

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT OPERATIONS BOARD OF DIRECTORS (OB)
BUSINESS RETENTION & EXPANSION/RECRUITMENT (BRE/R) COMMITTEE
TECHNOLOGY ADVISORY COMMITTEE
MINUTES
March 6, 2009
EDC Office, Willmar**

Present: Dean Bouta, Don McGrath, Jim Millard

Staff: Jean Spaulding, Assistant Director

Secretarial: Melissa Ball-Warriner and Nancy Birkeland, Legal & Administrative Assistants, Inc.
(LAA)

Chair, Jim Millard, called the meeting to order at approximately 7:34 a.m.

MINUTES—Approval of the minutes was tabled until the next meeting due to the lack of a quorum.

UNFINISHED BUSINESS—

Broadband map. Jean Spaulding announced that the EDC service provider broadband map is live and working. Discussion was held on the service providers. The EDC's projected 2010 budget is discussed in June and a broadband map budget allocation will be requested.

Members. Due to the low number of committee members present, it was determined committee membership should be evaluated. Inquires have been made regarding membership to the BRE/R Committee.

Seminar updates. It was recommended that if website seminars are held again next year, they be held at the MinnWest Technology Campus. It was suggested the selection process for the website seminar presenters be better monitored to achieve greater results. Those present agreed the seminars were worthwhile. The committee will consider the positives and negatives as to location, budget and time before committing to future seminars.

Approval of Goal 4. Spaulding stated the committee discussed adding Goal 4:

Conduct governmental meetings within Kandiyohi County to increase collaboration and delivery of services

but did not formally adopt it. The intent was for the EDC to host meetings between Kandiyohi County officials, Kandiyohi County cities, townships and school officials to discuss technology, how to include technology into budgets and how to make technology feasible. What are the other cities and the county interested in and what can they afford? Would online services be available to and benefit them? The goal was tabled due to a lack of quorum.

NEW BUSINESS—

County issues. Spaulding announced Kandiyohi County is taking over the EDC's IT issues. The EDC's server needs to be upgraded and the decision will be to either connect with the county or replace the EDC's server.

Website grants. Despite the lack of a quorum, the committee determined it was necessary to select those who will receive website grants. The committee reviewed blind summaries of the applications (see copy on file) and scored the applications using the following criteria: how the website will enhance the community, not just the prospective company or organization, and placed greater weight on companies/organizations that did not currently have a website.

Website Grant Applicant determinations:

<u>Applicant No.</u>	<u>Overall Grade</u>
1.	7
2.	8
3.	5
4.	7
5.	7
6.	7
7.	6
8.	7
9.	5
10.	3
11.	6
12.	6
13.	4
14.	5
15.	9
16.	5
17.	5

Applicants receiving a grade of 6 or greater were selected as the website grant recipients. LAA will notify the recipients and also send letters to those who were not selected.

Emerging technology issues or needs. Millard stated Microsoft is upgrading its operating systems and social networking is changing. Spaulding suggested the committee put a link on www.kandiyohi.com regarding technology changes and what those changes mean to the community. Discussion was held on the amount of time required to continually update websites and whether or not it would be better to simply add links to well-known technology information sites/alerts. Spaulding stated the EDC's Marketing and Public Relations Committee is meeting with the Willmar Lakes Area Chamber of Commerce and the Willmar Lakes Area Convention and Visitors Bureau relative to website changes and coordinating information on each site.

There being no further business, the meeting was adjourned at approximately 8:45 a.m.

NEXT MEETING—The next regular committee meeting is **7:30-9:00 a.m., Friday, June 5, 2009**, at the EDC office.