
WESTERN NEVADA DEVELOPMENT DISTRICT

AGENDA

Board of Directors Meeting

9:30 AM, Monday, June 27, 2022

CITY OF RENO CONFERENCE ROOM -

1 East 1st Street – 7th Floor Caucus Room

OR JOIN BY ZOOM

<https://us02web.zoom.us/j/81205420378>

- 9:30 am**
- 1. Call To Order – Naomi Duerr, WNDD President – Reno City Council**
 - 2. Agenda Approval (For Possible Action)**
 - 3. Meeting minutes approval of April 25, 2022 (For Possible Action)**
- 9:35 am**
- 4. Announcements, Presentations, Recognition Items and Items of Special Interest (Information Only - No Action)**
 - a. NEWLY HIRED WNDD EXECUTIVE DIRECTOR**
Christine Brandon
 - b. INTRODUCTION OF NEW BOARD MEMBERS:**
Heather Yan Erden, Marketing and Business Development
BRYCON
 - c. INTRODUCTION OF GUESTS**
Ron Radil, WNDD Executive Director
Fred Steinmann, UNR Assistant Research Professor - UCED, College of Business
 - d. ECONOMIC DEVELOPMENT REPRESENTATIVE AT U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) – STATE OF IDAHO, & NORTHERN NEVADA**
Carleen Herring
 - e. ECONOMIC DEVELOPMENT REPRESENTATIVE AT U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)**
John Edmond
 - f. NEWLY APPOINTED ECONOMIC DEVELOPMENT SEATTLE REGION DIRECTOR AT U. S. DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)**
Sheba Person – Whitley, Regional Director
Seattle Region EDA
- 10:20 am**
- 5. APPROVAL OF CONSENT CALENDAR (For Possible Action)**
Items on the consent calendar may be approved by one motion. Consent items may be pulled at the request of Board Members wishing to have an item further discussed. When pulled for discussion, the item will automatically be placed at the beginning of the Administrative Agenda.
 - a. Approval – FY 2021-22, April Treasurer’s Report**
 - b. Approval – FY 2021-22, May 15, 2022, MPA & Associates’ Report**
 - c. Approval - Confirming Audit Services with Knott & Associates for WNDD FY 19-20 Services to not exceed \$6,675.**

- d. Approval - Three-week paid time off for newly hired, Executive Director, Christine Brandon, at start of hire exempting her from existing Personnel Policies and Procedures requiring accrual of paid time off.
- e. Approval – Contract with Sheryl Gonzales for Management/Administrative Support Services To newly hired Executive Director Christine Brandon to not exceed \$15,000.

ADMINISTRATIVE AGENDA

- 10:25 am 6. WNDD President to appoint Dian VanderWell, Sparks City Council Woman to Secretary/Treasurer position for remainder of 2-year term, Fiscal Year 2022-2023 with Board approval (For Possible Action)
- 7. Review, discuss and approve 2022-2023 Comprehensive Economic Development Strategy (CEDS) Update (For Possible Action)
- 10:35 am 8. Review, discuss and approve the establishment of a WNDD Bylaws Task Force for the purpose of reviewing and updating WNDD Bylaws (For Possible Action)
- 10:45 am 9. Executive Director / Staff Team Report (Information Only – No Action Required)
 - a. Broadband Speed Test/Mapping Project Des Craig
 - b. Economic Recovery & Resiliency Action Committees Final Report Des Craig
 - c. August 22 Board Program – Apprenticeship Tours/Networking & Lunch Christine Brandon
 - d. Rural Partners Network Christine Brandon
- 11:20 am 10. Interjurisdictional Updates & Member Agency Reports (Information Only – No Action Required)
 - a. ARPA Funding Updates by Members

10. Adjourn to:

Monday, August 22 Board Program/Networking Lunch – 9 am

The WNDD address is:

Western Nevada Development District
 1000 North Division Street, Suite 102B
 Carson City, Nevada 89703
www.wndd.org
 Telephone: 775-473-6753
 E-mail: sgonzales@wndd.org

This NOTICE has also been posted at the WNDD Office, 1000 North Division Street, Suite 102B, Carson City, Nevada 89703.

NOTICE TO PERSONS WITH DISABILITIES: Members of the Public who are disabled and require special assistance or accommodation at the meeting are requested to notify the Western Nevada Development District office in writing at 1000 North Division Street, Suite 102 B, Carson City, Nevada 89703, by email at sgonzales@wndd.org, or by calling 775-473-6753.

This notice has been sent to the following locations for posting:

Carson City Executive Offices, 201 North Carson Street, Carson City, Nevada 89701

Churchill County, Administrative Complex, 155 North Taylor Street, Fallon, Nevada 89406
City of Fallon, City Hall, 55 West Williams Street, Fallon, Nevada 89406
City of Fernley, 595 Silver Lace Boulevard, Fernley, Nevada 89408
Douglas County, Executive Offices, 1616 8th Street, Minden, Nevada 89423
Humboldt County, Courthouse, 50 West 5th Street, Winnemucca, Nevada 89445
City of Winnemucca, City Hall, 90 West Fourth Street, Winnemucca, Nevada 89445
Lyon County, Courthouse, 31 South Main Street, Yerington, Nevada 89447
City of Yerington, 102 South Main Street, Yerington, Nevada 89447
Mineral County, Courthouse, 1st and "A" Street, Hawthorne, Nevada 89415
Pershing County, Courthouse, 400 Main Street, Lovelock, Nevada 89419
City of Lovelock, Executive Offices, 400 14th Street, Lovelock, Nevada 89419
City of Reno, 1 East First Street, Reno, Nevada 89505
City of Sparks, 431 Prater Way, Sparks, Nevada 89431
Storey County, Courthouse, "B" Street, Virginia City, Nevada 89440
Washoe County, 1001 East Ninth Street, Building A, Reno, Nevada 89512
Western Nevada Development District, 1000 North Division Street, Suite 102 B, Carson City, Nevada 89703

**WNDD BOARD MEETING
JUNE 27, 2022
AGENDA ITEM 3.0
APRIL 25, 2022 MEETING MINUTES**

WESTERN NEVADA DEVELOPMENT DISTRICT

DRAFT MINUTES

Board of Directors' Meeting

9:30 AM to 12:00 PM, Monday, April 25, 2022

City of Reno 7th Floor Conference Room, City Hall, 1 East 1st St., Reno

MEETING IN-PERSON AND BY ZOOM

1. Call To Order

President Naomi Duerr called the meeting to order at 9:35 AM

2. Roll Call

Douglas County – Lisa Granahan, Danny Tarkanian, Kitty McKay; City of Fallon – Kelly Frost; Humboldt County – Ken Tipton, Jan Morrison, Dave Mendiola; Pershing County – Heidi Lusby-Angvick; City of Lovelock – Pat Rowe; Washoe County – Mojra Hauenstein; Storey County – Clayton Mitchell, Honey Menefee; City of Reno - Naomi Duerr, Teri Bath; Winnemucca - Alicia Heiser; UNR – Dr. Tom Harris; Lake Tahoe Visitors' Authority – Carol Chaplin; Nevada Green Institute – Aster Girma; Tahoe Prosperity Center – Heidi Hill-Drum; Downtown Reno Partnership – Alexander Stettinski, Nathan DiGangi; Education Innovation Collaborative – Dr. Mary Alber; RNDC – Mary Kerner; JOIN – Denise Castle; GOWINN – Amy Fleming.

Members Absent

Carson City – Maurice White, Nancy Paulson; City of Fernley – Roy Edgington, Lowell Patton; City of Lovelock - Mark Hauenstein; Churchill County – Greg Koenig, Bruce Breslow, Jim Barbee; Pershing County – Shayla Hudson; Mineral County – Cassie Hall; Washoe County – Jeanne Herman; City of Sparks – Dian Vanderwell, Tracy Holland, Charlene Bybee, Art Sperber; City of Winnemucca – Vince Mendiola; NRHA – Stacey Sept; Pyramid Lake Paiute Tribe – Cassandra Darrough; RailPros – Paul MacDonald; TMCC – Dr. Dana Ryan; CSA – Leslie Colbrese; WNC – Niki Gladys; Building and Construction Trades Council of Northern Nevada – Rob Benner; CEDA - Sara Beebe; Flynn Giudici – Nick Vander Poel; Nevada Builders' Alliance – Aaron West; EDAWN representative; NV Energy representative; Uprise Fiber - Sam Sanders.

Staff

Sheryl Gonzales, Executive Director
Des Craig, Economic Recovery Coordinator

3. Agenda Approval

Pat Rowe moved to approve the agenda; Teri Bath seconded. Motion passed unanimously.

4. Meeting Minutes Approval from February 28, 2022

Dave Mendiola moved to approve the minutes from February 28, 2022. Teri Bath seconded. Motion passed by a majority vote.

5. Presentations

a. Sheryl Gonzales advised the Board that the newly appointed Economic Development Administration Regional Director for the Seattle Region, Ms. Sheba Person-Whitley, could not attend the meeting today but would attend the next WNDD Board meeting in June, 2022.

b. Sheryl Gonzales introduced Honey (Tapley) Menefee, the new representative from Storey County on the WNDD Board, and Angela Rowan from First Independent Bank.

c. Des Craig presented the Staff Report on the Regional Broadband Mapping Project. He reiterated the need for more speed tests to be taken and appealed to all present to encourage residents to take the speed test at their homes and places of work. He noted that speed tests taken to date represent just under 1% of the households in the region, while 4% is the target. Training on how to use the map is continuing with a third session planned for April 28.

Lisa Granahan spoke on the efforts being made in Douglas County to promote the map and noted that flyers were being sent out by the school district to all the families in the district. There is an active Broadband Action Team in Douglas County and Lisa has applied to the County Board of Commissioners for ARPA funding to be used as match for future broadband project grant applications. Lisa agreed to prepare and circulate a short summary of Douglas County's efforts to promote broadband across the county.

Mr. Craig introduced the first guest speaker of the day: Mr. Kevin Byrd, Executive Director of the New River Valley Regional Commission of Radford, VA, and Past President of the National Association of Development Organizations (NADO). Mr. Byrd spoke on what his team has been doing and continues to do to promote broadband deployment across the region. He emphasized the need for regional collaboration in broadband planning. His team cooperated with a local electric utility, used CDBG funding for planning purposes and started early in determining broadband needs across the region. ARPA funds have been widely used in the region for expanding broadband. Mr. Byrd's presentation is attached to these minutes.

