



Region 10 Executive Committee Meeting Minutes
September 29, 2023
In Person at Region 10 office with a Zoom Video Conference

1. **CALL TO ORDER and INTRODUCTIONS**–Meeting was called to order at 12:03 pm.
 - a. **Staff:** Michelle Haynes (R10 Director), Trish Thibodo (Community Development), Eva Veitch (Community Living Services), Nancy Murphy (Small Business Development), Corey Bryndal (Broadband Director), Courtney Tribble (Program & Office Coordinator), Aris Freeborn (Executive & Finance Assistant)
 - b. **Board Members:** Dave Frank (City of Montrose, Vice Chair), Elyse Ackerman-Casselberry (City of Delta), Jim Gelwicks (City of Gunnison, Michelle Nauer (Ouray County), Kris Holstrom (San Miguel County), John Clark (Town of Ridgway, Chair), Roger Rash (Montrose County), Dave Roberts (Town of Lake City) Vince Rogalski (GVTPR & STAC)
2. We thank Trish Thibodo for her time here with Region 10 and we look forward to continuing working with her as she transitions to a new role with the Center for Rural Innovation.
3. **APPROVAL OF AGENDA ITEMS**
Motion to approve agenda: M/S Jim Gelwicks/Kris Holstrom: as accepted. None opposed. Motion passed unanimously.
4. **APPROVAL OF MINUTES for August 2023, Board Meeting**
Motion to approve: M/S: Michelle Nauer/Kris Holstrom as accepted with addition. None opposed. Motion passed unanimously.
5. **Presentation | Procurement Policy:**
 - a. Last updated in 2016 so we wanted to make some updates on our procurement policy to stay in compliance on CFR 200 for Federal Grants Management.
 - b. Highlight some proposed changes:
 - i. One of the things in our RSVP recent review: even though we have a Conflict of Interest we did not have a discipline associated with it.
 - ii. Minimum value for gifts is \$50 but we often give gifts of more and so that we would like to change to \$100.
 - iii. Strike the paragraph about not contracting with Present or Former Employees or Board Members. Dave Frank asked whether or not there was a conflict of interest if we contract with current members? We do have this situation come up with Vince, he is a Region 10 Board member and he is also contracted on the STAC membership.
 - iv. Small and Minority Businesses section added to comply with federal regulation.
 - v. Section 4 for approvals, we are recommending to strike policy on Capital expenditures in excess of \$5,000. Recommend that we do put it in a requirement of emergency purchases in excess of \$25,000.
 - vi. We took out the Petty Cash section as when our treasurer requested that we do not have petty cash. If we ever bring Petty Cash back we would have a Petty Cash policy.
 - vii. We are adding more language on what is exempt for competitive bidding for single source to meet federal guidelines.
 - viii. Qualified bidders we added that we may utilize bidders from lists of our government bidders.
 - ix. Discussion on bid protest process; 10 business days is industry standard.

Motion to approve of Procurement Policy with the : M/S: Jim Gelwicks/Roger Rash as accepted with addition. None opposed. Motion passed unanimously.
6. **Action Items:**
 - a. EZCP City of Delta, Innovation Center and Makerspace – Business Assistance, Fundraising for equipment acquisition and Alt Space will be managing the co-working space.
Motion to approve EZCP for City of Delta Innovation/Makerspace: M/S: Jim Gelwicks/Kris Holstrom as accepted with addition. None opposed. Motion passed unanimously. Elyse abstained from the vote.

7. Reports:

a. **Executive Director/Financial Report** – Presented by Michelle Haynes

- i. Letter from ISP in Hinsdale County was received. They have demanded payment in lieu of legal action. They argued that they had capacity to provide services but that was in the form of a microwave hop. Michelle will review and potentially follow up for legal counsel.
- ii. We are writing letters to Mesa, Garfield and La Plata counties and we are asking them to contribute \$300,000 each for the I-70 broadband project. We have the opportunity to buy a 10yr IRU rather than the budgeted 6 yr IRU, as well as the need for additional connections on the route, and the equipment prices have increased. A supplemental request for \$600,000-\$700,000 from DOLA is being asked for, for the shortfalls in the project budget.

Motion to approve authorization for ED to pursue a DOLA grant not to exceed \$700,000 for implementation of broadband: M/S: Jim Gelwicks/Michelle Nauer as accepted with addition. None opposed. Motion passed unanimously.

