



## Jefferson County Economic Development Consortium BOARD MINUTES

January 25, 2018

Meeting called to order at 8:30 a.m.

Board members present: John David-City of Watertown, Matt Trebatoski – City of Fort Atkinson, Tim Freitag – City of Jefferson, Kyle Ellefson – Village of Johnson Creek, Jim Mode – County Supervisor, Amy Rinard – County Supervisor, Augie Tietz – County Supervisor,

**Absent:** Andrew Wescott-Barten – Village of Cambridge, Mo Hanson – City of Waterloo, David Carlson – City of Whitewater, Steve Wilke – City of Lake Mills,

**Others Present:** Ben Wehmeier – County Administrator, James Falco – Madison College, Dr. Glenn Mathews – Madison College, Maria McClellan – Madison College, Nicole Thompson – Madison College, Victoria Pratt-JCEDC Executive Director, Julie Olver – JCEDC Marketing Manager, RoxAnne Witte-JCEDC Program Specialist

### **Roll Call – Quorum Established**

### **Certification of compliance with Open Meeting Law Requirements**

Staff certified compliance for the agenda dated January 25, 2018.

### **Approval of Agenda**

Trebatoski/Mode moved to approve agenda dated January 25, 2018.

### **Minutes**

Mode/Tietz moved to approve the amended October 26, 2017 minutes printed. Motion Carried.

Mode/Tietz moved to approve December 13, 2017 as corrected. Motion Carried.

### **Public Comments**

None

**MATC Presentation** – James Falco, Dr. Glenn Mathews and Maria McClellan gave a presentation on programs offered at the two campuses in Jefferson County and how there are positioning themselves to meet the future education requirements of Jefferson Counties workforce.

### **JCEDC Reports**

#### **1. Review of Financials –**

- a. Discussion was held on the December 31, 2017 Financial Report and the 2017 projected year end income/expenses Tietz/Mode moved to approve the December 31, 2017 Finance Report as presented. Motion Carried.
- b. 2018 JCEDC Budget – Due to decrease in costs of insurance premiums an updated 2018 JCEDC Budget was distributed to the board. Mode/Rinard moved to approve the 2018 JCEDC Budget by Goals as presented with updated insurance costs. Motion Carried.

### **General Orders**

#### **1. Directors Report –**

- a. Pipeline Update – V Pratt distributed the 30 day Opportunity Pipeline Report and a yearend review of pipeline activities for 2017 for the boards review.
- b. Activities Update –  
\*Pratt updated the board on the presentations/meetings she has attended in both Dodge and Jefferson counties, progress on the Labor Availability Analysis, status of negotiations on the new web site, gathering of permit data for 2017 for both counties, and staffing updates.

\*Homebuyer Program – The Jefferson County 2017 Homebuyer Program yearend report was presented to the board for their review.

- c. Jefferson County RLF Manual – It was the consensus of the board to increase the loan limit request for the Jefferson County RLF program from no more than 25% to no more than 50% of the total project costs, which is the same requirement that the State of Wisconsin has for their programs. This request will be forwarded to the Jefferson County Board of Supervisors for their approval.
- d. Strategic Plan –Discussion was held on the impact of the plan as it relates to the goals set forth by the organization for the next five years. The plan is written as a living document to be formally reviewed on an annual basis. David/Rinard moved to adopt the Thrive Strategic Plan 2017-2021, 2018 Revision. Motion Carried.

#### **New Business**


1. **Future Agenda Items** – none
2. **Upcoming Meetings/Seminars** –
  - a. JCEDC Board of Directors, February 22, 2018, 8:30 am, UW Extension/Workforce Development Building, 864 Collins Road, Rm 12, Jefferson, WI.

#### **Adjournment**

There being no further business for consideration, motion by Mode/Trebatoski to adjourn. Motion carried

Meeting adjourned at 9:31 a.m.

Respectfully submitted,



RoxAnne L. Witte,  
Recording Secretary

**DISCLAIMER:** These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.