

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Hybrid Meeting
Wednesday, February 26, 2025**

1. Call to Order & Introductions

Tri County Economic Development District (TEDD) Chair, Robert Dean called the meeting to order at 1:00 p.m. Introductions were conducted.

TEDD/RTPO Board Members

Robert Rosencrantz, Pend Oreille County	Jack Smith, City of Colville
Robert Dean, Ferry County	Dan Fagerlie, Ferry County PUD
Dough Kyle, Colville Chamber of Commerce	Greg McCunn, City of Chewelah
Greg Young, Stevens County	Dave Rick, Pend Oreille County PUD
Shari DePaulo, Town of Marcus	Troy Moody, Pend Oreille County PUD
Debra Hansen, WSU Stevens County Extension	Abby Gribi, City of Newport
Jessica Garza, Port of Pend Oreille	Rosemary Shaw, Colville Together
Tara Leininger, Mayor Metaline Falls	Bryan Raines, Rural Resources
Darrel Hawes, Stevens PUD	Michelle McCullum, Avista
Rod Van Alyne, Workforce Development	Barney Brockwell, Workforce Development
Alex Grider, Worksource Colville	Mike Zorica, Kalispel Tribe
Matt Schanz, NE Tri County Health	

GUESTS

Brandon Hansen, External Relations Manager	Rachelle Bradley, SCJ Alliance
Deana Zakar, Kinn Ross River Operations	

TEDD STAFF

Jeff Koffel, Executive Director	Doug Hook, Assistant Finance Manager
Frank Metlow, Deputy Exec Director/Planning Director	Verna Johnson, Office Assistant
Bob Stevens, Regional Business Specialist	Shelly Stevens, Regional Marketing & Tourism Developer
Jim Cupples, Business Support Contractor	Ryan Burkey, Economic Developer

2. Consent Agenda

- Approval of Agenda
- Approval of January 22, 2025 Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers – 13th Month 2024 AND January 2025

13 MONTH 2024

General Fund—Claims Payable: Voucher Numbers: 113798; 113853-113862; 113991-113992; 113994-113996; 114273; 114266-114272 in the amount of **\$260,724.35** AND Benefits in the amount of **\$12,651.85** AND Payroll in the amount of **\$31,151.13** for a monthly total of **\$304,527.33**.

TEDD Loan Fund—Claims Payable: Voucher Numbers: 113998 in the amount of **\$450.00** for a monthly total of **\$450.00**.

TC EDC Loan Fund—None to Report

January 2025

General Fund – Claims Payable: Voucher Numbers: - 114002-114006; 114363-114370 in the amount of \$20,937.87 AND Benefits in the amount of \$0.00, AND Payroll in the amount of \$0.00 for a monthly total of \$20,937.87.

TEDD Loan Fund – Claims Payable: None to Report

TC EDC Loan Fund – Claims Payable: None to Report AND Electronic Funds Transfer – January 2025 RMAP Payment in the amount of \$2,290.80 for a monthly total of \$2290.80.

Debra Hansen made a motion to approve the Consent Agenda. Dan Fagerlie seconded the motion. The motion carried.

3. Presentation

- Regional Safety Action Plan Update- Presented by Rachelle Bradley from SCJ Alliance.

4. Executive Director's Report – Jeff Koffel

- Jeff noted that the Safe Streets and Roads for All has been a long process and the importance of the document for all the communities who want to apply for future grants.
- TEDD hired Ryan Burkey as the new Economic Developer. Currently in his 3rd week and working closely with Bob Stevens.
- Since December 2024 Meeting, TEDD received a \$82k grant specifically from Ferry County for Broadband Engineering and Development planning around BEAD. We also received the final grant notice from the Department of Commerce for grant writing assistance.
- Shelly Stevens received another \$20k grant that we will be using towards some video projects.
- Membership Invoices have all been sent out for 2025.
- Rural Resources and WDC gave TEDD extra funds for this year, as well as the Counties for the Northeast Washington Trends Project.
- Jeff mentioned the Washington State Department of Transportation decided not to fund us for next year. They did, however, allow us to submit a special funding request. We have submitted that to replace the funding.
- Jeff met with the commissioners from Stevens County and the Stevens County Veterans Service Officers who serve all three counties. TEDD plans on contracting with them, with the VSOs to provide some of those veteran's services that we used to provide. We will submit a final letter to WSDOT by the end of this week.
- Jeff will finalize the grant applications for the BEAD Grants and submit them by the end of the month.

