



## Southwest Washington Economic Development District Meeting

Parker's Restaurant ~ Castle Rock

May 5, 2016 ~ 11:30 AM

### MINUTES

#### Present:

Mike Karnofski, Cowlitz County

Ellen Rose, City of Castle Rock

Mike Wallin, City of Longview

Joe Phillips, City of Longview

Michelle Whitten, City of Toledo

Gary Stamper, Lewis County

Troy Stariha, Port of Kalama

Jeff Wilson, Port of Kalama

Paige Lake, Wahkiakum Chamber

Sheila Gray, WSU Extension, Lewis

Alyssa Joyner, SW WA Workforce Development

#### Cowlitz-Wahkiakum Council of Governments (CWCOG) Staff:

Bill Fashing, Deborah Johnson, Stephanie Helem

Chair Mike Karnofski called the meeting to order at 11:47 a.m. Introductions were made.

- 1. Approval of February 4, 2016 Minutes.** A motion was made by Troy Stariha and seconded by Paige Lake, to approve the minutes as presented. Motion carried, all in favor.
- 2. Comprehensive Economic Development Strategy (CEDS) 2016-2017 Update.** CEDS update is a requirement by the U.S. Economic Development Administration (EDA). The update needs to resonate among communities within the region and be representative of what they are trying to accomplish collectively as well as individually. Part of the document should include an overview of local plans and identify key features in common. A major update occurs every 5 years, with the next major update scheduled for 2019. A special meeting has been schedule for July 21<sup>st</sup> to discuss the proposed update. Bill and Deborah will be contacting individuals who may be interested in and continuing to serve on the CEDS committee.

A CEDS informational document was presented. A group discussion followed, focusing on the relevancy of the current CEDS goals and objectives from the 2015 update, and what is the regional perspective on economic development and what resource assistance is needed. For the next 30-45 days this will be the first step in the outreach process. A survey will be distributed to members for input. Discussion items included:

- Housing/work force housing.
  - Should model lean towards social programs/factors or economy factors.
  - Supporting entities – quality of place.
  - Removal of Item 5, unless mission statement and core purpose is revised.
  - Academic system partnership.
  - Cowlitz-Wahkiakum Career Development Consortium has disbanded. Remove from Item 4.
  - Food-fish-forest clarification.
- 3. SWEDD Funding.** The district has operated off an Economic Development Administration planning grant that requires application for funding every year to continue the program. The grant application for this next funding cycle is due by the end of June. A document with financial information was provided that included the amount of investment that certain entities have generally provided every year.

CWCOG staff will be working with 6 to 8 individuals within the region to come up with a new membership investment scenario the board can consider. There should be at least 2 individuals from each county to help generate ideas to present to the board for consideration at the next meeting.

The Interlocal Agreement document remains pending with discussions taking place between legal counsels from Lewis and Cowlitz Counties. The deadline to resolve the Interlocal Agreement language differences is the end of May.

Port of Kalama requested a synopsis of membership benefits information.

4. **AWC Small Cities Connector.** Deborah attended a small cities connector workshop and provided a summary on the economic development aspects. Rural Community Assistance Corporation focuses on infrastructure financing and their publication information was also provided.
5. **Director's Report.** There is a Short Course on Local Planning for small communities on June 8<sup>th</sup> at the Lewis County Community Development Office. CWCOG staff member, Melissa Taylor, will be one of the speakers.
6. **Roundtable.** Members shared events/activities going on in their jurisdictions.

There being no further business, the meeting adjourned at 12:57 p.m.



Mike Karnofski, Chair