

## **Grow Licking County CIC**

### **Board of Directors Special Meeting May 11, 2020**

Location: Zoom meeting

Present: John Carlisle, Duane Flowers, Patrick Guanciale, Mark Johns, Jim Lenner, Lauren Massie, Jennifer McDonald, Dan McVey, Robert O'Neill, Jim Roberts, Joseph Robertson, and Nate Strum and Stephanie Bosco

Excused: John Fisher, Mike McFarland, Rick Platt

The meeting was called to order at 9:05 AM by Chair Dan McVey.

Mr. Flowers motioned to excuse absent members; seconded by Mr. Johns.

Chair McVey recognized guests. Those in attendance: Pete Smith, Atlas Roofing Corp; Kent Mallet, the Newark Advocate.

The minutes of the March 2020 meeting of the Board of Directors were reviewed. Mr. Johns motioned to approve the minutes as presented; seconded by Mr. Roberts. The motion passed.

The minutes of the April 2020 special meeting of the Board of Directors were reviewed. Mr. Flowers motioned to approve the minutes as presented; seconded by Mr. Lenner. The motion passed.

#### Chair's Report

Chair Dan McVey thanked essential workers, including front-line healthcare workers and our many local manufacturers and their employees.

He then reviewed and discussed with the board the following documents:

1. Organizational Code of Conduct (handout)
2. Organizational Public Information Request Policy (handout)
  - a. The board discussed the possibility of purchasing email accounts for GROW in order to streamline and organize communications. Board members can request an account if interested.
3. Executive Director Goals & Objectives (handout)

#### Committee Reports

##### Finance & Strategy

Mr. Robertson reviewed the following documents:

1. January- April 2020 Financial Reports (handout)
2. State of Ohio Hinkle Report (handout)

#### Marketing

Mr. Johns discussed the redesign of the website utilizing Square Space to bring the look and content up-to-date. The site will provide better tracking via imbedded Google analytics. The draft site will be available in June.

#### Infrastructure

Mr. Roberts reported that the Infrastructure/Transportation survey has been disseminated. Feedback from the survey will be used to set priorities for the committee.

#### LC Works

Mrs. Massie provided an update on the Workforce Development/Skills Gap Analysis RFP. GROW will provide funding in support of this work, in partnership with OhioMeansJobs Licking County, Licking County ESC, COTC and C-TEC.

#### Director's Report

Mr. Strum provided an update on the following:

1. Dashboard Review – GROW LC 2020
2. Business Retention Meetings

He discussed GROW's focus on providing resources to support businesses as well as dislocated workers. Efforts include GROW LC Works advertising for access to resources and training opportunities.

#### Assistant Director's Report

Mrs. Bosco provided an update on the following:

1. Project Update (handout)
2. Site Certification

She provided a statistical analysis of Licking County leads in the 1<sup>st</sup> and 2<sup>nd</sup> quarters. Mr. O'Neill requested a similar breakdown for 2019 for comparison purposes. Mrs. Bosco also stated that staff are working on attaining certification of 3-4 local sites through JobsOhio.

#### Comments from Citizens

None.

### Items for Action

Mr. Guancia motioned, seconded by Mr. Johns to approve the Organizational Code of Conduct. The motion unanimously passed.

Mr. Flowers motioned, seconded by Mr. Robertson to approve the Organizational Public Information Request Policy. The motion unanimously passed.

Mr. Guancia motioned, seconded by Mr. Lenner to adopt the Executive Director Goals and Objectives. The motion unanimously passed.

Mr. O'Neill motioned, seconded by Mr. Carlisle to adopt the Hinkle Report. The motion unanimously passed.

Mr. Carlisle moved to adjourn the meeting at 10:41 AM.

Next Meeting: July 13, 2020, 9 AM, The Village of Johnstown

Respectfully submitted,

Lauren Massie, Secretary