

PEMBINA COUNTY JOB DEVELOPMENT AUTHORITY

MEETING MINUTES

Zoom Conference Call

March 11, 2022, at 1:00 p.m.

CALL TO ORDER

The meeting was called to order by Charlie Wellman, President, March 11, 2022, at 1:00 p.m. via Zoom conference call.

Members Present: Charlie Wellman, Melissa Gapp, Nathan Green, Lacey Hinkle, Dave Moquist, Ashely Nordstrom, and Kelli Truver

Members Absent: Kathy Stremick, Jim Benjaminson, Charlie Damschen, Elton Heuchert, and Mary Houdek

Others Present: Dawn Mandt and Lori Estad, Red River Regional Council/PCJDA

WOODSIDE INDUSTRIES

Jerry Symington is requesting grant funds for training of new employees and upskilling long-term employees that are in key positions through Impact Dakota. The training will be three days and focus on LEAN approach, value stream mapping, plant layout and cellular manufacturing, and managing flow. There will be one day of onsite training and two days on online training. This will include making training materials and coaching for application and implementation. The cost is \$4,800 and \$1,600 if an additional day is needed. He is requesting the PCJDA pay for half the training costs.

Hinkle moved to approve funding for a 1 to 1 basis up to a maximum of \$3,200, seconded by Green.

Discussion

Nordstrom asked if the PCJDA should support job training. She is in favor of the project but wanted to be sure they followed the mission of the PCJDA. Mandt reviewed the mission statement and current strategic plan which includes training. Also, in the past the PCJDA has sponsored several series of business training in partnership with the Walsh County JDA and Train ND.

Motion carried.

PRAXIS STRATEGY GROUP

Mark Schill, Praxis Study Group, gave a proposal to complete a housing market analysis and strategy during the board meeting on March 9. This approach is somewhat modeled after a similar project recently completed in Warroad, MN. The analysis will include a summary of current housing stock using US Census American Community Survey and local housing assessor's data if available. However, recognizing that housing is a workforce issue and potential barrier to community growth, the project's primary focus will be to develop insights about current and future housing demand.

Housing quality, availability and affordability are perhaps the most critical determinants of quality of life and cost of living for local residents. Yet it is typically economic factors that drive demands for housing. This project will include a look at the state of the Pembina County economy, demographic factors such as age and income, workforce structure and input from key housing stakeholders.

Key work tasks could include:

- Housing Research – create a profile of housing and major economic and demographic trends impacting housing demand.
- Demographic and Economic Research – an analysis of the regional construction industry to help gauge the ability to respond to demand.
- Input Gathering – Interview and focus groups, survey the public and survey the major employers.
- Project Deliverable – focus on content and presentation of the most important data developed in the process, understanding that information may be used to create more formal communication materials in the future.
- Facilitated Work Session and Strategic Plan – facilitate a half-day planning session of key housing stakeholders in Pembina County. This will include city/county staff, elected officials, key partners, developers, and other interested community members.

Key project deliverables:

- Online interactive housing transaction dashboard based on county assessment data
- Online interactive survey results dashboard
- Housing, demographic, and economic study group
- Brief housing strategy document based up facility session

The total cost is not exceed \$19,875. The anticipated timeline is a 12-week project timeline.

North Dakota Finance Agency will match the cost of the study 1:1.

Nordstrom moved to approve the housing study with Praxis with the 1:1 match from ND Housing Finance Agency, seconded by Gapp; motion carried. Nordstrom, Hinkle and Wellman will serve on a committee to guide this project.

MARKETPLACE FOR KIDS

Marketplace for Kids has a primary focus on entrepreneurship and is many times a student's first look at business ownership, career choices, innovative technology and even college or local venues. Class choices consist of STEMA classes, Hands-on Learning Activities such as Financial Literacy, Starting a business, wildlife, industry and Railroad Safety, Energy Resources, etc., Agriculture, Automotive, Aerospace, Construction, Plumbing, HVAC, Robotics, Electronics, Drones and Virtual Reality applications.

The project is to support the Marketplace for Kids Education Day which will be held in Grafton Public School. Funding will be used to purchase the tools for the day for students and teachers. Marketplace for Kids is requesting a \$2,000 sponsorship.

Green moved to approve a \$2,000 sponsorship for Marketplace for Kids, seconded by Moquist; motion carried.

OTHER BUSINESS

Mandt will send out the list Township officers to current board members for review to fill the vacancy on the board.

Next meeting will be on May 11 in Walhalla. The meeting will be a hybrid meeting and Mandt will seek Harvest Fuels or Food First to serve as the location for the meeting.

ADJOURN

There being no quorum the meeting concluded at 1:40 p.m.

Submitted by:

Signed by:

Lori Estad, RRRC, Office Manager

Charlie Wellman, President