

# MINUTES

**August 14, 2024**  
**McMinnville Economic Vitality Leadership Council**  
**Regular Meeting**

**3:00 pm**  
**Zoom Meeting**  
**McMinnville, Oregon**

**Members Present:** Carson Benner, Mike Morris, Kelly McDonald, Chris Chenoweth, Dani Chisholm, Diana Riggs, Michael Mulkey, and Trena McManus.

**Members Absent:** Steve Patterson, Deven Paolo, Walt Gowell, Gerardo Ochoa, Erin Stephenson, John Dietz, and Heather Miller.

**Staff Present:** Heather Richards – Community Development Director, Taylor Graybehl – Senior Planner, Evan Hietpas – Associate Housing Planner, Matthew Deppe – Associate Planner, Patty Herzog – McMinnville Economic Development Partnership, Craig Brockett – McMinnville Economic Development Partnership, and John Olsen – Chamber of Commerce.

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## 1. Call to Order

Chair Benner called the meeting to order at 3:00 p.m.

## 2. Minutes

- December 13, 2023
- January 10, 2024

Councilor Morris moved to approve the December 13, 2023, and January 10, 2024, minutes. The motion was seconded by Councilor McDonald and passed unanimously.

## 3. Discussion Items

- 8212 Grant Update – Work Force
  - o Action Plan Implementation, (Craig Brockett)
  - o Healthcare Internship, (Anna Hilts, WVMC)
  - o Cultural Agility Training, (Marin Arreola)

Craig Brockett, McMinnville Economic Development Partnership, gave action plan item updates. Marin Arreola, AES, discussed the plans for the Cultural Agility Workshop. Anna Hilts, WVMC, discussed the paid internships program.

- Work Force Coordinator, (Patty Herzog)

Patty Herzog, McMinnville Economic Development Partnership, presented a case for hiring a full-time Work Force Development Coordinator to address McMinnville's workforce challenges and opportunities. She discussed the strategic importance and key responsibilities and benefits of this position, internship programs, strategic leadership in Workforce Integration Network Advisory Council, data-driven decision making, resource management and outreach, and proposed structure and budget.

There was discussion regarding examples of other communities that had this position, how this position would be housed in MEDP, advantages of the position, timeframe, potential funding sources, data that showed successes and value of the work, setting up a task force of MEVLC to develop a funding proposal to create this dedicated role, and who should serve on the task force.

The tentative list for the task force was: John Olsen, Craig Brockett, Carson Benner, Mike Morris, Devon Paolo, City staff, a hospitality representative, and Lauren Berg from the School District.

- Housing Production Work Force Housing Focus Group. (Evan Hietpas)

Associate Housing Planner Hietpas spoke about the upcoming Housing Production Strategy work. The public engagement process would include focus groups, one of which was on workforce housing. He asked for volunteers for the focus group for a one-time meeting.

#### 4. Rumor Mill

None

#### 5. Citizen Comments

None

#### 6. Committee Member Comments

None

#### 7. Staff Comments

None

#### 8. Adjournment

Chair Benner adjourned the meeting at 4:08 p.m.