

OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION
Executive Committee Meeting

Minutes

November 18, 2010
Pike County Government Center
Waverly, Ohio

Chairman: Bob Proud
Vice-Chairman: Roger Rhonemus
Treasurer: Doug Corcoran

1. WELCOME AND CALL TO ORDER

Roger Rhonemus, OVRDC Vice Chairman called the meeting to order at 1:35 pm and stated that a quorum was present and welcomed everyone to the Pike County Government Center in Waverly, Ohio. Mr. Rhonemus then asked Tom Walton, Jackson County Commissioner to lead the attendees in the Pledge of Allegiance to the American Flag.

Executive Committee Members:

	Attended	Proxy	
Roger Rhonemus, Adams County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Debra Plymail, Adams County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Margery Paeltz, Brown County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Ben Houser, Brown County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bob Proud, Clermont County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Ken Morrison, Clermont County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jack DeWeese, Fayette County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doug Marine, Fayette County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Joe Foster, Gallia County Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Justin Fallon, Gallia County
Lori Neal, Gallia County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Gary Heaton, Highland County Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Shane Wilkin, Highland County
Charles Stevens, Highland County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Tom Walton, Jackson County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Rick McNelly, Jackson County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Les Boggs, Lawrence County Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lonnie Best, Lawrence County
Rick Griffith, Lawrence County Private Sector Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Harry Rider, Pike County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Roger Kemper, Pike County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doug Corcoran, Ross County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Joseph Sulzer, Mayor of Chillicothe	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tom White, Ross County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Mike Crabtree, Scioto County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jane Murray, Mayor of Portsmouth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Gary Coleman, Scioto County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____
Eugene Collins, Sr., Scioto County Minority Representative	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tom Morgan, Vinton County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Rick Reynolds, Vinton County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____

OVRDC Staff Present:

John Hemmings, OVRDC Executive Director
Michele Throckmorton, OVRDC Development Director
Juanita Bragg, OVRDC Finance Director
Sharon Clark, OVRDC Administrative Assistant
Melody Thompson, OVRDC Bookkeeper/Secretary

Guests Present:

Blaine Beekman, Pike County Commissioner
Doug Buskirk, ODOT District 9
Rick Green, Restoration Services, Inc.
Danielle Nameth, Representative Senator Sherrod Brown
Fred River, ODOT District 9
Lynn Stevens, USDA Rural Development
Ted West, Pike County Commissioner
Pete Wilkes, Pike County Community & Development Coordinator

2. APPROVAL OF MINUTES

Mr. Rhonemus stated that a draft of the September 23, 2010 Executive Committee Meeting Minutes was mailed to members, along with the meeting notice and he asked for any corrections or additions. Mr. Rhonemus asked for a motion to approve the minutes.

IT WAS MOVED BY KEN MORRISON AND SECONDED BY HARRY RIDER TO APPROVE THE MINUTES OF THE SEPTEMBER 23, 2010 EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Rhonemus asked that the minutes reflect, OVRDC Chairman, Bob Proud arrived at the meeting and would take over as meeting chair.

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director. Ms. Bragg referred to Tab #3 in the packet which included the Balance Sheet for the period ending September 30, 2010 and advised the balance sheet reflected the total assets of \$925,562.99; total liabilities of \$58,476.70 and total equities of \$867,086.29 and a balance of \$0.00. Ms. Bragg asked if there were any questions. Being none, Mr. Proud asked for a motion to accept the Finance Report as presented.

A MOTION WAS MADE BY TOM WALTON AND SECONDED BY ROGER RHONEMUS TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.

4. DIRECTOR'S REPORT

John Hemmings, OVRDC Executive Director was introduced by Mr. Proud. Mr. Hemmings referred to Tab #4 and highlighted the various sections.

Mr. Hemmings advised on September 28, 2010, he attended a meeting in Columbus with US Department of Commerce Assistant Secretary John Fernandez along with the directors of the other four Ohio Economic Development districts (EDD's). The Ohio EDDs were able to discuss with Mr. Fernandez issues surrounding the new EDA project process and ask him how we could help EDA with its implementation.

On October 8, 2010, Mr. Hemmings attended the Buckeye Hills-Hocking Valley Regional Development District General Policy meeting in Marietta, Ohio. Misty Casto from Buckeye Hills and Mr. Hemmings presented Congressman Charlie Wilson with a NADO Congressional Leadership Award. They also presented Nick Gatz of Senator Voinovich's office with a NADO Congressional Leadership Award for Senator George Voinovich.

Mr. Hemmings advised that on October 12, 2010, he met with Danielle Namath of Senator Sherrod Brown's office. Danielle has taken the place of David Hodapp in serving as Senator Brown's contact for most of the OVRDC region. Mr. Hemmings introduced Danielle who was attending the Executive Committee meeting.

