

## DRAFT – MINUTES

### ECONOMIC DEVELOPMENT COMMITTEE MEETING

East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *Alice Connors (Chair), Jerry Bougie (Vice Chair), Allen Buechel, Brian Smith, Ruth Winter, Jake Woodford, Vacant*

**Place:** Virtual

**Date:** Wednesday, October 6, 2021

**Time:** 1:00PM

#### AGENDA

#### 1. Welcome and Introductions

Mr. Englebert welcomed attendees to the meeting and called the meeting to order at 1:03P.M. Mr. Englebert turned the meeting over to Ms. Harkness who volunteered to chair the meeting for the Committee.

#### 2. Roll Call

##### Committee Members Present:

Alice Connors, Chair (1:31PM) ..... Calumet County  
 Allen Buechel ..... Fond du Lac County  
 Ruth Winter ..... Menominee County  
 Karen Harkness (Alt. for Jake Woodford) ..... Outagamie County  
 Aaron Jenson (Alt. for Brian Smith) ..... Waupaca County

##### Committee Members Unexcused:

Jerry Bougie, Vice Chair (Perm. Alt. for Jon Doemel) ..... Winnebago County

##### ECWRPC Staff and Guests Present:

Melissa Kraemer Badtke ..... Executive Director  
 Kevin Englebert ..... Assistant Director  
 Erin Bonnin ..... Administrative Coordinator  
 Sara Gilbert ..... Associate Planner

#### A. Introduction of Alternates, Staff, and Guests

Mr. Englebert announced the ECWRPC staff in attendance.

#### 3. Statement of Compliance with Wis. Stats. Sect 19.84 Regarding Open Meeting Requirements

Mr. Englebert stated the meeting was posted in compliance with Wis. Stats. Sec. 19.84 regarding the Open Meetings requirement and that it was a legal meeting.

**4. Pledge of Allegiance**

**5. Moment of Silent Meditation**

**6. Approval of Agenda / Motion to Deviate**

Ms. Winter motioned to approve the agenda, Mr. Jenson seconded the motion. The motion passed unanimously.

**7. Public Comment**

There was no public comment.

**8. Approval of the Minutes of the July 7, 2021 Economic Development Committee Meeting Summary of Proceedings**

Mr. Jenson motioned to approve the summary of proceedings, Ms. Harkness seconded the motion. The motion passed unanimously.

**9. Announcements and Updates**

Mr. Englebert noted that Ms. Gilbert was the new economic development planner for East Central. Sara started working at the Commission in August and will work on the Main Street Bounceback Grants Program (MSBB) and the disaster recovery and resiliency plan. Ms. Gilbert was welcomed by the Committee.

**10. Business / Action Items**

**A. New Business**

**i. Proposed Resolution 29-21: Adopting the 2021 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report**

Mr. Englebert informed the Committee that the Commission last adopted its Comprehensive Economic Development Strategy (CEDS) in 2018. Each year, an Annual CEDS Performance Report is due to the Economic Development Administration (EDA) to make minor adjustments to the adopted CEDS. The next comprehensive update to the CEDS will be in 2023. Mr. Englebert then reviewed changes included in the 2021 CEDS Annual Performance Report. Unemployment rates were high for the region at the end of the 2020 and have generally dropped during 2021. Most counties in the region are back to full employment. Many of the goals and strategies were reinforced during the pandemic.

Mr. Jenson commented on the current workforce shortage in the region and underscored the change from a high unemployment rate to full employment. Ms. Harkness shared insights from the EMSI Demographic Drought report. Mr. Englebert also acknowledged workforce development challenges in the region.

Mr. Jenson made a motion to adopt Resolution 29-21: Adopting the 2021 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report, Ms. Winter seconded the motion. The motion passed unanimously.

## **11. Informational / Discussion Items**

### **A. Staff Report**

#### **i. Planning Partnership Grant Update**

Mr. Englebert overviewed the staff report regarding the Planning Partnership grant and highlighted collaborations with the City of Waupaca and the City of Seymour.

#### **ii. CARES Act Grant Update**

Mr. Englebert gave a progress report regarding the two main projects in the Commission's CARES Act grant: the disaster, recovery, and resiliency plan for the region and the small community technical assistance program. Mr. Englebert highlighted that 26 communities applied for the small community technical assistance program and eight projects were selected from four different counties in the region. The technical assistance program will be conducted in October and November.

### **B. WEDC – Mainstreet Bounceback Grants Program**

Mr. Englebert stated that when the Committee last met the MSBB program was still in development. At this point, the Commission has administered about 1/3 of the region's allocation or approximately \$1 million. Mr. Englebert also detailed the application process, an approach to targeted marketing, and the data collection process for the program.

Ms. Harkness turned the meeting over to Ms. Connors who joined the meeting at 1:32 p.m. Ms. Connors told Ms. Harkness that she could continue.

Ms. Harkness and Mr. Jenson commented favorably on the MSBB program.

### **C. County Roundtable Discussion**

There was no county roundtable discussion.

## **12. Upcoming Meetings**

A. ***Commission Meeting:*** *The next Commission meeting will be held on Friday, October 29, 2022 at 10:00 a.m. Further details will be forthcoming.*

B. ***Economic Development Committee Meeting:*** *The next Economic Development Committee Meeting will take place on Wednesday, January 5, 2022 at 1:00 p.m. Further details will be forthcoming.*

Ms. Connors asked if there was any possibility of meeting before January. Mr. Englebert volunteered to issue a written update to the Committee prior to the next meeting to keep up on economic development matters. Ms. Connors noted that would be preferred.

### **13. Adjourn**

Mr. Jenson motioned to adjourn the meeting, Mr. Buechel seconded the motion. The motion passed unanimously. The meeting adjourned at 1:38 p.m.

*Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.*