Next, Mr. Craig introduced the second guest speaker – Mr. Brian Mitchell from the Nevada Governor's Office of Science and Technology (OSIT) – the broadband office for the state. Mr. Mitchell reminded the Board of the state goals for broadband expansion; he covered the federal resources for broadband and spoke on the federal and state grants processes. He referred to county broadband action teams and their role in developing action plans, identifying projects and accessing federal resources. He concluded by reminding the Board of the federal and state mandate to pursue digital equity and inclusion in broadband expansion.

When asked how WNDD could help, Mr. Mitchell noted that WNDD is well connected and has contacts and should be encouraging members to join county broadband action teams, and helping to determine needs and priorities. President Naomi Duerr asked for a meeting in the near future with Mr. Mitchell to discuss how WNDD can help OSIT in broadband expansion in the WNDD region. Mr. Mitchell's presentation is attached to these minutes.

d. President Duerr announced that Ms. Teri Bath, WNDD Treasurer and City of Reno business representative, is leaving Nevada and this would be her last Board meeting. Her time and input to WNDD over the many years she has been involved with the organization were noted and appreciated.

6. APPROVAL OF CONSENT CALENDAR

a. **FY 2021-22, February Treasurer's Report**

b. **FY 2021-22, March Treasurer's Report**

Tom Harris moved to approve the items on the Consent Calendar; Mojra Hauenstein seconded. The motion was approved unanimously.

7. ADMINISTRATIVE ITEMS

a. **President's Report**

1) **Executive Director Recruitment Update**

Sheryl Gonzales advised the Board that 6 applications for the position of Executive Director had been received. Four applicants have been invited for interview on May 12; additional interviews may take place after that date, and the plan is to have the new Executive Director in place by the end of May/early June.

2) **Membership Dues**

President Duerr introduced the subject and added that the Board needed to decide at this meeting on the proposed increases. She gave reasons for the increases (e.g. the need to match the annual EDA grant, the new Executive Director salary, rising costs, the need for a healthy closing balance), and explained that the dues had not been increased since 2006-07. Ms. Duerr noted how the proposed dues fell into three categories: small communities (\$5,000 per year), mid-size (\$10,000) and large (\$15,000).

Open discussion followed. Dave Mendiola said he had no problem with the increase for Humboldt County.

Sheryl Gonzales added that Associate Member dues would also increase slightly to \$250 for non-profits; the for-profit rates of \$500 to \$1,500, depending on size and number of employees, would remain the same.

Teri Bath commented that WNDD brings value to all the communities in the region and helps businesses too. Through WNDD, the member communities come together and support each other and the many activities promoted by the member communities.

By way of comparison, Ms. Duerr noted that the City of Reno pays EDawn \$100,000 per year and the Nevada League of Cities \$140,000 per year.

President Duerr called for a motion. Teri Bath moved to approve the proposed increase in membership dues for the 2022-23 fiscal year. Pat Rowe seconded the motion. The motion passed by a majority vote.

3) WNDD August Program Meeting

The date for the August program meeting is August 22, 2022. It will be held in Sparks and Reno in conjunction with the Building and Construction Trades Council of Northern Nevada, and will involve a tour of several apprenticeship program locations. It is expected that lunch will be provided and the event will probably run from 9:00AM to 3:00PM. More details will be communicated later.

8. WNDD Operational Budget 2022-2023

Sheryl Gonzales presented the WNDD 2022-2023 operational budget. The projected costs for the Executive Director were shown at \$108,800. Other operational costs (including contract services, accounting, legal and insurance costs, office rent, travel etc.) came to \$116,925. Revenues for the year (from membership dues, EDA Planning Grant, Board retreat, project management fees, and RLF interest) came to \$271,297. The projected surplus for the year (of revenues over expenditures) was shown as \$45,572. Ms. Gonzales explained that if additional grants were realized (e.g. from the Good Jobs Challenge, Business Resiliency and Recovery Centers, and RLF applications to EDA), additional revenues would result from project management activities, and additional staff would be hired.

After some discussion and clarification on the match required for the EDA Planning Grant, President Duerr called for a motion. Teri Bath moved to approve the proposed budget for WNDD for 2022-2023; Clay Mitchell seconded the motion. The motion passed by a majority vote.

9. Inter-Jurisdictional Updates

At this point in the meeting President Duerr decided to hear the inter-jurisdictional updates (before discussion on the 2022 Comprehensive Economic Development Strategy – see below).

Sheryl Gonzales advised the Board that each Board meeting would involve reports/updates from members with Humboldt County and Storey County presenting at this meeting. Douglas County and Mineral County will present at the Board meeting in June.

a. Humboldt County

Jan Morrison of NV 95-80 Regional Development Authority provided an update on current and anticipated economic and community development in the county. She provided background information on Humboldt County (approximately 17,000 residents; Winnemucca approximately 9,000) and noted that mining is a major industry. Mining employees are well paid and this actually works against the county obtaining federal and other grants. The economic development outlook for the next few years is good. Ms. Morrison reported that the county is expecting 2,200 new jobs in the next 5 years but providing housing is a serious challenge. Ms. Morrison also referred to areas outside Winnemucca in her report: McDermitt (lithium mining project expected in next few years), Denio (agriculture and geothermal interests), Golconda (gateway to gold and other mining activities), Valmy (coal-fired power plant converting to solar over next few years).

b. Storey County

Commissioner Clay Mitchell and Community Relations Coordinator, Honey Menefee, presented a report on Storey County. There are approximately 4,000 residents (Virginia City 1,000; Lockwood 1,000; Mark Twain 700; Virginia Highlands 1,500). Major development in the last decade is the Tahoe Reno Industrial Center where businesses employ 25,000 people, all of whom commute every day to the industrial park. The park is privately owned but the county looks to partner with neighboring communities on infrastructure and transportation needs. The county is favoring growth opportunities that will not put further strain on the physical infrastructure and resources – enterprises like data centers and those using extensive automation. The only area in Storey County that could be developed for housing is in the Painted Rock area to the east of the industrial park.

Honey Menefee advised the Board of a grant application made recently to EDA for the Comstock Historic District Water Project. The existing water infrastructure is old and needs regular repairs. The project would cost almost \$7 m and the request from EDA is for \$5.37 m. The county can provide the match if required. The county receives 1 million visitors annually and has 196 businesses and a fairground. Water pressure needs to be improved to meet fire protection standards. The proposed water project would promote growth and help retain jobs in the area.

After the presentation President Duerr referred Ms. Menefee to NDEP for information on the AB198 grant program for water infrastructure projects.

10. Review and Discuss 2022 Comprehensive Economic Development Update and Strategy Projects

Sheryl Gonzales suggested that this item be tabled until the next Board meeting. In the meantime, staff will report to the Executive Board on the CEDS Update and 2022 CEDS project list. President Duerr agreed to defer this item.

11. Executive Director/Staff Team Report

a. Grant Applications

Sheryl Gonzales summarized the grant applications made or being made by or with WNDD.

- 1) EPA Brownfields Community Grant with Humboldt County. If approved, it is expected that Humboldt County would contract WNDD to manage the project (as with Pershing County on the current Brownfields grant project);
- 2) Business Resiliency and Recovery Centers, submitted recently to EDA for the purpose of designing resiliency and recovery centers for small businesses. Supported by the Division of Emergency Management, SBDC, GOED and UCED;
- 3) Good Jobs Challenge Grant application submitted to EDA in conjunction with Nevadaworks. If successful, WNDD will be responsible for community and business outreach;
- 4) Revolving Loan Program: the plan is to submit a grant application to EDA for \$800,000 of new capital for the existing RLF, with match from one or more community banks (under their CRA responsibilities). The program would be elevated to include loans that exceed \$50,000. Grant application to be submitted before June 30, 2022.

b. Economic Recovery and Resiliency Plan Action Update

Sheryl Gonzales suggested that this item be tabled until the next Board meeting. In the meantime, staff will report to the Executive Board on the implementation of the ERR Plan and the development of a final report. President Duerr agreed to defer this item.

12. Adjournment

The WNDD Board meeting was adjourned at 12:00 pm until 9:30 am Monday, June 27, 2022. The meeting will be held in Storey County or the City of Reno.

Respectfully submitted by:

Des Craig, WNDD Economic Recovery Coordinator

**WNDD BOARD MEETING
JUNE 27, 2022**

**CONSENT CALENDAR
AGENDA ITEM 5.a**

FY 2021-2022 APRIL TREASURER'S REPORT

FISCAL YEAR 2021-2022
APRIL - 83% OF BUDGET

WESTERN NEVADA
DEVELOPMENT DISTRICT

	FY 21-22	BCGA-H	BCAG-P	Broadband	EDA-CAINES	EDA - PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% REALIZED
Resources												
Balance Forward	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9934.94	0.00	9934.94	0.00	100.00%
EDA Planning Grant	80000.00	0.00	0.00	0.00	20000.00	0.00	0.00	40000.00	20000.00	60000.00	20000.00	75.00%
Board Retreat	10000.00	0.00	0.00	0.00	0.00	0.00	0.00	9500.00	0.00	9500.00	500.00	95.00%
EDA Caines Grant	200000.00	0.00	0.00	0.00	50000.00	0.00	0.00	100000.00	50000.00	150000.00	50000.00	75.00%
Broadband	45000.00	0.00	0.00	0.00	0.00	0.00	0.00	37000.00	0.00	37000.00	7800.00	82.67%
BCGA-H	170000.00	5000.00	0.00	0.00	0.00	0.00	0.00	162662.94	5000.00	167662.94	2337.06	98.63%
BCGA-P	30000.00	0.00	0.00	0.00	0.00	0.00	0.00	6525.03	0.00	6525.03	23474.97	21.75%
Membership	76250.00	0.00	0.00	0.00	0.00	0.00	0.00	71400.00	0.00	71400.00	4850.00	93.64%
RLF Interest	2000.00	0.00	0.00	0.00	0.00	44.71	0.00	2754.64	44.71	2799.35	-799.35	139.97%
Interest	15.00	0.00	0.00	0.00	0.00	0.08	0.00	0.55	0.08	0.63	14.37	4.20%
REVENUE TOTAL	613265.00	5000.00	0.00	0.00	50000.00	20044.79	0.00	439978.30	75044.79	515022.99	90242.11	83.96%

