

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)  
JOINT OPERATIONS BOARD OF DIRECTORS (OB)  
BUSINESS RETENTION & EXPANSION/RECRUITMENT (BRE/R) COMMITTEE  
TECHNOLOGY TASK FORCE  
MINUTES  
November 9, 2006  
EDC Board Room, Willmar**

Present: Jay Bosch, Dean Bouta, Ron Erpelding, Bill Jagow, Don McGrath, Charles Oakes, Marie Ostby, Jean Spaulding and Jeff Tengwall

Staff: Steve Renquist, Executive Director

Excused: Teri Beyer and Jim Millard

Secretarial: Jodie Heuring, Legal & Administrative Assistants, Inc. (LAA)

Chairperson Jean Spaulding called the meeting to order at 7:02 a.m.

**MINUTES—**

IT WAS MOVED BY Jay Bosch, SECONDED BY Jeff Tengwall, to approve the minutes of the October 12, 2006 meeting as mailed or e-mailed. MOTION CARRIED.

**UNFINISHED BUSINESS**

**Infrastructure Assessment.** Renquist reported it is possible the infrastructure assessment could be part of the broadband grant application being made to Blandin Foundation. Renquist distributed a copy of the "Get Broadband" Community Grant Program Application (see copy attached to the original minutes), which is due November 10, 2006. The EDC budget will be attached. Renquist provided a brief description of the grant, which is reflected in the handout and previous minutes. Matching funds for this application will be from the EDC, its Agribusiness/Renewable Energy Development (Ag) and BRE/R Committees and KandiLink.

Renquist asked this task force's input for number 3 (Program Elements) on page 4.

Describe any past or existing technology promotion efforts in the community.

Dean Bouta will provide a brief history and accomplishments of KandiLink in a Word document, including the TNT project. MinnWest Techology Campus should be included under existing technology promotion efforts.

Describe the project management strategy, including the name and qualifications of the project manager and/or project coordinator. Clearly indicate their name, phone and email.

Project Manager will be Renquist; Jay Bosch would be happy to support Renquist.

Provide a list of people committed to serve on the project steering team, including their organizational affiliation, qualifications and prospective role in the project.

This task force will be the project steering team.

List of project funders, showing amount and commitment status (committed or pending).

EDC, its Ag and BRE/R Committees and KandiLink.

Renquist noted that once the grant is received, a representative of Blandin Foundation will meet with this task force.

**Upper Great Plains Technology Conference.** Bosch recently attended the Upper Great Plains Technology Conference and previously e-mailed a report with comments to task force members. Bosch stated that after attending this conference, it is clear a focus is needed for the technology showcase, which he sees being smaller. Bosch believes it is important to make sure vendors that pay to exhibit understand the target audience and efforts to recruit them; there needs to be a clear focus on the purpose of the showcase to attract a target audience. At some point in the planning, it may be decided to invite the general public or students. The technology showcase will be discussed further at the end of the agenda, if time permits.

**Broadband Conference Report.** Renquist reported Jim Millard was unable to attend today. This will be placed on the next meeting agenda.

**MinnWest Technology Campus Technology Business Recruitment Report.** Renquist distributed a list of projects on which the Assistant Director Kathy Schwantes and he are working (see copy attached to the original minutes). Renquist believes business recruitment is a full county effort not just the MinnWest Technology Campus. Renquist stated there is a plan to have a campus-like setting for similar businesses that may work together. Renquist shared ideas of having a campus cafeteria, day care and health center. They are trying to create an environment of productivity of which companies will want to be a part. Renquist would have liked more success and more companies recruited to the MinnWest Technology Campus through leads from Harlan Jacobs. Renquist has told Jacobs that the EDC needs to talk to more companies and ones that are not as in need of large sums of money (venture capital) and at the present rate of success, Renquist would have a hard time recommending Jacob's contract be renewed. Renquist stated when looking at the EDC's competition, they almost all have venture capital ability, including Montevideo and Alexandria. Renquist would like this group to provide the EDC Marketing and Public Relations Committee with a list of businesses to which they should market to, i.e., the type of industry this group feels is most likely to be recruited to Kandiyohi County and specifically to MinnWest Technology Campus and what is the best message to attract the attention of those businesses. The EDC Marketing and Public Relations Committee will then create a campaign and promotional documents.

**Other.** Ron Erpelding circulated two articles received from Gary Geiger that were produced by BelAir Networks: Capacity of Wireless Mesh Networks (Understanding Single Radio, Dual Radio and Multi-Radio Wireless Mesh Networks) and a white paper entitled "Wi-Fi Continues Revival of Downtown Springfield, Missouri."

There was no other unfinished business.

## **NEW BUSINESS**

**Implementation of EDC Directive.** Renquist reported the EDCOB recently held a planning session and its future direction will be less committee directed activities. Renquist provided a brief summary of the planning session. Staff was directed to work with committees and task forces and provide a report at the EDCOB's December meeting with recommendations for the focus of the EDC committees and task forces including goals and objectives. Renquist stated this task force will continue. Spaulding

believes some of the support that will be received from Blandin through the broadband grant may be helpful for this task force's direction.

Bosch commented the goals should have plans and deliverables. Bosch believes the goals need to be cut to a few things and have concrete deliverables with a report to the EDCOB of the accomplishment. Bosch suggested Renquist put together the vision for economic development and each committee be directed by Renquist to come up with tasks to support a goal or vision for the year. Bosch believes that rather than each EDC committee or task force doing their separate thing, they should focus efforts.

[Steve Renquist was excused from the meeting due to a prior commitment.]

Due to time, Spaulding reported the 2007 Action Plan will be placed on the December agenda. Information on the broadband application and feedback from the EDCOB about its directive should be available by then. The EDCOB will be giving each committee and task force their vision and they will have to come back with how they will move forward.

**Other.** Discussion was held about the meeting date and time. Consensus was to change task force meetings to 7 a.m. the third Friday of each month, starting Friday, December 15, 2006.

There was no further new business.

**ADJOURNMENT**—There being no further business, the meeting adjourned at approximately 8:15 a.m.

**NEXT MEETING**—The next regular committee meeting is **7:00 to 8:00 a.m., Friday, December 15, 2006**, at the EDC office, Willmar.