



MINUTES
EDC-VC EXECUTIVE COMMITTEE MEETING
November 4, 2015

- Location:** 1601 Carmen Drive, Suite 215, Camarillo
- Attendance:** Harold Edwards – Limoneira Company
Brian Gabler – Economic Roundtable Representative, City of Simi Valley
Kathy Long, *Secretary/Treasurer* – County of Ventura
Roseann Mikos, *Chair* – City of Moorpark
Sim Tang-Paradis – City National Bank
Mike Tracy – City of Ventura
- Absent:** Sylvia Muñoz Schnopp – City of Port Hueneme
Peter Zierhut – Haas Automation
- Legal Counsel:** Nancy Kierstyn Schreiner – Law Offices of Nancy Kierstyn Schreiner
- Guests:** None
- Staff:** Ray Bowman, SBDC Director
Kelly Noble, Office Manager
Bruce Stenslie, President
- Call to Order:** 8:42 a.m. Roseann Mikos welcomed everyone.
- Roll Call:** Kelly Noble
- Amendment to the Agenda:** None
- Public Comment:** None
- Approval of Executive Committee Minutes, June 3, 2015** Chair Roseann Mikos requested a motion to approve the minutes from the October 7, 2015 Executive Committee meeting. Kathy Long moved to approve and file the minutes from October 7, 2015. Brian Gabler seconded the motion. All listed in attendance in favor, motion carried.
- Administration** **Consideration for Changing the Standing Date and Time of the Executive Committee Meeting, Effective in January 2016. Recommendation to Approve**
Stenslie explained that in order to accommodate the schedules of current and prospective executive committee members, staff has been directed to query members about potential alternative dates and times.
- With input from the executive committee we polled for several dates and times:
- 1st Wednesday at 7:30 AM

- 1st Wednesday at Noon
- 1st Wednesday at 4:00
- 1st Thursday at 7:30 AM
- 1st Thursday at 8:30 AM
- 1st Thursday at 4:00

With discussion from the Executive committee, it was decided that the 1st Thursday at 4:00 pm works the best for everyone.

Chair Mikos requested for a motion to change the standing date and time of the executive committee meeting to the first Thursday of the month at 4:00 pm at the EDC-VC starting January 7, 2015. Kathy Long motioned change the standing date and time of the executive committee meeting to the first Thursday of the month at 4:00 pm at the EDC-VC starting January 7, 2015. Brian Gabler seconded the motion. All listed in attendance in favor, motion carried.

Discussion on the Development of Officer Nominations for 2016

Stenslie went over a summary of the bylaws on the annual establishment of the Officers and Executive officers as follows.

Officers Specified: Section 3.1a identifies our officers as a Chair, Vice-Chair, Secretary, Treasurer and President. Section 3.1a further specifies that “the Chair and Vice-Chair will alternate between its [the board’s] public and private sector representatives.” The officers’ roles are defined in Section 3.2 (Article IV addresses the role of the President separately from the other officers).

Term of Office: The current bylaws specifies that officer terms are for one year. There is a separate discussion on today’s agenda relating to the bylaws, on whether to convert terms from one to two years, allowing leadership more time to acclimate to the role.

Election of Officers: Section 3.1b of the bylaws states that at the annual meeting for each new calendar year, the Board shall elect the Chair of the Board, the Vice-Chair, the President, Secretary and Treasurer of the Corporation.

Executive Committee: Section 3.3 of the bylaws states that

“An Executive Committee comprised of nine (9) Board members, including the Chair, Vice Chair, and Secretary/Treasurer, with the balance selected by the Chair, subject to Board approval, shall be established each year at the first Board meeting of the calendar year. The Chair shall select one member of the Executive Committee from among the city or county economic development practitioners who participate in the Economic Developers Roundtable. This member of the Executive Committee shall also be designated as a liaison to the EDC-VC Board of Directors, consistent with Section 2.7 of these bylaws.”

Stenslie noted that over the last several years the Executive Committee has submitted a recommendation for a slate of officers to the full board at the Annual Meeting. That recommendation has usually been finalized in December or January, prior to the Annual Meeting. No action is necessary

today.

Separately from the nomination and election of Officers, it is the responsibility of each new year's Chair to appoint the other Executive Committee members. Our bylaws, Section 3.3, specify that the Executive Committee "shall be established each year at the first Board meeting of the calendar year."

With some discussion, it was decided that this being a placeholder and no action is needed, the Committee will have more discussion on this item.

Update Report on the Broadband Consortium of the Pacific Coast

Stenslie noted that effective on July 1 we are in our second year as the fiscal agent for the Broadband Consortium of the Pacific Coast, a three county partnership with EDC-VC, the Chamber of Commerce of the Santa Barbara Region and the San Luis Obispo Economic Vitality Corporation.

Funding for the consortium is from the California Public Utilities Commission, at \$150,000 annually for two years, \$300,000 total, for the period July 1, 2014 through June 30, 2016.

This past legislative session included the Governor's signature of AB 1262, which establishes additional funding for a potential two more years of broadband consortium activity. Our Pacific Coast Consortium is one of 16 throughout the state.

Our purpose is to help close gaps in broadband service and adoption and to improve capacity for supporting regional economic development.

At our meeting today we will be distributing our 2014-15 first year report and sharing detail from a comprehensive three county assessment and report card on regional broadband infrastructure.

The assessment is being completed by Steve Blum of Tellus Venture, funded by the Consortium through our CPUC grant funding.

The assessment detail will both help us prioritize our efforts and serve as a foundation for the development of grant proposals and education toward improving regional broadband infrastructure.

There was considerable discussion about working on the messaging around the report detail, priorities and strategies for improving regional broadband infrastructure. These issues will be revisited after the final report is complete in early 2016.

Status Report on Agriculture Sustainability Study

Stenslie updated the Executive Committee that last year, through our participation in the California Stewardship Network, we completed a regional Economic Development Strategy, or CEDS.

One of the specific findings in the CEDS is that while Ventura County is a national leader in food production, we are inefficient in securing greater benefit from this productivity through the secondary and/or value added components of food processing and distribution.

In consideration of this, we are moving forward this year with an exploration of the benefits of a more diversified food systems strategy, toward improving opportunity for sustaining our high value agriculture sector.

Since our last discussion in October, the project team—Doug Svensson of Applied Development Economics and Lon Hatamiya—have pushed ahead with an analysis of opportunities in the food processing sector, enlisting the technical support of Bill Washburn with FoodPro International (www.foodpro.net/). Bill and FoodPro have extensive experience in Ventura County, having worked with several of the food processing operations already in existence. With that knowledge base, we're able to project more reliably on what are our gaps and where we might find new opportunity.

We anticipate the delivery of the near final draft of the report just prior to our board of directors meeting on November 19. Doug Svensson and Lon Hatamiya will attend the meeting to present the report.

President's Report

Staff distributed the Annual Meeting save the date and sponsorship form. There was also information shared on the work of the Governor's Office of Business and Economic Development, on our partnership for the World Trade Center with the Port of Hueneme and California Lutheran University, and on the upcoming California Economic Summit. Also included was a discussion about EDC-VC office space.

New or Unfinished Business: None.

Executive Committee Comments: Roseann Mikos mentioned to the Executive Committee that they may be hearing some new information about the proposed Moorpark movie studio soon.

Adjournment: 10:00 a.m.

Minutes taken by Kelly Noble