

**Headwaters Fund Board Meeting Minutes**  
**February 9<sup>th</sup>, 2021 1:30 pm – 4:00 pm**  
**Held Remotely via Zoom Web Conferencing**

**COMMITTEE MEMBERS ATTENDANCE:**

- Bruce Rupp – Eureka, Chair – present
- Carl Hansen – Ferndale – present
- Jenna Catsos - Eureka – present
- Dianna Rios – Fortuna – present
- Chuck Ellsworth – Eureka – present
- Michael Fields – Blue Lake – present
- Elizabeth Cameron - Eureka - present

**STAFF:** Kenny Spain, Ryan Heitz, Chris Plocher, and Scott Adair (present for first 30 minutes)

**OTHERS IN ATTENDANCE:** Jennifer Brown, Bill Evans, Larissa Krause, Charles Caldwell, Chelsea Brown, Kent Scown, Janet Ruprecht, Samantha Day, Larry Oetker, Cassandra Hesselstine, Nate Adams

*All Board Members and Staff attended remotely in accordance with Gov. Newsom's Executive Order N-29-20 (March 17<sup>th</sup>, 2020).*

Item #	Action	Pass/Fail
1	01-19-2021 meeting minutes to be corrected in several areas and then brought back to the March 2 <sup>nd</sup> Board meeting for approval	On Hold, Review at next meeting
2	All six competitive grant applications presented were approved by the HWF Board to move forward to the scoring process	Pass

**1. Opening**

Bruce Rupp called the meeting to order at 1:35 PM. A quorum was present.

- a. Roll call, including member location. Board members stated their name and where they were located.
- b. Approval of 1-19-2021 meeting minutes.

Michael Fields moved, and Elizabeth Cameron seconded the motion to accept the January 19<sup>th</sup>, 2021 minutes as presented.

Elizabeth Cameron noted a correction on p. 6 of the packet, no motion was made on cold storage, just a recommendation. Also, p. 8 of packet, correct spelling of Alanna Powell's name. Board Chair Rupp noted there was not an action item on the agenda.

Carl Hansen noted correction, on first page of minutes, his location was Ferndale not El Dorado Hills. Also, depending on which version, there might be some correction to meeting dates.

Chair Rupp suggested staff clean up the minutes and bring them back to the board on the March 2<sup>nd</sup> meeting due to several areas needing to be corrected, Board members agreed and the motion was tabled for review at the March 2<sup>nd</sup> meeting.

- c. No public comment on non-agenda items.
- d. Ryan Heitz provided instructions on process and timing to grant applicants in attendance that will be presenting their grant application to the Board:
  - Five minutes allotted for each presenter followed by Q/A session.

Prior to the presentation, Chair Rupp requested staff person Ryan Heitz present an overview of the process, including how presentations would be limited to 5 minutes and Q&A from the board to 15 minutes per applicant.

Ryan noted that if board members had questions that are not answered today, they can reach out to staff who will then work with applicants to provide answers. Responses will then be sent to all board members.

Chair Rupp explained that this would all take place prior to the board deciding which applications would be approved for funding at the next meeting. The Chair suggested acting on each application at the end of all presentations, the board concurred.

## **2. Competitive Grant Applicant Presentation from Humboldt NeuroHealth Therapeutic Services and Question and Answer (Q/A) by the HWF Board (HWFB) (Attachment 2)**

### **Discussion**

- Presentation by Jennifer Brown, Director of Humboldt NeuroHealth Therapeutic Services, and Staff Members Bill Evans and Larissa Krause.
- Project involves expanding service capacity at Humboldt NeuroHealth with a new purchased space.

### **Public Comment**

- None.

### **Action**

- Prior to taking action, the board decided to reverse its earlier decision to wait to take action on each application at the end of all presentations.
- Jenna Catsos then moved, seconded by Michael Fields, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

**3. Competitive Grant Applicant Presentation from Humboldt Skatepark Collective and Q/A by the HWFB (Attachment 3)**

Discussion

- Presentation by Charles Caldwell, Director of McKinleyville Skatepark Project.
- Project involves building new McKinleyville Community Skatepark for outdoor skateboarding.

