Minutes

GVMC Offices
October 17, 2016

1. **CALL TO ORDER:**

   The meeting was called to order by Jacob Maas.

   Present: Erin Kuhn – WMSRDC
                 Rick Chapla – The Right Place
                 Jim Sandy – Mecosta County Development Corp.
                 Jacob Maas – West Michigan Works!
                 Dan Rinsema-Sybenga – Muskegon Community College
                 Steve Bulthuis – Macatawa Area Coordinating Council
                 Jim Fisher – Padnos
                 Andy Johnston – GR Chamber
                 Mike O'Connor – Zeeland / Holland Adult Ed
                 Rick Chapla – The Right Place
                 Roger Safford
                 Ed Garner – Muskegon Area First

2. **Public Comment**
   None

3. **Minutes**

   MOTION – To Approve the August RPI Minutes. MOVE – Fisher. SUPPORT – O'Connor. MOTION CARRIED.

4. **Review of Expenses & Balance Sheet**

   Steve Bulthuis reviewed the current balance sheet. The RPI Executive Committee met earlier this month and recommends full funding be awarded to all projects if at all possible. The Executive Committee recommends amending the budget to move more dollars to project funding.   The recommendation includes lowering Communications and Public Education to $15,000; Strategic Plan Refinement to $15,000; and RPI Meetings, Regional Collaboration, Cooperation, etc. to $20,000. Additionally, per Erin Kuhn, funding that was dedicated to the Muskegon Port and the West Michigan Water Systems Plan could be moved to the 2017 grant cycle. With these changes, full funding for all remaining projects would be $37,361.80 short.

   MOTION – To amend the budget by lowering Communications and Public Education to $15,000; Strategic Plan Refinement to $15,000; and RPI Meetings, Regional Collaboration, Cooperation, etc. to $20,000, and shifting those dollars to

Project Funding. MOVE – Fisher. SUPPORT – Rinsema-Sybenga. MOTION CARRIED.

Discussion ensued regarding the various ways to fully fund all projects including shifting additional projects to the 2017 grant cycle, prorating all projects, etc.

MOTION – With the intent of fully funding all recommended eight projects, funding for the Muskegon Port ($20,000) and West Michigan Water Systems Plan ($10,000) will be shifted to the 2017 grant cycle. Additionally, the remaining projects will be funded at 85% with the remaining 15% of funding being shifted to the 2017 grant cycle. MOVE – Kuhn. SUPPORT – Rinsema-Sybenga. MOTION CARRIED.

5. **2017 Grant Application**

The 2017 RPI Grant Application should be released shortly. Deadline for application would be within one or two months. Funding would be awarded around January 2017. Total possible grant award for Region 4 is $250,000, although for the past two cycles the actual award has been reduced to approximately $230,000.

The group reviewed available funding from the 2017 for projects after administrative costs and obligated 2016 projects. It is anticipated $150,000 would be available to projects if Region 4 received $250,000 in funding and no other items were written into the budget.

The group discussed options if the RPI would go out again for grant proposal bids.

Erin Kuhn suggested the group review the Strategic Planning documents including the SWOT Analysis as well as Category Ranking.

Erin posed the question whether there was something Region 4 could do as a group, not necessarily financially, on the Transportation issue.

Jim Fisher pointed out that Transportation is a sector of the RPI which has not funded a project. It also was ranked highly under the category ranking. Transportation is a major limiting factor to employment.

It was also proposed that the Governor's 21st Century Infrastructure report would also give more potential areas of focus.

The possibility of a themed project was brought up.

Steve Bulthuis stated it might be possible to write into the call for grants that "while not exclusive to X, Y, or Z, the Steering Committee is especially interested in projects in these areas."

Rick Chapla advocated for getting matching funding from foundations for projects and presenting to the foundations' meeting.

Roger Safford suggested an update on previous projects.

Steve Bulthuis reported that a portion of the December meeting should be devoted to update on previous projects and next phases.

6. **Adjourn**