

**MINUTES**  
**EDC-VC BOARD OF DIRECTORS MEETING**  
**September 18, 2025**

**Location:** 4001 Mission Oaks Blvd, (Board Room), Camarillo, CA 93012

**Attendance:** Bill Camarillo – E.J. Harrison Industries  
Bob Engler—City of Thousand Oaks, *Board-Chair*  
Brian Tucker – *Ventura County West (Liaison)*  
Celina Zacarias—California State University Channel Islands  
Chris Meissner – Meissner Filtration  
Dr. Cynthia Herrera – Ventura County Community College District, *Vice Chair*  
Dr. Martita Martinez Bravo – City of Camarillo  
Estelle Bussa – County of Ventura, *Board of Supervisors*  
Gerhard Apfelthaler – California Lutheran University  
Jess Lopez – City of Port Hueneme  
Jim Eubanks—KPMG  
Kristin Decas—Port of Hueneme, Vice Chair  
Martin Erickson—*Ventura County Transportation Commission (Liaison)*  
Mike Silacci—VCEDA  
Monica James – Naval Surface Warfare Center, Port Hueneme Division  
Ozzie Rios – Montecito Bank & Trust  
Rachel Lang- City of Ojai  
Renee Delgado – City of Moorpark  
Sarah McLelland—Montecito Bank and Trust  
Susan Andrzejewski – Guest

**Absent:** Albert Mendez – City of Fillmore  
Bill McReynolds—City of Ventura  
Amy Fonzo – California Resources Company  
Dee Dee Cavanaugh—City of Simi Valley  
Harold Edwards -- Limoneira Company  
Henry Dubroff—Pacific Coast Business Times  
Janice Parvin—County of Ventura, *Board of Supervisor*  
Jeremy Goldberg—Central Coast Labor Council  
Luis McArthur – City of Oxnard  
Misty Perez—City of Port Hueneme  
Pedro Chavez – City of Santa Paula  
Peter Zierhut—Haas Automation, *Secretary/Treasurer*  
Sim Tang Paradis—City National Bank

- Staff:** Alondra Gaytan, Director of Strategic Relations  
Bruce Stenslie, President/CEO  
Ray Bowman, Director of the Small Business Development Center (SBDC)  
Shalene Hayman, EDC Controller
- Guests:** Gloria Elias Martinez—County of Ventura  
Jeanette —*EDC Economic Development Roundtable*
- Call to Order:** Board Chair Bob Engler welcomed everyone. The meeting began at 3:37pm.
- Amendment to the Agenda:** None
- Public Comment:** None
- Approval of Meeting Minutes:** **Approval of Meeting Minutes September 18, 2025**  
Board Chair Bob Engler opened discussion and invited comments from members of the board regarding September 18, 2025, board minutes. Bob Engler called a motion to approve September 18, 2025, meeting minutes. Dr. Martita Martinez-Bravo moved the motion and Rachel Lang seconded. All Board members listed in attendance in favor, motion carried.
- Financial Report:** **Approval of August 2025 Financials**  
  
Board Chair Bob Engler opened discussion and invited comments from members of the board regarding the 2025 Financials. Bob Engler called a motion to approve the 2025 Financials. Ozzie Rios moved to approve the motion and Gerhard Apfelthaler seconded the motion. All Board members listed in attendance in favor, motion carried.
- Administration:** **A. Chair’s Appointment of Moorpark City Council Member Renee Delgado to fill an Executive Committee Membership Vacancy**  
EDC Board Chair Bob Engler recommended the appointment of Moorpark City Council Member Renee Delgado to the organization’s Executive Committee, filling a vacancy created earlier this year when a public sector appointee stepped down due to scheduling conflicts. According to Section 3.3 of EDC’s bylaws, the Executive Committee consists of nine members, including the Chair, Vice Chair, and Secretary/Treasurer, with the remaining members selected by the Chair and subject to Board approval. One seat is specifically designated for a representative from the Economic Developers Roundtable, who also serves as an advisory member of the Board of Directors.  
Delgado’s appointment would complete the 2025 Executive Committee roster, which currently includes Harold Edwards (Limoneira Company), Kristin Decas (Port of Hueneme), Cynthia Herrera (Community Colleges of Ventura County), and Peter Zierhut (Haas Automation, Secretary/Treasurer) from the private sector; Dee Dee Cavanaugh (City of Simi Valley), Bob Engler (City of Thousand Oaks), and Janice Parvin (County of Ventura) from the public sector; and John Bandek (City of Moorpark) representing the Economic Development Roundtable. With this action, Delgado would formally join the committee, ensuring continuity of leadership and representation across both public and private sectors, consistent with EDC’s bylaws. Bob Engler called a motion to approve the September 18, 2025, meeting minutes. Dr. Martita Martinez-Bravo moved the motion and Celina Zacarias seconded. All Board members listed in attendance in favor, motion carried.

