

Eastern U.P. Regional Planning & Development Commission
Executive Committee Meeting
Wednesday, March 11, 2015– 10:00 AM
Sault Ste. Marie SmartZone – Conference Room
2345 Meridian, SSM, MI 49783

Draft Minutes

Present: D. McLean (Chair), D. Timmer (Treasurer), D. Reid (Secretary), J. Holt (Minority Rep), J. Hagan (CEO).

Absent (excused): C. Duflo

1. Call to order
Chairman McLean called the meeting to order at 10:00 a.m., with a quorum present.
2. Approval of Agenda
Motion by R. Timmer, supported by J. Holt, motion carried unanimously.
3. Public Comment
None.
4. Financial Report
Discussion on financial report covering the various projects, programs and activities undertaken by the Commission's staff during this fiscal year (10/1-9/30).
5. Regional Prosperity Grant update
 - a. 2014 RPI
CEO Hagan reported on activities undertaken in the 2014 RPI, plan development is proceeding as anticipated, should be releasing a first draft to the Committee by the end of the month, final joint meeting is scheduled for April 14, 2015 from 9am-noon at LSSU.
 - b. 2015 RPI Grant Award Acceptance – **ACTION ITEM**
Discussion ensued regarding the various work elements funded in the 2015 RPI grant, in the amount of \$200,000. Committee discussed potential locations for two additional HD Polycom Video units, agreed on St. Ignace in Mackinac County, and the SmartZone in the Sault. *Motion by D. Reid to implement the budget as presented, supported by R. Timmer.*
6. Program Updates
Program updates were covered by CEO Hagan during the financial report.
7. New Business
 - a. Staff Salary Review – ACTION ITEM
Review of job descriptions and salary ranges (indexed to inflation 2014) were discussed by the Committee. Motion by Timmer, supported by Holt to change title of Assistant Director to Finance and Program Manager, provide a salary increase for 2015 for all current staff positions to at least the minimum of the salary range in the respective Job Descriptions. Cost of living adjustments will be applied annually from this point

forward. CEO will explore the potential for bringing on an additional temporary full-time staffer through June 30, 2016.

- b. UP Talent Council Representation – ACTION ITEM
Motion by Reid, supported by Timmer to appoint Jeff Holt from the Executive Committee to represent the Planning Commission on the UP Talent Council, other members from the EUP are Jeff Hagan, WF CEO, David Goudreau WFDB Chair, and Don McLean, WF Admin Board Chair.

- c. Munetrix – RPI Dashboard proposal – ACTION ITEM
CEO Hagan presented a quotation from Munetrix to subscribe to their Dashboard/Data product, which would include all units of Government/School Districts in the Region. The cost of the two year subscription would be \$10,000. R. Timmer questioned whether the Commission could recoup some of its cost to invest in this by charging a nominal fee for communities to access the data. This scenario will be researched by the CEO.
Motion by Reid, supported by Holt, unanimously approved.

8. Old Business

Dean Reid – Mackinac County is proceeding through the process of brownfield redevelopment for the old Hospital site. Approved 381 plan to go to MEDC, will be decided April 28, 2015, if favorable on the TIFA, should receive by summer the demo and work on phase I.

Graymont proposal being recommended for approval by DNR staff to the Director, looking at March 19, 2015 Commission meeting is when it will be approved.

9. Next Meeting date(s):

Governing Board meeting April 29, 2015 (Noon, Naubinway, MI); Executive Committee June 3, 2015 (10am, Luce County EDC – video available*)

10. Adjourn

Motion to adjourn by Reid, supported by Holt at 12:16pm

Respectfully submitted by:

Jeffrey S. Hagan, CEO