



Economic Development Advisory Board

Wednesday, October 7, 2015

3:00pm – 5:00pm

555 Court St NE Salem – Commissioners' Board Room

AGENDA

3:00	Welcome, Introductions, and Announcements	Angie Morris
3:05	Community Project Grant Application Review – Discussion/Action	Sarah Cavazos
4:35	September Meeting Minutes – Action	Angie Morris
4:40	Grants/Loans Ad Hoc Committee – Discussion/Action	Sarah Cavazos
4:45	Membership - Action	Kevin Cameron
4:55	Comments and Closing	Angie Morris

Future Meetings

- **November 4th at 3:30pm**
- **December 9th at 3:30pm** – Business Development Grant Reviews
- **January 4th at 3:30pm**

Attachments & Handouts

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| <ul style="list-style-type: none">• 2015/16 Meeting Schedule• September Minutes | <ul style="list-style-type: none">• Ad Hoc Committee Summary• Membership Roster |
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Marion County Economic Development Advisory Board

2015-16 Meeting Schedule

Executive Committee		Full Board	
Monday, July 6, 2015 at 11:00 am Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, Commissioner's Office		Wednesday, July 8, 2015 at 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, August 3, 2015 at 11:00 am Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, Commissioner's Office		Wednesday, August 12, 2015 at 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Tuesday, September 1, 2015 at 10:30 am Location: Travel Salem 181 High St NE, Salem		Wednesday, September 9, 2015 at 3:30pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, September 28, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday October 7, 2015; 3:00 pm – 5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room <i>*Date change due to Community Projects Grant review</i>	
Monday, October 26, 2015 at 1:30 pm Location: Travel Salem 181 High St NE, Salem		Wednesday November 4, 2015; 3:30pm - 5:00pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room <i>*Date change due to Veteran's Day</i>	
Tuesday, December 1, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, December 16, 2015; 3:00 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, January 4, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, January 13, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, February 1, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, February 10, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, February 29, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, March 9, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, April 4, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, April 13, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Monday, May 2, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, May 11, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	
Tuesday, May 31, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem		Wednesday, June 8, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room	

2015-2020 Economic Development Strategy Areas



Strategic Area	Activities	
Community Development /	<ul style="list-style-type: none"> • Recreation • Culture and Arts • Tourism 	<ul style="list-style-type: none"> • Community Safety • Access to Healthcare • Access to Childcare
Workforce	<ul style="list-style-type: none"> • Education • Workforce Training 	<ul style="list-style-type: none"> • Workforce Retraining • Workforce to Employer connections
Business Development	<ul style="list-style-type: none"> • Business Startups • Business Recruitment 	<ul style="list-style-type: none"> • Business Retention • Business Expansion
Business Climate	<ul style="list-style-type: none"> • Regulations • Taxes • Furthering Economic Development Projects 	<ul style="list-style-type: none"> • Licensing • Permits
Land and Infrastructure	<ul style="list-style-type: none"> • Water/Wastewater Systems • Industrial Developments • Transportation Systems 	<ul style="list-style-type: none"> • Safe Drinking Water • Brownfields • Telecommunications

**Marion County Economic Development Advisory Board
September 9, 2015 Meeting Minutes
555 Court St NE, 5th Floor Salem, OR**

Members Present: Bill Burich, Kevin Cameron, Bill Cummins, Lesa Goff, Bob Hill, Jay Kemble, Nate Levin, Angie Morris, AJ Nash, Jim Rasmussen, Evann Remington, and Renata Wakely.

Staff and Guests Present: Mark Becketl, Sarah Cavazos, Tamra Goettsch, Nick Harville, Mark Hunter, Chuck Lee, and Brandon Reich.

Call to Order: 3:36pm

Agenda Item: Welcome, Introductions & Announcements

Information/Discussion: Morris welcomed attendees, thanked members for continued participation, and asked for introductions. Morris welcomed new member Nate Brown and asked attendees for introductions. Announcements included Chemeketa's Trade School Building Grand Opening on October 8th from 5-7pm, and the Career and Technical Education Center's Dedication on Oct. 9th at 10:30am. Goettsch shared that Community Services department has hired another Management Analyst, Danielle Gonzales, who will have a portion of her time dedicated to economic development. Morris recognized Bill Cummins on behalf of the EDAB for his years of services on the board, and in the role of board chair. Morris commended his collaborative style and ability work with others to move priorities forward.

Action: None.

Agenda Item: August Minutes

Information/Discussion: The minutes were reviewed, no discussion was held.

Action: A motion was brought forth by Hill to approve the August minutes; a second was made by Kemble. The motion was voted for and approved unanimously.