	FY 21-22	BCGA-H	SCGA-P	BROADBAND	EDA CARES	EDA-PPE	REF	PREVIOUS	CURRENT	TOTAL	BALANCE	% EXPENDED
Personal and Benefits												
Salaries and Wages	187,500.00	0.00	0.00	0.00	7,115.98	2,500.00	0.00	131,655.29	9,615.38	141,270.67	46,229.35	75.34%
Benefits	28,309.00	0.00	0.00	0.00	1,150.07	74.30	0.00	18,202.34	1,283.37	19,485.61	8,873.39	68.66%
Payroll Expenses	16,317.00	0.00	0.00	0.00	683.25	266.25	0.00	11,348.13	867.59	12,215.68	4,201.37	74.25%
PAYROLL & BENEFITS SUB-TOTAL	232,126.00	0.00	0.00	0.00	8,959.30	2,770.55	0.00	141,205.76	11,766.34	152,972.10	50,304.09	74.65%
Services and Supplies												
Accounting, legal, insurance	28,000.00	0.00	0.00	648.00	0.00	1,755.00	0.00	16,577.44	2,404.00	18,978.44	9,023.56	67.27%
Board Retreat	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	30,360.70	0.00	30,360.70	-80.70	208.03%
Contract Services	285,641.00	5,507.09	0.00	0.00	801.00	2,971.50	0.00	263,677.88	9,278.59	272,956.47	12,683.53	95.56%
Equipment/Maintenance	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00%
Rent and Utilities	22,000.00	0.00	0.00	0.00	880.88	615.54	0.00	16,878.58	1,506.42	18,385.00	3,732.00	83.09%
Dues, subscriptions, meetings	8,500.00	0.00	0.00	0.00	281.46	7.49	0.00	8,378.67	288.89	8,667.56	-267.56	301.97%
Office Supplies	1,500.00	0.00	0.00	0.00	25.89	26.90	0.00	2,110.31	53.79	2,164.10	395.90	86.99%
Postage/Shipping	12,000.00	99.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00%
Travel and Meals	1,800.00	0.00	0.00	0.00	140.56	825.46	0.00	8,442.86	1,099.53	9,542.39	2,497.61	79.19%
Printing and Reproduction	1,800.00	0.00	0.00	0.00	0.00	35.25	0.00	2,472.20	35.25	2,507.45	-1,007.45	167.16%
Internet and Web Service	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,894.66	0.00	1,894.66	8,305.34	31.95%
SERVICES & SUPPLIES SUB-TOTAL	385,709.00	5,606.09	0.00	648.00	2,140.79	6,238.34	0.00	189,738.36	14,427.47	204,165.83	40,342.23	88.54%
EXPENSE TOTALS	617,835.00	5,606.09	0.00	648.00	11,076.43	9,008.89	0.00	430,944.12	26,193.81	457,137.93	88,846.32	83.17%
REVENUE TOTALS	613,285.00	5,000.00	0.00	0.00	50,000.00	28,044.79	0.00	439,978.10	73,644.79	513,622.89	94,342.11	83.86%

**WNDD BOARD MEETING
JUNE 27, 2022**

**CONSENT CALENDAR
AGENDA ITEM 5.b**

FY 2021-2022 MAY TREASURER'S REPORT

FISCAL YEAR 2021-2022
MAY - 91% OF BUDGET

WESTERN NEVADA
DEVELOPMENT DISTRICT

	FY 21-22	BCBA-H	BCAG-P	Broadband	EDA-CARES	EDA - PPE	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% REALIZED
Resources												
Balance Forward	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9934.94	0.00	9934.94	0.00	100.00%
EDA Planning Grant	80000.00	0.00	0.00	0.00	0.00	0.00	0.00	60000.00	0.00	60000.00	20000.00	75.00%
Board Retreat	10000.00	0.00	0.00	0.00	0.00	0.00	0.00	9500.00	0.00	9500.00	500.00	95.00%
EDA Carees Grant	200000.00	0.00	0.00	0.00	0.00	0.00	0.00	150000.00	0.00	150000.00	50000.00	75.00%
Broadband	45000.00	0.00	0.00	0.00	0.00	0.00	0.00	37200.00	0.00	37200.00	7800.00	82.67%
BCBA-H	170000.00	8057.76	0.00	0.00	0.00	0.00	0.00	167662.94	8057.76	175720.70	-5720.70	103.37%
BCBA-P	30000.00	0.00	0.00	0.00	0.00	0.00	0.00	6525.09	0.00	6525.09	23474.97	21.75%
Membership	76250.00	0.00	0.00	0.00	0.00	1446.00	0.00	71400.00	1446.00	72846.00	3404.00	95.54%
RLF Interest	2000.00	0.00	0.00	0.00	0.00	0.00	417.02	2799.35	417.02	3216.37	-1216.37	160.82%
Interest	15.00	0.00	0.00	0.00	0.00	0.17	0.00	0.63	0.17	0.80	14.20	5.33%
REVENUE TOTAL	619265.00	8057.76	0.00	0.00	0.00	1446.17	417.02	515022.69	9820.95	524943.64	88321.16	85.60%

	FF-21-22	SCGA-HI	SCGA-P	BROADBAND	EDA CARES	EDA-PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% EXPENDED
Personnel and Benefits	187,500.00	0.00	0.00	0.00	7,780.08	2,500.00	0.00	141,278.67	30,283.08	151,553.75	35,946.25	80.83%
Salaries and Wages	28,309.00	0.00	0.00	0.00	900.00	0.00	0.00	19,435.61	900.00	20,335.61	7,973.39	71.83%
Benefits	14,317.00	0.00	0.00	0.00	681.28	205.36	0.00	12,115.69	867.54	13,983.17	3,338.63	79.57%
Payroll Expenses	233,126.00	0.00	0.00	0.00	9,344.96	2,705.36	0.00	172,821.95	31,950.62	204,772.57	47,258.47	79.66%
PAYROLL & BENEFITS SUB-TOTAL												
Services and Supplies	28,000.00	288.00	0.00	0.00	0.00	1,000.00	0.00	18,976.44	1,288.00	20,264.44	7,735.56	72.37%
Accounting, Insp. Insurance	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,388.70	0.00	10,388.70	-90.70	303.61%
Board Retreat	283,641.00	8,057.76	0.00	0.00	1,088.00	768.00	0.00	272,957.47	9,911.76	282,869.23	2,771.77	99.89%
Contract Services	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00%
Equipment/Maintenance	22,000.00	0.00	0.00	0.00	615.54	615.54	0.00	18,396.00	1,291.08	19,687.08	2,500.92	88.97%
Rent and Utilities	8,500.00	0.00	0.00	0.00	4.00	0.00	0.00	8,497.56	4.00	8,501.56	-171.56	302.02%
Devs, subscriptions, meetings	2,500.00	0.00	0.00	0.00	0.00	54.30	0.00	2,184.10	54.30	2,238.40	281.80	88.73%
Office Supplies	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00%
Postage/Shipping	12,000.00	141.57	0.00	0.00	257.60	130.58	0.00	9,502.39	908.73	10,411.12	1,907.88	83.43%
Travel and Meals	1,500.00	0.00	0.00	0.00	153.45	0.00	0.00	2,507.45	153.45	2,660.90	-1,160.90	177.30%
Printing and Reproduction	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,894.66	0.00	1,894.66	8,105.34	38.99%
Internet and Web Service	185,708.00	8,487.83	0.00	0.00	2,118.88	2,548.20	0.00	348,388.77	18,152.12	366,540.89	27,180.11	80.99%
SERVICES & SUPPLIES SUB-TOTAL	617,855.00	8,487.76	0.00	0.00	31,469.85	5,251.46	0.00	518,188.68	25,282.76	543,471.42	74,448.58	87.99%
EXPENSE TOTALS	618,285.00	8,487.76	0.00	0.00	32,468.17	0.00	417.82	518,602.89	5,565.85	524,168.74	80,321.16	85.66%

**WNDD BOARD MEETING
JUNE 27, 2022**

**CONSENT CALENDAR
AGENDA ITEM 5.c**

**CONFIRMING AUDIT SERVICES WITH KNOTT &
ASSOCIATES**



KNOTT CPA

235 W Pueblo Street, Reno, Nevada 89509

PH.: 775-746-2900

MKNOTT@KNOTTCPA.COM

May 10, 2022

Sheryl Gonzales
Executive Director
Western Nevada Development District
1000 N. Division St., Suite 102B
Carson City, NV 89703

I am pleased to confirm my understanding of the services to be provided for the Western Nevada Development District for the fiscal year ended June 30, 2022. I will audit the financial statements of the governmental activities, including the related notes to the financial statements, which collectively comprise the entity's basic financial statements, and prepare IRS Form 990, U.S. Tax Return for Non-Profit Organizations of Western Nevada Development District for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) to supplement Western Nevada Development District basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will supply certain limited procedures to Western Nevada Development District RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquires of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary comparison schedules.

Audit Objective

The objective of my audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. My audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of the accounting records of Western Nevada Development District and other procedures I consider necessary to enable me to express such opinions. I will issue a written report upon completion of my audit of Western Nevada Development District. My report will be addressed to the Board of Directors of Western Nevada Development District. I cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for me to modify my opinions or add emphasis-of-matter or other-matter paragraphs. If my opinions on the financial statements are other than unmodified, I will fully discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or am unable

to form or have not formed opinions, I may decline to express opinions or to issue reports or may withdraw from this engagement.

I will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grants agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during my audit I become aware that Western Nevada Development District is subject to an audit requirement that is not encompassed in the terms of this engagement, I will communicate to management and those charged with governance that an audit in accordance with U. S. generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. As part of the audit, I will assist with preparation of your financial statements and related notes. These non-audit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to me and for the accuracy and completeness of that information. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that I may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to me in the written representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in

communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants as well as for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that I may report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for me previous financial audits, attestation engagements, performance audits or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or other studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for timing and format for providing that information.

Audit Procedures — General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors and any fraudulent financial reporting or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential, and of any material abuse that comes to my attention. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will also request certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards and related matters.

Audit Procedure — Internal Controls

My audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and,

accordingly, no opinion will be expressed in my report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weakness. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

Audit Procedures — Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of Western Nevada Development District compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of my audit will not be to provide an opinion on overall compliance, and I will not express such an opinion in my report on compliance issued pursuant to Government Auditing Standards.

Engagement Administration, Fees, and Other

I may from time to time, and depending on the circumstances, use third-party service providers in serving your account. I may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, I maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, I will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and I will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, I will remain responsible for the work provided by any such third-party service provider.

