

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
February 7, 2008
EDC Office, Willmar

Present: Dean Bouta, Dave Sisser, Jean Spaulding and Jeff Tengwall
Staff: Steve Renquist, Executive Director
Excused: Ron Erpelding and Nicole Franzwa
Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc. (LAA)

Chairperson Jean Spaulding called the meeting to order at approximately 7:30 a.m.

MINUTES—

IT WAS MOVED BY Dean Bouta, SECONDED BY Jeff Tengwall, to approve the minutes of the January 3, 2008 meeting as mailed or e-mailed. MOTION CARRIED.

UNFINISHED BUSINESS—

Mapping service area. Spaulding reported Nicole Franzwa was informed the \$500 estimate was to create the mapping website; updates will cost up to \$1,000+ and will include adding new service providers and changes to providers. The task force's budget of \$4,750 for mapping includes \$3,400 to Bonnema Surveys, Inc. and \$1,350 to Mid-Minnesota Development Commission. The task force discussed the colors on the map and determined the yellow and gold are too close in color to differentiate. The task force also recommends using one color for satellite rather than having a separate label for Dish Network. Spaulding reported the search feature can be address specific. **LAA** will e-mail the map link to the task force for review. It is believed Frontier is the only provider that did not respond to the survey.

Get Broadband residential goals. Spaulding reported the residential training sessions have started. Spaulding taught the first session at New London, which had three participants who were very appreciative of the classes. Individuals are signed up for each session scheduled. Students are teaching the other sessions. Whether to continue such training sessions may be referred to area community education programs. Task force members reported Verizon wireless towers are being installed in the Sunburg area. Spaulding reported statement stuffers were included with area bank statements advertising the residential training sessions. **LAA** will find out the status of the window clings from Franzwa. Steve Renquist reported he, Dean Bouta, Jim Millard and Justin Mattern were on KWLM radio's open mic show. No calls were received during the show, but good information was provided to the listeners.

Get Broadband business goals. Renquist reported that following consultation with representatives of the Willmar Area Multicultural Market, the decision was made not to translate the brochure. The task force reviewed the seminar evaluations (see copies attached to the original minutes). Task force members stated the panel members were not clearly communicated what was needed from them. The task force believes that for the price charged, the information provided was good and most comments were

complimentary. Seminar 101 had 40 registrants with 37 attending and Seminar 201 had 41 registrants with 40 attendees. **Renquist** will forward the comments relative to the facility to MinnWest Technology Campus. **Dean Bouta** will speak with Franzwa relative to the panel for Seminar 301 and then followup with panel members to make sure they are clear about the topics they are to discuss.

Grant applications. The task force reviewed the website grant program criteria. Renquist stated he received comments on criteria 4 from task force members, which the task force discussed. The task force decided to change “brief information regarding the Local-E-Connected program” to “must include the Local-E-Connected logo and a link to the EDC website.”

The task force discussed criteria 5 as to what is a qualified web designer.

[Jeff Tengwall was excused from the meeting.]

The task force determined that before grant money is paid and applicants move forward with their website, they must bring in examples of sites done by their web designer and the task force will then approve the designer. The grant recipients will be informed, in writing, that before moving forward with their site, the task force will need to be informed of their web designer and to provide examples of the designer’s work. The following task force members will be the grant review committee: Dean Bouta, Nicole Franzwa, Don McGrath, Jeff Roiland, Dave Sisser and Jean Spaulding. The review committee will meet 7:30-9:30 a.m., Tuesday, February 19, to evaluate the grant applications. **LAA** will provide blind applications to the subcommittee for review. **LAA** will add a deadline of February 14 to the application. **Spaulding** will e-mail the attendees with the grant deadline. **Spaulding** will followup with Anne Polta of the *West Central Tribune* relative to the seminars.

There was no other unfinished business.

REPORTS—

MinnWest Technology Campus. Renquist reported the campus had another open house and small businesses are joining the campus; companies from outside the area are looking at the campus; and the University of Minnesota toured the campus for a poultry research station.

There being no further business, the meeting was adjourned at approximately 9:00 a.m.

ANNOUNCEMENT—Appreciation & Awards Reception is 5:30 p.m., March 25, 2008 at the Holiday Inn/Willmar Conference Center.

NEXT MEETING—The grant review committee will meet **7:30-9:30 a.m., Tuesday, February 19, 2008** at the EDC office to review the grant applications and the next regular task force meeting is **7:30-9:00 a.m., Thursday, March 6, 2008**, at the EDC office, Willmar.