

## CIC Board Meeting Minutes, March 17<sup>th</sup>, 2022

**Meeting Called to Order:** Vice President Ben Nighswander called the meeting to order at 12:05pm. Board members present: Mayor Mike McCann, Commissioner Mick Pocratsky, Ted Penner, Mayor Ron Jones (Hicksville), Sarah Tackett via phone and Dave Figley. Guests present: Todd Helberg, The Crescent News. (We tried to attempt holding a hybrid meeting with some of the meeting conducted virtually and in-person, but we had connectivity issues, so several members did attempt to join the meeting, but were unable to.

Staff members present: Erika Willitzer and Kortney Williams,

**Minutes:** The minutes of the February board meeting were reviewed. A motion was made by Jill Little and seconded by Mayor McCann. Minutes were approved.

**Financials:** Erika Willitzer reviewed the financial and credit card statements, as Tyson Stuckey had another obligation. Erika noted the following

- We paid March's rent ahead of schedule, this is why our amount is doubled in Feb.
- Income looks behind in February from 2021, however we have a \$10,000 investor that reached out and said that check will be coming in April.
- The weird -5.95 on bank fees is because of those fraudulent charges. Apple/ITUNES, where the fraudulent charges came from...ended up reimbursing our account, and so did the bank, so that's why there is a minus.

Erika added that nothing else looked out of the ordinary. (Please see full financial statement attached.) A motion was made by Mayor Jones to approve the financial statements and credit card statement. Mayor Stantz seconded the motion. **All members present voted yes, and the motion was carried.**

**Workforce Report: (See attached report):** Some of the highlights include:

### Workforce

Summer Manufacturing Camp- Beginning planning stage of camp. This year, the junior high summer camp will be held on June 21-23 at Defiance Middle School for Defiance, Tinora, and Ayersville and the following week June 27-29 at Fairview Middle School for Fairview and Hicksville. The camp will be food manufacturing and Agribusiness focused.

Business/Finance Career Expo- This event will be held on Wednesday, **March 23<sup>rd</sup>** at Defiance College to expose business grads to job opportunities and career pathways in the business sector.

Public Service Tour- This tour is scheduled for Wednesday, **March 30<sup>th</sup>**. Students interested in a career in public service will visit the fire, sheriffs, and police depts in Defiance, visit the city building to meet the city team, tour the water treatment plant, and lunch with the

Commissioners. We will also be taking a small group of junior high students through the depts in the afternoon on March 31<sup>st</sup>.

FCCC Career Fair- Brainstorming details of the spring job fair set for **May 11-13<sup>th</sup>**. This will be a regional event where the seniors will be matched with employers in their specific fields. They will have an opportunity to speak to the employers for a longer period than a typical job fair. The regional EDs are assisting FCCC with a list of employers. Junior students interested in job placement will also have a chance to meet with employers.

Human Resources Roundtable- This roundtable was held virtually on 3/15. We had guest speaker Jeff Sprague from The Regional Growth Partnership speak the regional workforce trends and statewide initiatives.

Job referrals- YTD we have referred 51 job *NEW* openings to OhioMeansJobs and college job boards. We have also received about 20 requests from job seekers in the last month from our social media ads.

### Marketing

- We will feature Cooper Farms in our March E-newsletter edition next week. We also featured a story on the Huber Opera House in Hicksville.
- We are continuing with the podcast and video shoots. Podcast and Video Shoots- We recorded a video shoot with Beilharz Architects on 3/16 and a podcast on 3/17.

### Other Details

- Project leads- Follow up on Project Greenfield, Also submitted for project Caps
- CIC Annual meeting set for Thursday, April 21<sup>st</sup> at 8 AM (invites have been sent)
- TIRC meeting set for Monday, April 25<sup>th</sup> at 5 PM via Zoom (invites have been sent)

**Director's Report: (See Attached Report)**

### PUBLIC SESSION:

#### **Projects:**

**Job Creation Incentive Committees:** TKI and Castlehill Materials - I'll be sending the committee recommendations to Sean O'Donnell – (Defiance City Attorney) to develop the appropriate paperwork to be presented to the Defiance City Council. I'm hoping we can present this at the April 5<sup>th</sup> Council Meeting.

**Office Manager Position:** The Office Manager position has been filled. Hanna Waterman will be the new Office Manager. Her official start date is 3/28/22. She comes to us from Frost Insurance in Holgate.

**Meetings besides Business Visits:**

- Featured Speaker at Defiance Area First Friday Luncheon
- Updates to Defiance Board of Control & Defiance Co. Commissioners
- Attended Defiance Co. Landbank Meeting
- Attended Bowling Green State of the Region (Virtually)
- Attended RGP Annual meeting – APG’s new facility was profiled
- Attended Health Tour planned by Kortney Williams
- Attended Defiance City Pillar Meeting

**General:**

- Quarterly Metrics will go out in April prior to the Annual Meeting
- All invites have been mailed out for the Annual Meeting

**HOMEGROWN:**

Discussion regarding establishing a 501c3 that would be able to apply for business & workforce development grants. The goal of the non-profit would be to assist existing companies with their needs.

It was decided that the individuals serving on the CIC board in the capacity of the private sector would serve on this non-profit board, but it should be stated that no Defiance County Elected Official can serve...so it truly is a business oriented non-profit.

Mayor McCann also made the point that, our CIC board shouldn’t vote on this matter, but rather the private sector board members of the CIC board that will be creating this nonprofit. The matter was tabled, and the plan was to hold another meeting with the private sector board members soon.

A motion to go into nonpublic session made by Ted Penner and seconded by Mayor McCann. All members present voted yes, and the motion was carried.

A motion was made by Ted Penner to come out of Non-Public session at 12:58PM, seconded by Mayor McCann. All members present voted yes, and the motion was carried

Ted Penner motioned to adjourn the meeting at 1:00PM, seconded by Dave Figley. All members present voted yes, and the motion was carried. Meeting Adjourned.