Minutes of the
ND Economic Development Foundation Meeting
North Dakota Safety Council
1710 Canary Avenue, Suite A, Bismarck, ND
December 3, 2018

Members Present: Lyn James, Erik Diederich, Pam Schmidt, Tommy Kenville, Mike Seminary, Vicki Monsen, Kristin Hedger, Maria Effertz Hanson, Bruce Gjovig, Paul Steffes

Members Present Via Phone: Bruce Thom, Megan Laudenschlager, Perry Miller, Jared Melville, Chuck Hoge

Members Absent: Craig Lambrecht, Gene Veeder, Linda Butts, Eric Trueblood, Kari Ness

Guests Present: Sara Otte Coleman, Shawn Kessel, Bonnie Miller, James Leiman, Ellen Huber, Connie Ova, Sherri Frieze

WELCOME AND CALL TO ORDER
Lyn James, Acting Chairman, called the meeting to order at 10:00 a.m.

WELCOME & INTRODUCTIONS
Lyn welcomed members and guests, with introductions made around the room and on the phone.

ELECTION OF OFFICERS
Pam Schmidt spoke on behalf of the nominating committee that put together the list of 2018 - 2020 Foundation Officers for Chair, Vice Chair, Secretary and Treasurer along with the members of the Executive Committee; composed of the 2018-2020 Foundation Officers plus 2 more foundation members.

2018-2020 Foundation Officers named were: Lyn James, Chair; Mike Seminary, Vice Chair; Tommy Kenville, Secretary; and Linda Butts, Treasurer. The nominating committee also gave the list of the executive committee along with the election of Bruce Thom and Erik Diederich.

Motion: Pam Schmidt moved to approve the list of the 2018-2020 Foundation Officers. Bruce Thom seconded the motion. Motion carried.

Motion: Bruce Gjovig moved to approve the list of the Executive Committee with a change from Eric Trueblood to Erik Diederich. Bruce Thom seconded the motion. A roll call vote was taken by the Recording Secretary. Motion carried.

APPROVAL OF AGENDA
Chairman James asked for a motion to approve the December 3, 2018 Agenda.
Motion: Pam Schmidt moved to approve the agenda. Tommy Kenville seconded the motion. Motion carried.

APPROVAL OF MINUTES
Chairman James asked for a motion to approve the September 26, 2018 Quarterly Foundation meeting minutes.
Motion: Mike Seminary moved to approve the minutes. Erik Diederich seconded the motion. Motion carried.
COMMITTEE REPORTS

Quarterly Financial Statements – Sherri Frieze

- Balance Sheet, November 1, 2018 = $191,188.31
- Workforce Development Division’s Restricted Assets balance, November 1 = $66,020.05
- Find the Good Life balance, November 1 = $24,700
- Foundation’s current balance, $191,188.31 less $66,020.05, and less $24,700 = $100,468.26 as of November 1, 2018.

Chairman James asked for a motion to approve the financial statements as presented.

Motion: Maria Effertz Hanson moved to approve the financial statements. Vicki Monsen seconded the motion. Motion carried.

Sherri commented to the members about a need for an audit to the Foundation’s records. The last recorded audit was done in 2015. Members did not vote on the need for an audit but were in agreement that it was a good idea. Sherri will do some research on previous records to see provisions that could be put in place, for a future audit and may look to the Finance Committee for guidance.

Legislative updates - Interim Commissioner Shawn Kessel

Talked about the Commerce optional funding request. This request is outside of the normal Commerce operating budget. A request of $21 million total was requested for Unmanned Aerial Systems (UAS) development, with breakdowns for $15 million to Beyond the Visual Line of Sight (BVLOS), $3 million for Test Site, and $3 million for the development of Grand Sky. Decisions were made to approve $30 million for BVLOS with the $3 million for Test Site and $3 million for Grand Sky. The other ask was for the marketing of the Main Street Initiative (MSI) & ND Census, along with Tourism. The amounts asked were $10 million for the Census/MSI marketing, $5 million for Tourism & $5 million for autonomous vehicle research. The amount of $50 million above and beyond the Commerce operating budget will be included in the Governor’s Budget as this will be the launching for the 2019 Legislative Session.