**B. Consideration of Draft Audit and Report on EDC Financial Statements, for the Year Ending 6/30/25. Recommendation to Receive and Approve.**

The Executive Committee recommended that the Board of Directors receive and approve the draft Auditor's Report and Financial Statements for the fiscal year ending December 31, 2025, prepared by Farber Hass Hurley LLP (FHH).

In accordance with Section 7.2 of EDC's bylaws, an independent audit of corporate accounts, financial statements, and internal controls is conducted annually. The FY 2025 audit, currently in final development, includes both the financial statements and a "single audit" report addressing internal control over financial reporting and compliance with major federal program requirements, as mandated by federal Uniform Administrative guidance.

Farber Hass Hurley LLP, which has served as EDC's audit firm for the past eight years, is in its second five-year engagement with the organization. The 2025 audit marks the fourth year under this current contract. Jamie De la Fuente, the lead auditor from FHH, will present the findings to the Board.

Special recognition was given to staff members Shalene Hayman, Kelly Noble, Stephanie Gonzalez, and Vicki Meraz for their effective oversight of financial control systems and support throughout the audit process. The Executive Committee reviewed the draft report in August and endorsed it for full Board approval.

Bob Engler called a motion to approve the September 18, 2025, meeting minutes. Rachel Lang moved the motion and Renee Delgado seconded. All Board members listed in attendance in favor, motion carried.

**C. Recommendation to Delegate Authority to the President/CEO to Approve Grant Agreements for Small Business Development Services with Long Beach City College, Funding from the Governor's Office of Business and Economic Development, Estimated \$140,000 for the Capital Infusion Program and \$700,000 for the Technical Assistance Program, Both for the Term October 1, 2025, through September 30, 2026. Recommendation to Approve.**

The Executive Committee recommended that the Board of Directors delegate authority to the President/CEO to execute grant agreements and modifications with Long Beach City College for funding provided by the Governor's Office of Business and Economic Development (GO-Biz). These agreements will support Small Business Development Center (SBDC) services for the term October 1, 2025 – September 30, 2026. The actions include approval of a \$140,000 Capital Infusion Program (CIP) agreement, a \$700,000 Technical Assistance Program (TAP) agreement, and authorization for amendments or modifications to both agreements as needed.

EDC has served as the SBDC for Ventura and Santa Barbara Counties since 2010, with core funding of approximately \$480,000 annually from the U.S. Small Business Administration (SBA). The CIP and TAP agreements supplement this funding, bringing projected annual state and federal revenue for the 2025–26 program year to about \$1.3 million. This reflects a slight decrease from prior years due to reductions in TAP allocations as more grantees are added to the program.

The CIP program, established about a decade ago, strengthens SBDC capacity to help businesses access capital and has ranged historically between \$45,000 and \$140,000 annually. TAP, introduced in 2018, supports broader small business development activities including capital infusion, job creation, business growth, and new business starts. Both programs are administered through Long Beach City College as the regional SBDC lead center.

The SBA requires a dollar-for-dollar cash match for federal SBDC funding, totaling \$480,000 annually. The CIP grant contributes \$140,000 toward this requirement, with the balance

covered by TAP, the state-funded Accelerator program, and contributions from local cities and counties. EDC's proposed 2026 budget exceeds the match requirement. By approving this delegation of authority, the Board will help ensure uninterrupted funding and program delivery. Staff anticipate exceeding annual performance metrics for businesses served, capital infusions, and business startups, with final results to be presented at the Board meeting.