5. Staff Reports

Deputy Executive Director/Planning Director—Frank Metlow

- Frank mentioned at the TAC meeting early, they conducted nominations for the year's Chair and Vice Chair of TAC and elected to continue with current members.
- Rachelle Bradley from SCJ presented the Regional Safety Action Plan Update at the TAC meeting earlier.
- We are putting an RFP out for the Transportation Planning Services, which will go out next week.
- The Stevens County Central Project is on time and on budget. Working with Avista on some of the make ready costs and cost sharing.
- BEAD applications are almost completed, our checklists are complete. Preparing final drafts for Jeff to review.
- The Community Connect was announced. TEDD plans on applying and putting in same application for the same project that connects our Central Project to the Reservation on Hwy 25.
- Meeting with Commerce to go over the Ferry County Technical Assistance Grant that we received.

Assistant Finance Manager – Doug Hook

- Currently we have 41 loans, 7 in Ferry County, 6 in Pend Oreille County and 28 in Stevens County.
- We transitioned over to Portfol from GMS at the beginning of January.
- Carrie and Doug have been meeting with Springbrook twice a week, getting everything set up. Carrie has been able to set up the accounts, grants, and payroll.
- We are currently entering all the historical data for the last few years.

Regional Marketing & Tourism Developer – Shelly Stevens

- Shelly presented a slide presentation of 2024's Marketing.
- Shelly added for 2025 she plans to start a new visitor newsletter for our subscribers through the new website. Continuing to add content and it is not live yet.
- Planning on more advertising, with Spokane being a real target and possibly some Google AdWords.

Regional Business Specialist – Bob Stevens

- TEDD received a new bid, and we are reviewing the bathroom projects.
- We had 22 general business and loan interactions for December. January to date, we have had 11 interactions.
- Completed four workshops in December, two in Ferry County and two in Stevens County. None planned for January. February-March we have 8 planned in Ferry County, 8 in Stevens County, and two in Pend Oreille County. Subject matters to focus on starting a business, social media marketing and managing Google.
- Portfol implementation, the only thing left on our action list is the Borrower's Portal, which allows the client to access their receipts and their most recent activity.

Economic Developer – Ryan Burkey

- Ryan presented a brief slide show presentation of the Population and Employment Trends in Ferry, Stevens, and Pend Oreille Counties.

6. Old Business – EV Strategy Discussion and Recommendation

- Frank requested approval of the recommendation from the TAC to table the EV Strategy until June 2025.

Jack Smith made a motion to table to EV Strategy until June 2025, Dan Fagerlie seconded the motion, and the motion passed unanimously.

New Business – 2025 Election of Officers

Jack smith made motion to Elect Greg Young as Chairman of the Board, Robert Rosencrantz, as Vice-Chairman of the Board and Robert Dean as Secretary, Abbi Gribi second the motion, motion passed unanimously.

7. Updates from Board Members and Guests

- Members and guests gave updates of individual interests.

8. Adjournment

- As there was no further business the meeting was adjourned at 2:33 p.m.
- The next TEDD Board meeting was verified for March 26, 2025, at 1:00 p.m.

Respectfully Submitted: Verna Johnson, Office Assistant

ATTEST:

Signed by:



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Greg Young, TEDD Board Chairman



Robert Dean, TEDD Board Secretary