Kessel mentioned that he would like to keep the Foundation informed during the legislative session; with ongoing updates as Commerce’s bill progresses. It was discussed to possibly include the Foundation on Friday afternoon calls with the Economic Development of ND (EDND). Ellen Huber mentioned she will discuss with the Board for approval of the Foundation’s participation.

Brand and Marketing overview – Tourism Director, Sara Otte Coleman

Discussed the unification process for branding of the new “Be Legendary” logo. The new logo will create a more consistent streamlined look for all state agencies. Commerce is currently in the process of doing a similar brand piece for websites. Access to the brand guide, is found online at https://www.ndtourism.com/northdakotabelegendarylogo for inclusion of templates of letterhead, business cards, and PowerPoint. Commerce website will be going away soon, and the marketing portion will be merged into the nd.gov website. ND Tourism website will continue to operate independently but be reskinned and rebranded. The nd.gov website will go live in early January.

Bowman Fusion Conference update – Chairman Lyn James

Talked about the 2nd Annual Fusion Conference that was held in Bowman in October with 188 attendees, 20 presenters and 2 workshops. Next year’s conference will be October 1st and 2nd.

EDND – Ellen Huber

Talked about bill drafts for legislation that came out of the Interim Taxation Committee outlining EDND’s vision for economic incentives - HB 1040 and SB 2039.
HB 1040, it is an opportunity to address the workforce shortage by improving job quality or increasing productivity. The budget last session didn’t support it, but this year at a $2 million level, it is being proposed. SB 2039 – a bill that is mirrored after South Dakota’s Future fund. Many states are doing this type of program and it is working well.

Appendix A

**ND Gateway Project – James Leiman**
Talked about the development of a business persona, a one-time experience with asking questions to create a populating process to populate information to align your requests for the correct arena. It will need to go through three phases with some additional steps for acceptance, pricing, addressing audience, and the development plan.

**WORKING LUNCH**

*Workplace Violence/Active Shooter – Don Moseman*
The North Dakota Safety Council (NDSC), a private nonprofit organization; funded through members, grants and revenue from training/consulting; is one of the largest safety council’s in the United States, with 95% of their business done outside the State of ND. Mr. Moseman talked about the steps needed to act from an ACTIVE SHOOTER; Run, Hide, or Fight. A two-hour course for employees and a four-hour course for supervisors is offered through the NDSC. The plan is required by the Occupational Safety and Health Administration (OSHA). He talked about place cards that are required by OSHA in buildings for evacuation routes. He also talked about the 5 by 5 Rule in a building; “No person should be able to take 5 steps or walk 5 seconds without being encountered by a human being.” The Department of Homeland Security has a small downloadable pocket size booklet for a quick reference. [https://www.dhs.gov/sites/default/files/publications/active-shooter-pamphlet-2017-508.pdf](https://www.dhs.gov/sites/default/files/publications/active-shooter-pamphlet-2017-508.pdf)

*Western Governors Association update – Shawn Kessel*
Spoke about Governor Burgum’s position for incoming Chair to the Western Governors Association. [http://westgov.org/](http://westgov.org/) An upcoming meeting, (date unknown) will be hosted by ND/Governor Burgum’s office. The meeting will reflect some direct involvement with endorsements in the areas of Infrastructure; Tom Sorel, Dept of Transportation Director, to lead, along with Communities; Holly Holt of Commerce to lead, and Economic; Shawn Kessel to lead. The three will help provide input on those broad areas, while engaging the Foundation with reporting of. While the date and location has not been set, Shawn will keep the Foundation informed on any updates.

**Future Meeting**
The next meeting will be held March 12th, 2019 in Mandan with a EDND Legislative Social held that evening in Mandan.

**ADJOURNMENT:**

Meeting was adjourned unanimously. Chairman James adjourned the meeting at 2:15 pm.

Lyn James
Chairperson

3.12.19

Sherri Frieze
Recording Secretary

3.12.19