

**Col-Pac EDD Annual Meeting**  
November 9, 2017  
Clatsop Community College South Campus  
Seaside, OR

The following members attended the meeting:

Joyce Aho—Col-Pac/Oregon Employment Dept  
Bill Baertlein—Col-Pac/NOEA/Tillamook Co  
Henry Balensifer—Col-Pac/City of Warrenton  
Chris Breitmeyer—Col-Pac/Clatsop Community Coll  
Stevie Burden—Col-Pac/City of Wheeler  
Trish Cousins—USDA Rural Development  
Dan Dennis—Col-Pac/Oregon Employment Dept  
Rob Drake—Col-Pac/City of Cornelius  
Mark Ellsworth—Governor's RST  
Kathy Engel—Col-Pac/Columbia Co Private Sector  
Doug Hayes—Col-Pac/Port of St Helens  
Henry Heimuller—Col-Pac/NOEA/Columbia Co  
Bruce Jones—Col-Pac/NOEA/City of Astoria  
Karen Kent—Col-Pac EDD

Marsha Kirk—Col-Pac/City of Banks  
Jim Knight—Col-Pac/NOEA/Port of Astoria  
Kevin Leahy—Col-Pac/Clatsop Community College  
Van Moe—Col-Pac/NOEA/Tillamook Private Sector  
Melanie Olson—Business Oregon/RST  
Peter Roscoe—Col-Pac/Clatsop Co Private Sector  
John Serra—Congressman Schrader's Office  
Frank Spence—Col-Pac/NOEA/Port of Astoria  
Candy Stark—Tillamook Private Sector  
Shawna Sykes—Oregon Employment Dept  
Lianne Thompson—Col-Pac/Clatsop Co  
Michael Walker—Col-Pac/Washington County  
Suzanne Weber—Col-Pac/NOEA/City of Tillamook

Excused: Representative Boone, Michele Bradley, Susan Conn, Mark Ellsworth, Val Folkema, Sandra Fowler-Hill, Senator Johnson, Cheryl Scott, Bob Terry, Ross Tomlin.

**AGENDA ITEM-1 Welcome and Introductions**

Lianne Thompson opened the combined meeting. Welcome to new Board member, Kathy Engel, Clatskanie resident, representing Columbia County private sector. Joyce Aho, who is retiring at the end of December, introduced her replacement and new Col-Pac Board member, Dan Dennis. Board members wished Joyce the very best in her retirement.

**AGENDA ITEM-2 NOEA Business**

The meeting was called to order by Lianne Thompson, NOEA Board Chair. Members and guests introduced themselves.

- ✚ September 14, 2017 Meeting minutes. Approved unanimously. (VM/HH)
- ✚ October 2017 Financials. Approved unanimously. (BB/SW)

**AGENDA ITEM-3 Col-Pac Business**

The meeting was called to order by Henry Heimuller, Board President. Members and guests introduced themselves.

- ✚ September 14, 2017 Meeting minutes. Approved unanimously. (BJ/RD)
- ✚ October 2017 Financials. Approved unanimously. (SW/HB)
- ✚ One Source Industries (OSI) Settlement Agreement. OSI is in default of its loan agreement with Col-Pac and has taken steps to take possession of the equipment being used as collateral for the loan. The equipment is currently being held by a third party, Polydyne in Clatskanie. To get possession of the equipment, Col-Pac has filed a lawsuit against both One Source and Polydyne. A Settlement Agreement has been reached by all three parties, whereby Col-Pac can pick up the equipment, and One Source and Polydyne agree to release their claims against each other. Without the equipment, there is no chance One Source can re-start production of its oil industry seals and rings. Given the past track record of One Source, there is no guarantee that the company will be able to perform in the future, but the alternative of not going forward means the certainty of losing the loan. The board reluctantly agreed to the terms of the Settlement Agreement and authorized Henry Heimuller, as Col-Pac's President to sign the Agreement. (LT/BJ) Mary noted that before the equipment will be released back to One Source, a business plan and some payment to Col-Pac will be required. The Board concurred with this.

