

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT OPERATIONS BOARD OF DIRECTORS (OB)
BUSINESS RETENTION & EXPANSION/RECRUITMENT (BRE/R) COMMITTEE
MINUTES
December 6, 2006
Board Room, Heritage Bank, N.A., Willmar**

Present: Ron Erpelding and Bruce Peterson
Excused: Tom Lindemann and Diane Schulte
Unexcused: Doug Dodge, Bev Dougherty, Gary Geiger, Les Nelson and Jean Spaulding
Staff: Steven Renquist, Executive Director
Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc. (LAA)

Co-Chairperson Ron Erpelding called the meeting to order at approximately 10:40 a.m.

MINUTES—By consensus, the minutes of the November 1, 2006 meeting were approved as mailed or e-mailed.

UNFINISHED BUSINESS

Business Visits. Steve Renquist stated Diane Schulte informed him that the Data Privacy Act prevents the Minnesota Department of Employment and Economic Development office from releasing names and businesses visited.

Airport Business and Health Industry Task Forces. Renquist reported he has not yet sent letters to the two task forces regarding their discontinuation.

There was no other unfinished business.

NEW BUSINESS

2007 Goals and Objectives. Erpelding stated it was clear from the boards' strategic planning session that each committee's goals need to build on the EDC's goals and objectives. Renquist stated the boards continue to agree that the five-year plan is still in place and believes the EDC should make technology growth in the county as its main focus. Bruce Peterson stated a focus needs to be recruitment and development of technology businesses—target marketing. Renquist reported Grow Minnesota has approved this committee conducting 30 additional business visits. Renquist believes the committee should direct as many of those 30 calls to current technology businesses in the county and work with the EDC's Marketing and Public Relations Committee to develop a technology recruitment plan with the committee determining what businesses to target. Renquist reported the EDC is registered with the James J. Hill Library and can obtain geographic business lists. Peterson stated that would coincide with the list developed by Cameron Macht.

By consensus, the following was set as the committee's 2007 goals.

In cooperation with Grow Minnesota!, Minnesota Department of Employment and Economic Development, Ridgewater College, SCORE, Small Business Development Center, Willmar Area Development Corporation and Willmar Lakes Area Chamber of Commerce:

1. Expand committee membership to accomplish its 2007 goals and objectives.
2. Assist in target recruitment of new businesses, especially technology based, among others.
 - a. Incorporate new airport opportunities in recruitment efforts.
 - b. Incorporate technology task force efforts.
3. Establish a countywide coordinated business retention visitation plan.
 - a. In the first year, visit 30 Willmar technology-based companies, among others.
 - b. Establish and implement a visitation plan with three other communities in the county.
 - c. Incorporate new airport opportunities in retention efforts.
 - d. Hold annual dialogue session with health industry.
 - e. Sponsor a dutch treat Appreciation & Awards Reception solely by the EDC or in cooperation with other economic development agencies.

Erpelding congratulated Gary Geiger on being chosen for the board of Southwest Initiative Foundation.

There was no other new business.

TECHNOLOGY TASK FORCE REPORT—The Technology Task Force next meets December 15.

ADJOURNMENT—There being no further business, the meeting was adjourned at approximately 11:30 a.m.

NEXT MEETING—The next regular committee meeting is **10:30-11:30 a.m., Wednesday, January 3, 2007**, at the board room of Heritage Bank, N.A.