Bob Engler called a motion to approve the September 18, 2025, meeting minutes. Renee Delgado moved the motion and Ozzie Rios seconded. All Board members listed in attendance in favor, motion carried.

**D. Recommendation to Delegate Authority to the President/CEO to Approve a \$600,000 Grant Agreement, CA General Funds, for the Provision of Workforce and Economic Development Services in Response to Prior Wildfire Impacts and for Investing in Economic Resilience in Anticipation of Economic Disruptions Going Forward. Recommendation to Approve.**

The Executive Committee recommended that the Board of Directors delegate authority to the President/CEO, subject to full Board approval, to sign a grant agreement with Los Angeles County and/or the State of California. The agreement, anticipated at \$600,000 for a two-year term, will fund workforce and economic development services in response to wildfire impacts and support long-term economic resilience.

The funding stems from Assembly Bill 338, authored by Assemblymember Jose Luis Solache, Jr., which initially proposed \$50 million for wildfire recovery in Los Angeles County. With advocacy from EDC, the Speaker's Office, and the Assembly Economic Development Committee, Ventura County was included in the bill's intent, recognizing impacts from the Mountain Fire. Although the bill stalled in Appropriations, \$5 million was later secured in a budget trailer bill. However, the bill's language initially omitted Ventura County, listing only Los Angeles County. Following negotiations, legislative leaders and the Labor and Workforce Agency agreed to honor the original intent, ensuring EDC would receive a share.

Ultimately, amendments passed in September 2025 established EDC's allocation at \$600,000—less than requested but above a proportional population-based distribution.

While negotiations placed EDC in a secondary position under LA County's lead grant agreement, the organization expressed gratitude for the leadership of Assemblymember Solache, committee staff, and state officials in securing the funds.

Programming for the grant remains under development but is expected to focus on initiatives such as continuing the "Get Your Small Business Online" training with Women's Economic Ventures, supporting early childhood education workforce credentialing, and collaborating with the Workforce Development Board to train workers in construction trades for post-fire cleanup and remediation.

The recommendation seeks to authorize the President/CEO to sign the agreement promptly to secure the funding and launch services without delay.

Bob Engler called a motion to approve the September 18, 2025, meeting minutes. Ozzie Rios moved the motion and Kristin Decas seconded. All Board members listed in attendance in favor, motion carried.

**E. Discussion of EDC Organizational Values and Principles**

The Executive Committee and full Board have engaged in recent discussions about the role and positioning of the Economic Development Collaborative (EDC) in relation to its member and partner organizations.

Formed in 1996, the EDC was established in response to a recognized need for a regional, public-private partnership dedicated to economic development. Its founders agreed that no single government entity should dictate regional economic priorities. Instead, EDC would operate as an independent 501(c)(3) nonprofit, governed collaboratively by representatives from all cities, the County, and private-sector leaders who shared both investment and decision-making responsibilities.

The organization is notable in Ventura County for including elected officials from every city and the County Board of Supervisors in its governance, a distinction shared only with a few other regional policy bodies such as the Ventura County Transportation Commission and the Ventura Council of Governments. What makes EDC unique, however, is the breadth of its public-private partnership, which also incorporates the Port of Hueneme, two universities, two community college districts, approximately 20 private-sector leaders from key industries, and professional non-voting representatives from VCTC, Ventura County Coast, Naval Base Ventura County, and the Farm Bureau.

**F. President's Report:** Bruce Stenslie shared notes on upcoming activities.

**Board Member  
Discussion/Liaison  
Reports:**

**Economic Developers Roundtable –  
Naval Surface Warfare Center  
Ventura County Economic Development Association  
Ventura County Farm Bureau—Not present  
Ventura County Industry Council—  
Ventura County Lodging Association—  
Ventura County Real Estate Report—  
Ventura County Transportation Commission—**

**Adjournment:**

Board Chair Bob Engler Adjourned the meeting at 5:25pm to September 18, 2025