

**ECONOMIC DEVELOPMENT CORPORATION  
OF WAYNE COUNTY, INDIANA  
Board Meeting Minutes  
Monday, November 5, 2018**

**BOARD MEMBERS PRESENT:** Barrett Frame, Golden, Jackson, Leisure, Parker, Russell, Salazar, Templin, Warner, Witte

**BOARD MEMBERS ABSENT:** Yaeger

**STAFF PRESENT:** Shaffer, Doty, Mitchell, Geres

**GUESTS PRESENT:** Crist, Duane – Indiana American Water  
McClane, Brenda – Hometown Media Group  
Oler, Ron – Richmond Common Council / Ivy Tech  
Plasterer, Jeff – Wayne County Council / EIRPC  
Sowers, George – EDC Attorney  
Thurlow, Kim – Ivy Tech Community College

**CALL TO ORDER**

Board Chair Frame called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:00 p.m. on Monday, November 5, 2018 in the EDC board room.

**APPROVAL OF MINUTES**

Frame stated the minutes from the September 10, 2018 board meeting were on pages 2-3 of the board packet. *Motion by Russell, second by Barrett to approve the September 10, 2018 minutes as presented. Motion carried.*

**TREASURER'S REPORT**

**September and October 2018 Financial Report**

Parker provided the treasury report. He reported on being under budget \$13,392.19 MTD and under budget \$85,831.42 YTD. *Motion by Leisure, second by Russell to approve the September and October 2018 financials. Motion carried.*

**990 Return**

Parker reported Jennifer North had completed our 990 for 2017 and it was reviewed and recommended for approval by the finance/executive committee. *Motion by Witte, second by Russell to approve the 2017 990 return as presented. Motion carried.*

**Final 2019 Budget**

Shaffer reported on the final 2019 budget for \$655,744.00. *Motion by Jackson, second by Russell to approve the 2019 budget as presented. Motion carried.*

**COMMITTEE REPORTS**

- A. Executive** – Frame reported the committee met just before the board meeting and discussed the Ivy Tech contract and nominating committee coming up later on the agenda and also discussed the compliance for Wolverine Worldwide and Noble Order.
- B. Marketing and Communication** – Doty reported the committee met on October 3<sup>rd</sup> at 4:00. The committee discussed running a ½ page print ad in the next edition of Livability Magazine and partnering with Wayne County Convention and Tourism on a package of web ads on the region's "Things to do" page. Doty also reported that IronGate Creative did a bonus video featuring Brian Wallen and a cigar box guitar made by someone in Wayne County. The video was released on Facebook and received positive attention and good engagement with over 3,500 views and 56 shares. Doty also informed the committee that feedback forms were prepared and distributed to the company recruiters involved in the Home in Wayne website project to see if there is information missing or changes that need to be made. Doty also provided an update on social media analytics.

**C. Industrial Park** – Warner reported the committee met on October 25<sup>th</sup> and reviewed plans for construction of a small building at Taconic Bioscience in the Gateway Industrial Park. The committee received an update on WWRSD and on the construction of the RP&L substation in the Midwest Industrial Park. The committee also received an update on work being done by Beals Moore to reconfigure available sites and mitigate wetlands in the Midwest Industrial Park.

## **EDC STAFF REPORTS**

**Geres** – Geres reported continuing to work on the shovel ready certification, submitted sites for Projects Origami and Franklin and submitted and RFI for Franklin. She reported on attending an economic development seminar with Sarah Mitchell hosted by Hoosier Energy at the Indianapolis Zoo. She completed a factbook for Commissioner Mary Anne Butters to send to the winning bidder of the Elder-Beerman building giving an overview of our community. She reported working on Hoosier Opportunity by setting up a booth at the Chamber Business Expo Fair with Shaffer and Doty and at the Veteran's Resource Fair with Mitchell. She also is starting to work on the website with Renee by reaching out to companies who are missing a logo or banner picture on the site. She reported on attending the Richmond Art Museum's Membership and Marketing Committee and volunteering at their pottery palooza. She reported on joining Ivy Tech's Academic Program Advisory Committee for the Biz Ops program ran by Ron Oler and attending her first meeting. She also attended the Wayne County Foundation Women's Conference with Doty. Lastly, she reported on assisting Shaffer with preparation for her Japan trip.

