



BOARD MEETING AGENDA

May 26th, 2020 | 1:00 p.m. - 2:00 p.m.

REMOTE ACCESS ONLY MEETING

By Video: <https://us02web.zoom.us/j/85837081313?pwd=QXhrZDJEM3doeSt0QnFPKzBkR0YwQT09>

By Phone: Dial In: 1 (669) 900-9128 | Meeting ID: 858 3708 1313 | Password: 253925

*****GOVERNOR'S EXECUTIVE ORDER N-25-20*****

*****GOVERNOR'S EXECUTIVE ORDER N-29-20*****

****RE CORONAVIRUS COVID-19****

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, MEMBERS OF THE BOARD OF DIRECTORS WILL BE PARTICIPATING BY TELECONFERENCE INTO THE BOARD OF DIRECTORS MEETING FOR MAY 26th, 2020.

Should you want to submit public comment, do so by email before the Board Meeting is called to order. Please state the agenda item number that you are commenting on and limit written comments to three hundred (300) words or less. Comments can be sent to calvin.sandeen@sonoma-county.org. Written comments received prior to the meeting you wish to comment on will be read into the record.

1) CALL TO ORDER at 1:04 pm, May 26, 2020

2) ROLL CALL

Board Members Present: Mary Anne Petrillo, Jon Frech, Mike Nicholls, Robin Bartholow,

Absent: Paul Castro, Joe Webb

Admin Staff Present: Calvin Sandeen, Sonoma EDB, Diann Simmons EDFC, Ethan Brown, Sonoma EDB, Sheba Person-Whitley, Sonoma EDB

Public Present: Brent Schultz, Director, Planning and Building, Mendocino County

3) SELECTION OF BOARD CHAIR, VICE-CHAIR, AND SECRETARY – DISCUSSION/ACTION

Current positions are expired and require new appointments.

Discussion: At the last meeting, board members terms had expired so votes didn't count.

Nominations for Chair

Motion by: Robin Bartholow to nominate Mike Nicholls for Chair

No other nominations; nominations closed

Seconded by: Mary Anne Petrillo

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

Motion Passed

Nominations for Vice-Chair

Motion by: Robin Bartholow to nominate Mary Anne Petrillo for Vice-Chair

Seconded by: Jon Frech

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

Motion Passed

Nominations for Secretary

Diann Simmons volunteered

Motion by: Mike Nicholls to appoint Diann Simmons as Secretary



Seconded by: Mary Anne Petrillo

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

Motion Passed

4) OPEN TIME FOR PUBLIC EXPRESSION

This is an opportunity for any member of the public to briefly address the Board on any matter that does not appear on this agenda and is restricted to matters within the Board's jurisdiction. Items that appear to warrant a more-lengthy presentation or Board consideration may be placed on the agenda for discussion at a future meeting. Please limit comments to three hundred (300) words.

NONE

5) AGENDA ADJUSTMENTS – DISCUSSION/ACTION

NONE - Approved as written

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

6) WELCOME AND INTRODUCTIONS

Calvin Sandeen: Over the past year he assumed the lead admin role, working on organizing, applying for EDA Administration three-year grant, renewing contracts between EDFC and EDB, and recruiting new board members. The EDA grant covering administration covers Sept 2019 to October 2022

Introductions of Board members:

Mary Anne Petrillo: CEO of West Business Development Center and the Mendocino and Lake Counties SBDC host.

Jon Frech: Founder and CEO of Black Oak Coffee Roasters, started in 2012; There were 20 employees pre COVID.

Mike Nicholls: Has been on the SMEDD board since 2013. Other experience includes broadband efforts, including North Bay North Coast Broadband Consortium, Cazadero CSD, Sonoma Clean Power Advisor Committee and the Lower Russian River Municipal Advisory Council.

Robin Bartholow: Workforce Development Director for the North Coast Builders Exchange; trained high schools seniors in construction in Napa, Marin, Lake, Mendocino and Sonoma and past Chair of the Workforce Investment Board for Sonoma County; on SMEDD board since beginning.

7) SMEDD JPA REVIEW – DISCUSSION

Calvin Sandeen will review the current JPA for the benefit of new Board members.

Discussion: JPA In board packet for background on EDD is and how it should operate. All directors are advised to review the JPA.

Key points:

1) **Regional collaboration between the counties and functions as its own separate entity.** Focus is working together, with the CEDS establishing areas we decide to collaborate.

2) **Governing board and their powers** in sections 4 & 5. Important for board members to review to understand their roles; 4 Directors from each County, with 9th chosen by SMEDD Board. Sonoma County is working on filling their vacant seats.

8) 2016 CEDS REVIEW – DISCUSSION

Calvin Sandeen will review the current 2016 CEDS for the benefit of Directors.

Current and Updates: 2016 CEDS is in board packet

Nicholls and Sandeen: clarified when SMEDD formed, neither county had a current CEDS; The board hired a contractor to develop the **SMEDD CEDS. It has Five Comprehensive Strategies:** 1) Economic Diversification-



Resilience 2) Human Capital 3) Innovation and Entrepreneurship 4) Inclusive Economic Development; Input from EDA - projects can be updated annually.

EDA Grant Opportunity: Supplemental non-competitive award from the CARES Act to support recovery efforts from COVID, due June 8; includes pre-approved activities including updating the CEDS to compliment resilience plans that each county is doing separately. It would create a resilience recovery addendum to the CEDS, focused on identifying shared projects/ places of overlap. Per EDA the application should be general but within the scope of the pre-approved CEDS, which we can tailor to our needs down the road.

Discussion by Board and staff: The grant is for technical assistance to staff of jurisdictions, organizations and consultants to coordinate and develop the plan. Members asked for clarification if any of the funds can go towards project implementation and what projects are more appropriate for this funding. There was agreement that workforce training should be a priority. Flexibility in the grant application was requested. Staff will request EDA staff to participate in the next meeting to answer questions.

Per the administration staff's role in the JPA, Sonoma EDB will work with EDFC to develop and submit the application, making sure not to duplicate individual counties' work. It will be brought to the board for approval when the board accepts the award.

9) AGENDA AD HOC COMMITTEE 2020 – DISCUSSION / ACTION

Consider the formation of an agenda Ad Hoc.

Formation of an Agenda Ad Hoc Committee: We need 2- 3 board members to work with Calvin Sandeen to set an agenda.

Motion by: Mike Nicholls to table for a later meeting

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

Motion Passed

10) SUGGESTED AGENDA ITEMS FOR NEXT BOARD MEETING – DISCUSSION

Submit suggested items to Mike for the next meeting; draft will be sent to board members for additions, and approval of final.

11) MEETING ADJOURNMENT – ACTION

Motion by: Mike Nicholls

Seconded by: Mary Anne Petrillo

Roll-call: Mary Anne Petrillo - yes, Jon Frech - yes, Mike Nicholls -yes, Robin Bartholow – yes

Motion Passed

Meeting adjourned at 2:05 pm

SMEDD BOARD PACKET ATTACHMENTS

- 1.) SMEDD JOINT POWERS AGREEMENT**
- 2.) SMEDD 2016 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY**
- 3.) EDA'S CARES ACT RECOVERY ASSISTANCE GRANT INVITATION LETTE**