I understand that your employees will prepare all cash or other confirmations I request and will locate any documents selected by me for testing.

I will provide copies of my reports to Western Nevada Development District; however, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Knott CPA and constitutes confidential information. However, subject to applicable law or regulations, I may be requested to make certain audit documentation available to the U.S. Department of Commerce, Economic Development Administration or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Knott CPA. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the U.S. Department of Commerce, Economic Development Administration. If I am aware that a federal awarding agency or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Michel E. Knott is the engagement partner and is responsible for supervising the engagement and signing the report. My fee for these services will be at my standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that my gross fee, including expenses, will not exceed \$6,675. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If

significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs

I appreciate the opportunity to be of service to Western Nevada Development District and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of my engagement as described in this letter, please sign the enclosed copy and return it to me.

Sincerely,



Michel E. Knott
Certified Public Accountant
Knott CPA

RESPONSE:

This letter correctly sets forth the understanding of the Western Nevada Development District.

Management signature:

Title:

Date:

Board of Directors (Governance) Signature:

Title:

Date:

**WNDD BOARD MEETING
JUNE 27, 2022**

**CONSENT CALENDAR
AGENDA ITEM 5.d**

**THREE WEEK PAID TIME OFF FOR NEWLY HIRED
EXECUTIVE DIRECTOR, CHRISTINE BRANDON**

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT:

Three-week paid time off for newly hired, Executive Director, Christine Brandon, at start of hire exempting her from existing Personnel Policies and Procedures requiring accrual of paid time off.

SUBMITTED BY:

Sheryl Gonzales, Executive Director

EXECUTIVE SUMMARY:

WNDD recently completed the process to hire Christine Brandon as Executive Director for WNDD as Sheryl Gonzales, current Executive Director will be retiring Thursday, June 30, 2022. As a part of the hiring and negotiation process, as a part of the package, Ms. Brandon was provided 3-week paid vacation available at start date of her hire. The hiring process included the WNDD Executive Board as well as WNDD Board member Art Sperber, and past Executive Director, Ron Radil. President Naomi Duerr offered Ms. Brandon the position and negotiated the hiring package including the 3-week paid vacation at start date. Ms. Brandon started with WNDD on Tuesday, May 24, 2022. Ms. Brandon will be provided 3 weeks paid time off at the anniversary of her hire each year rather than accrued as articulated in the WNDD Personal Policies and Procedures.

BACKGROUND:

WNDD Personnel Policies and Procedures in Section 8.0 – Paid Time Off (PTO) provide for amount of PTO accrued by employees based on years of service.

Specific Eligibility for Paid Time Off (PTO)

PTO is earned on the following schedule based on a 40-hour work week. PTO is prorated based on the number of hours worked on an employee's regular schedule.

Years of Service

- 1-2: 176 working hours per year, earned at a rate of 3.665 hours for each full work week in a calendar year.
- 3-4: 216 working hours per year, earned at a rate of 4.5 hours for each full work week in a calendar year.
- 5-8: 240 working hours per year, earned at a rate of 4.615 hours for each full work week in a calendar year.
- 8+: 320 working hours per year, earned at a rate of 6.15 hours for each full work week in a calendar year.

With this exemption, Ms. Brandon will have 3 weeks each year at her anniversary date rather than accruing hours per pay period as outlined in the policies above. At the end of 8 years, the PTO hours may be revisited for Ms. Brandon as she may be eligible for up to 4 weeks or 320 hours per year.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Staff recommend three-week paid time off for newly hired, Executive Director, Christine Brandon, at start of hire exempting her from existing Personnel Policies and Procedures requiring accrual of paid time off.

**WNDD BOARD MEETING
JUNE 27, 2022**

**CONSENT CALENDAR
AGENDA ITEM 5.e**

**CONTRACT WITH SHERYL GONZALES FOR
MANAGEMENT/ADMINISTRATIVE SUPPORT
SERVICES**



June 27, 2022

Sheryl Gonzales
804 Foothill Road
Gardnerville, NV 89460

RE: Agreement for Consulting Services

Dear Sheryl,

This will confirm the agreement we have reached regarding your service as a consultant following your retirement as Executive Director of Western Nevada Development District ("WNDD") on June 30, 2022.

You have agreed that beginning July 1, 2022, you will provide administrative and management support services to WNDD's newly hired Executive Director, Christine Brandon. You will be available to consult with her in person, via ZOOM (or other electronic means), or by phone on matters related to the business of WNDD.

As consideration for your services, WNDD will pay you \$125 per hour for your time. You will invoice WNDD for your service within five (5) business days following the end of each calendar month. Your invoices will include the date of service, the amount of time spent, and the nature of the service provided. Your invoices will be paid within fifteen (15) days of receipt of your invoice.

WNDD has budgeted and allocated a maximum amount of \$15,000 for your services, and any work or service beyond that amount will require review and approval by the governing board. It is anticipated that the services under this agreement will continue for a period of no more than 90 days.

Your relationship with WNDD under this agreement will be that of an independent contractor and not an employee of WNDD. There shall be no withholdings or accrual of benefits, and you shall be responsible for all taxes and withholdings on amounts paid to you. As an independent contractor, you will be responsible for your own insurance.

If you are in agreement with the terms of this letter, please sign and return a copy to us. When so signed and returned by you, this letter shall constitute a binding agreement between the District and you.

We thank you for your service as Executive Director, and we appreciate your help in ensuring the continued success of WNDD.

Best wishes to you in your retirement.

Sincerely,

Western Nevada Development District

By: _____
Naomi Duerr, President
Board of Directors

Acceptance

Dear President Duerr,

The terms and conditions of your offer letter are acceptable to me. I look forward to working with Ms. Brandon.

Sheryl Gonzales (Date)

WNDD BOARD MEETING

JUNE 27, 2022

AGENDA 6.0

**APPOINT DIAN VANDERWELL, SPARKS CITY
COUNCIL WOMAN TO SECRETARY/TREASURER
FOR REMAINDER OF 2 YEAR TERM FISCAL YEAR
2022-2023**

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT:

WNDD President Naomi Duerr to appoint Dian VanderWell, Sparks City Council Woman to Secretary/Treasurer position for remainder of 2-year term, Fiscal Year 2022-2023 with Board approval

SUBMITTED BY:

Sheryl Gonzales, Executive Director

EXECUTIVE SUMMARY:

The WNDD Secretary/Treasurer position will require a new appointment and Sparks Councilwoman and WNDD Board member, Dian VanderWell has agreed to serve the remainder of the 2020-2023 term. This position was recently vacated as Teri Bath who served in this position resigned at the April 2022 WNDD Board meeting. Mrs. Bath is moving to Mississippi this month.

BACKGROUND:

The WNDD Bylaws, Section 5.13 articulates the following regarding the Secretary/Treasurer ~ *Duties of the officers of the officers of the Board of Directors, the Secretary/Treasurer will ensure the maintenance of such records as may be required. Records shall be available to any member upon request. The Secretary/Treasurer shall have full vote in the Board of Directors and the Executive Board.*

WNDD President, Naomi Duerr, contacted Dian VanderWell, Sparks City Councilwoman and member of the WNDD Board to serve in this position for the remainder for the existing 2020-2023 term and she has agreed.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Staff recommends to approve appointment of Dian VanderWell to WNDD Secretary/Treasurer by President Naomi Duerr for the remainder of the 2 years term, Fiscal Year 2022-2023.

**WNDD BOARD MEETING
JUNE 27, 2022**

AGENDA 7.0

**2022-2023 Comprehensive Economic Development
Strategy (CEDS) Update**

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT:

Review, discuss and approve 2022-2023 Comprehensive Economic Development Strategy (CEDS) Update

SUBMITTED BY:

Sheryl Gonzales, Executive Director

EXECUTIVE SUMMARY:

The US Dept of Commerce Economic Development Administration (EDA) requires EDA designated districts to have an EDA approved Comprehensive Economic Development Strategy (CEDS). An EDA Planning Grant is awarded to Development Districts to maintain their respective CEDS which includes an annual update. Every five years the CEDS is required to be rewritten. WNDD's most recent five-year 2020-2025 rewrite was completed and approved by the WNDD Board in June of 2020. An update was completed and approved in June 2021 which included the Economic Recovery and Resiliency Plan (ERRP). The ERRP was funded through the EDA Cares Act funding. The 2022 CEDS Update process was launched in the fall of 2021 and involved the Board review the Goals for any updates and/or revisions. Revisions were made at the February 2022 Board meeting related to workforce development and were included with this update. Additionally, CEDS projects were submitted and prioritized by a committee comprised of the Regional Development Authority representatives in the WNDD region as well as a representative from the Governor's Office of Economic Development and Building and Trades Construction Council. Previously submitted CEDS projects were not re-rated. CEDS updates also include the most recent economic and demographic data for each of the member cities and counties. The CEDS Goals, Strategies and Actions have been reviewed by four Action Teams, prioritizing those actions/projects important for implementation over the next 1 to 5 years. A work plan will be developed by staff to begin the engagement of implementing those actions / projects.

BACKGROUND:

The CEDS is a regional plan that supports economic development throughout the region as well as the member's communities and agencies. The benefits of the CEDS include:

- It is a key component in establishing and maintaining a robust economic ecosystem by helping to build regional capacity (through hard and soft infrastructure) that contributes to individual and community success.
- Provides a vehicle for individuals, organizations, local governments, institutes of learning, and private industry to engage in a meaningful conversation and debate about what capacity building efforts would best serve economic development in the region.
- Positions agencies and organizations for federal funding as well as USDA and community foundations.
- Demonstrates partnership to address regional economic development.
- WNDD receives annual funding to support development/implementation of the CEDS.
- The CEDS provides for agencies and WNDD to have a long-term, established relationship with EDA and other funding agencies.

Currently there are two Economic Development Districts in the State of Nevada. WNDD has been in place for 40 years and until last year was the sole Economic Development District in the State.

FINANCIAL IMPACT:

Historically, each year WNDD receives EDA funding for a planning grant to complete the CEDS. To date, WNDD annually receives \$80,000 to either rewrite or update the CEDS. Matching funds are required and range from \$36,000 to full match of \$80,000. This amount is dependent on the economic distress of the region including per capita income and unemployment. Currently WNDD has a three-year EDA CEDS grant funding for \$240,000 and the last year for that grant will be 2022-2023. The WNDD match required for this grant is \$36,000 which is funded through membership dues.

RECOMMENDATION:

Staff recommends approval of the 2022-2023 Comprehensive Economic Development Strategy (CEDS) Update.