**Mitchell** – Mitchell reported on workforce development initiatives she's working on and provided an update on progress to get WorkKeys testing done in schools. First group to be tested will be from Northeastern. 36 students are signed up to be tested from Hagerstown and hoping to provide testing to 120 Western Wayne students in December. Shaffer added Ivy Tech Community College is providing proctors for the testing. Mitchell also reported she has reached out to the Excel Center and Adult Education to provide WorkKeys testing as well. She is also providing promotional information regarding WorkKeys to employers during BRE visits. Mitchell reported the fall schedule for Find a Job Fridays is complete with 10 Fridays set up for this semester for companies to visit area high schools. Mitchell also reported 200 students are signed up for Manufacturing Day tours with local companies. Four schools toured 9 plants. Mitchell also reported on her involvement in the Regional Stellar project. She said the region is one of 6 finalists to compete for \$15 million in funding. On September 21<sup>st</sup> the application was due. Only 5 out of the 6 finalists submitted applications. The Regional Stellar team has been involved in weekly conference calls and practicing for the required presentation to state officials. Work is also being done on a video involving the mayors from the cities that will be in Japan on the day the presentation is scheduled.

**Doty** – Doty reported she worked on developing post cards, bookmarks, school banners and pop up banners to promote Hoosier Opportunity. Post cards would be handed at the Chamber's business expo. Bookmarks would be placed in public and school libraries. School banners will be hung in the auditoriums and cafeterias of local schools and the Boys and Girls Club locations. Lunch bags, koozies and chip clips were also handed out at the expo as well as at Depot Fest and Oktoberfest. Doty reported will be running a ½ page ad in Richmond's new Travel Guide. She provided an update on the Home in Wayne videos. She reported working with IronGate to develop a measurable, targeted social media strategy and the concierge program. Doty reported she worked on updating the Japanese language business card and brochure for Shaffer to take on the upcoming Japan Mission. She participated in a group put together by Susan Yeager to discuss a volunteer management system for Wayne County. The program can be used potentially for the concierge program as well as provide an easy-to-use tool for people new to the county to find ways to get involved. Doty reported she attended the Google seminar on reaching customers online.

**Shaffer** – Shaffer reported it's been a busy couple of months with 4 new attraction leads. She also reported that ECIRP joined a new group, the European American Investment Council (EAIC), which will provide leads to all 10 member communities direct from European companies. Representatives from EAIC made a trip to Indiana last week and Shaffer was able to attend meetings with them in Fort Wayne. The group can also help plan delegations overseas. Shaffer reported on a site visit for Project Mitel, which had two investment opportunities, one being short term and a second expansion project in 2019. Shaffer reported she and Mitchell are working with 7 existing companies in various stages of

expansion projects. Shaffer reported she is preparing for the upcoming 10 day trip to Japan that starts with a visit to Richmond's sister city of Utsunomiya. Dyron Dabney from Earlham College is going along on the trip and will provide translating services during the sister city visit. Also visiting the headquarters of companies with locations in Wayne County as well as meetings with Honda, Toyota and Subaru to encourage them to remember Wayne County when their direct suppliers are looking for sites to locate in the Midwest. Shaffer pointed out that there are 250 Japanese companies in Indiana employing nearly 60,000 people. Shaffer also reported she's been active in workforce development initiatives geared toward getting schools and companies to identify career pathways for students that are beneficial to employers. The Skill Up Indiana grant can help with this. Shaffer provided an update on WWRSD saying Jacobs Engineering had completed their review of the two studies and in order for a true "apples to apples" comparison to be made and that a rate study needs to be completed after they finalize rates from Connersville.

#### **OTHER BUSINESS**

- A. Vote for Nominating Committee** – Geres reported the nominating committee would consist of the chair of the board – Tim Frame and then three board members who are not current officers that the entire board would vote on today. These four members will meet in November to choose a slate of officers for 2019 to propose to the board. The tally came back in for Jeff Jackson, Beth Leisure and a tie for Paul Witte and Susan Yaeger. The board took another vote and the majority voted for Paul Witte.
- B. Ratify Approval of Ivy Tech Contract** – Shaffer reported on the need to sign a contract with Ivy Tech for their proctoring of the Work Keys test for the high school students prior to board meeting approval. The approval today is for the ratification of the contract as presented. *Motion by Paul, second by Jeff to approve the ratification of the contract as presented. Motion carried.*

#### **ADJOURNMENT**

Frame adjourned the meeting at 4:54 p.m.

**NEXT BOARD MEETING – Monday, December 3, 2018  
at EDC of Wayne County, Richmond, Indiana at 4:00 pm**