- ✦ Personnel Policy Updates. Two policies needed updating and two new ones were added:
  - 6.2 Holidays: Revised to say, Employees working a minimum of 32 hours per week shall be entitled to paid holidays on each of the recognized holidays. (Previously it read, regular full-time employees)
  - (New) 6.3 Employee Health Insurance Opt In: Col-Pac EDD will provide \$600.00 per month toward each employee's health insurance. The employee must provide monthly proof of insurance. Insurance allowance will begin on the first month following a 30-day waiting period. The \$600.00 is not subject to taxes.
  - (New) 6.4 Employee Health Insurance Opt Out: Qualified employees already covered by a documented medical plan may opt to receive \$330.00 per month, in lieu of the \$600.00 Opt In payment. The opt out payment is subject to payroll taxes.
  - 7.10 Leave Due to Adverse Weather: Revised to say, If authorized by the Executive Director, employees will received their normal rate of pay if they are unable to come into the office due to weather conditions.

#### AGENDA ITEM-4 NW Oregon CEDS Update Listening Session: Clatsop County

- ✦ CEDR—Kevin Leahy reported. New SBDC website. Oregon's Small Business Development Centers received an additional \$30,000 this year, plus an additional \$32,000 for specialized business training, such succession management. CEDR has 79 private sector members.
- ✦ Clatsop Works—Kevin also reported on Clatsop Community College's county-based internship based program. Clatsop is the prototype model. Had a training session with 12 businesses and organizations. Will be rolling out a paid internship program summer of 2018. Employers will pay a minimum of 6 weeks internship. Hoping to get a full time business in the school district acting as liaison with the employers. STEM partners. Career connected learning. Will move into Tillamook, Columbia and western Washington counties next. Employer driven, all employers have handbooks. Chambers, downtown groups are all involved. Getting a cross of employers interested/involved including fish process, hospitality. One difference in the program is opening enrollment to individuals 16 of years and up.  
Bill Baertlein described how his son who went through Hampton intern mechanical engineering, which helped when he went to college in mechanical engineering. Hampton allowed their apprentices try out different types of jobs within the company. Looking forward to having the program in Tillamook County. Developing hospitality staff has been a priority.
- ✦ Oregon Employment—4<sup>th</sup> Annual Job and Career Fair, Feb 21<sup>st</sup>. All HS junior and senior high schoolers are included.
- ✦ Clatsop Community College—President Breitmeyer noted the college is nearing completion of its strategic plan. Working on making connections to the community. Also will investigate how can connect more closely with employer needs. And expand medical training.
- ✦ Clatsop County—Lianne reported that she is looking at what have to be doing now to ensure a sustainable future. Catastrophic resilience is directly linked to economic resilience. Working with AOC's Housing Sub-Committee. ADU discussion. Requires updated zoning, maintaining livability of existing neighborhoods, ensuring housing for all incomes. Some areas where they work very well, others where it doesn't work at all. Housing for people to live and work here, not to vacation. ADUs—State changed rules so can do now. One option, locals can say no short term rentals. Cross laminated timber (CLT) produce good jobs, retain timber within the economy, also could be used for housing.
- ✦ Warrenton: Housing—More units becoming available to rent. Demographics—People more choosy about quality. 500 units in next 3-5 years. Gearhart/Seaside are also having a housing boom but Warrenton leads the county. Need a comp plan update for commercial and residential growth. Have been operating through crisis management and need to be more strategic. 80% of land use is in the flood plain. Take part of UGB out and retain as wetlands. Will change density and move population to higher areas. Need to deal with getting infrastructure out there, if outside UGB. Other new economic development activity: Pacific Seafood dock replacement, boat launch in Hammond—will be taken over marina. 1900 daily boat launches with Warrenton marina. Largest number of NOAA launches. Need dredging, for Pac Seafood, working pier. \$1 million into commercial docks. Need

more commercial docks. Make them fish friendly, electrical code, how boats can tie up. Invested in a new crane on working pier for loading, off loading supplies. Needs: Marina dredging, rehab of pier, potential help with Comp Plan, wetlands, UGB. Levees less probable. With sea levels rising, not realistic to get levee certified. Have to raise development quite high to get out of the flood plain.

