



Eastern Oregon Border Region Economic Development Board

April 7, 2025

Ontario, OR

Attendance

Members Present: Andrew Maeda, Cheri Hung, Taylor Rembowski, Nickie Shira, Daniel Longoni, Montessa Young

Members Present Via Zoom: Ron Haidle

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

Guests Present: Derrick Noll, Energy Trust of Oregon; Feather Sams-Huesties, Business Oregon; Ken Hart, Valley Family Health Care

Guests Present Via Zoom: Dawn Hert, Oregon Department of Land Conservation and Development; Kelly Jones

Welcome, Introductions, Minute Approval

Chair Maeda opened the meeting and board members and guests made introductions.

Nickie Shira made a motion to approve the March 3 meeting minutes. Cheri Hung seconded the motion and all present board members voted in favor.

Public Comment

Ken Hart gave a brief overview of the Valley Family Health Care Pharmacy Expansion Project and highlighted key points of the Strategic Fund Application.

Fiscal Report

Executive Director Shawna Peterson reviewed the OCF fiscal report/statements. As of April 3, 2025, the Border Board fund has a total of \$5,897,326.41. The board also reviewed Executive Director Shawna Peterson's financial report detailing expenses and disbursements for the month. The board discussed the amount budgeted for the upcoming grant applications review; Board Staff will prepare of summary of funds spent on grant programs and what is remaining for the year.

Executive Director Update

Executive Director Peterson reported on her activities since last month's meeting and plans for the month ahead. Board Staff has completed compilation of submitted grant applications for cycle 11; the board will review 17 applications this month in preparation for the May meeting. Peterson continued advancement of the leadership program; she focused on compliance with procurement and solicited proposals from other entities in addition to the Rural Development Initiatives proposal. Board Staff worked with the County Treasurer to discuss updates to the housing

incentive programs that will be reviewed at today's meeting. In the month ahead, Peterson will continue with development of the Leadership Program, facilitate work groups for application review, and seek translation service options to translate border board resources and applications.

Housing Rehabilitation Loan Program Fund

The Housing Rehabilitation Loan Program, administered through Community in Action, has been successful and requires another infusion of funds to continue. Taylor Rembowski made a motion to direct Executive Director Peterson to initiate the transfer of \$300,000 from Oregon Community Foundation to Community in Action, pursuant to the existing grant agreement with Community in Action. Montessa Young seconded the motion and all present board members voted in favor.

Housing Incentives Proposed Updates

Board Coordinator Emily Conlon met with Malheur County Treasurer Jennifer Forsyth and Angie Micheli to discuss the reimbursement process of the Competitive Housing Incentive Program (CHIP) and the Property Improvement Rebate Program (PIRP). The meeting produced proposed updates to CHIP that will increase the efficiency of the reimbursement process by the County. After discussion, Cheri Hung made a motion to revise the CHIP program requiring all CHIP re-applications be submitted by December 1st for the current tax year to be eligible for the tax incentive and updating the minimum tax assessed value requirement to \$175,000. Taylor Rembowski seconded the motion and all present board members voted in favor.

Housing Incentive Application Approvals

The board reviewed one Competitive Housing Incentive Program (CHIP) application. Nickie Shira made a motion to approve CHIP application #76 in the amount of \$6,000. Taylor Rembowski seconded the motion and all present board members voted in favor.

Loan Program Application Approvals

The board reviewed four Housing Rehabilitation Loan Programs. Taylor Rembowski made a motion to approve application #22 in the amount of \$14,543.80 repaid at \$250 monthly for 59 months or until paid in full, application #24 in the amount of \$15,000 repaid at \$250 monthly for 5 years, and application #25 in the amount of \$15,000 repaid at \$250 monthly for 5 years. Cheri Hung seconded the motion and all present board members voted in favor.

Strategic Fund Application Discussion

The board reviewed a Strategic Fund Application recently submitted by Valley Family Health Care (VFHC) requesting a \$250,000 loan for their Pharmacy Expansion Project. Discussion regarding this loan application included the following:

- **Permitting.** VFHC provided that while no permits have been issued yet, the City of Ontario has confirmed that all preliminary plans are in compliance with permitting.
- **340B Programming.** Ken Hart, VFHC CEO, elaborated on 340B programming and the project shift designating VFHC as the primary pharmacy receiving 340B pricing.
- **Project Budget.** The board discussed the project budget and what specifically board funds would be used for. The project includes the expansion of on-site pharmacies at four VFHC

clinics in Ontario, Emmett, and Payette. Cheri Hung, VFHC CFO, commented that board funds would go towards the Ontario Medical Clinic.

- **Award Structure.** The board discussed awarding this loan on a reimbursement basis as well as securing the loan with VFHC property and/or equipment.

After discussion, Andrew Maeda made a motion to approve a loan in the amount of \$250,000 to Valley Family Health Care for the Ontario Medical Clinic pharmacy expansion, to be disbursed upon presentation of receipts and to be repaid over 5 years at 1% interest amortized annually, administered by Craft3. The loan will be secured by a Deed of Trust on the Ontario Medical Clinic property or other sufficient collateral and requires confirmation of ongoing collaboration with TVCC as well as permitting approval from the City of Ontario Planning and Development Advisory Committee. Nickie Shira seconded the motion and all present board members voted in favor. Cheri Hung abstained from voting.

Leadership Program Discussion

Executive Director Peterson reviewed previously disbursed marketing information for the Leadership Program. Board Staff will add this information to the board website and continue to work on a list of prospective candidates for the leadership program.

New Programs Discussion

The board continued their review of two new grant concepts: a Job Creation Grant Program and a Signage Grant Program.

Border Region Signage Grant Program. Since last month's discussion, Board Staff made adjustments to the concept and began working on an application. Pending the creation of a name for the grant and emphasizing the requirement of matching funds directly from the applicant, the board was in approval of the concept. Taylor Rembowski made a motion to approve the new signage grant program. Cheri Hung seconded the motion and all present board members voted in favor.

Border Region Job Creation Grant Program. Since last month's discussion, Board Staff made adjustments to the concept and began working on a pre-application. The board discussed the 24-month turnaround timeline, maximum award amount, and eligible organizations. Board members and Board Staff will advance development of this program and continue discussion at an upcoming meeting.

Next Meeting / Agenda

The next board meeting will be on May 5, 2025. Agenda items will include a Fiscal Report from Oregon Community Foundation, an executive director update, and review of cycle 11 grant applications.

Meeting closed at 5:01pm.

Approved by: Andrew Maeda 05/05/2025
Andrew Maeda, Board Chair Date
Eastern Oregon Border Economic Development Board