WNDD BOARD MEETING

JUNE 27, 2022

AGENDA 8.0

Establishment of a WNDD Bylaws Task Force for the purpose of reviewing and updating WNDD Bylaws

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT:

Review, discuss and approve the establishment of a WNDD Bylaws Task Force for the purpose of reviewing and updating WNDD Bylaws.

SUBMITTED BY:

Sheryl Gonzales, Executive Director

EXECUTIVE SUMMARY:

The WNDD bylaws were reviewed and revised in 2019 and approved with revisions by the Board at the June 29, 2019 Board meeting. With the WNDD growth in recent years, a review of the bylaws will support the WNDD mission and Board to review and revise as needed related to the growth of the WNDD Board and the WNDD region. The President may appoint a Task Force to complete this review with recommendations for revisions to the WNDD Board when completed. The Task Force should be comprised of 1 Executive Board member and up to 4 WNDD Board members, including a minimum of 1 Associate Member. It is anticipated the Bylaws Task Force would not meet more than 2 to 3 times over a period of 2 to 3 months. Recommendations for revisions could go to the Board for approval at the October 2022 Board meeting.

BACKGROUND:

The WNDD Bylaws were reviewed in 2019 as a result of the Board revising the term of the Executive Board to extend to 2 years rather than 1-year terms. Section 5.12 and 5.16 articulates the term from 1 year or 12 months to 2 years or 24 months. Bylaws may need to be revised due to WNDD membership growth and to better serve the organization and the region. Below is the Bylaws providing for revisions.

Bylaws Article Article 11 - Bylaw Revisions

- 11.1 These Bylaws may be amended upon a thirty (30) day written notice to all members subject to a two-third (2/3) vote of the membership in attendance, providing, however, that a quorum is in attendance at the meeting of the Board of Directors when such amendments are to be voted upon. A special committee appointed to revise these Bylaws may be appointed by the President subject to the rules for the appointment of committees.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Staff recommends to approve the establishment of a WNDD Bylaws Task Force for the purpose of reviewing and updating WNDD Bylaws.

**WNDD BOARD MEETING
JUNE 27, 2022**

AGENDA 9.a

**UPDATE ON REGIONAL BROADBAND MAPPING
PROJECT**

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT: UPDATE ON REGIONAL BROADBAND MAPPING PROJECT

SUBMITTED BY DES CRAIG, ECONOMIC RECOVERY COORDINATOR

SUMMARY:

Reliable, affordable broadband connectivity is vital to the development and well-being of all residents in the WNDD region, however, not all communities are equally-well served with broadband connectivity. To determine the needs more exactly an interactive mapping project was proposed and approved by the WNDD Board in June 2021. Development of the map was estimated to cost \$40,000 per year.

A mapping consultant was contracted in October 2021 to provide the appropriate mapping software and GIS information intrinsic to the map. The map was launched in early November 2021 and outreach and promotional materials provided to participating members and partners to inform the public of the mapping project and the WNDD Speed Test, the source of primary data for the map. The cost of the map for the first year was met by local government members of WNDD totaling \$2,850 per government member.

The map is currently being constructed as residents take the Speed Test. The map is being promoted by WNDD members and partners and several media outlets have promoted the project. Further outreach and on-going promotion are needed and many more speed tests are vital to the success of the mapping project.

While staff are engaged in this outreach daily, support and participation by WNDD members and partners is needed to encourage residents across the region to take the WNDD Speed Test.

Training by GEO Partners on how to use the map was completed on April 28 2022 but continues on an individual and as-needed basis.

At the end of May, the mapping project is 7 months old with 5 months remaining on the 1-year software subscription. The Board should review and discuss extending this license before its expiration in October 2022.

On May 13 2022, the National Telecommunications and Information Administration (NTIA) issued 3 Notices of Funding Opportunity (NOFOs) for 3 programs using funding from the Infrastructure Investment and Jobs Act.

Most of this funding will pass through the State but the Middle Mile program funds will be accessible to local governments, and the private sector. WNDD will continue to work with the State Office of Science, Innovation and Technology (OSIT) for updates on this funding and how WNDD member agencies can work with OSIT to access these funds.

OSIT released an RFP on May 11 2022 for proposals from consultants or firms to provide broadband serviceable location data, data visualization tools and consulting services to help in determining unserved and underserved areas that meet the Federal criteria for funding.

THE PROJECT:

Background:

An interactive broadband mapping project was proposed to and approved by the WNDD Board on June 28, 2021.

The concept was to produce a map of the WNDD region, based on crowd-sourced/speed test data, that would show areas at street level in need of better broadband service. Also, it was proposed that the map would have in-built GIS layers of information relevant to broadband deployment. It was intended that the map and associated data would be used as a planning tool to:

- Check if broadband deployments and related grant programs are meeting expectations;
- Identify areas of broadband need and produce design and cost estimates for projects covering fiber, fixed wireless and hybrid options;
- Write grant applications for state, federal and other funding (e.g. funding from USDA-RD, ARPA, municipal bond programs etc.) for broadband infrastructure projects;
- Assist grant administrators and internet service providers to verify the impact of their programs and intended targets in real time without relying on out-of-date historical maps;
- Contribute to more detailed broadband design studies by GEO Partners at the county and city level. (These studies are an additional service beyond the immediate scope of the map).

The estimated cost to prepare the map was \$40,000, renewable each year as an annual subscription.

Following the June 2021 Board meeting, WNDD contacted local government members and requested \$2,850 each towards the total project cost of \$40,000. Members were also asked to reach out and encourage residents, businesses etc. in their communities to participate in the mapping exercise.

Twelve of the fourteen local government members of WNDD approved funding and project participation. Churchill County and Carson City opted not to be part of the mapping project.

In September 2021 a mapping consultant/contractor (GEO Partners LLC from Minnesota) was selected through an RFP process and a contract was executed in late October 2021. A web-based Speed Test landing page was developed (www.nevadaspeedtest.org) by WNDD and the project was launched on November 3, 2021. Participating WNDD members and collaborating partners were provided with outreach and promotional materials to inform and encourage the public to take the WNDD speed test.

Current status:

As residents are informed of the WNDD map and speed test, the map is gradually taking shape, and can be viewed at <https://expressoptimizer.net/projects/Nevada/speedtestmap.php>.

The main focus at the moment is continued outreach, promotion of the mapping project, and sharing its uses. To date the mapping project has been covered by KOLO 8 News, Channel 2 News and Northern Nevada Business Weekly and others. At the time of writing this report (May 31), almost 4,000 speed tests have been taken at 2,910 locations in participating WNDD communities. The number of speed test locations on May 11 was 2,281. Each speed test is plotted as a dot on the map and color-coded to indicate download and upload internet speed. More speed tests are needed and WNDD Board members are key to making this happen.

Recent and ongoing marketing efforts include reaching out to WNDD members (with a request to upload a project link on their websites), Senior Centers, Community Centers, libraries, school districts, Cooperative Extension, and through extensive use of social media. Paid media outlets and opportunities are being researched also, and a competition to motivate communities to get involved is being considered.

WNDD is appealing to all its members, and in particular local government members, to assist in this venture. The speed test results across the region vary from community to community. The target is to map speed tests from at least 4 percent of the households in the region, however, even if less than 4%, the data is still useful in showing areas of need.

Representatives from communities across the region are being trained on how to use the map. Training sessions were held on January 20, February 24 and April 28. The training is being provided by the mapping consultant and, when complete, participating communities will be asked to sign data-sharing agreements and given access codes to enable them to use the information contained in the map.

It is important to note that the WNDD license to use the mapping software is valid for one year only from the end of October, 2021. The Executive Board and complete WNDD Board should consider extending this license at their next meetings.

Since the last Board meeting in April, the National Telecommunications and Information Administration (NTIA) issued 3 Notices of Funding Opportunity (NOFOs) for 3 programs using funding from the Infrastructure Bill (IIJA). Most of this funding will pass through the State but some (for the Middle Mile program) will be accessible to local governments, the private and non-profit sectors. Local governments should stay in close contact with the State Office of Science, Innovation and Technology (OSIT) as these programs unfold.

OSIT released an RFP on May 11 for proposals from consultants or firms to provide broadband serviceable location data, data visualization tools and consulting services regarding strategy development and program implementation. These services will assist OSIT in determining unserved and underserved areas that meet the federal criteria for funding.

NEXT STEPS:

- Continued outreach on the mapping project across the region by WNDD staff and members;
- Ongoing training on how to use the map as a planning tool;
- Data sharing agreements with participating communities that wish to make use of the data in the map;
- Engagement with communities across the region and the WNDD Regional Broadband Action Team, the Governor's Office of Science, Innovation and Technology (OSIT) and internet service providers, to assess broadband needs and possible projects for funding in 2022 and beyond;
- Use the map to write grant applications for state, federal and other funding (e.g. funding from USDA-RD, ARPA, municipal bond programs etc.) for broadband infrastructure projects;
- Connect GEO Partners and member communities interested in having in-depth county- and city-wide broadband design studies developed (an additional service beyond the immediate scope of the map);
- Analysis of the NTIA NOFOs to determine how best to advise members and if there are opportunities for WNDD to become further involved.

Number of Speed Tests per Entity - at 4:30pm, May 31, 2022					
County	No. of Actual Tests Taken	No. of Test Locations	No. of Households (HH)	Locations % of HH	
WNDD Paid Members					
Douglas	1297	1037	23671	4.38	%
Humboldt	314	232	7123	3.26	%
Winnemucca	163	119	3214	3.70	%
Humboldt w/out Winnemucca	151	113	3909	2.89	%
Mineral	60	39	2830	1.38	%
Pershing	298	183	2464	7.43	%
Lovelock	152	86	945	9.10	%
Pershing w/out Lovelock	146	97	1519	6.39	%
Storey	114	96	1990	4.82	%
Washoe	1403	1086	184841	0.59	%
Reno	752	590	102582	0.58	%
Sparks	263	204	36455	0.56	%
Washoe w/out Reno & Sparks	388	292	45804	0.64	%
Fallon	177	36	3979	0.90	%
Fernley	279	201	7975	2.52	%
Total	3942	2910	234873	1.24	%
WNDD Non-paid Members					
Carson City	180	125	23534	0.53	%
Churchill (incl Fallon)	266	101	10826	0.93	%
Churchill w/out Fallon	89	65	6847	0.95	%
Non-WNDD County					
Lyon (incl Fernley)	504	400	22547	1.77	%
Lyon w/out Fernley	225	199	14572	1.37	%
	at or over 4%				

WNDD BOARD MEETING

JUNE 27, 2022

AGENDA 9.b

**ECONOMIC RECOVERY & RESILIENCY ACTION
COMMITTEE FINAL REPORT**

**REPORT ON IMPLEMENTATION OF THE WESTERN NEVADA DEVELOPMENT DISTRICT (WNDD)
ECONOMIC RECOVERY AND RESILIENCY PLAN (ERRP)**

**COMPILED BY SHERYL GONZALES, WNDD EXECUTIVE DIRECTOR AND DES CRAIG, WNDD ECONOMIC
RECOVERY AND RESILIENCY COORDINATOR**

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1. EXECUTIVE SUMMARY

In 2020, Western Nevada Development District (WNDD) embarked on an economic recovery and resiliency planning process following the onset of Covid-19 in northern Nevada. This exercise was made possible by funding from the Coronavirus Aid, Relief and Economic Security (CARES) Act provided by the Economic Development Administration (EDA). The development of an economic recovery and resilience plan was considered vital to ensuring a better future for the WNDD region.

