



Community Recovery Committee Meeting

MEETING MINUTES

Thursday, December 15th, 2022
4:00-6:00pm

The following members of the Community Recovery Committee were present. All participated electronically:

Jake Maxwell, Vice Chairperson
Steve Anjewierden
Jason Wessel
Esther Stowell
Sarah Longoria

Also Present:

Cathie Rigby, Department of Economic Development
Todd Andersen, Department of Economic Development

Absent:

Tanya Hawkins, Chairperson
Pook Carson

1. Briefings by the Staff
 - a. Report from the Program Manager

Ms. Rigby announced that because of the upcoming holiday, there would be no meeting on Thursday, December 22nd. Also, scoring for the current round of applications would be open until Sunday, December 25th at 11:59 pm.

BUSINESS ITEMS:

1. Discussion of Possible Changes to Application Scoring Analysis

Ms. Rigby explained that we would be postponing discussion on this business item until all scoring is complete.

2. Review and Adopt Minutes from 11/17 Meeting

Mr. Wessel motioned to adopt minutes from the 11/17 meeting. Ms. Stowell seconded the motion. The motion passed unanimously.



3. Review and Discuss Small Business Applications

Ms. Longoria asked for guidance in a situation where an applicant has no proven loss, or the proven loss is lower than the requested grant amount. She did not see a place in scoring where Committee members could take that into consideration. Ms. Rigby answered that the scoring page includes a comment box where Committee members can express their concerns regarding an applicant's loss. As the Committee finishes scoring and has their final meeting, the Committee will have the chance to review all applicants as a whole and adjust the final recommended awardee list if there are concerns regarding applicant loss.

Vice Chairperson Maxwell expressed a concern that it was difficult to score an application's amount of previous COVID-19 assistance proportional to the size of the business, because the Committee did not have access to an applicant's financial documents. Ms. Rigby answered that the Committee was not given access to an applicants' financial documents to mitigate the time commitment of scoring. Staff only asked applicants to prove economic loss that matches the grant amount that they are requesting.

Mr. Wessel requested a change on the application be made for Phase 2 of small business funding: the 'number of employees' question should request an exact number of employees instead of a range (i.e. 0-5, 10-20). This will make it easier for Committee members to score an applicant on employment impact. No other Committee members raised objections to this request. Staff will make this change on the Phase 2 application.

4. Briefing on Upcoming Week's Small Business Applications

Ms. Rigby notified the Committee that one of the applicants in this round closed their business. She mentioned this to reiterate the urgency and the need of this funding for small businesses. Because of this, Ms. Rigby asked the Committee to score 10 applications during the holiday week, even though there would be no meeting the following week. The Committee had no problem with this, and even agreed to continue with scoring 20 applications during the holiday week. Ms. Rigby expressed her gratitude.

5. Other Business

None.

6. Adjourn

There being no further business, the meeting was adjourned.

Committee Chair

This document and the recording constitute the official minutes of the Community Recovery Committee meeting held December 15th, 2022.