



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, August 17, 2022
4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Andreas Bohman, Vice Chair; Grant Clark, Treasurer; John Perrie, Board Member; Jennifer Lubanski, Board Member; Jared Vallejo, Board Member; Bob Rapp, Board Member; and James Jankowski, Board Member

Excused: Del Bankston, Secretary

Others present: Rich Elliott, Ellensburg City Council liaison; Shane Fitzpatrick, summer intern; and Margaret Reich, Executive Director

1. Meeting Called To Order

The Chair called the meeting to order at 4:00 PM

2. Approval of Agenda

Motion to approve the August 2022 meeting's agenda by John Perrie, second by Jared Vallejo. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the July 2022 regular meeting minutes by John Perrie, second by Jared Vallejo. Motion approved by unanimous vote.

4. Public Comment

Chair Poshusta is staying in Ellensburg.

5. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports. Chair Poshusta and Treasurer Clark recounted a discussion with the city manager regarding the city's upcoming budget process. Councilmember Elliott advised CenterFuse to place any requests to the city in writing, link it to council key issues, and describe what the return to the city is.

Executive Director Reich presented the results of outreach to human resource consultants to perform the CenterFuse staffing study to include an assessment of current capacity, what are gaps and strategies to consider, for ED and Board review, forecast of staffing requirements, workforce planning, and any recommendations and action plan in the form of an executive summary for the board to review.



Motion to move forward with Fit HR to perform a staffing study for CenterFuse by Bob Rapp, second by Grant Clark. Motion approved by unanimous vote.

b. Build Local Capacity

Executive Director Reich discussed the status of the USDA, Washington Commerce Building for the Arts, and Community Economic Revitalization Board grants. Board member Lubanski shared information about the city council study session on the creative district.

Executive Director Reich shared a draft of the September 6th Ellensburg City Council presentation. Board members provided feedback.

c. Marketing

No report.

d. Business Recruiting

Shane Fitzpatrick, summer intern, provided an update on the key industry research.

6. **For the good of the order**

CenterFuse Board member Bob Rapp described an opportunity to get involved with EV charging. The dates for the Community Economic Development Board are September 14-15, 2022, which conflicts with the date of the regularly scheduled board meeting (second Wednesday of the month or September 14th). The board is required to meet four times per year; however, the board wishes to meet monthly due to the volume of work being undertaken. The date of the September CenterFuse Board meeting will not be September 14th, and instead on September 21st.

7. **Adjournment** – time 5:30 Motion to adjourn by Grant Clark

Drafted: 8/19/2022

Approved: *Garrett Poshusta*

Submitted by: Margaret Reich

