

**Tri County Economic Development District  
TEDD/RTPO Board of Directors  
Hybrid Meeting  
Wednesday, July 23, 2025**

**1. Call to Order & Introductions**

Tri County Economic Development District (TEDD) Chair, Robert Dean called the meeting to order at 1:02 p.m. Introductions were conducted.

**TEDD/RTPO Board Members**

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Greg Young, Stevens County	Dan Fagerlie, Ferry County PUD
Robert Rosencrantz, Pend Oreille County	Matt Schanz, NE Tri County Health
Dough Kyle, Colville Chamber	Dave Rick, Pend Oreille County PUD
Debra Hansen, WSU Stevens County Extension	Barney Brockwell, Eastern WA Partnership
Jessica Garza, Port of Pend Oreille	Madi Campbell, Kalispel Tribe
Mick Yarroll, Stevens County PUD	Bryan Raines, Rural Resources
Rosemary Shaw, Colville Together	Shari DePaulo, Town of Marcus

**GUESTS**

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Eddie Lambert, SCJ Alliance	Deana Zakar, Kinross Corporation
Steven Bruchman	Dan Bisbee

**TEDD STAFF**

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

**2. Consent Agenda**

- Approval of Agenda
- Approval of May 28, 2025 Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers –June 2025

**June 2025**

**General Fund** – Claims Payable: Voucher Numbers: - 117347-117353; 117491; 117572-117577; 117785; 117795-117796; 117989-117963 in the amount of \$862,857.32 AND Benefits in the amount of \$15,679.43, AND Payroll in the amount of \$41,640.10, for a monthly total of \$920,176.85.

**TEDD Loan Fund** —None

**TC EDC Loan Fund** – Electronic Funds Transfer – June 2025 RMAP Payment in the amount of \$2,290.80 for a monthly total of \$2,290.80.

*Robert Rosencrantz made a motion to approve the Consent Agenda. Dan Fagerlie seconded the motion. The motion passed.*

**3. Presentation - None**

**4. Staff Reports**

**Deputy Executive Director/Planning Director—Frank Metlow**

- Received 65K for our CPT-HSTP update for 2026.
- Discussed the Regional EV Strategy at TAC meeting, we decided to keep it on hold until there is more clarity at the Federal and State level.
- SS4A implementation grants are ready to close at the end of the month.

- July will be a quarterly reporting month.
- Frank mentioned he will be attending the Federal Highways and WSDOT Safety Summit on July 15<sup>th</sup> – July 17<sup>th</sup> in Spokane WA.
- Completed 150K feet of buried fiber on the Stevens County Central Project. Coordinating service drops and the customer facing side of the broadband project.
- NTIA has come back and cancelled any preliminary awards in phase 1. They are restarting the program under new guidance and now expect new broadband maps to be out July 1<sup>st</sup>.
- Submitted our applications for Community Connect, but no news on when to expect any award announcements.

### **Business Support Contractor—Jim Cupples**

- The process for BEAD has been reset. The deadline is in September for us to get our bids in those project areas.
- Jim mentioned that Aaron Wheeler, the director at the Washington State Broadband Office, stepped down and June 27<sup>th</sup> will be his last day.

### **Assistant Finance Officer – Doug Hook**

- Doug reported no new activity, and still sitting at 45 loans.

### **Regional Marketing & Tourism Developer – Shelly Stevens**

- Applied for and received a Rural Tourism Marketing and Production Grant from State of Washington for 20K.
- Shelly & Bob attended Spoketopia 2025 and provided information about surrounding areas.
- TEDD was selected to take part in the Port of Seattle's Spotlight Ad Program for a third time. Ad will be in Concourse D and will go live July 1, 2025.
- NEWSTART meeting was held along the Mission Point Trail in Kettle Falls with local historian Joe Barreca as the guide.
- Our various Facebook pages all had a lot of interactions. Bead Lake being the most popular post on the Trails page, and Lake Thomas is the most popular on Northeast Washington Facebook page.

### **Regional Business Specialist—Bob Stevens**

- Bob mentioned that the bathroom upgrades are complete.
- Business interactions are down, compared to the previous quarter, including workshops.
- Seventeen workshops were planned for Stevens and Ferry County. We had to reschedule the Business with the Government workshop for July 14<sup>th</sup>.
- Making progress on the efficiency of the credit memo in Portfolio Software.
- We have an L&I Grant closing out this month. Met and exceeded all the expectations for our contract.
- Bob went over the recent tabling events attended.
- Continuing to post on social media about upcoming workshops.

### **Economic Developer – Ryan Burkey**

- Ryan gave numbers on the National Unemployment rate, standing at 4.2%. Home sales are down, and inventory is at its highest level.
- Statewide unemployment rates for the last month picked up, from 4.4% to 4.5%.
- The unemployment rate for all three counties has gone down.
- Bob and Ryan have continued to conduct workshops here in Stevens and Ferry County; however, attendance has been low.
- Continuing to attend community events throughout the summer, including the Ferry County Fair in August.

### **Loan Officer – Scott Thompson**

- Scott mentioned there are two loans to present to the Loan Committee on July 16<sup>th</sup>.
- Recently had a zoom meeting with Washington Federal in Walla Walla and they really appreciate what is done here at TEDD. Plan to reach out to other branches and find out how we can help.
- Currently working on a press release and offering up speaking engagements to help promote TEDD.

## **5. Executive Director's Report – Jeff Koffel**

- Jeff went over the sprinkler flange replacement, which is the last bit of maintenance, when completed we can close out that grant.
- Shelly sent out a graphic previously with a live link for a company that helps businesses do lighting upgrades in Stevens County. In Ferry and Pend Oreille County, this company cover up to 60% of the cost. This includes both interior, exterior and warehouse lighting. In the last week, Shelly has had ten more businesses in the region sign up the lights.
- Last call on the furniture in the back room, it will be offered up on Facebook marketplace next week.
- State funding is not coming through, which will impact on our budgets going forward.
- Bob Stevens plans to go part-time at the end of the month. He will be working through the third quarter part time and then he will be retiring. We will not be replacing the position, however there will be an advisor who will be working at the Spokane office specifically to cover Northeast Washington, providing some of those small business services that Bob has been so vital at providing for us.
- Other reductions that we will be taking next year will be traveling to conferences, and marketing and advertising will be scaling back some.
- Jeff went over CPT-HSTP, will put that out for bid, or were going to check with WSDOT to see if we already have a contract for support from SCJ Alliance to see if they can pick that up for us.
- The loan program increase that was discussed last month, working on the applications that are due at the end of the month.

**Old Business – None**

**New Business - None**

**Updates from Board Members and Guests**

- Members and guests gave updates of individual interests.

**6. Adjournment**

- As there was no further business the meeting was adjourned at 2:27 p.m.
- The next TEDD Board meeting was verified for August 27, 2025, at 1:00 p.m.

**Respectfully Submitted: Verna Johnson, Office Assistant**

  
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**Greg Young, TEDD Board Chairman**

**ATTEST:**

  
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**Robert Dean, TEDD Board Secretary**