



# Eastern Oregon Border Region Economic Development Board

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January 9, 2023

Ontario, OR

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## **Attendance**

**Members Present:** Stuart Reitz, Bill Johnson, Andrew Maeda, Ron Haidle

**Members Present Via Zoom:** Melissa Drugge, Business Oregon; Dana Young

**Staff Present:** Emily Conlon, Board Coordinator; Shawna Peterson, Executive Director

**Guests Present:** Feather Sams-Huesties, Business Oregon

**Guests Present Via Zoom:** Steven Mitchell, Malheur Enterprise

Meeting was called to order at 3:05pm.

## **Welcome, Introductions, Minute Approval**

Stuart Reitz opened the meeting. Board members, guests and audience members made introductions.

Bill Johnson made a motion to approve the January minutes. Ron Haidle seconded the motion and all present board members were in favor.

## **Public Comment**

None.

## **Fiscal Report**

As of January 5, 2023, the Border Fund has a total of \$2,288,749.19.

## **Executive Director Report**

Executive Director Shawna Peterson submitted an executive summary and reported her activities since last month's meeting. She has a meeting with Courtney Crowell, who will be staying on with the Tina Kotek administration, to discuss potential board members and the process of filling the two open seats.

Executive Director Shawna Peterson announced that the grant to Community in Action for \$540,000 to fund the loan program is scheduled to be paid on January 11<sup>th</sup> by Oregon Community Foundation and the program will soon launch.

Executive Director Shawna Peterson also discussed updates in legislation and commented that she will work closely with legislature and coordinate advocacy for bills of interest to the board and

the Border Region. Executive Director Peterson presented a draft Letter of Support for the Ontario Recreation District Community Center Project for board review. She also commented on the diligent work the recreation district is doing in gaining the support of various local agencies.

In review of the budget, Executive Director Shawna Peterson requested the transfer of funds from the main border board account to the administrative fund. Bill Johnson made a motion to transfer \$104,100 from the main border board account to the administrative fund. Andrew Maeda seconded the motion. All present board members voted in favor.

## **Follow up – Board Priorities/Prospective Projects**

**Bus Incubator** -- SDP has met with community members to help shape a board for the Business Incubator idea. Board participation: standing spot on the agenda, overview of budget, participation from SDP and other members as they like to.

Executive Director Shawna Peterson continued discussion on Board Priorities and Prospective Projects:

**Business Incubator:** Executive Director Shawna Peterson has met with community members who have the potential to shape a board for this project. This concept remains a board priority, and Executive Director Peterson encouraged discussion among board members to determine next steps for this project.

**Leadership Training Program:** Rather than creating a new leadership program, the board discussed offering scholarships to potential participants of already-existing leadership programs. This concept remains a board priority, and Executive Director Peterson encouraged discussion among board members to determine next steps for this project.

**Mental Illness/Homelessness Issue:** A potential partnership for this concept is being explored by Valley Family Healthcare. Executive Director Peterson has reached out to Valley Family Healthcare and will continue work with them on a potential proposal for the board to review.

**Data Collecting/Inventory of Availability of Infrastructure:** Executive Director Peterson has reached out to potential resources, but has not received feedback. Executive Director Peterson will work with Feather Sams-Huesties on ways to produce more engagement on this project.

## **Draft Letter of Support – ORD Community Center**

The draft Letter of Support regarding the Ontario Recreation District Community Center presented to the board focuses on what the Eastern Oregon Border Board is, and how the priorities of the board are reflected in this project. Executive Director Shawna Peterson also commented on other local entities who are in support of the project, including, but not limited to: City of Nyssa, City of Ontario, City of Vale, Nyssa School District, Vale School District, Ontario School District, Malheur Education Service District, St. Alphonsus, Harper School District, City of Fruitland, Payette County Recreation District, Treasure Valley Community College, Workforce Oregon, Fruitland School District, and Oregon Youth Corps.

Andrew Maeda received the official bill for this project and will send it to Board Staff to complete the letter.

### **Incentive Program Application Approvals**

Andrew Maeda made a motion to approve application #34 of the Competitive Housing Incentive Program in the amount of \$6,000, application #7 of the Property Improvement Rebate Program in the amount of \$14,020.20, and applications #28-32 of the Tax Incentive portion of the Competitive Housing Incentive Program in the amount of \$1,500 each for a total of \$7,500. Bill Johnson seconded the motion and all present board members voted in favor.

### **Work Group: Infrastructure Loan Program**

The board discussed the structure of this loan program and why there has been minimal interest in the program. Key topics of discussion and points for the work group to focus on included: creating marketing materials to add to the website and circulate, creating an easy application process, discuss adding a forgivable loan component, discuss limitations in the \$250,000 maximum loan amount.

The board discussed meeting with the local industry participants to help the board better understand the need for the loan program. Potential resources for this are: Dan Cummings, Warrington Construction and Riley Hill.

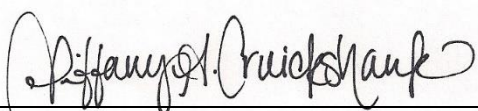
### **Work Group: Unsolicited Proposals Process**

The board discussed the difference in "unsolicited proposals" and "large requests." The board concluded that this work group should focus on how to process large requests, and that unsolicited proposals should be directed to current border board programs. In developing a process for fielding large requests, the board identified points to consider, including: third party analysis/auditing/accounting of the proposal, viability of the project, stability, a letter of intent requirement, and what deliverables will be expected by the board when an award is given. In continuing work on this process, the work group will focus on identifying what the board wants to see from large requests and what the grant cycle might look like.

### **Next Meeting / Agenda Build**

The next board meeting is February 6<sup>th</sup>. Agenda items will include a Fiscal Report from Oregon Community Foundation, and executive director update, discussion on the Letter of Support for the Ontario Recreation District Community Center, and draft proposals for the Infrastructure Loan Program and a draft process for large requests.

Meeting closed at 4:56pm.

Approved by:   
Tiffany Cruickshank, Board Chair \_\_\_\_\_ Date \_\_\_\_\_  
Eastern Oregon Border Economic Development Board