
MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

Executive Committee Minutes

October 2, 2018

10 a.m. to 12 p.m.

MEDC – 300 N. Washington Sq. Lansing, MI 48913

Lake Michigan Conference Room

Members Present:

Tom Moran	Rob Collier	Lizabeth Ardisana
John Brown – by phone	Jack O’Reilly – by phone	Doug Rothwell
Jeff Metts	Chris MacInnes	Robert McMahan
Fritz Erickson	David Washburn	Scott Newman-Bale
Chris Rizik – by phone	Dave Meador – by phone	Mike McLauchlan
Anmar Sarafa		

Members Absent:

David Armstrong	Jeff Noel	Greg Northrup
Karen Weaver		

Staff Present:

Christin Armstrong	Amiee Evans	Lynne Feldpausch
Greg Tedder	Doug Kuiper	Josh Hundt
Linda Ascitutto	Dave Greco	Jeff Mason
Amanda Bright-McClanahan		

I. Call to order

Mr. Rothwell called the meeting to order at 10:04 a.m., a quorum was declared present. The meeting was held at Michigan Economic Development Corporation, 300 N. Washington Square Lansing, MI 48913.

II. Public Comment

Mr. Rothwell invited public comment, there was none.

III. Chairman’s Report

- a. Mr. Rothwell asked if there were any questions, changes, or corrections regarding the July 2018 meeting minutes. *Ms. MacInnes moved to approve the minutes of the July meeting and Mr. Newman-Bale supported the motion. The motion passed unanimously.*

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IV. CEO Report

- a. Jeff Mason provided an update on the MEDC's preparation for the gubernatorial transition. He provided a document with a timeline and outline of the materials that will be provided to the next administration.
- b. Mr. Mason reviewed the September 2018 MEDC Scorecard that was provided in the materials. He noted that the organization had strong outcomes from the key measure and metrics. Facilitated strong private investment and jobs numbers this year and wanted to thank the staff for all of their hard work throughout the year. He noted that the Good Jobs for Michigan and the Transformational Brownfield incentive tools have been beneficial for the continued growth in Michigan.
- c. Mr. Mason reported that the MEDC has engaged a firm to complete a benchmarking study. This study will compare the MEDC and its tools with other states around the country. A firm has been engaged and expected final reports in January 2019.
- d. He provided an update on the legislative priorities for the MEDC throughout the remainder of the calendar year.
- e. The Committee requested a one page document that outlined the top line messaging as well as the four to five issues related to the organization for assistance in messaging throughout the remainder of the year.

V. Finance Subcommittee

- a. Mr. Chris Rizik introduced Amanda Bright-McClanahan to provide an overview of the September Finance Subcommittee meeting as well as an update on the current financial situation of the organization.
- b. Ms. Amanda Bright-McClanahan provided an overview of the financial status of the organization. She noted that as of July 2018 the organization was experiencing a \$4.1 million budget surplus in the employee salaries and benefits as well as the marketing budget line items. She noted that our headcount remains stable, but due to employee turnover, as well as recruiting efforts those budgeted numbers were higher than actual. In the marketing area she noted that the organization has implemented a better measurement of utility for use of marketing and sponsorship dollars. This has helped to rationalize some of this spending and in turn has allowed the organization to recognize some savings.
- c. She noted that revenue projections are down slightly from projections for the fiscal year.
- d. She noted that the Subcommittee reviewed a funding request from the Michigan Nonprofit Association's request for assistance in the Census 2020 - Complete Count Campaign. She noted that the Subcommittee supported the staff recommendation to not financially support the campaign.

VI. Personnel & Compensation Subcommittee

- a. Mr. Rothwell, on behalf of Mr. Jeff Noel, introduced Ms. Lynne Feldpausch to present on the Corporate Benefits Renewal. Ms. Feldpausch reviewed the

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current rates for the corporation's health, dental, vision, and life benefits as well as the negotiated renewal rates. She recommended an increase to the current employee contribution rates for the MEDC Benefits Plan by up to two percent (2%) above the current rates for fiscal year 2019.

Mr. Collier moved to approve the Resolution to adopt the health benefit rates, Mr. McLauchlan supported the Resolution. The Resolution passed unanimously.

- b. Ms. Feldpausch also recommended, on behalf of the Committee, an amendment to the MEDC 457 Plan and Trust that would provide benefit for only full-time employees of the Corporation and would exclude interns from participation in the Plan.

Ms. MacInnes moved to approve the Resolution and amend the 457 Plan and Trust as presented, Mr. Moran supported the Resolution. The Resolution passed unanimously.

- c. Mr. Rothwell requested a closed session for the purposes of finalizing the personnel evaluation of the CEO. *Mr. Newman-Bale moved to allow the Executive Committee to commence Closed Session. Ms. Ardisana supported the motion. At 10:48 a.m. closed session commenced, open session resumed at 11:14 a.m.*
- d. *Mr. Moran moved to amend the Resolution to reflect the Committee's desire to increase the base salary of the CEO by 4.1% and authorize a performance bonus of \$20,000 effective October 1, 2018. Ms. Ardisana supported the motion. The motion passed unanimously.*
- e. *Ms. MacInnes moved to adopt the amended Resolution, Mr. McLauchlan supported the motion. The amended Resolution was approved unanimously.*

VII. Mr. Rothwell adjourned the meeting at 11:28 a.m.