

Tri County Economic Development District

TEDD/RTPO Board of Directors

Hybrid Meeting

Wednesday, February 28, 2024

1. Call to Order & Introductions

Tri County Economic Development District (TEDD) Chair, Robert Dean, called the meeting to order at 1:03 p.m. Introductions were conducted.

TEDD/RTPO Board Members

Robert Dean – Ferry County	Dan Fagerlie - Ferry County PUD
Robert Rosencrantz – Pend Oreille County	Jack Smith – City of Colville
Greg Young – Stevens County	Debra Hansen – WSU Stevens County Extension
Dave Rick – Pend Oreille PUD	Doug Kyle – Colville Chamber of Commerce
Josh White – Colville National Forest	Bryan Raines - Rural Resources
Shari DePaulo - Town of Marcus	Rod Van Alyne – Workforce Development
Greg McCunn – City of Chewelah	Eric Blackburn - WorkSource Colville
Alex Grider - WorkSource Colville	

GUESTS

Sonya Scaufflaire, POC BAT	Douglas Hook, SCC Colville Acctg Intern
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TEDD STAFF

Jeff Koffel, Executive Director	Debbie Roberts, Office Manager
Frank Metlow, Deputy Exec Director/Planning Director	Shelly Stevens, Marketing & Tourism Developer
Carrie Paetsch, Finance Manager	

2. Consent Agenda

- Approval of Agenda
- Approval of January 24, 2024 Meeting Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers – 13th Month 2023 AND January 2024

13 MONTH 2023

General Fund – Claims Payable: Voucher Numbers: 104797-104806; 105049-105052, 105107 in the amount of **\$34,752.65** AND Benefits in the amount of **\$10,935.46** AND Payroll in the amount of **\$30,488.33** for a monthly total of **\$76,176.44**.

TEDD Loan Fund – none to report

TC EDC Loan Fund – none to report

JANUARY 2024

General Fund – none to report

TEDD Loan Fund – none to report

TC EDC Loan Fund – Electronic Funds Transfer – January 2024 RMAP Payment in the amount of **\$2,290.80** for a monthly total of **\$2,290.80**.

Doug Kyle made a motion to approve the Consent Agenda. Dan Fagerlie seconded the motion. The motion carried.

3. Presentation

- Veteran’s Quilt Drawing took place. The recipient is James Baily, U.S. Army veteran from Pend Oreille County.

4. Executive Director’s Report – Jeff Koffel

- Finishing up the Teams migration to fully integrate with Stevens County IT. Teams phone installed.
- TEDD has contracted with CLA Accounting to provide on-line assistance to our Finance Office.
- Frank is spearheading the project with Inter Grant for grant administration help.
- Brandon is at the ADO Best Practices and WEDA conference this week.
- Jeff noted he signed a contract with EWU this week to update all the data for Northeast Washington Trends, that will start in March.
- Bob Stevens was hired for the Regional Business Specialist, who will be serving Ferry County. He will be starting in April.

5. Staff Reports

- **Deputy Executive Director / Planning Director – Frank Metlow**
 - The EV working group met and came up with framework for an EV strategy for the region.
 - A public outreach event for the Safe Streets and Road for All was held in Republic. Looking for upcoming events for us to set up booths. We have our sites on the Colville, and Chewelah Home and Garden shows.
 - Title VI plan, released an RFP February 1, and that will close on March 14, 2024.
 - Finalizing sub recipient agreement with our partner ISP on the Washington State Broadband Office Grant.
 - Resubmitted our Community Connect Grant for the Southern Stevens County Project down Hwy 25.
- **Finance Manager – Carrie Paetsch**
 - Working with the CLA consultant, that is going very well.
 - We have received the engagement letter from the Auditors.
 - In the middle of a loan approval, which is an existing client.
- **Marketing & Tourism – Shelly Stevens**
- Shelly handed out the February 2024 Marketing Report and gave updates on the following:
 - TEDD partnered with the Colville National Forest and attended the 2024 Spokane Great Outdoor Show & Bike Expo.
 - The NEWSTART meeting this month had attendees from multiple land managers from the Colville National Forest, the Lake Roosevelt National Park Service, the Washington State Department of Natural Resources, the Pacific Northwest National Scenic Trail, as well as Washington Trails Association and Providence Health, and the Marketing Manager for the new Mistequa Hotel.
 - Shelly presented to the Colville Rotary about Tri County Economic Development District and the new regional brand.
 - TEDD provided information, images and links for locations in Pend Oreille County to SWT, who reached out requesting ideas for “destination dupes” for an upcoming roundup article for New York Post.
 - Washington State expanded funding for film production, and we expect to see productions filmed here in the coming years. Shelly provided information on listing property on the Reel Scout Locations Database, where Washington Filmworks staff can pull together images for film clients.

6. Old Business - none

7. New Business

Resolution 2024-001 – Signatories & Access to the Safe Deposit Box

Dan Fagerlie motioned to approve Resolution 2024-001. Debra Hansen seconded the motion. The motion carried.

8. Updates from Board Members and Guests

Members and guests gave updates of individual interests.

9. Adjournment

As there was no further business the meeting was adjourned at 2:50 pm.

The next TEDD Board meeting was verified for March 28, 2024 at 1:00 p.m.

Respectfully Submitted: Debbie Roberts, Office Manager

ATTEST:



Robert Dean, TEDD Board Chairman



Robert Rosencrantz, TEDD Board Secretary