Mr. Hemmings advised during the month of October 2010 Jason Gillow finalized the results of the 911 survey for the OVRDC District and forwarded them to the Governor's Office of Appalachia. Also in October, Kim Reynolds delivered the Clean Ohio Revitalization application for Wellston (Jackson County) to the Ohio Department of Development for consideration of funding.

During the month of September 2010, Jason Gillow prepared the packets for correspondence for the Environmental Assessment for the EDI Special Projects Grant for the John P. Parker Historic Site Improvements.

On October 21, 2010, Mr. Hemmings and Michele Throckmorton conducted the OVRDC Economic Development meeting at OSU South Centers in Piketon, Ohio. Invited were county Economic Development Directors, Chamber of Commerce Directors, SBDC Piketon Office, CEDs Committee Members. This will be a quarterly meeting. The next meeting will be in February.

Mr. Hemmings advised on October 13 he attended a workshop that was part of the Ohio University Voinovich School's REAP assistance in Jackson County that featured Robert Ady of Ady International Company. Mr. Ady is a prominent site selector and discussed how site selection works and how it relates to marketing and economic development planning.

Following the Directors Report, Mr. Hemmings included a memo from Matt Chase, Executive Director of NADO (National Association of Development Organizations) describing the 2010 Election Analysis and New Federal Debt Reduction Proposal.

Mr. Hemmings also included a news release from Ohio Department of Transportation. ODOT's Office of Transit announcing the deadline for its 2011 Specialized Transportation Program (STP) which provides funding for vital transportation for the elderly and individuals with disabilities to ensure they have access to quality transportation choices. For those agencies interested in participating in the program, the Letter of Intent form must be submitted by November 30, 2010 to the Office of Transit. Those agencies which submit their Letter of Intent and are approved will then receive an application packet by December 15, 2010. (For additional information – <http://www.dot.state.oh.us/Divisions/TransSysDev/Transit/Pages/Specialized.aspx>)

5. OLD BUSINESS

(a) ARC/EDA FY 2010/2011 Project Update

Mr. Proud introduced Michele Throckmorton, OVRDC Development Director. Mrs. Throckmorton referred to Tab #5a. She advised all projects for 2010 have been approved, except for the Area Development Project "Frankfort Water System Improvements-Ross County" which was rolled over to the 2011 Priority Project Package and will be funded without impacting the 2011 projects.

Mrs. Throckmorton advised the OVRDC staff met with GOA and the 3 other development Districts on November 4 to prioritize the 2011 project package also included under Tab #5a.

(b) New /EDA Project Review Process

Mr. Hemmings referred to Tab #5b and a letter from John Fernandez, Assistant Secretary of the United States Department of Commerce. Mr. Fernandez outlined the new EDA project review process. Specifically, EDA is improving its grant approval process so that it is more competitive, transparent and efficient. The new grant process is designed to build on its record of excellent customer service, flexibility and strong performance measure. It includes: Continuous technical assistance and customer service; Quarterly rounds of funding; Enhanced responsiveness; and Competitive selection framework. For additional information on the new process, visit www.eda.gov. Mr. Hemmings also pointed out to those in attendance some additional handouts in the packet regarding the new EDA project review process.

(c) Connecting Appalachia Update

Mr. Hemmings advised he will attend a "Brainstorming Retreat" on November 30th in Athens regarding the Connecting Appalachia project and he will give an update at the next Executive Committee Meeting in January 2011.

6. NEW BUSINESS

(a) OPWC/District #15 Contract

Mr. Hemmings advised every year OVRDC contracts with Ohio Public Works Commission to serve as liaison for District #15 in the amount of \$65,000. Mr. Hemmings requested authorization to enter into a contract for 2011.

A MOTION WAS MADE BY HARRY RIDER AND SECONDED BY MARGERY PAELTZ TO AUTHORIZE THE EXECUTIVE DIRECTOR OF OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION TO ENTER INTO A CONTRACT WITH OHIO PUBLIC WORKS COMMISSION TO SERVE AS LIAISON FOR DISTRICT #15 FOR 2011 IN THE AMOUNT OF \$65,000. THE MOTION CARRIED.

(b) General Fund 2011 Budget Approval

Juanita Bragg, OVRDC Finance Director referred to Tab #6b and reported that every year the Executive Committee approves the general fund budget. Ms. Bragg said it is our per capita budget based on the annual per capita membership fee from the counties. Mr. Proud asked for a motion to approve the general fund budget as presented.

IT WAS MOVED BY TOM WHITE AND SECONDED BY DEBORA PLYMAIL TO APPROVE THE OVRDC 2011 GENERAL FUND BUDGET, THE MOTION CARRIED.

(c) Approval of CEDS Draft Resolution #2010-11-07

Mr. Hemmings referred to Tab #6c the Draft Resolution #2010/11-07 authorizing OVRDC to submit the 2010 Comprehensive Development Strategy (CEDS) Performance Report to the U.S. Department of Commerce, Economic Development Administration for review and approval. Mr. Hemmings asked for a motion to approve the CEDS Resolution.

