



**JSDC Board of Directors Meeting
Monday, June 10, 2024
Official Minutes
JSDC Lower-Level Conference Room**

Members Present: Tory Hart, Nick Schauer, Jeremy Rham, Marlee Siewert, Dwaine Heinrich, Mark Klose, Casey Henderson, David Steele, Rod Johnson, Jen Dockter, Tonya Perkins, Mike Delfs.

Members Absent: Levi Taylor.

Staff Present: Corry Shevlin, Alyssa Looyesen, Jamie Czapiewski.

Guests Present: Kenn Iverson, Iverson Properties, LLC; Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Danica Chaput, Job Service; Masaki Ova, Jamestown Sun; Chris Erwin, SBDC.

Call to order: 11:45 a.m. by Tory.

Conflict of Interest: None.

B) Approval of Meeting Agenda: The agenda was in the One Drive for review.

Mike Delfs made a motion to approve the agenda as presented. Jeremy Rham seconded, and the motion passed unanimously by voice vote.

C) President's Report: Tory gave a brief president's report.

D) Strategic Committee Reports

Organizational Excellence Committee –

(Committee members: Tory, David, Mark, Tonya, Corry, Alyssa, and Jamie) **2024 Members**

- The Organizational Excellence Committee did not meet in June.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

(Committee members: Jeremy, Tory, Nick, Rod, Corry, Alyssa, Jamie, and LeAnn)

2024 Members

- The Finance Committee did not meet in June.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

(Committee members: Tory, Jeremy, Marlee, Dwaine, Casey, David, Jen, Mike, Corry, Alyssa, and Jamie) *2024 Members*

- The Existing Business Outreach Committee met with the New Business Attraction Committee on Wednesday, June 5, 2024.
- The Flex PACE request, Shocker Hitch NJTF, and Internship Reimbursement Application were discussed at the June meeting.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

(Committee members: Tory, Nick, Marlee, Dwaine, Tonya, Jen, Mike, Casey, Rod, Mark Corry, Alyssa, and Jamie) *2024 Members*

- The Business Attraction Committee met with the Existing Business Outreach Committee on Wednesday, June 5, 2024.
- The Flex PACE request, Shocker Hitch NJTF, and Internship Reimbursement Application were discussed at the June meeting.
- The Business Attraction Committee meets on the first Wednesday of each month at Noon.

E) Approval of Meeting Minutes: The minutes from the May meeting were in the One Drive for review.

Marlee Siewert made a motion to approve the minutes as presented. David Steele seconded, and the motion passed unanimously by voice vote.

F) Account Status Report: The financial reports were in the One Drive for review.

Casey Henderson made a motion to approve the financials as presented. Jeremy Rham seconded, and the motion passed unanimously by voice vote.

G) De-obligate Shocker Hitch New Jobs Training Funds: Alyssa's memo regarding de-obligating the Shocker Hitch NJTF from 2022 was in the One Drive. JSDC would like to de-obligate the \$70,681 that was designated for New Jobs Training Funds for Shocker Hitch in 2022. The amount for the city is \$56,544 and the amount for the county is \$14,136.

The New and Existing Business Committee made the recommendation to de-obligate the funds.

Marlee Siewert made a motion to de-obligate the Shocker Hitch New Jobs Training Funds. Mark Klose seconded, and the motion passed unanimously by roll call vote. Tory – Aye, Jeremy – Aye, Marlee – Aye, Dwaine – Aye, Mark – Aye, Casey – Aye, David – Aye, Rod – Aye, Jen – Aye, Tonya – Aye, Mike – Aye. Levi was not in attendance to vote. Nick was not yet present at the meeting to vote.

H) Iverson Properties LLC Flex PACE Request Alyssa's memo regarding the Iverson Properties, LLC Flex PACE request was in the One Drive. Iverson Properties is buying a building at 1008 10th St SW in Jamestown. The building will be for the relocation of the Chiropractic Arts Clinic. The new facility will allow for growth opportunities, such as establishing new and innovative chiropractic care and technologies in the community, as well as help facilitate the options of chiropractic care as a growing method to providing low-cost healthcare solutions. The new location will allow the business to offer additional services, such as having a specialized

chiropractic x-ray area in the future and utilizing stem wave to serve the needs of patients, as well as hiring an acupuncturist in the future. Currently, the nearest acupuncturist is about one hundred miles away.

The building will be occupied mainly by the Chiropractic Clinic, but also have one additional tenant of American Family Insurance who will occupy 28% of the building. The Flex PACE incentive will also be passed onto them. Kenn Iverson, owner, was in attendance to answer any questions about the project. He stressed the importance of the need for more low-cost healthcare solutions and his desire to continue to serve the community.

Alyssa recommended funding the full request amount of up to \$15,233.93. The city's share would be 80%, or \$12,187.15. The county's share would be 20%, or \$3,046.78.

The Joint New Business Attraction and Existing Business Committees made the recommendation to send this Flex PACE request to the full board for approval.

Jen Dockter made a motion to approve the Iverson Properties, LLC Flex PACE Request as presented, Rod Johnson seconded, and the motion passed unanimously by roll call vote. Tory – Aye, Nick – Aye, Jeremy – Aye, Marlee – Aye, Dwaine – Aye, Mark – Aye, Casey – Aye, David – Aye, Rod – Aye, Jen – Aye, Tonya – Aye, Mike – Aye. Levi was not in attendance to vote.

I) Summer Internship Reimbursement Applications: Jamie's memo regarding the internship reimbursement program was in the One Drive. After reviewing feedback from the Internship Reimbursement Program, we have discussed several options to improve the program going forward. The first change is an update to the application, which will provide further clarification in helping us determine if they fit the criteria for reimbursement. In addition, there is also a proposal for a semester open house for interns to get together, network, and learn more about the community. We feel that community engagement for these student interns could be a powerful tool in helping them decide to move and work here after graduation.

While there is no one definitive way to measure the success rate of this program as far as attraction and retention of student interns to the area, it is important note that it is an ever-evolving program that should be reviewed frequently. Much of the feedback we receive from this program is from the employers utilizing it, but we should also be looking at how we can better the intern experience in the community as well.

Mark Klose made a motion to approve changes to the Internship Reimbursement Program Application as presented, Tonya Perkins seconded, and the motion passed unanimously by voice vote.

J) Staff Reports:

Corry: Corry reported that the process of moving banks has begun. He continues to work on the Chapul Farms lease, as well as housing with the city. The city and JSDC hope to have something put together by next month to present at committee meetings on housing.

Alyssa: Alyssa is working on future Flex PACE and PACEs.

Jamie: Jamie is finishing up work for the Annual Meeting on June 26th.

K) Ex-Officio Reports:

City of Jamestown: Dwaine and David reported on the City of Jamestown.

Stutsman County: Mark reported on the County.

Jamestown Chamber of Commerce: Emily reported on the Chamber.

Jamestown Tourism: Emily reported on Tourism.

ND Job Service: Danica reported on Job Service.

Adjourn: Tory adjourned the meeting at 12:27 p.m.

Respectfully submitted – Jamie L. Czapiewski, Operations Coordinator