



Eastern Oregon Border Region Economic Development Board

January 6, 2020

Ontario, OR

Attendance

Members Present: Shawna Peterson, Chair; Tiffany Cruickshank; Priscilla Valero; Stuart Reitz; Ralph Poole; Dana Young; Bill Johnson

Staff Present: Lisa Reeser, Board Coordinator; Becky Baxter, Business Oregon (phone)

Guests: Melisa Drugge, Business Oregon (phone), Adam Brown, City of Ontario; Mark Redmond, Malheur ESD; Nikki Shira, Malheur ESD; Courtney Warner Crowell, Office of Governor Kate Brown.

Meeting was called to order at 3:06 pm.

Welcome, Introductions, Minute Approval

Chair Peterson opened the meeting. Board members, guests and audience members made introductions.

Tiffany Cruickshank made a motion to approve the December 12th, 2019 meeting minutes and Dana Young seconded the motion. All were in favor.

Public Comment

No public comment.

Energy Trust of Oregon

Caryn Appler with Energy Trust of Oregon was unable to make the meeting due to weather. She will be joining the April 2020 meeting.

Rural Data Science for the Public Good

Stuart Reitz presented the proposal he completed for the Rural Data Science for the Public Good Program grant. The two areas of research he proposed are provisional licensure in the Border Region and differences in housing costs between the Border Region and Idaho. Bill Johnson suggested a third area: understanding the differences between social services in the Border Region and Idaho. Stuart will add in verbiage given to him by Tiffany Cruickshank and Priscilla Valero, based on a previous workgroup project with Eastern Oregon University students last year. The grant proposal will be submitted by January 31, 2020.

Executive Director Discussion

Becky Baxter will look into the process for hiring an Executive Director for the Eastern Oregon Border Board. The board discussed qualifications and duties of the potential position.

Request for Proposal

Because there were limited responses to the November Request for Information from entities interested in administering the board's incentive programs and housing rehabilitation program, the board inquired of Business Oregon about other options, including a more formal Request for Proposal. The process would take up to six months, so the board chose to send out updated Requests for Information better delineating the opportunity. If the board members have input on who to send the RFI to, they are to email Lisa Reeser or Becky Baxter. There will be 10 days response time after the emails are sent, then the board can make a decision and the contract process can proceed.

Administration of Programs

The board requested information concerning the logistics of the grant and loan application review process, including whether it is appropriate to review applications in executive session. Becky Baxter and Lisa Reeser will look into the requirements. The scoring criteria sheets were reviewed, along with the minimum score suggestion by Becky Baxter. Ralph Poole made a motion, Dana Young seconded the motion, to accept the application scoring as follows: 60%-74% the application could be awarded on a conditional basis; 75% and above the application would be awarded providing funding is available and less than 60% the application is returned, the applicant is provided some technical assistance and can re-apply the following round. All complete applications will be competitively scored and will be awarded based on points. All were in favor. Chair Peterson and Lisa Reeser will be contacting the members of the Border Fund Finance Advisory Committee to confirm ongoing availability.

Applications and Timelines

With the scoring criteria finalized, the first set of applications will be ready to go after a final revision. The first application deadline will be March 31st and applications will be accepted for 3 grant programs; the Border Region Economic Edge Grant, the Education and Workforce Training Grant, and the Community Improvement Planning Grant. The next application deadline date will be May 15th and applications will be accepted for the 2 loan programs: Infrastructure Revolving Loan and Industrial Land Certification Loan.

Next Meeting/Agenda Build

The next Border Board meeting will be held on Monday, February 3, 2020 from 3pm-5pm. The agenda items will include a legislative session update, Request for Information discussion and possible award, Executive Director discussion and the Grant and Loan Communications Plan.

Meeting closed at 4:55 pm.

Approved by:

Signature on file

Shawna Peterson, Chair

Eastern Oregon Border Economic Development Board

2/3/2020

Date