



ECONOMIC DEVELOPMENT ACTION COUNCIL CITY OF ALBUQUERQUE

CHAIRMAN: DON POWER
VICE CHAIRMAN: DEBORAH JOHNSON
EX-OFFICIO: JOHN GARCIA

MEMBERS: RICHARD J BERRY
DAN LEWIS
ROXANNA MEYERS

MINUTES from February 15, 2013

ATTENDEES:
Mayor Richard J. Berry
Councilor President Dan Lewis
Councilor Roxanna Meyers
Deborah Johnson
Donald Power

STAFF:
John Garcia
Deirdre Firth
Leslie Munoz

Call to Order—The meeting was called to order by Mayor Richard J. Berry, who led welcome and introductions. There were no changes to the Agenda, and no one present for Public Comment.

Purpose of Council—There was a brief overview of the purpose of the EDAct Council, led by John Garcia, Director of the Economic Development Department, and Deirdre Firth, Manager. The EDAct Council shall act as the review entity for the disbursement of funds appropriated by the Albuquerque City Council to the EDAct Account. The EDAct Council is charged with: reviewing and prioritizing proposed expenditures from the EDAct Account; recommending to the Economic Development Department expenditures from the EDAct Account.

The EDAct Council's recommendations regarding the disbursement of funds shall be guided by the following four key areas:

- i. First: an expanded marketing program promoting the Albuquerque area as a positive business location;
- ii. Second: a closing fund to assist significant economic development projects through the Local Economic Development Act;
- iii. Third: expand the community's programs for the retention and expansion of existing economic base companies, and the growth and development of technology-based entrepreneurs; and
- iv. Fourth: support for workforce development programs.

There also is funding within the legislation dedicated to the Economic Development Department To administer the EDAct programs and projects.



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Election of Officers—Council members elected Donald Power as Chair, and Deborah Johnson as Vice-Chair.

Expenditure Approval—Ms. Firth requested that the Council approve \$9,399.00 be transferred from the EDAct Fund to the Economic Development Department for legal costs accrued in forming the legislation and provisions of the EDAct Fund and Council.

MOTION: To Allow Legal Fees To Be Covered By EDAct Funds: By Chairman
Don Power

SECOND: Councilor Roxanna Meyers

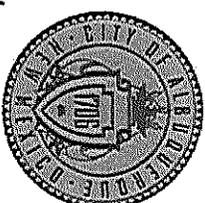
MOTION PASSED UNANIMOUSLY

Policies and Procedures—A review of the Council's Policies and Procedures followed. It is expected that there will be at Least six EDAct Council meetings per year. The members expressed a desire to move forward quickly yet effectively with their charge.

Members were informed that Council meetings are subject to the Open Meetings Act. Mayor Berry asked staff to have a representative from the City Attorney's office give the members a more detailed explanation of the provisions of that Act at the next meeting.

Distribution of Funds—Chairman Don Power asked how the project/programs get selected for funding request presentations to the Council. It was decided that the proposals should go to the Proposal Application that staff had developed. Council members asked staff to revise the draft application to include information on the four key areas that EDAct is looking to fund, and them to bring forward any projects or ideas. The group agreed that all ideas were welcome, provided there was no conflict of interest.

Council Role and Process—There was further discussion regarding the role of the Council. John Garcia clarified that the EDAct Council makes recommendations to the Economic Development Department, which has the final authority and accountability for the EDAct Fund expenditures. Ms. Firth noted that City regulations in various areas will still apply to the recommendations of the EDAct Council and the expenditure of funds (e.g., contracts more than \$75,000 will have to go for full City Council approval). Also, any use of monies for a "closing fund" through the Local Economic Development Act (LEDA) would need full City Council approval on a project specific basis.



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Council members were asked if they wished to make a specific allocation of funds to each of the four key categories at this time, or maintain some flexibility. The members agreed on flexibility.

MOTION: To Take A Balanced Approach In The Funding Recommendations:
By Mayor Berry
SECOND: Councilor Roxanna Meyers
MOTION PASSED UNANIMOUSLY

There was discussion regarding the approach the EDAct Council should take in moving forward, and members were interested in having more background information on the types of programs other communities had, or some industry best practices for each key category. It was agreed the ED Department could use some of the funds to hire a contractor to conduct research. City Council President Lewis also volunteered that City Council staff might be able to assist with some of the work.

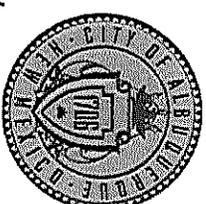
Mr. Garcia asked the group if they were willing to adopt the proposed EDAct policies and procedures.

MOTION: To Adopt The Policies And Procedures As Presented: By Councilor
Roxanna Meyers
SECOND: Chairman Don Power
MOTION PASSED UNANIMOUSLY

Presentation: Innovate-Educate—The meeting discussion moved to a presentation and request for funding by Innovate-Educate—Ms. Jamai Blivins. Innovate-Educate uses the WorkKeys Program to assist individuals, companies, and communities in gaining a more accurate assessment of their workforce needs and skills.

Celina Bussey, Cabinet Secretary for the NM Department of Workforce Solutions, spoke in favor of the program; the City of Albuquerque has adopted the WorkKeys assessment in their employment processes. I-E is asking for \$250,000 to expand their program across Albuquerque, and get additional grant funding from outside the community.

A question and answer session followed. I-E was asked how their program fit the goals of EDAct. Mayor Berry stressed that the goal of EDAct is to create jobs Council members were told that I-E helps connect the workforce to potential job opportunities that they might not otherwise seem qualified for, and could be particularly useful regarding underemployed individuals. Innovate Educate could fall into 3rd and 4th categories. Secretary Bussey was asked if the state had any additional funding they were planning to put into the proposed program and



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she indicated there was not. I-E was asked about their timeline, and they stated that there was a specific need to secure a funding commitment in March. They indicated that their preference was to use Albuquerque as their 'Community test site', but were also considering Chicago. I-E was asked to provide a budget for the program, and they agreed to do so. They were also asked to provide a written proposal and agreed. The presenters left and the members continued their discussion.

Discussions: Council President Dan Lewis suggested that there may be a way to find some funds outside this committee to help with this proposal, and the group agreed that would be a useful alternative. Mayor Berry stated he would like to do this project before Chicago does, if it is viable, and the other members agreed.

In general discussion, the Council members stated they would like to spend some time at their next meeting strategizing on their approach and process. Deborah Johnson stated that the presenter needs to say what they do, what, why, where and when.

Next meeting: An email will be sent to the members to schedule the next meeting. There was a request that a marketing contractor be brought in for the next meeting.

Minutes Submitted by



Deirdre Firth

Date 4-5-13

Minutes approved by



Roxanna Meyers

Date 4-18-13