- iii. Working with Region 9 and Region 12 they are the two other regions that have middle mile projects and we are working together to look to the future as to what happens with Broadband. We are wanting to see if it makes more sense to operate Broadband as single project. We have started conversations with our attorney and are bringing in a consultant. After review of the proposals, we have asked the consultant to write us a white paper for operational models that we could consider for rural broadband. The attorney for Ken Fellman would then provide a legal opinion of the models. The cost of this process would be about \$75,000 and so split between the 3 regions it would cost about \$25,000. Then we would look at getting a grant from DOLA for a larger study. We are requesting the White Paper be returned to us by early November then if we wanted to apply for a DOLA grant in December we could. WE have TA grant that we are using to recruit a new broadband position and that is through the national Just Transitions and so that could be an alternative route we could take for procuring funding for the study.
- iv. Included in the packet are budgeted dues for next year. We are increasing the total amount of dues by 5% and that will be going towards admin costs.
- v. Recruiting for several staff members specifically Broadband and AAA.
- vi. Audit is scheduled for October 10th.

b. **Small Business Resource Center** –Nancy Murphy

- i. James Lammers has been promoted to Regional Entrepreneur Manager.
- ii. SUCO has just named their new ED and she was a former Region 10 Loan Client.
- iii. The cultivator has been charged with doing a couple of meet-ups and they went to Secret Creek for Septembers. San Juan Brews recently opened in Olathe and we had a ribbon cutting down there for that.
- iv. Callie and Nancy returned from the National SBDC Conference and we had some good sessions attended there.
- v. We had RMFI to have a Spanish financing and then we will be looking at having a lab with them in February.
- vi. Trademark Bootcamp is next week with an attorney from Washington DC from the

c. **Business Loan Fund** – Michelle Haynes

- i. We are discussing having Nancy oversee all Business Services including the Loan Fund. This way we may be able to better integrate funding sources, including the SBA TA grant funds.
- ii. We received our CDBG contract and we closed a loan immediately after for \$250,00. We have requested additional funds of over \$600,000 to support future anticipated projects.
- iii. We had an SBA audit and Susan Bony from our team assisted in the preparation for the audit. The verbal remarks were positive; we have not received the written remarks yet.

d. **Community Development** – Trish Thibodo

- i. Time has been spent thinking about how projects are transitioned during Trish's resignation.
- ii. We received confirmation from the state for the continuance of the funding for the Rural Grants Navigator. Which is good because we all know that you do not get Federal governments in 6 months and manage them well.
- iii. In addition to the RGN funds we will be receiving funds from the office of Economic Development to implement the CEDS. We are using those funds to support grant navigation for non-federal grants.

- e. **Community Living Services** –Eva Veitch
 - i. We have done some assessments are we are serving a large population of adults 80+ and that is an estimated 60% of those that we serve. That section of the population will need more of our services to be able to stay in their homes. We are looking at how many people are receiving multiple services.
 - ii. The Village on San Juan is pouring concrete this week and that is the project for unhoused older adults.
 - iii. We have new rack cards (brochures) that you can take to your communities to share information regarding AAA services.
 - iv. Family Caregiver Summit next Friday October 6th and presentations begin at 1pm.
 - v. Next RAC meeting is December 14th at 10am in the Montrose office if you would like to attend.

- f. **Broadband** – Corey Bryndal
 - i. The I-70/SWCO project expansion has grown significantly and we are fulfilling a material need.
 - ii. The CBO had a staffing change and Corey has met with the new staff and they are also figuring out where the statewide Broadband project goes.
 - iii. DOLA extended \$5 million set aside for broadband for one year; we are anticipating this will be the last year.
 - iv. Service has been activated in Telluride/San Miguel Count.
 - v. We are getting a bid for an audit of the existing equipment and CNLs.
 - vi. Lake City moving along towards completion and we are anticipating activation of services there soon. Look for the story from KVMF on that project, Dave Roberts is meeting with them.

- g. **Gunnison Valley Transportation Region Committee** – Vince Rogalski
 - i. HB1101: Has been a focus of CDOT and STAC, they have been discussing if the Chair and Vice Chair of STAC should rotate between rural and urban as well as adding a member of TRAC to the STAC.
 - ii. Considering boundaries of the TPRs, they are looking at splitting Intermountain TPR or merging a couple of TPRs – the TPRs have to give report to the commission at the end of November.
 - iii. Long Range plan for 2050 will begin next spring. We have begun the process of addressing projects for the 2050 plan.
 - iv. STAC is reviewing the MMOF formula, the committee recommended rural receiving 19% of the funding and urban receiving 81% of the funding. The percentage is based on a number of items, # of elderly population, bus routes, etc. Minimum for infrastructure and grants has to be \$100,000 but a couple of TPRs are only receiving \$130,000. This will be discussed at the next meeting on October 5th. We will be in person next week and the next in person meeting will be in May.
 - v. Next TPR Meeting, November 9th we have discussed having it in the afternoon and virtual to accommodate the CDOT representative ability to attend both the Region 9 and Region 10 meetings.

Motion to approve Reports as presented: M/S: Kris Holstrom/Roger Rash as accepted. None opposed.

8. Next Meetings:

- a. **Executive Committee Meeting:** October 26, 2023 Noon-2:30pm
- b. **GVTPR:** Proposed November 9, 2023 10am-12 noon
- c. **BLF Committee Meeting**
- d. **Board of Directors meeting:** December 7, 2023 Noon-3pm
- e. **Regional Advisory Council AAA:** December 14th 10 am

9. Meeting adjourned at 1:41 p.m.

- a. **Motion to adjourn M/S Roger Rash/Kris Holstrom:** None opposed.