From the outset collaboration and dialogue were considered essential in developing the plan. Ultimately more than 150 agencies participated in the process through 14 working teams for 6 months. The plan, completed in May 2021, concluded with 4 Target Areas and 12 Goals that needed to be addressed to recover from the pandemic and establish resiliency for future economic shocks. The Target Areas are: Infrastructure, Economic Resiliency, Quality of Life and Government and Organizational Capacity. The Goals under these Target Areas are:

- Infrastructure: Improve Sewer, Water, Transportation and Energy systems; Build Housing Capacity; and Advance Technology and Connectivity.
- Economic Resiliency: Encourage Entrepreneurship, Innovation and Small Businesses; Engage in Strategic Economic Development; and Foster Financial Wellbeing and Resilience.
- Quality of Life: Support Education and Workforce; Cultivate Arts, Culture and Recreation; and Nurture Health and Wellness Resources.
- Government and Organizational Capacity: Support Sustainability Efforts; Integrate a Regional Planning Perspective in Planning; and Grow Partnerships and Collaboration

Implementation of the Strategies and Actions under the above Goals commenced in November 2021 and the first phase concluded in late May 2022. Four Action Teams were established to look at the Actions under the above 4 Target Areas. The teams met several times in early 2022 and determined the priority Action/Projects that needed to be implemented urgently. The teams also identified Actions that were already being implemented, the Actions that WNDD could implement, and the resources and partners needed to effectively implement the selected Actions.

This report summarizes the priority Actions and, together with a companion report called the WNDD Database of Assets ([WNDD Asset Map](#)), may be used by WNDD to develop a workplan for the next few years, and by other agencies involved in implementing the economic recovery and resiliency Action Plan.

2. ECONOMIC RECOVERY AND RESILIENCY

2.1 INTRODUCTION AND BACKGROUND

According to the U.S. Department of Commerce, Economic Development Administration (EDA), recovery and resilience focus on “economic development planning or implementation projects that build economic resilience to, and long-term recovery from, economic shocks, such as the decline of an important industry or a natural disaster.” Recovery and Resilience are one of seven investment priorities of the EDA.

In Western Nevada, recovery and resilience means creating an environment that welcomes new businesses and industries to the region that will promote a vibrant, resilient, and sustainable economy while strengthening the environment for existing businesses.

Helping the economy recover and expand its resiliency also means supporting the expansion of small businesses, attracting new technology companies and a skilled workforce, and integrating data into regional decision-making processes.

“Resilience” became an important concept after the COVID-19 pandemic arrived in Nevada in March 2020. Becoming more resilient is something that cities and states must do if they are to survive global economic disruptors, such as another pandemic or natural disaster in the future.

As Western Nevada rebuilds from the impacts of the COVID-19 pandemic, economic development strategy must focus on recovery and resiliency to prepare for future shocks and changes.

Western Nevada Development District (WNDD) was awarded an Economic Development Administration (EDA) Grant funded through the Cares Act to support the WNDD region to respond to the economic impacts sustained as a result of the Coronavirus Pandemic. The scope of the work related to this grant included the development of an Economic Recovery and Resiliency Plan (ERRP) with actions to respond to the economic recovery and development of resiliency strategies and programs for business and industry. Various teams were developed that included a Core Group to design the process, the ERR Council to develop the ERRP and the Action Teams that prioritized actions / programs from the ERRP to be implemented over the next five years. This report provides an overview of the ERR Process, Plan and its intended implementation.

2.2 PLANNING PROCESS

The development of an economic recovery and resilience plan is vital to ensuring a better future for the Western Nevada Development District (WNDD) region. With funding from an EDA Coronavirus Aid, Relief, and Economic Security (CARES) Act grant, WNDD formed an Economic Recovery and Resiliency Council in 2020 to develop an Economic Recovery and Resiliency Plan (ERRP) for the WNDD region.

Board members as well as a team of stakeholders and subject matter experts were invited to serve on a Core Planning Team to develop the process by which the ERRP Plan would be developed and the stakeholders / partners best positioned to support the development of the plan. The Core Planning Team included:

Tom Harris* – UNR Center for Economic Development
Andrew Haskin, Northern Nevada Development Authority
Teri Bath* – City of Reno, Salmon Pointe Development, WNDD Secretary/Treasurer
Patty Herzog, Governor’s Office of Economic Development
Aric Jensen* – City of Reno
Marlene Rebori, UNR Coop. Extension
Dana Ryan* – Truckee Meadows Community College
*WNDD Board Member

The Core Planning Team met and determined the process and framework for the ERRP which would result in an Economic Recovery and Resiliency Plan to be informed and developed by an Economic Recovery and Resiliency Council.

The Economic Recovery and Resiliency Council comprised subject matter specialists and sectoral representatives, and Council members were tasked with creating and convening working teams of

specialists that represented critical areas of the economy in the WNDD region. Ultimately, more than 150 agencies participated in the process through 14 working teams. The teams are listed below and the team members are included in the appendices to this report.

Economic Recovery and Resiliency Council Teams

1. Agriculture
2. Building and Trades
3. Business
4. Economic Development
5. Education and Workforce
6. Financial
7. Government/Natural Resources
8. Health and Wellness
9. Housing
10. Infrastructure/Utilities/Transportation
11. Manufacturing
12. Mining
13. Technology
14. Tourism/Hospitality/Arts and Culture

The above teams were facilitated by Council members and WNDD staff over a 4-month period in early 2021 and met several times to (a) consider the Issues and Challenges arising from the pandemic, (b) identify the highest priority issues (c) discuss and list Expected Outcomes, (d) identify possible Solutions to the Issues, and (e) discuss the Critical Partners and Resources to achieving success. The teams determined: What are the priority problems caused by the pandemic? What are the preferred Outcomes in recovering from the pandemic? and How do we get there?

During the months of team discussion and collaboration, the Economic Recovery and Resiliency Council held two webinars in March and April 2021, open to all team members and the general public, to provide information on examples of recovery and resiliency, and the vision of the state Governor for economic recovery and resilience.

The first, held on March 19, 2021, was entitled "Profiles in Resiliency". Experts from Santa Rosa, California, Houston, Texas, and global green infrastructure development firm TerraScale shared their experiences, lessons learned, and plans. Speakers included Sean McGlynn, City of Santa Rosa, City Manager, Jillian Donatto, Houston-Galveston Area Council, Senior Planner for Economic Development, and Mark R. Schonberg, President of TerraScale and a retired U.S. Army Colonel.

The second webinar on April 9, 2021 was a presentation from the Nevada Governor's Office of Economic Development which reviewed "Nevada's Plan for Recovery and Resiliency." This report was released on January 19, 2021 following Governor Steve Sisolak's State of the State address and provided the state with a plan for moving forward through 2021 and beyond. The webinar covered how the Governor's Office of Economic Development and its partners are working to pursue visionary policies that set Nevada apart for the future and build resilience and diversification of the state's economy.

Upon completion of the team discussions, WNDD staff summarized the findings and began the process of developing the Economic Recovery and Resiliency Plan.

3. ECONOMIC RECOVERY AND RESILIENCY PLAN (ERRP)

Central to the ERRP is the framework that summarizes the findings of the Council and team discussions. This is shown below as a segmented wheel with 4 Target Areas and 12 Goals.



The 4 Target Areas are shown in the inner circle above and are: Infrastructure, Economic Resiliency, Quality of Life, and Government and Organization Capacity.

Each Target Area has 3 Goals, shown above in the outer circle. These are:

TARGET AREA: INFRASTRUCTURE

GOALS:

1. Sewer, Water, Transportation, Energy: Increase improvements in sewer, water, transportation, and energy systems that are innovative, sustainable, efficient and integrated to support and promote a more business-ready region.

2. Housing Capacity: Support and promote activities and organizations committed to creating diverse, affordable, and available housing options in the region to attract and retain workforce while stimulating the economy.

3. Technology, Broadband, Connectivity: Plan for and support technologies that advance innovation and promote economic development.

TARGET AREA: ECONOMIC RESILIENCY

GOALS:

1. Entrepreneurship, Innovation, Small Business: Support innovation, small businesses, and entrepreneurs by creating an environment where they can survive and thrive.

2. Strategic Economic Development: Advance growth and expansion of industries critical to the region’s economic ecosystem and its prosperity.

3. Financial Wellbeing and Resilience: Support economic vitality through expansion, development, and implementation of programs that support financial wellbeing, security, and resilience.

TARGET AREA: QUALITY OF LIFE

GOALS:

1. Education and Workforce: Support the development of a skilled workforce to meet the growing needs of business and industry.

2. Arts, Culture and Recreation: Promote arts, culture and recreation activities and amenities as essential elements to quality of life, and support the recruitment of business, industry and workforce in these areas.

3. Health and Wellness: Support health and wellness programs and activities that are critical toward building resilience against future health shocks and impacts on the economy.

TARGET AREA: GOVERNMENT AND ORGANIZATIONAL CAPACITY

GOALS:

1. Sustainability: Advance U.S. Economic Development Administration’s (EDA) Sustainability Investment Priority by promoting economic development planning and implementation projects that address the climate crisis, including green products, processes (including green infrastructure), places, and buildings to support economic and environmental resilience.

2. Regional Perspective in Planning: Provide for regional planning towards economic development goals that support recovery and plan for resiliency.