Agenda Item: Community Services Updates

Information/Discussion: Broadband - Cavazos shared that the County is exploring the potential for a Broadband project in the Santiam River Canyon region. There are a few federal funding streams that aim to bring broadband to rural communities and there is at least one private corporation that is interested in exploring the possibility of applying for a combination of loans and grants to fund the project. Community Services will be pulling together a group of stakeholders to explore opportunities on this project and will keep you informed as we move forward. Railroad - Cameron updated that there is conversations occurring from a group interested in obtaining an embargo for the railroad spur that goes from Silverton to Stayton so that this asset is preserved. The concern is that once it is gone, it can't be brought back. Cameron has suggested a feasibility study for the group to determine if there is an opportunity or need to make this railroad viable for businesses. Regional Solutions is aware of the project and inquired with ODOT on the possibility of funds for a feasibility study; none are available. The existing owner is not interested in investing his energy to develop the business. The current status of the project is that if someone puts in a complaint then it creates an opportunity for someone to purchase privately. Marion County believes this is an asset, in conversations with Commissioner Brentano, Cameron learned that there is some similar activity occurring in Dallas as well as Albany. Cameron suggested with the overload of trucks on the road transporting freight cars to the port, there may be an opportunity to create a rail loading station where trucks could offset freight cars at a rail station for transport to the port. We are going to try to get the attention of the legislature to see if this is an asset that can be retained. Board Designated Allocations Metrics - Cavazos referenced the document in the board packet that outlines the metric's established for the Board Designated Allocation recipients and noted that recipients will be presenting their reports at EDAB meetings prior to presenting them to at Board Session. Community Project Grants - Cavazos stated that all voting members should have a packet of Community Project Grant Applications for review prior to the October board meeting. Packets are assigned a reviewer number rather than listing the reviewer's name. Cavazos briefly reviewed the scoring matrix and asked that members score the applications and bring the packets with score sheets to the October meeting. Score sheets will be turned in at the beginning of the meeting and returned so reviewers can rescore after the group discussion as needed. Information on prior grant recipients was included in the July and August packets for reference on the types of projects previously funded. **Action:** None.

Agenda Item: Grant Funds & Strategies

Information/Discussion: Cavazos referenced the Oregon Lottery Grant Status Report in the board packet which outlines the status of grant funds and the remaining balance available to grant out this fiscal year. Business Development Grants have \$146,750 remaining from the original amount of \$205,000 which included \$5,000 carryover from FY14/15, \$150,000 allocated from FY15/16 Lottery Revenues, and \$50,000 from a FY14/15 grant that was declined. In the first round of FY15/16 applications, \$108,750 was awarded but a \$50,000 was subsequently declined, leaving \$146,750 available. EDAB needs to determine the process and timeline for issuing another Request For Applications (RFA).

Discussion: Goettsch suggested that an RFA be issued promptly so funds could be dispersed in the current fiscal year, and suggested a review to occur in December with awards in January. Nash was concerned that a December deadline would hinder applicants due to limited availability of company leaders during the holidays. Nash suggested that a February timeline might be more appropriate given most companies are planning for the new year during the fourth quarter and would have a better idea of the feasibility of their project and what resources were needed once the first quarter was under way. Cummins asked if we should hold two solicitations; Goettsch said from an administrative perspective she would prefer to hold one and reminded the group that we would hold another solicitation in May for the FY16/17 grants. Nash reiterated that a due date during the holidays may limit the number of responses due to external factors; he would support a release date in October but would hesitate to set a due date during that time. Goettsch noted the prior issue of applications for projects that were well underway because there was a delay between when the application was received and when decisions were made. She is concerned that with a longer application window that projects may not qualify upon review. Morris noted that most companies operate on a calendar year and are doing strategic planning now and know what project they will be launching at the first of the year. Rasmussen asked Cameron if there has been any discussion among the board to establish funds to be available to businesses for infrastructure projects? Cameron responded that funds were set aside this fiscal year for infrastructure projects, but there is not enough funds accumulated yet, and more discussion is needed on how those funds will be used. Hill shared that he had made mention last month that he and others have an interest in looking at the grant funding and how we have our grants structured. In follow up from the Willamette University study he would like to look at the pros and cons of grants versus loans. Hill mentioned that previously Nash had been against a loan program but in recent conversations has also expressed an interest in evaluating our strategy. There has been discussion on how to avoid funding fortune 500 companies who may not need the funds, they may be less likely to go through the process to apply for loans. Cummins commented that he is not supportive of a loan program and believes there is a need for the grant programs which are intended to support ma and pa companies. Cummins would like to see a subcommittee established to discuss grants and loans, who gets the funds and how to get the ma and pas to tap into the grant funds. Cummins will not support a move toward loans if it will request additional funds be spent on staffing.