A MOTION WAS MADE BY CHARLIE STEVENS AND SECONDED BY TOM WHITE TO APPROVE THE CEDS RESOLUTION #2010/11-07 WHICH AUTHORIZES SUBMISSION OF THE 2010 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) PERFORMANCE REPORT TO THE U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION FOR THEIR REVIEW AND APPROVAL. THE MOTION PASSED UNANIMOUSLY. (COPY OF RESOLUTION ATTACHED)

Mr. Proud thanked Roger Rhonemus, Adams County Commissioner and OVRDC Vice Chairman for serving as chairman of the CEDS Committee.

(d) Early Warning Network Proposal

Mr. Hemmings referred to Tab #6d and advised the State of Ohio put out a Request for Proposals (RFP) at the end of September to establish an Early Warning Network to assist at-risk companies. Mr. Hemmings advised that proposals were due October 25th and since there was no October Executive Committee meeting, he had no opportunity to seek approval to apply for the funds. However, since there was no match involved and since OVRDC acted as a co-applicant with Workforce Development Board #1 in the proposal, he submitted a proposal for the region.

The Early Warning Network facilitates partnerships among state and local workforce and economic development partners, identifies possible resources, and implements strategic solutions for companies at risk. Mr. Hemmings highlighted sections of the application which were included in the packet, outlining the scope of work for the project.

Mr. Hemmings advised that OVRDC's proposal was the only one submitted from Region 7 of the State of Ohio and he would keep the Executive Committee updated on the status of its approval. Mr. Proud asked for a motion to authorize the OVRDC Executive Director to accept the Early Warning Network award if and when received.

A MOTION WAS MADE BY TOM WALTON AND SECONDED BY MARGERY PAELTZ TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO ACCEPT THE EARLY WARNING NETWORK AWARD IN THE AMOUNT OF \$242,745. THE MOTION CARRIED.

(e) Stronger Economies Together, SET Program

Mr. Hemmings referred to Tab #6 and advised Tony Logan, Ohio Director of USDA Rural Development, asked that OVRDC be a partner in this program. The USDA Stronger Economies Together (SET) project provides economic development practitioners the tools and insights necessary for identifying multi-jurisdictional opportunities for collaboration, building support for multi-regional collaboration and cooperative planning for regional development.

Mr. Hemmings advised that some Executive Committee members will be receiving invitations to attend four regional SET module training sessions and highlighted the list of the dates and locations of these sessions in the packet. He advised that he will be attending on behalf of OVRDC, but they are welcome to attend as well.

(f) Personnel and Finance Committees' Recommendations

Mr. Proud asked for a motion to enter into Executive Session.

A MOTION WAS MADE BY MARGERY PAELTZ AND SECONDED BY CHARLES STEVENS TO ENTER INTO EXECUTIVE SESSION AT 2:20 PM.

The regular meeting resumed at 2:30 pm and Mr. Proud asked for a motion to approve recommendations of the Personnel and Finance Committee.

The recommendation of the Personnel and Finance Committee to the Executive Committee was to keep the same policy with Anthem for major medical/life coverage for employees and to keep the same policy with Guardian for dental/vision/life coverage for employees. Additionally, the recommendation was to hold off on any salary increases for employees at this time and to reconsider salary increases at a Personnel Committee meeting in June 2011.

A MOTION WAS MADE BY CHARLES STEVENS AND SECONDED BY MARGERY PAELTZ TO APPROVE THE RECOMMENDATIONS OF THE OVRDC PERSONNEL AND FINANCE COMMITTEES. THE MOTION CARRIED.

Mr. Hemmings introduced Melody Thompson, from Waverly, the new Bookkeeper/Secretary whose first day was October 18th and asked that everyone welcome Melody to the OVRDC team.

Mr. Hemmings also presented certificates of appreciation to Highland County Commissioner, Gary Heaton, Brown County Commissioner, Margery Paeltz, Jackson County Commissioner, Tom Walton, Vinton County Commissioner, Tom Morgan and Gallia County Commissioner, Justin Fallon.

7. ANNOUNCEMENTS

Mr. Proud referred to Tab #7 which included the tentative Executive Committee and Full Commission Meeting Dates for 2011.

8. OVRDC MEETINGS

Mr. Proud advised the next Executive Committee Meeting will be held, Thursday, January 27, 2011 at the Pike County Government Center in Waverly, Ohio. Mr. Proud also advised the OVRDC Nominating Committee Meeting will be held at the OVRDC Office on January 27, 2011 at 12 noon.

9. ADJOURN

There being no further business, Mr. Proud asked for a motion to adjourn.

A MOTION WAS MADE BY HARRY RIDER AND SECONDED BY JUSTIN FALLON TO ADJOURN THE NOVEMBER 18, 2010 EXECUTIVE COMMITTEE MEETING. THE MOTION CARRIED.

John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

Bob Proud, Chairman

Attachment: Resolution #2010/11-07