3. Partnerships/Collaboration: Expand the region’s capacity to catalyze economic vitality through partnerships and collaboration.

The Action Plan component of the overall ERRP identifies Strategies and Actions that need to be implemented to reach the desired goals. These Strategies and Actions are intended for economic recovery and to build capacity for pre-disaster preparedness, and align with the EDA’s priorities of equity, workforce development, environmentally sustainable development, technology-based economic development, recovery and resilience, manufacturing and exports, and foreign direct investment.

The ERRP was presented to and approved by the WNDD Board in June 2021.

4. ERRP IMPLEMENTATION

4.1 OBJECTIVES AND TASKS

To facilitate implementation of the ERRP, 4 Action Teams were set up in late 2021, one for each of the above Target Areas. These teams were made up of subject matter specialists and other stakeholders interested in the 4 overarching Target Areas and underlying Goals. The teams were deliberately kept small in number and the tasks and expectations were introduced at an Orientation Meeting of all team members on November 17, 2021. Action Team members were asked to:

- Review the ERRP and determine if any additions and/or changes should be made to the Strategies and Actions;
- Identify the timeline for Actions to be implemented: short term (1 to 3 years), medium term (3 to 5 years) and long term (5+ years). In other words, prioritize the Actions with the help of a ranking tool;
- Review the lists of Action Partners and determine if additions/changes should be made;
- Align Action Partners and invite participation for action implementation;
- Determine the timeline to implement each Action;
- Identify needed resources for Action implementation;
- Work with Action Partners and WNDD staff to implement actions.

The Action Teams met over several months to complete the tasks listed above.

The ranking tool referred to above was designed by WNDD staff to support the selection of the highest priority actions and / or projects. The tool consisted of 10 questions and team members were asked to give scores under the 10 questions for each Action, and assign additional points depending on the urgency of the Action. Further information on the questions and format of the ranking tool are provided in the appendices to this report.

4.2 ACTION TEAMS

ACTION TEAM 1: INFRASTRUCTURE

a) Prioritization of Actions

The Infrastructure Action Team comprised the following members: Mark Hauenstein (Technical Designs), Lowell Patton (CP Construction), Gus Wegren (USDA-RD), Sam Sanders (Uprise Fiber), Brian Wilcox (360 Cyber Pros), Mario Pino (Connected Life Solutions), Phil Eggen (TerraScale), Vas Kamyshanov (The Balanced Agency), Aaron West (Nevada Builders' Alliance), Christine Hess (Nevada Housing Coalition) and Kaya Stanley (Reno Attorney).

Below are the top 14 Actions under Infrastructure:

GOAL AREA	ACTION
IMPROVE SEWER, WATER, TRANSPORTATION AND ENERGY SYSTEMS	1. Promote expansion of renewable energy development, including solar, geothermal, and wind farms, including recruitment, retention, and expansion of green energy companies.
	2. Continue to work with member agencies to develop CEDS projects for the annual CEDS update and rewrite. Create awareness and understanding of the prioritization process and how to become grant-ready.
	3. Provide training through webinars and workshops for WNDD membership regarding funding resources, grant application processes, and strategies to improve competitiveness toward the award of funding projects.
BUILD HOUSING CAPACITY	4. Support innovation, technology, and alternative housing options such as re-purposing properties into multi-family properties, high quality mobile home parks, manufactured housing, container housing, and 3-D (Extrusion Based Technology) printed housing.
	5. Support the preservation of current and future viability of affordable housing rentals.
	6. Explore zoning and building codes, development requirements, and fees to determine and recommend opportunities for more expedited processes to increase multi-family and multi-use affordable housing and accessory dwelling units.
ADVANCE TECHNOLOGY AND CONNECTIVITY	7. Establish a WNDD Broadband Study Project comprised of a stakeholder team for the purpose of defining the connectivity issues, including defining and the mapping of broadband coverage with the purpose of how best to address gaps with a focus on economically distressed and underserved populations.
	8. Develop a regional broadband and connectivity master plan.
	9. Advocate for innovative options for connectivity tools, such as satellite, fiber, and wireless networks and the use of mobile hotspot loan programs.
	10. Support equitable access to the internet, devices, and technical assistance to underserved populations.
	11. Working with public and private sector, identify funding to develop, improve or establish connectivity throughout the region, with an emphasis on the rural communities.
	12. Promote broadband infrastructure tax incentives for the private sector, service providers, and developers to encourage the expansion of broadband and connectivity.
	13. Create and leverage public and private partnerships, establish cooperatives and work with all wired and wireless providers in the region to improve access to high-speed internet.
14. Encourage the investment in digital infrastructure for business and industry to ramp up the adoption of new technologies and grow the economy.	

ACTION TEAM 2: ECONOMIC RESILIENCY

a) Prioritization of Actions

The Economic Resiliency Action Team comprised the following members: Teri Bath (Salmon Point Development), Kelli Kelly (Fallon Food Hub), Tom Simpkins (Nevada Industry Excellence), Mike Hix (Meadows Bank), Kathy Halbardier (Small Business Development Center), Sara Beebe (Churchill Entrepreneur Development Association), Alex Stettinski (Downtown Reno Partnership) and Brian Addington (Truckee Meadows Community College).

Below are the top 10 Actions under Economic Resiliency:

GOAL AREA	ACTION
ENCOURAGE ENTREPRENEURSHIP, INNOVATION, AND SMALL BUSINESSES	1. Develop and disseminate training programs for small businesses to help them prepare for future economic shocks
	2. Support and advance the continued development and expansion of co-working, incubator, and innovation centers throughout the region
	3. Establish business recovery centers that can provide flexible resources and services that can expand and contract in response to economic shocks
	4. Promote international trade and export assistance programs to increase the number of exporters, new market exports, and global supply penetration, especially among rural and women, veteran, and minority-owned micro, small and medium enterprises (MSMEs)
	5. Develop training and development opportunities to help small businesses prepare for the innovative technology shifts resulting from the ongoing automation of traditional manufacturing and industrial practices using modern innovative technology, also known as Industry 4.0
ENGAGE IN STRATEGIC ECONOMIC DEVELOPMENT	6. Work with rural communities and businesses to design and implement marketing plans to promote their communities as business-ready locations
FOSTER FINANCIAL WELLBEING AND RESILIENCE	7. Continue to operate and adequately capitalize the WNDD Revolving Loan Fund
	8. Advocate for the continued development of public alternative lending sources within the region through assisting qualified, eligible entities in accessing programs such as U.S. Small Business Administration (SBA), U.S. Department of Agriculture (USDA), U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) Program, and U.S. Economic Development Administration (EDA), that will capitalize alternative lending projects
	9. Working with financial partners to determine, develop and provide training and tools that support planning for financial security
	10. Increase the growth and availability of funding for start-up, early stage and next-stage companies in the region

ACTION TEAM 3: QUALITY OF LIFE

a) Prioritization of Actions

The Quality of Life Action Team comprised the following members: Kris Zierolf (Renown Hospital), Amy Fleming (Governor’s Office of Workforce Innovation), Kara Harris (Economic Development Authority of Western Nevada), Colin Robertson (Nevada Division of Outdoor Recreation), and Dana Ryan (Truckee Meadows Community College).

The top 13 Actions were identified and are listed below:

GOAL AREA	ACTION
SUPPORT EDUCATION AND WORKFORCE	1. Advocate for targeted, protected state and federal funding sources for the development of and access to P-16 career and technical education, including work-based learning, such as apprenticeships and other learn and earn programs.
	2. Engage and strengthen regional systems for employer engagement that ensures skills gaps are addressed and funding is appropriated.
	3. Supporting outline and present a micro-credential system that documents and awards credit for independently acquired skills to NSHE for statewide adoption.
	4. Leverage 21 st century technology to develop high-quality, cost-effective training programs.
	5. Connect users to real-time employment and training information and no or low-cost resources to assist with upskilling or reskilling and career navigation.
	6. Assemble cross-sector partnerships to advocate for more accessible, livable wages, healthcare, childcare, and education/training opportunities.
CULTIVATE ARTS, CULTURE, AND RECREATION	7. Recommend projects and activities that support an interconnected system of parks, trails, and open spaces throughout the region and its communities.
	8. Promote tourism and recreational amenities on a regional basis including plans and development as well as activities that reflect the historic, cultural, and natural resources.
	9. Encourage partners and stakeholders to support lifelong learning opportunities that increase social connections, health and wellness, and social responsibility resulting in greater resiliency.
	10. Focus on public arts and outdoor recreation opportunities that build the region's quality of life.
	11. Working with partners, promote and advance activities that create a sustainable and just food system that enhances equitable access to local healthy food.
NURTURE HEALTH AND WELLNESS RESOURCES	12. Support the development, promotion and/or expansion of a centralized 24/7 portal that provides one-stop source of access to health, wellness, and community support resources and services.
	13. Promote programs and systems that increase the number of health and wellness professionals, including removing barriers that restrict professionals from working in the region.

ACTION TEAM 4: GOVERNMENT AND ORGANIZATIONAL CAPACITY

a) Prioritization of Actions

The Government and Organizational Capacity Action Team comprised the following members: Shari Davis (Governor's Office of Economic Development), Wesley Harper (Nevada League of Cities), Calli Wilsey (City of Reno)

The top 17 Actions were identified and are listed below:

GOAL AREA	ACTION
SUPPORT SUSTAINABILITY EFFORTS	1. Pursue opportunities through the Environmental Protection Agency and other sources for brownfield assessment, clean-up, and redevelopment funding.
	2. Provide training & information regarding climate events & economic shocks resulting from those events to plan for & create economic recovery, resiliency, & sustainability.
	3. Leverage all WNDD outlets to provide resources & information on best practices in planning for sustainability & the benefits associated with economic development.
INTEGRATE A REGIONAL PERSPECTIVE IN PLANNING	4. Engage ongoing activities that develop greater regional collaboration on goals and actions related to the CEDS and ERR Plan.
	5. Facilitate the identification and prioritization of investment projects that benefit the region.
	6. Promote regional collaboration for more robust networks, including market connections between rural and urban areas.
	7. Provide ongoing training and informational events on key economic trends, issues, and best practices.
	8. Continue outreach activities that provide information on economic development, funding opportunities, and critical indicators regarding the region's economy.
	9. Continue to work with WNDD members and key stakeholders to establish Action Teams focused on implementing the CEDS, ERR Plan and projects.
	10. Develop an annual work plan that implements strategies and actions of the CEDS & ERR Plan.
	11. Increase outreach to the business, educational and key stakeholder communities and agencies to promote partnering and collaboration to realize key economic development strategies and projects successfully.
12. Continue to coordinate with the University of Nevada, Reno Center for Economic Development & University of Nevada, Reno Cooperative Extension to support and advance economic development programs and projects.	
GROW PARTNERSHIPS AND COLLABORATION	13. Develop a community facing resource map that delineates organization services and clientele, the connective relationships between entities, and identified access points that will be used by service entities for referral, reduction of duplicative services and identification of gaps.
	14. Utilizing technology, foster and support a 24/7 centralized resource of information and resources for small business and entrepreneur resources.
	15. Assess and identify policies, codes and practices considered to barriers to economic development and resiliency.
	16. Collaborate to maximize economic development by engaging revised policies, procedures, and operations that eliminate or reduce barriers.
	17. Increase economic recovery and resiliency by establishing an Economic Emergency Response Team or Program that includes intergovernmental and multi-agency coordination that will expand and contract programs and contract programs and services in response to any economic shocks.

