommendation to Approve.**

Bruce Stenslie provided background on the activities around the proposal and the Memorandum of Understanding and establishing a Joint Powers Authority involving VCOG. It is recommended that the Executive Committee approve a Memorandum of Agreement with the Ventura Council of Governments (VCOG) for collaborating on the development of regional broadband strategy, with a purpose for establishing a regional Joint Powers Authority, inclusive of the County's ten cities and County of Ventura, for enabling the region to develop strategy and prepare for the receipt and execution of Last Mile Broadband funding.

Chair Harold Edwards called a motion to approve a Memorandum of Agreement with the Ventura Council of Governments (VCOG), for Collaborating on the Development of Regional Broadband Strategy. Dee Dee Cavanaugh moved to approve the motion and Bob Engler seconded the motion. All members listed in attendance in favor, motion approved.

**D. Consideration to Update and Renew the Fiscal Sponsorship Agreement with the Ventura County Industry Council (VCIC) and to Approve an EDC/VCIC Memorandum of Agreement, EDC Committing Staff and Program Support for VCIC. Recommendation to Approve.**

Bruce Stenslie elaborated on the background of the VCIC and the EDC's partnership with the VCIC to facilitate its launch, in March of 2021 and entered into an agreement, through which EDC provides Fiscal Sponsorship. The current position of the partnership

is a series of amendments to the Fiscal Sponsorship Agreement. The Fiscal Sponsorship Agreement was for a two-year term, ending this March 2023. As EDC and VCIC are considering the adoption of a Memorandum of Agreement, or MOA (addressed separately in this memo), it appears expedient to update the Agreement now, and to connect the two documents, the MOA as an Appendix to the Sponsorship Agreement. In summary, should these amendments be approved, they will effectively extend the Partnership Agreement for two years, clarify certain details of the Agreement and establish its structural connection to the separately recommended EDC/VCIC Memorandum of Agreement. In summary, should these amendments be approved, this will effectively extend the Partnership Agreement for two years, clarify certain details of the Agreement and establish its structural connection to the separately recommended EDC/VCIC Memorandum of Agreement.

In addition, the existing EDC/VCIC Partnership Agreement allows or provides for EDC to provide both administrative and programmatic support for VCIC, though since approving the agreement in spring 2021, our EDC role has been almost singularly administrative. In recent discussions between EDC staff and VCIC board members, however, have been exploring opportunities for EDC to provide more program support for driving the VCIC priorities. EDC staff are eager to move ahead for implementing the MOA as the activities as proposed are fully consistent with our purpose, mission and funding. While staff recognizes there are limits to our commitments, they are confident in the funding and capacity to support the MOA at least through 2025. VCIC's Board of Directors has already approved the amended Partnership Agreement and MOA. Should the Executive Committee approve the two recommended actions today, these items will go to the full board's agenda on January 19.

Board Chair Harold Edwards called a motion to approve Amendments to the Fiscal Sponsorship Agreement with the VCIC and to approve the MOU and committing Staff and Program support for VCIC. Kristin Decas moved to approve the motion and Andy Sobel seconded the motion. Peter Zierhut and Harold Edwards recused themselves from this motion All members listed in attendance in favor, motion passed.

**E. Presidents Report**

Bruce Stenslie provided an overview of the various local, regional, and other community meetings and partnerships. A few imperative updates for board members included upcoming events, and grant opportunities. With interest in the partnership and leveraging of resources.

**New and Unfinished Business** N/A

**Executive  
committee  
comments**

Dee Dee Cavanaugh expressed her gratitude to Andy Sobel for his civic duty on the EDC Board members shared their comments regarding Andy's Sobel's new position on the Board as an alternate for the City of Santa Paula.

Kelly Long shared the Everyone Counts information and let members know that more information is posted on the County site.

**Closed Session-  
Conference with  
Labor Negotiators  
Pursuant to  
Government Code  
Section 54957.6**

Session closed with Labor Negotiators at 4:20pm

**Report Out of closed  
session, if Any**

Members came out of closed session at 4:25. No Report Out.

**Consideration of  
Presidents Eighth  
Amended  
Employment  
Agreement,  
Employee  
Compensation and  
referral to Board**

Harold Edwards asked for a motion in consideration of the President's 8<sup>th</sup> Amended Employment Agreement. Andy Sobel moved to approve the agreement, referring it to the full board of directors for its consideration and approval at its meeting of January 9. Dee Dee Cavanaugh seconded the motion. Motion approved by all members in attendance.

**Adjournment**

At 4:26pm. Board Chair Harold Edwards thanked everyone for attending and announced that the meeting is adjourned to February 1, 2022.

Minutes taken by Alondra Gaytan.