

**Jefferson County Economic Development Consortium (JCEDC)
Board of Directors Meeting
September 22, 2022 – Meeting held in person and via Zoom.**

Board members - Rebecca Houseman-LeMire - City of Fort Atkinson, Timothy Freitag - City of Jefferson, Drake Dailey - City of Lake Mills, Everett Butzine – City of Waterloo, Emily McFarland - City of Watertown, John Weidl - City of Whitewater, Lisa Moen - Village of Cambridge, Brad Calder -Village of Johnson Creek, Kathy Weiss – Village of Palmyra, County Supervisor Bruce Degner, County Supervisor Mike Groose, County Supervisor Karl Zarling

- I. **Call to Order** - Meeting called to order by at 8:32 am.
- II. **Roll Call – Quorum Established**
 - JCEDC Board Members Present: Rebecca Houseman-Lemire, Greg Waters, Brad Calder, Mike Groose, Karl Zarling, Tim Freitag, Emily McFarland, Brad Marquardt, Evert Butzine, Drake Dailey
 - Absent: Lisa Moen, Kathy Weiss, Bruce Degner
 - Staff Present: Ben Wehmeier, Julie Olver, Deb Reinbold, RoxAnne Witte
 - Members of the Public Attending: Nate Salas, Leslie Pelikan, Chris Scherer, Anna Jensen
- III. **Certification of compliance with Open Meeting Law Requirements**
Staff certified compliance for the agenda dated September 22, 2022.
- IV. **Approval of Agenda**
Waters/Zarling moved to discuss VII. –JCEDC-Municipality Intergovernmental Agreements, IX. – Resolution to support Madison Regional Economic Partnership and X.–ThriveED/JCEDC 2022-2026 Strategic Plan after item VI. –Public Comment. Motion passed.
- V. **Approval of Minutes**
Waters/Gross moved to approve July 28, 2022 JCEDC minutes as printed. Motion passed.

VI. **Public Comments – None**

Everett Butzine arrived at 8:35 am.
Drake Dailey arrived at 8:37 am.

- VIII. **JCEDC-Municipality Intergovernmental Agreements** – County Administrator Wehmeier updated the board on the changes that are being proposed to the Intergovernmental Agreement continuing the Jefferson County Economic Development Consortium. Zarling/Butzine motions to approve the Intergovernmental Agreement continuing the Jefferson County Economic Development Consortium as presented and to forward to the Jefferson County Board of Supervisors for approval. All municipalities were asked to get the proper approvals and to return the signed documents to RoxAnne.
- IX. **Resolution to support Madison Regional Economic Partnership (MadREP) seeking Economic Development Designation for the region** – MadREP is applying to have the Madison Region Economic Partnership consisting of the following six counties - Columbia, Dane, Dodge, Jefferson, Rock and Sauk – federally designated as an Economic Development District and would like Jefferson County support. Zarling/Butzine moved to support MadREP’s application to the United States Economic Development Administration and recommend forwarding the resolution to the Jefferson County Board of Supervisors for approval. Motion passed.
- X. **ThriveED/JCEDC 2022-2026 Strategic Plan** – Lemire, Reinbold and Salas shared documents that were the result of the strategic planning session and discussed next steps.
- VII. **JCEDC Reports**
 - A. **Finance Report**
 1. Freitag/Zarling moved to approve the August 31, 2022 JCEDC and Homebuyer Program finance reports as presented. Motion passed
 2. 2023 Proposed Budget – Discussion was held on the proposed 2023 JCEDC and Homebuyer Program budgets.
 - B. **Thriving Business**
 1. **Opportunity Pipeline Update** – Reinbold gave an update on recruitment/retention/expansion projects that have been active for the last 30 days.
 2. **Jefferson County Manufacturing Roundtable** – Reinbold updated the board on discussions she has had with Jeff Westra, Department of Workforce Development. The goal of the roundtable is to connect manufacturers within the County and learn about common challenges.

C. Diverse Housing

1. **Heartland Housing Initiative** – Village of Palmyra is working on a market study to determine needs. Round 2 of the initiative will be opening in the next few weeks.
2. **Jefferson County Housing RLF** – Discussions continue on creating a revolving loan fund that would benefit both developers and homebuyers in Jefferson County.
3. **Smart Growth Greater Madison Event** – Reinbold updated the board on discussions she has had with representatives of the organization and the event that she and County Administrator Wehmeier will be attending to promote properties available for development in Jefferson County.
4. **Housing Summit** – Discussions continue on the planning of a Housing Summit to be held in Spring 2023.
5. **HUD Certification** – Staff will be applying to HUD to get Jefferson County certified as a HUD approved agency.

D. Activated Workforce

1. **Latino Academy Workforce Development Career Fair** – Reinbold updated the board on the event that was held in June in Dane county and how the Latino Academy will be replicating this event for Jefferson County. The event will be held at the YMCA in Watertown, November 17th, 3:00 – 7:00 pm.
2. **Hessen Partnership** – Reinbold updated the board on discussions she has had with representatives from the organization and partnership opportunities.
3. **Marine for Life** – Reinbold updated the board on discussions she has had with the members of the Marine for Life program. The program connects transitioning Marines, Veteran Marines and Marine family members to employment resources and to other associations that aid in career and life goals outside of military services.

E. Trust & Partnership

1. **ED 101** – JCEDC/ThriveED will be sponsoring ED 101-Economic Development for Local Leaders on November 2, 2022 5:00 – 8:30 pm. The program will be delivered by Wisconsin Economic Development Association (WEDA).
2. **Jefferson County Superintendents** – Reinbold will be attending the Jefferson County School Superintendents meetings to build/strengthen our partnerships within Jefferson County.

F. General Updates

1. **JCEDC Staffing** – Funding has been allocated for 2023 and 2024 to create the position of Director of Community Development within the organization.
2. **REsimplifi** – JCEDC/ThriveED has contracted with REsimplifi to collect and manage our sites and buildings database for the website.

XI. Upcoming Meetings

- Conversations with ThriveED – October 5, 2023, 4:00 – 5:30 pm, The Franciscan Preserve, 1414 Vino Lane, Jefferson, WI
- GHDP/ThriveED Investors Council Annual Meeting – October 12, 2022, 7:30 am, Madison College – Watertown Campus
- JCEDC Board of Directors – October 27, 2022, 8:30 am, 864 Collins Road, Jefferson, WI and via Zoom

XII. Future Agenda Items

1. Election of Vice Chairperson
2. Approval of 2023 Budget

XIII. Adjournment

There being no further business to come before the board for consideration at this time, Zarling/Freitag moved to adjourn. The meeting adjourned at 9:38 am.

Minutes prepared by:


RoxAnne L. Witte, Program Specialist
Jefferson County Economic Development Consortium