- ✚ Astoria—City council had a vision session yesterday regarding what they want Astoria to look like in 25 years. And what would be failure. Preserving Astoria's unique character means something different to different people. Working waterfront vs unlimited views. Innovative housing solutions. Merlin Hotel developer has finished their due diligence. 40-50 units of affordable housing. Work and live downtown. Expecting to be building more fishing boats and tugs out a Tongue pint. Utilizing grads from CCC. Hiring a community development director. Issuing a RFI for Heritage development, including housing, ground floor retail. Advance Astoria—25 years future. Main St program. Façade improvements. Expanded new ADU, no short-term rentals. Have to be a permanent resident to have an ADU. Astoria infrastructure is aging. Unfunded mandates: Combined sewer overflows, capping reservoirs. Requires raising water and sewer rates.
- ✚ Port of Astoria—Astoria Airport has 9 instrument approaches, allows for bad weather approaches. Shortage of pilots. Potential for an aviation training facility. Airline demand. Started on new Strategic Business Planning process. Had an excellent works session with Business Oregon/IFA regarding importance of strategic plan. Give guidance to Port for many years to come. Necessity to focus on infrastructure, limited ability to pay for. Causes Port to look from a different direction: More collaboration: Utilizing Ilwaco dredge to scour out the Port's marina. Port will also send the Port's dredge over to help Ilwaco. Tongue Point, create 150 jobs. Would never been able to have the resources to do that. Port doesn't have to own property. Working collaboratively with the Port of St Helens on a dock. South Koreans, airport in Astoria. Airport partnership. Trickle down impacts of Hayak. CCC looking at \$ 8 million grant at MERTs expansion. Would allow move environmental services to airport, plus new CREST offices. 28 acres at Airport Park only 7 acres of low lying wetlands. Living environment, living classroom. Opportunity.
- ✚ Clatsop Community College—Exploring public private partnership for housing on land they own. 30% of students come from out of the area. If have a space, would attract more students. Why need to work together to seek funding.

#### AGENDA ITEM-5 Member Updates

- ✚ Thanks to Joyce Aho—30 years getting folks back to work. Part of NW DNA, will be missed. Happy retirement
- ✚ Oregon Employment Department—Having a Veterans' stand down in Camp Rilea on November 17<sup>th</sup>. Jobs, workforce training, veterans in need. Bus passes available to ride to Camp Rilea.
- ✚ USDA—New State Director, John Huffman. Will be at AOC next week.
- ✚ Banks—Passed a fire ballot. Earmarked for updating Buxton fire district. URB was approved by City Council, starting Jan 1. Use for Main St plan. Ratified 2037 Plan. Will start getting revenue from tax base, particularly along Main St. Underground utilities. New website. CityofBanks.org . Making it easier for folks to access city services. Pulling together an economic development resources directory, community calendar. New media starting in Banks. 2021 Centennial. Getting ready for. Since 2014 City of Banks has an internship with Stub Steward State Park, looking to incorporate in the Banks school district. Jewell School district has a similar program. Looking at doing more interships in the school system. Have Hampton Mill locally too. EDC: Community outreach, business outreach, marketing, parking plan, regional alliances. Working with WCVA—regional tourism studio for trails and wayfinding.
- ✚ Wheeler—8 acres of developable land along waterfront. Property sold, moved Botts Marsh into preservation and storm water. Development—Looking at affordable housing. Have fisheries on board, new fisheries company coming, 24 room boutique hotel, restaurant. Offering them private financing, build to suit. Also, creating a community gathering place. When sold the marsh, retained easement along railhead, so Salmonberry Trail has a place to stay in perpetuity. Places for seasonal housing.

- ✚ Tillamook Housing Measure—Defeated, still going to keep working. Difficult campaign. County doesn't have a lot of money, needs these kinds of funding resources.

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Lianne Thompson, NOEA Chair

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Henry Heimuller, Col-Pac President

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Recorded: Mary McArthur, Executive Director

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