Public Comment

- None.

Action

- Carl Hansen moved, seconded by Chuck Ellsworth, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

**4. Competitive Grant Applicant Presentation from Southern Humboldt Community Healthcare Foundation and Q/A by the HWFB (Attachment 4)**

Discussion

- Presentation by Chelsea Brown, Director of Southern Humboldt Community Healthcare Foundation and Kent Scown, Chief Operations Officer.
- Project involves building new hospital in Garberville area to replace existing hospital which requires cost-prohibitive seismic modifications.

Public Comment

- None.

Action

- Jenna Catsos moved, seconded by Elizabeth Cameron, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

**5. Competitive Grant Applicant Presentation from Humboldt Senior Resource Center and Q/A by HWFB (Attachment 5)**

Discussion

- Presentation by Samantha Day with Humboldt Senior Resource Center.
- Project involves new behavioral health service program for seniors.

Public Comment

- None.

#### Action

- Chuck Ellsworth moved, seconded by Michael Fields, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

### **6. Competitive Grant Applicant Presentation from Humboldt Bay Harbor, Recreation & Conservation District and Q/A by the HWFB (Attachment 6)**

#### Discussion

- Presentation by Larry Oetker, Director of Humboldt Bay Harbor District.
- Project involves Redwood Marine Terminal predevelopment of a new multipurpose dock to primarily support the proposed west coast offshore wind project.
- It was noted by Vice Chair Cameron that in prior HWFB public meetings there was concern about entertaining a grant from the Harbor District until the HWFB heard more about the Harbor District's relationship with the Humboldt Fishermen's Marketing Association.

#### Public Comment

- None.

#### Action

- Carl Hansen moved, seconded by Dianna Rios, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

### **7. Competitive Grant Applicant Presentation from Redwood Region Entertainment and Education Liaisons, Inc., dba Humboldt Del-Norte Film Commission and Q/A by the HWFB (Attachment 7)**

#### Discussion

- Presentation by Cassandra Hesseltine with the Humboldt Del-Norte Film Commission.
- Project involves providing a Familiarity (FAM) Tour to market our area to outside prospects.

#### Public Comment

- None.

#### Action

- Carl Hansen moved, seconded by Michael Fields, to accept the application for placement on the March 2<sup>nd</sup> scoring process. Motion carried unanimously.

### **8. Staff and Board updates**

- Kenny Spain provided update on Paycheck Protection Plan (PPP) loans. An additional \$526,678 have been issued by AEDC to provide PPP loans. Approximately \$460,000 have been received back in payments from current PPP lending.
- At March 2<sup>nd</sup> special meeting, the Board will meet to score and deliberate the competitive grant applications.
- Alana Powell, with Humboldt Made, will be invited to present to the Board at either the March 9<sup>th</sup> regular meeting or the next one in April. Kenny Spain will attend the April meeting.
- Economic Development staff will be working on another mini-grant round. In preparation for this, HWF Board will be hearing educational presentations on several topics, including cold storage.
- Ryan Heitz will send out to Board members the spreadsheets for scoring and instructional narrative. If any questions, reach out to staff by Feb. 16<sup>th</sup> and submit scores to staff by Feb. 23<sup>rd</sup> to allow time to prepare for March 2<sup>nd</sup> special meeting to choose final awards.

#### 9. **Adjourn**

Bruce Rupp adjourned the meeting at 4:00 PM.

#### **Next Meetings:**

Special meeting on Tuesday, March 2, 2021 at 1:30 pm – 4:00 pm to deliberate final awards for Headwaters Fund Competitive Grant Program.

Regular meeting on Tuesday, March 9<sup>th</sup> at 1:30 pm – 4:00 pm.