Action: A motion was brought forth by Kemble to release the Request for Applications on October 1st with an application due date of November 30th; move the December EDAB meeting to December 16th for review of applications and issue award decisions at the January meeting; *a second was made by Cummins. The motion was voted for and approved unanimously.*

Agenda Item: Salem-Keizer Career & Technical Education Center

Information/Discussion: Chuck Lee presented on behalf of the Salem-Keizer Career and Technical Education Center (CTEC) and shared the history and vision of the program. Larry Tokarski saw a need within our community and a great opportunity for a public-private partnership to create an opportunity for students to learn trade skills and receive credit toward high school graduation. The project will serve up to 180 students in the first year in construction and manufacturing trades, and is available as a capstone project for Juniors and Seniors. In addition to industry specific classes, Math and English courses will be available onsite tailored to the industries being studied. Manufacturing is being linked with Chemeketa and students can earn up to 20 dual credits toward a degree there. The goal of CTEC was to give kids hope and opportunity for their futures. They are working on creating connections with business for mentorship and tour opportunities. As of the week before school started there was 90 students enrolled in the construction track with a bit of a waiting list, and manufacturing had 80 students enrolled. Each year for the next four years the school will add two trade tracks, until the school reaches capacity of 1,100 students; next year dental and cosmetology will be added. They are currently exploring adding agriculture as a track and will be visiting a few programs to see how they operate.

SKCTE could use help from community and individuals with providing opportunities for job shadowing, site tours, internships, mentors, and special speakers. Norma Sanchez is the CTEC Coordinator for people interested in volunteering. Contact Chuck via email at chuck@mnwinv.com and he will connect you to her.

Action: None.

Agenda Item: Youth Workforce Summary & Next Steps

Information/Discussion: Deferred to the November meeting.

Action: None

Meeting adjourned: 4:55 pm



Marion County
OREGON

**Volunteer Application
for Appointment to
a Committee, Board, Commission,
Task Force or Council**

Personal Information to establish residency:

Name Allison Fink McKentzie

Home address [REDACTED]

Preferred mailing address (if different) [REDACTED]

City [REDACTED], Oregon Zip code [REDACTED] Telephone [REDACTED]

E-mail allison@grainsouth.com Fax [REDACTED]

Applying for student position? ☐ Yes ☒ No School [REDACTED]

Are you under 18? ☐ Yes ☒ No

Personal references - Please list two non-relative references. If you are a student, one must be a teacher from your school:

1. Name Brian Purnell Phone [REDACTED]

Address [REDACTED] City/St/Zip [REDACTED]

Relationship friend / local business person (real estate)

2. Name Kelly Schreiber Phone [REDACTED]

Address [REDACTED] City/St/Zip [REDACTED]

Relationship friend / Exec Dir Stayton Subcommunity Chamber of Commerce

I give my permission for the named references to be contacted if needed either verbally or in writing. All the information on this application is true to the best of my knowledge.

Signature:

Date:

We welcome your willingness to serve Marion County. Please return this completed form to: Cathy Crocker, Volunteer Services Coordinator, Human Resources, 325 13th St NE, P.O. Box 14500, Salem, OR 97301, telephone (503) 588-7990, fax (503) 588-5495.

(Please complete the back of form)

Note: Information on this page is considered public record and may be made available upon request.

Name: Allison Ford McKentle

City of residence: [REDACTED]

Business Information:

Occupation/business: Exec Dir/Entrepreneurial Coach - GROW-EDC

Business address: PO Box 673

City: Mill City, Oregon

Zip code: 97360

Business telephone: [REDACTED]

Business e-mail: allison@growedc.org Business fax: N/A

I would like to be considered for the Rural/Small business position on

the Economic Development Advisory Board

(name of committee, board, council, task force or commission)

The reason I am applying for this appointment is

- help represent the interests of rural entrepreneurs & microenterprises/businesses in non-traded sectors, including N. Santiam area; opportunity to participate in conversation that helps inform economic decisions in county

The personal and professional interests that prompted me to apply for this appointment are

Rural entrepreneurs, microenterprises & small non-traded sector businesses play an important role in the Marion County economy, including small town vitality. Would like to contribute to the work of this distinguished group of people.

Have you served on any other Marion County board, commission, committee, council, or task force? (If yes, please list)

1. [REDACTED] 2. [REDACTED]

Please list qualifications and skills you have which you believe would be valuable if you are appointed to this position (include relevant skills, activities, training, and education)

- 7 yrs biz dev in rural Marion (Lincoln County)
- BA Whitman College; Master in Mount St. Mary's College
- self-employed bus. consultant in WA, NY, VA & OR
- sales, writing a marketing experience
- NW Economic Development Course

designed/presented 1600+ business workshops/training on east/west coasts
past board member / votes for Yates County Art Council
What community or school activities, committees or special activities have you participated in? living in NY
In addition to work in N. Santiam area...
• Willamette MBA mentor • taught "Outperforming the Economy" classes (for rural distressed counties)
• Stanton Area Rotary • speaker @ League of AL Cities women
• BREA interview/training in Stanton, Annville • facilitate non-profit board trainings & retreats