



**PY 2016 Ohio Consolidated Plan Economic Development Program Advisory Committee Program
Advisory Committee Meeting Minutes**

Date of Meeting: September 30, 2015, 9:30 a.m. to 12:00 p.m.

Location of Meeting: Creekside Conference and Event Center, 700 Creekside Plaza, Gahanna, OH 43230

Advisory Committee Members in Attendance:

Kelly Cole	Brown County
Melissa Zoller	Buckeye Hills-Hocking Valley Regional Development District
Michelle Hyer	Buckeye Hills-Hocking Valley Regional Development District
Jeff Marshall	Darke County
Zachary Rospert	Erie Regional Planning Commission
Matt Cordonnier	Hancock Regional Planning Commission
Nicole Oberrecht	Highland County
Shane Wilkin	Highland County
Ralph Kline	Ironton-Lawrence County Community Action Organization
Barbara Richards	Ohio Regional Development Corporation
Lauren Falcone	Poggemeyer Design Group
Jeannette Wierzbicki	Ohio Mid-Eastern Governments Association
Dennis Miller	Maumee Valley Planning Organization
Jared Ebbing	Mercer County
Matt Davis	Williams County
Jonathan Millea	City of Wooster
Ben Kenny	WSOS Community Action

Ohio Development Services Agency (ODSA) Employees:

Joshua Roth
Ben Kepple
Mary R. Oakley
Timothy Leasure
David J. Pasquariello
Amanda McCallister

Introduction

- Joshua Roth, Office of Community Development (OCD), Community Development Analyst, and Ben Kepple, OCD, Community Development Analyst, called the meeting to order at 9:30 a.m.
- Introductions were made, the agenda was reviewed, and the contents of the committee member packets were presented.
- Mary R. Oakley, Economic and Appalachian Development (E&AD) Section Supervisor within OCD, provided an update on staffing within the section.

PY 2014 Program Update

- Mr. Kepple provided an overview of the PY 2014 Economic Development Program as well as provided a brief overview of PY 2013. In PY 2014, three projects were approved totaling \$911,500. The three projects are expected to leverage \$7.5 million in public and private investment and create and/or retain 89 jobs, 65.2 percent of which are to be for persons of low- and moderate-income (LMI).
- Mr. Kepple also provided a status report on the PY 2015 Economic Development Program. As of the meeting date, two projects had been approved totaling \$885,000.
- Mr. Kepple next provided a summary of the PY 2014 Economic Development Revolving Loan Fund (RLF) Program. 28 projects expected to create and/or retain 277 jobs were approved. A total of \$4.7 million in RLF funds was loaned. Waivers for another \$2.7 million in expenditures were approved.
- Mr. Kepple also provided a status report on the PY 2015 Economic Development RLF Program. As of the meeting date, six projects expected to create and/or retain 43 jobs had been approved. A total of \$333,960 in RLF funds had been loaned. Waivers for another \$1.1 million in expenditures had been approved.
- Mr. Kepple next provided a status report on the PY 2014 CDBG Discretionary Program. Two projects were funded totaling \$201,900. The projects proposed to leverage \$173,900 in additional funds and to benefit a total of 17,207 individuals
- Mr. Kepple finished by providing a status report on the PY 2015 CDBG Discretionary Program. As of the meeting date, one project had been approved totaling \$350,000.

PY 2016 Planning Update

- Mr. Roth announced that Economic Development RLF administrative agreements are still being processed, while new Housing RLF agreements covering calendar years 2016-2018 will be mailed by December 31, 2015. Mr. Roth reminded the committee that the recent Economic Development RLF administrative agreements will require communities to consolidate Microenterprise, Downtown, and Economic Development CDBG Revolving Loan Funds into a single account by December 31, 2015. Mr. Roth also reminded the committee that any activities funded by the newly consolidated CDBG RLF account will be reported in OCEAN. OCEAN reporting is anticipated to begin July 1, 2016. Committee members will be given an opportunity to provide input on reporting requirements during the OCEAN design phase.
- Ms. Oakley provided a summary of the new planning requirement which started with PY 2015 – the Community Development Implementation Strategy (CDIS). When asked to reflect on this process and provide feedback regarding CDBG Economic Development needs, the committee offered that planning for economic development needs is challenging, but that the CDIS was useful for marketing funding opportunities to local communities.
- Proposals were made to improve the Semi-Annual Reporting process for the RLF programs, including more space for comments and an additional field to distinguish between current unexpended balance and current uncommitted balance.

- The committee noted that the Economic Development Program OCEAN application is either missing or does not properly accommodate the following information:
 - a space for loan rate and term;
 - projected minority and women job creation numbers; and
 - additional companies that have committed to private investment in fixed assets and job creation and retention.
- Proposals were made to increase the grant award for Economic Development program awards from \$500,000 to \$550,000 or \$600,000 to accommodate increasing construction costs as well as fixed asset costs commonly associated with high technology firms. Similarly, proposals were made to increase the cost per job requirement for loan projects that create high quality jobs from the current \$25,000 to \$35,000.
- The committee discussed the need to increase the administrative cap, but was wary of doing so if the grant award ceiling does not increase. Proposals were also made to allow the competitiveness of a project dictate the allowable administration, rather than a percentage.

Training Needs and Recommendations

- The committee proposed that additional guidance be made available online to facilitate the application process in OCEAN.

Other Policy or Program Issues

- The committee discussed possible ways to use CDBG Economic Development program funds for Workforce Development activities and requested that OCD research what funding gaps exist for Workforce Development activities throughout the state and whether or not CDBG might be a fit to fill those gaps.

The PY 2015 Economic Development Program Advisory Committee adjourned at noon.