

**MINUTES**  
**EDC-VC BOARD OF DIRECTORS MEETING**  
**August 15, 2024**

**Location:** 4001 Mission Oaks Blvd, Suite A-1, Camarillo, Ca 93012

**Attendance:** Albert Mendez – City of Fillmore

Bill Camarillo – E.J. Harrison Industries

Bob Engler – City of Thousand Oaks, Vice-Chair

Bryan MacDonald – City of Oxnard

Brian Tucker – Ventura County Coast

Cynthia Herrera – Ventura County Community College District

Daniel Groff – City of Moorpark

Mike Harris – Pacific Coast Business Times

Janice Parvin – County of Ventura, Board Supervisor

Jim Eubanks – KPMG

Dr. Sevet Johnson, County of Ventura

John Bandek- City of Moorpark

Kristin Decas – The Port of Hueneme / Oxnard Harbor District, Board Vice – Chair

Martin Erickson – Ventura County Transportation Commission

Dr. Martita Martinez- Bravo – City of Camarillo

Pedro Chavez – City of Santa Paula, Board Vice – Chair

Peter Zierhut – Haas Automation, Inc., Secretary/Treasurer

Rosie Ornelas – City of Oxnard

Stephanie Caldwell – Ventura Chamber of Commerce

Tracy Perez – VCEDA

Ursula Moran – AT&T

**Absent:**

Alan Jaeger – Naval Surface Warfare Center Port Hueneme

Alex Schneider – The Trade Desk

Chris Meissner – Meissner Filtration Products, Inc.

Jeremy Goldberg – Central Coast Labor Council

Amy Fonzo – Aera Energy

Joe Schroeder – City of Ventura

Jeff Gorell – County of Ventura, Board Supervisor

Dee Dee Cavanaugh – City of Simi Valley

Harold S. Edwards – Limoneira Company

Misty Perez – City of Port Hueneme

Rachel Lang – City of Ojai

Sarah McLelland – Montecito Bank & Trust

Sim Tang-Paradis – City National Bank

Bruce Stenslie- President/ CEO EDC

**Legal Council:**

Nancy Kierstyn Schreiner- Law Offices of Nancy Kierstyn Schreiner

**Staff:**

Alondra Gaytan – Director of Strategic Relations

Ray Bowman – Director SBDC

Tracie Schneider- Communications Manager

Stephanie Gonzalez- Marketing and Communications Assistant

Shalene Hayman- Controller

**Guests:**

Jamie Dela Fuente – Farber Hass Hurley LLP

Gloria Martinez- County of Ventura

Mike Petit – County of Ventura

Tod Sword- Southern California Edison

<b>Call to Order:</b>	Board Chair Kristin Decas welcomed everyone and called the meeting to order at 3:42pm. Kristin asked all to share introductions.
<b>Amendment to the Agenda:</b>	Legal counsel advised that item IV.C would be categorized as information and be approved at the September Board Meeting, due to Action not being noted. Board Chair Kristin Decas called a motion to approve the amendment. Pedro Chavez moved and Daniel Groff seconded the motion. All members in attendance in favor motion passed.
<b>Public Comment:</b>	None
<b>Approval of Meeting Minutes:</b>	Board Chair Kristin Decas opened discussion and invited comments from members of the board regarding the June 20, 2024, board minutes. Kristin Decas called a motion to approve the minutes. Supervisor Janice Parvin moved the motion and Albert Mendez seconded. Dr. Martita Martinez- Bravo abstained; al otherl Board members listed in attendance in favor, motion carried.
<b>Financial Report:</b>	<p><b>Approval of May and June Financials 2024 Financials</b></p> <p>Shalene Hayman EDC Controller provided an overview of the EDC’s financial standing for May and June 2024. Board Chair Kristin Decas called a motion to approve the financials from May 2024 and June 2024, Pedro Chavez moved the motion and Dr. Martita Martinez- Bravo seconded. All Board members listed in attendance in favor, motion carried.</p>
<b>Consideration of the Fiscal Year ending December 31,2023 Audit and Financial Statements:</b>	Shalene Hayman introduced Jamie Dela Fuente from Farber Hass Hurley LLP who provided an overview of the EDC’s Fiscal Year ending December 31, 2023 Audit and Financial Statements. Board members had a discussion and shared their comments. Kristin Decas called a motion to Consider the Fiscal Year ending December 31, 2023 Audit and Financial Statements. Bob Engler moved to approve the motion and Pedro Chavez seconded the motion. All board members listed in attendance in favor, motion carried.
<b>Administration:</b>	<p><b>A. Consideration to Ratify the President/CEO’s Approval of a \$25,000 Contract with Longboard Management Consulting LLC, and Delegation of Authority for Amendments Up to a Total Agreement of \$100,000, for Providing EDC Administrative and Financial Management Advising Services. Recommendation to Approve.</b></p> <p>Alondra Gaytan provided an overview regarding the recommendation to approve a \$25,000 contract with Longboard Management Consulting LLC, and delegate authority for amendments up to a total agreement of \$100,000. She discussed that the last five years EDC has experienced a rapid rate of growth, both in total revenue—from just over \$2 million in 2019 to an estimated \$12 million in 2024—and in the number and complexity of programs. With that increase in revenue and programs that have been added program staff and advisors for service delivery but have not as much kept pace by increasing our administrative capacity. The rapid growth has put a strain on all aspects of our administrative systems, from financial management—budgeting and reporting, cash management and forecasting, cost allocation, contracting and procurement—to human resources. In response to this current circumstance our strategy is to bring in independent, professional advising services to work with our staff to analyze our current management and administrative systems, toward making recommendations for</p>

