

**Eastern U.P. Regional Planning & Development Commission
Executive Committee Meeting**

**Wednesday, June 5, 2019 – 11:30 a.m.
Regional Planning Office; 1118 E. Easterday Avenue; Sault Ste. Marie, Michigan**

Attendance

Dean Reid Joe Dobrowolski Jeff Holt Richard Timmer

Staff:

Jeff Hagan Kim Wilcox

CALL TO ORDER

The meeting was called to order at 11:35 a.m. by Vice Chair J. Dobrowolski.

APPROVAL OF AGENDA

The agenda was approved as submitted following a motion by R. Timmer with support by D. Reid.

PUBLIC COMMENT

There was no public comment addressed at this meeting.

OLD BUSINESS – PROGRAM REPORTS

It was noted that the programs are proceeding as anticipated. There has been a slight adjustment to the Energy Summits. A few programs are also in the final stages of completion.

NEW BUSINESS

Financial Report

Upon review, it was noted that there are currently no concerns. J. Holt moved to approve the financial report as submitted. D. Reid supported. Motion passed.

Regional Prosperity Initiative Update

An update of the future of the Regional Prosperity Initiative (RPI) was provided. Governor Whitmer's 2020 budget proposal reflects that RPI funding has been eliminated. The Michigan Senate also does not include funding for this Initiative. However, the House of Representatives' 2020 budget does include a place maker for funding which would allow for discussion of including financial support of RPI. The projects funded by RPI have provided a positive impact throughout the region and it is vital that this funding be included in the upcoming budget. Agencies have been contacted to provide letters of support to detail the

need of reinstating funding of this initiative in the 2020 budget. J. Holt moved to approve a resolution in support of the Michigan Regional Prosperity Initiative. R. Timmer supported. The motion passed unanimously upon a roll call vote.

D. Reid—Yes	J. Dobrowolski—Yes	J. Holt--Yes
R. Timmer—Yes		

Potential By-Laws Revisions

The possibility of revising the EUPRPDC Board Bylaws was discussed. The proposed revision would reflect an adjustment to the number of commissioners from each county as members. Currently, two commissioners from each county are members of the EUPRPDC Board. The revision proposed would reduce the number of commissioners of the membership to one commissioner representative from each county and each county would also appoint an alternate commissioner representative. Clarification was noted that this revision is in regards to the membership of the EUPRPDC Board and not the Executive Committee. J. Holt moved to accept the proposed bylaw membership revision. D. Reid supported. Motion passed.

Revisions to the bylaws will not become official until the EUPRPDC Board votes and concurs with the Executive Committee’s recommendation at their next scheduled meeting.

Draft Personnel Policy Amendments

The following updates to the personnel policy were reviewed:

1. General clerical clarification to reference CEO with Executive Director (Executive Director/CEO);
2. Notate office hours as 8:00 a.m. – 4:00 p.m. or as determined by the Executive Director/CEO;
3. Update the Discharge and Grievance Procedure section to clarify the steps of the procedures; and
4. Include a section regarding rules of outside employment—Employees must provide written notification and receive approval prior to committing to outside employment. Outside employment shall not interfere or have any type of conflict of interest with the EUPRPDC and/or programs.

R. Timmer moved to approve the Personnel Policy Amendments as presented. D. Reid supported. Motion passed.

MI Launch Initiative Resolution of Support for CCEDC

A resolution of support for the Chippewa County Economic Development Corporation Launch Initiative was reviewed. This resolution requests that Michigan provide funding and support for securing Federal Aviation Administration licensing and authorize Chippewa County International Airport as a spacecraft launch and landing station. D. Reid moved to approve the Michigan Launch Initiative Resolution of Support for the Chippewa County EDC. R. Timmer supported. The motion passed unanimously upon a roll call vote.

D. Reid—Yes	J. Dobrowolski—Yes	J. Holt--Yes
R. Timmer—Yes		

Health Insurance RFP

CEO J. Hagan indicated that it is anticipated that a RFP for next year’s employee health insurance will be forthcoming in the next quarter.

Member Updates

J. Dobrowolski noted that the need for skilled employees is an ongoing issue.

D. Reid described a potential brownfield site in Mackinac County. He indicated that Sheplers has purchased a site to convert into a parking lot. The requirements of securing brownfield funds were described.

R. Timmer mentioned that he will be attending the UPCAP Conference.


J. Holt provided an update of the expansion of the Foreign Trade Zone in Chippewa County. He also noted that there will be a Going Pro Event on June 17 at the Smart Zone.

Future Board Meeting Dates

A survey will be sent to Board Members to assist in determining future meeting dates and times.

Adjournment

The meeting adjourned at 1:15 p.m.

Respectfully Submitted:  _____
Jeff Hagan, CEO

