

**WASHTENAW COUNTY**  
**ECONOMIC DEVELOPMENT COORDINATING COMMITTEE**

**Meeting Minutes**

**June 3, 2016**

**8:00-10:00 am**

**Washtenaw County Learning Resource Center**  
**4135 Washtenaw Ave, Ann Arbor**

**Committee Members In Attendance:** Conan Smith, Marie Klopf, Todd Clark, Calvin Evans, Michael Henry, Eric Helber, Leslie Ledbetter, Brenda Stumbo, Donna Dolman (representing Paul Krutko, Jr.), Amanda Edmonds, and Sean Duval

**Committee Members Absent:** Matt Sandstrom, Ruth Ann Jamnick, Alicia Ping, Rose Bellanca, Luke Bonner, and Lynne Friman

**Ex Officio Members in Attendance:** Roy Townsend

**Ex Officio Members Absent:** Jerry Clayton, Evan Pratt, Robert Tetens, Gregory Dill, Felicia Brabec, Doug Fuller, and Ryan Buck

**Staff & Members of the Public:** Deb Polich, Mary Kerr, Jessica “Decky” Alexander, April King, Shamar Herron, Austin Wertheimer, Melissa Milton-Pung, and Brett Lenart

**1. Welcome and Introductions**

- Conan Smith opened the meeting at 8:10am
- Smith provided a brief outline of the meeting

**2. Approval of Minutes**

- Smith requested a motion for the approval of May Minutes
- **Motions**
  - Sean Duval so motioned
  - Calvin Evans 2<sup>nd</sup>
  - Unanimously supported

**3. Mini Grant Applications**

- **Eastern Michigan University Office of Academic Service Learning :**
- \$9,747.50 request for Historical Tourism: Ypsilanti African American Heritage Signage Project
  - Austin Wertheimer provided a brief overview of the application
  - Melissa Milton-Pung provided context for the collaborative effort that took place to formalize this effort between, EMU, the City of Ypsilanti, Ypsilanti

District Library, and the now Washtenaw County Convention and Visitors Bureau.

- Milton-Pung introduced Jessica “Decky” Alexander, the lead contact for the project, to provide greater detail and answer questions.
- Jessica “Decky” Alexander addressed the following topics:
  - Interaction with current Ypsilanti African American Heritage mural project
  - Youth engagement
  - Greater detail about the process of deciding what the content of the signs and where signage will be placed
  - Creating a collection of oral histories to be archived
- **Motions:** approved for \$9,747.50
  - Michael Henry Motioned in support of funding
  - Sean Duval 2<sup>nd</sup>
  - Unanimously Supported for \$9,747.50

#### **4. Workforce Development Overview**

- Conan Smith Introduced Shamar Herron the Workforce Development Manager at the Office of Community and Economic Development.
- Shamar Herron provided an overview of local and regional workforce development efforts. This included:
  - Recognizing Conon Smith, Eric Helber, and Calvin Evans as members of a variety of local and regional workforce development boards.
  - Washtenaw County MI Works and its transition and restructuring
  - Summer 16 youth employment initiative
  - Local and regional partners. Including:
    - Workforce Intelligence Network
    - MI Department of Technology Management and Budget
    - Washtenaw Community College Economic & Community Development Department
    - Ypsilanti Community Schools
    - Mi Workforce Development Agency and all of its related arms
    - SPARK talent services
  - Challenges that are facing Workforce Development :
    - Lack of funding
    - Talent Mismatch/Skills Gap
    - Early Career exploration
    - Siloed Work
  - Next steps and current happenings:
    - WIOA- workforce innovation act
    - Regional Cooperation
    - Connections between workforce and economic development
    - Greater collaboration and communication between partners
    - Youth development
  - Conan Smith provided a state level view of workforce development
  - Eric Helber spoke to his work on a regional level and how WIOA is shaping the way workforce development is being implemented and tracked

- Calvin Evans provided his experience going through workforce development programs and how it is effective and what needs to be better.
- Comments and discussion that took place included
  - The importance of youth development
  - What the prosperity region initiative is
  - benefits of the regional reorganization of MI works

#### **5. Convention & Visitors Bureau Budget Amendment**

- Conan Smith Introduced April King
- April King addressed the EDCC and explained the request
  - Per the contract between the County and the YACVB, upon termination of the contract any remaining cash is to be returned to the County. The final statements reflect a cash balance to be returned to the County of \$123,238.77 as these funds are exclusively from the collection of the accommodation tax. These funds will be transferred from the YACVB to the County via wire transfer handled by the County Treasurer's office.
  - The YACVB requests that these funds (\$123,238.77) be transferred to the WCCVB. These funds are 2015 funds and should be used for Ypsilanti (Ypsi) Area activities as they were originally allocated to the Ypsi Area.
- **Motion**
- Sean Duval motioned to support
- Todd Clark 2<sup>nd</sup>
- Unanimously supported to recommend that the Board of Commissions transfer the \$123,238.77 to the Washtenaw County CVB once it has been collected from the dissolved YCVB. For use on Ypsilanti projects.

#### **6. 2017 RFP Process**

- Conan Smith explained that there will be a subcommittee that will review the RFP proposals that are received by the Washtenaw County.
- He requested volunteers for that subcommittee. The following volunteered:
  - Todd Clark
  - Mike Henry
  - Brenda Stumbo
  - Leslie Ledbetter

#### **7. Discussion, Comments, Questions**

- Conan requested that a July meeting be scheduled for the full committee
  - He will propose a few dates and send out a doodle poll
- Conan Smith invited Mary Kerr to speak about the 2<sup>nd</sup> Washtenaw County Convention and Visitors Bureau quarterly report provided to the EDCC.
- This included:
  - The LPGA tour event that happened in Saline
  - Travel writers press tour
    - Highlights included an up and coming outdoorsmen and fishing writer named Andrew Flair
  - Attended African American Travel Conference to market and advertise the Underground Railroad Tours of Washtenaw County
  - Progress with the newly developed Sports Commission for the County

## 8. Adjournment

- The meeting adjourned through general acclimation at 10:05am
- The Next regularly scheduled EDCC meeting will take place on **Friday, August 5, 2016, 8:00am to 10:00am, in the Michigan Room of the Washtenaw County Learning Resource Center, located at 4135 Washtenaw Avenue, Ann Arbor, Michigan.**
- It is planned to schedule a special meeting in July. The details have yet to be decided upon

### Note:

All attachments and presentations provided to the EDCC can be found on the county website <http://www.ewashtenaw.org/edcc>

### Attachments:

May Minutes  
Mini Grants  
WCCVB Budget Amendment  
2017 RFP and Scoring Table