adjustments as appropriate. Kristin Decas opened the floor for a discussion, board members shared their comments and concerns. The Board decided to motion only for ratifying the approval of the \$25,000 contract with Longboard Management Consulting LLC and defer to a later date the consideration for approving a delegation of authority for a total agreement of \$100,000. Consensus was to await President/CEO Bruce Stenslie's presence to discuss the selection process for this contract. Kristin Decas called a motion to ratify the approval of the \$25,000 contract with Longboard Management Consulting LLC and discuss the Authority for amendments up to a total agreement of \$100,000 upon President/ CEO Bruce Stenslie's presence to discuss selection process for this contract. Bob Engler moved to approve the motion and Dr. Martita Martinez – Bravo seconded the motion. All board members listed in attendance in favor, motion carried.

## **B. Status Update on Uplift Central Coast, CA Jobs First Initiative**

Alondra Gaytan provided an overview on the CA jobs First, Uplift Central Coast, Regional Plan Part II. For this work the EDC entered into an MOU with REACH (representing San Luis Obispo and Santa Barbara counties) and the Monterey Bay Economic Partnership (MBEP) representing Monterey, Santa Cruz and San Benito counties. REACH serves as the lead convener; MBEP is the co-convener for the three northern tier counties and EDC serves as fiscal agent and co-convener for Ventura and Santa Barbara. She discussed the responses to the pandemic and its impact on communities and regional economies, the State has established a \$600 million fund, initially branded Community Economic Resilience Fund, or CERF, recently re-branded CA Jobs First. The funding is being distributed through 13 regions, which have been designated by a governing partnership of three state agencies: Governor's Office of Planning and Research (OPR), Governor's Office of Business & Economic Development (GO-Biz) and the State Labor & Workforce Agency (note: as of July, OPR as an agency is no longer involved in CA Jobs First; OPR program staff working on this project have been transferred to GOBiz, otherwise reassigned or let go). She shared that the Uplift Central Coast Coalition will submit the Plan to the state by the end of August. Meanwhile, each of the 13 regions has been awarded a \$13 million "Catalyst" grant (to be amended to \$14 million in the next month), intended to fund projects that align with our regional plans, though are early stage with high potential for improving the region's economic opportunities. After that, there will remain some \$200 million for "implementation" projects, which funding will be distributed on a competitive basis over the next three years. The first solicitation for implementation funds will be released in September. This item was for information purposes.

### **President's Report**

Kristin Decas shared items and activities that were listed on the Presidents report memo, also introduced Tracie Shneider EDC communications manager to provide information regarding the Board Portal. She provided an overview and let everyone know how they will be receiving their EDC Portal Log in credentials to the email the EDC has on file.

### **Board member discussion/ liaison reports:**

#### **A. Economic Developers Roundtable**

Rosie Ornelas shared updates regarding the Economic Developers Roundtable, businesses are opening in Ventura County, cities are busy with new businesses.

#### **B. Naval Surface Warfare Center – Port Hueneme Division**

Alan was not present, however Kristin Decas provided an update of the various events happening with the NSWC, such as coastal trident and the Fathomwerx Summit.

C. VCEDA

Tracy Perez and Bill Camarillo shared their remarks regarding their rebrand of VCEDA and their progress.

D. Ventura County Industry Council

Peter Zierhut provided a report of current VCIC events; he invited the board to the Networking taking place at Takeda in Thousand Oaks.

E. Ventura County Lodging Association

Brian Tucker reported the following series of events that the association was involved in: Ventura County Trade Mission in India, Dallas Cowboys, X-Games, Wings Over Camarillo, Corn Hole Festival, Banana Festival, Uplift Central Coast Coalition Hospitality Industry putting together a proposal for Catalyst to support the hospitality Industry.

F. Ventura County Transportation Commission

Martin Erickson reported out the various activities they are involved in and mentioned the success in partnering with the VCCCD in creating access to transportation from Fillmore to Moorpark for residents and students attending Moorpark College.

Dr. Martita Martinez-Bravo shared the City of Camarillo's 60<sup>th</sup> Anniversary celebration on September 7 at the Park in front of City Hall.

**New and unfinished business:**

Pedro Chavez shared the Ribbon Cutting Ceremony at Harbor Blvd in Santa Paula

Kristin Decas invited folks to the Banana Festival and if anyone was interested in going to reach her.

EDC Marketing Team shared the EDC SBDC video that had been shared on all of EDC's social media handles, Newsletters, and email blasts.

**Board member comments**

**Meeting Adjourned at: 4:54 pm**

Board chair Kristin Decas thanked everyone for coming and adjourned to September 19, 2024.