

**Economic Development Council of Tillamook County**  
**Executive Board meeting**  
**Tuesday, May 17, 2011**

Board Members:

Present: Mike St. Clair  
Joel George  
Michele Bradley  
Aaron Garcia  
Doug Olson  
Connie Green  
Dale Stockton  
Mark Labhart  
Harold Strunk  
Bob McPheeters

Staff Members:

Present: Jeff Sherman

Not Present: Sally Tuttle  
Carla Lyman

Guests: Dennie Houle  
Gus Meyer  
Suzanne Meyer  
Ken Bell  
Mary McArthur

- **Call to Order**
  - The meeting was called to order at 12:05 pm by Board Chair Mike St. Clair.
- **Public Comments**
  - Gus Meyer presented the article “Buses for Cruise Ships are Illegal”, regarding ODOT threatening to shut down the Sunset Empire Transportation district. He encouraged the Board to be actively supportive of Sunset Empire Transportation District and to express that support to ODOT.
- **Consent Agenda**
  - **Motion** by Doug Olson and seconded by Michelle Bradley to approve the minutes of the April EDC Board meeting. The motion passed unanimously.
  - **Motion** by Joel George and seconded by Doug Olson to approve the financial reports as presented. The motion passed unanimously.
  - Following discussion regarding the Center’s current telephone service, it was the consensus of the Board to phase out the current number 503-842-2236 by the beginning of August 1, 2011. The Center will begin using the college phone service 503-842-8222, which is included in the EDC rental agreement. Making this change should save the EDC approximately \$1700 a year.
- **Presentation**
  - Shawna Sykes of WorkSource Oregon’s Research Division provided an explanation of the types of information available from WorkSource Oregon Research Division as well as a variety of statistics regarding Tillamook County.

- **New Business**
  - Executive Director Search Update
    - Connie Green updated the Board on the progress made on the search for a new Executive Director including the places where the job is posted, and the process for screening candidates.
  - Board Election Update
    - Currently two candidate information forms have been received for the two Board positions available. Ballots will go out the week of May 23-27 and election results will be available by the EDC annual meeting on June 21, 2011.
    - A **motion** was made by Michele Bradley and seconded by Mark Labhart to appoint Aaron Garcia of US Bank to fill the Board position recently vacated by Jan Jensen. The motion passed unanimously.
  - Business Incentives Request
    - Acting on the recommendation of the interim executive director the Board approved a grant application received from Darus Peake of Tillamook Bay Boathouse. The amount of the loan is \$2500 and will be used to increase their capacity to ship live seafood to China. Tillamook Bay Boathouse will hire two (2) new full time employees and two (2) new part time employees.
  - Team Updates
    - Coast River Business River has asked the interim director to write a month column regarding small business related issues. This column will appear in both the Coast River Business Journal and the Tillamook Headlight Herald.
    - Jon Carnahan has been supervising interim director Jeff Sherman and reports that this is the easiest transition he has ever been through. Connie Green and the EDC Board thanked Jeff for his service as interim director and his efforts to keep the ESBDC moving forward during this time of transition.
    - Jeff Sherman attending the Four-state SBDC conference in Vancouver May 4 and 5. During this meeting it was learned that State funding for SBDCs should be on the increase and there will be no decrease in Federal funding.
    - The Business Symposium Series kicks off Thursday May 19<sup>th</sup> with a presentation entitled Hospitality: A New Standard of Customer Service. Guest speaker is Paul Biwan of OSU. Currently there are approximately 25 registered to attend.
    - The ESBDC has submitted an application to be CCB training providers. If the application is approved, Maria Van Fleet from Clackamas Community College will serve as instructor. She currently teaches CCB training for CCC and is a business counselor with their SBDC.

- Recipe to Market As part of the Recipe to Market program five (5) new food businesses from Tillamook County were taken to the Food Innovation Center in Portland for food processing. The second session of the program is May 31<sup>st</sup>; a graphic designer has been hired by the program. By the end of May the five (5) businesses will have a label with a logo and nutritional information as well as a Recipe to Market stamp which will indicate that this food business has gone through the program. The final Recipe to Market session will be in July.
    - **Motion** by Joel George and seconded by Michele Bradley to approve the MOU agreement between the EDC and TBCC for the 2011-2012 fiscal year. The motion passed unanimously.
- **Other business**
  - Aaron Garcia introduced himself to the Board.
  - Michele Bradley--POTB is continuing to work on FEMA projects, the first projects will go to permitting in the next couple of week. The RFQ closed Monday May 16 and 18 contractors have applied to be pre-approved contractors.
  - Harold Strunk--TCCA has approved a capital project which will start this summer, hopefully be "under roof" by winter and be operational by the end of 2012.
  - Joel George Tillamook PUD has been looking at a potential rate increase; they are closer to identifying what that rate increase will be.
  - Doug Olson--South County Schools will be hiring a new superintendent soon; the fire district has finally settled with their insurance company. The settlement is \$2.1 Million.
  - Mark Labhart--Turnout for the May election was disappointing 29% as of 8 am Tuesday May 17<sup>th</sup>.
    - Stimson Lumber will be putting in a \$5.5 Million dollar expansion.
    - There was a good turnout for the South County tsunami drill, held May 17<sup>th</sup> which tested the use of a civil air patrol plane to announce the warning.
  - Connie Green--The Governor's solution team is moving forward. TBCC will free up a classroom for their use. They hope to move in in mid-June and be operational by July 1.
  - Mary McArthur encouraged the Solutions group to investigate the idea of renewable energy for Tillamook County.
  - Dennie Houle Is intrigued by the Recipe to Market program and would like to explore ways that OBDD could help with financing.
- **Adjournment** 1:23 pm.