Detailed notes and further information on the various Action Team discussions and conclusions have been compiled and are on file at WNDD. Ref. the WNDD Executive Director for more information.

5. NEXT STEPS/TO DO

The Economic Recovery and Resiliency Plan (ERRP) was included in the WNDD 2021 CEDS Update and submitted to EDA in June 2021. The selected Priority Actions (shown above) have been included in the WNDD 2022 CEDS Update. This will be presented to the WNDD Board at the end of June and subsequently submitted sent to EDA.

Next steps for WNDD will include:

- Identification and review of the Actions in the above tables that are being implemented and can be implemented by WNDD;
- Development of one or more workplans for the next few years outlining how WNDD will implement those Actions;
- A review of the resources and partners needed and available to effectively implement the selected Actions;
- Working with the WNDD Board and proposed partners to begin the engagement of the Actions/projects identified in the annual work plans;
- Re-establishment of Action Teams around specific Actions that may be led and implemented by organizations other than WNDD;
- Facilitation of Action Team discussions on the non-WNDD Actions, and development of steps needed to implement those Actions, including follow-up reporting and accountability procedures.

APPENDICES

A. ECONOMIC RECOVERY AND RESILIENCY COUNCIL WORKING TEAMS

1. Agriculture

Kelli Kelly, Chair, Fallon Food Hub, Executive Director

Teri Bath, Western Nevada Development District, Board Member

Brandon Bishop, Nevada Dept of Agriculture, Education and Information Officer

Cortney Bloomer, Healthy Communities Coalition of Lyon and Storey Counties, Food Security Manager

Buddy Borden, University of Nevada Cooperative Extension, Associate Professor, County Educator, Clark County

Lindsay Chichester, University of Nevada Cooperative Extension, Extension Educator, County Educator, Douglas County

Jolene Cook, Reno Food Systems, Director and Marketing Manager

Clint Koble, USDA Farm Service Agency, Nevada State Office, Former State Director

Jill Moe, Desert Farming Initiative, University of Nevada, Reno, DFI Interim Director / Education Program Coordinator

Gus Wegren, USDA Farm Service Agency, Nevada State Office, Acting State Director

2. Building and Trades

Aaron West, Chair, Nevada Builders Alliance, CEO

Reed Graham, Erickson Framing, Vice President

Elizabeth Gupta, Tricor Builders, Owner

Melissa Maguire, A.M. Smith Electric, Owner

Josh Munns, Nextek Construction, Founder

3. Business

Ann Silver, Chair, Reno + Sparks Chamber of Commerce, CEO

Sara Beebe, Churchill Economic Development Authority, Director of Operations and Bookkeeping

Denise Castle, JOIN Inc., CEO

Valerie Clark, Clark and Associates, President and CEO

Peter Fishburn, Brown and Bigelow, Manager

Sam Haugh, The Alternative Board, Owner

Cheri Hill, Sage International, CEO

Heidi Hill Drum, Tahoe Prosperity Center, CEO

Darrell Plummer, Sierra Sage Properties, Owner

Toni Quiruz, Digiprint Corporation, Director

Tom Young, Great Basin Brewery, Owner

4. Economic Development

Andrew Haskin, Chair, Northern Nevada Development Authority, Deputy Director

Bruce Breslow, Churchill Fallon Economic Development, Director

Amy Fleming, Economic Development Authority of Western Nevada (EDAWN), Director of Workforce Development

Lisa Granahan, Douglas County, Economic Vitality Manager
Patty Herzog, Nevada Governor's Office of Economic Development, Director of Rural Economic and Community Development
Heidi Lusby-Angvick, Pershing County Economic Development Authority, Executive Director
Jan Morrison, Humboldt County, Economic Development Officer

5. Education and Workforce

Dana Ryan, Chair, Truckee Meadows Community College, Special Assistant to the President
Jenny Casselman, Nevada Department of Employment, Training and Rehabilitation, Assistant Director
Denise Castle, JOIN Inc., CEO
Tom Harris, University of Nevada Cooperative Extension, Professor, State Specialist
Karsten Heise, Governor's Office of Economic Development, Director of Strategic Programs
Mechell Merrill Nevada Department of Employment, Training & Rehabilitation, Deputy Administrator of Programs, Bureau of Vocational Rehabilitation
Cheryl Olson Nevada System of Higher Education, Project Director, Nevada Alliance for Youth Apprenticeship
Sarah Russell, Pyramid Lake High School, Principal
Craig Statucki, Nevada Department of Education, Director of Career Readiness, Adult Learning, and Education Options
Summer Stephens, Churchill County School District, Superintendent
Milt Stewart, NevadaWorks, Program Specialist
Sidney Sullivan, Truckee Meadows Community College, Career Hub Program Manager
Tammy Westergard, Nevada State Library, Administrator and Nevada State Librarian
Georgia White, Western Nevada College, Director of Professional and Applied Technology
Isla Young, Governor's Office of Workforce Innovation, Executive Director

6. Financial

Alfredo Cedeno, Chair, U.S. Small Business Administration, Outreach and Marketing Specialist
Chandler Allen, USDA Rural Development, Business and Cooperative Programs Director
Jake Carrico, Nevada Small Business Development Center, Business Development Advisor
Kathy Halbardier, Nevada Small Business Development Center, Rural Business Advisor
Stephanie Hanna, Synergy Home Mortgage, Senior Mortgage Specialist
Lynda Hascheff, Opportunity Alliance of Nevada, Executive Director
Mike Hix, Meadows Bank, Regional President
Aric Jensen, City of Reno, Revitalization and Grants Manager
Mary Kerner, Rural Nevada Development Corporation, CEO

7. Government, Natural Resources

Dian Vanderwell, Chair, City of Sparks, City Councilwoman
Debbie Balsinger, Office of Rep. Mark Amodei, Constituent Service Representative
Suz Coyote, Nevada Division of Emergency Management, Grants and Projects Analyst
Brad Crowell Nevada Department of Conservation and Natural Resources, Director
Cassandra Darrough, Pyramid Lake Paiute Tribe/NUMU, Tribal Coordinator, Nevada Division of Emergency Management

Kurt Englehart, Office of Sen. Catherine Cortez Masto, Regional Coordinator - Rurals
Nate Helton Office of Sen. Jacky Rosen, Regional Coordinator – Rurals
Daphne Hooper, City of Fernley, City Manager
Stacy Parobek, Office of Rep. Mark Amodei, District Director
Jon Raby, Bureau of Land Management, Nevada State Director
Colin Robertson, Nevada Division of Outdoor Recreation, Administrator
Tim Shannon, Bureau of Land Management, Senior Advisor/Chief of Staff
Jon Stansfield, U.S. Forest Service, Deputy Forest Supervisor, Humboldt-Toiyabe National Forest

8. Health and Wellness

Kitty McKay, Chair, Carson Tahoe Health, Director, Patience Experience
Jessica Flood, Nevada Rural Hospital Partners, Northern Regional Behavioral Health Coordinator
Toni Inserra, South Lyon Medical Center, Administrator
Erica Mirich, Truckee Meadows Tomorrow, Executive Director
Jim Peckham, Friends in Service Helping (FISH), Executive Director
Annie Zucker, Renown Health, Manager of Community Impact

9. Housing

Ron Bath, Chair, Salmon Point Development, Founder
Leslie Colbrese, Community Services Agency, CEO
Katie Coleman, Nevada Rural Housing, Dir of Communications
Gordon Gossage, Regenesi Reno, Founder/CEO
John Krmpotic, KLS Planning and Design, President
Jacob LaRow, Nevada Housing Division, Deputy Administrator
Ray Pezonella, Pezonella Associates, Inc., President, P.E.
Stacey Sept, Nevada Rural Housing, Director of Community Development
Mae Worthey-Thomas, Nevada Housing Division, Affordable Housing Advocate

10. Infrastructure, Utilities and Transportation

Cheryl Couch, Chair, United States Department of Agriculture, Nevada Community Programs Director
Lee Bonner, Nevada Department of Transportation, State Railroad Coordinator
Paul Enos, Nevada Trucking Association, CEO
Lucia Maloney, Carson City, Transportation Manager
Jojo Myers, Nevada Governor's Office of Science, Innovation & Technology, State Broadband Development Manager
Mylinh Nguyen, Nevada Department of Transportation, Chief Environmental Engineer
Jennifer Rose, Reno Tahoe Airport Authority, Board of Trustees Member, CEO of It's My Community Store
Jeff Sutich, NV Energy, Economic Development
Jennifer Taylor, Governor's Office of Energy, DEP Director, Intergovernment Relations

11. Manufacturing

Karsten Heise, Chair, Governor's Office of Economic Development, Director of Strategic Programs

Louis Berry, Panasonic Energy of North America, Director of Production Training and Industrial Engineering
Ryan Costello, Click Bond Inc., Director of Strategic Initiatives
Dave Donegan, H&T Rechargeable Battery Components, Engineering Manager
Rhea Gustafson, Nevada Industry Excellence, Project Manager
Emily Howarth, Western Nevada College, Professor of Computer Information Technology
Sven Klatt, Vineburg Machining Inc., GM/Product Development and Design
James Merati, Tesla, Production Engineering/Equipment Maintenance Associate Manager
Gerd Poppinga, Vineburg Machining Inc., CEO President
Randy Walden, Truckee Meadows Community College, Advanced Manufacturing and Robotics Instructor

12. Mining

Joe Riney, Chair, Nevada Mining Association, Director of Workforce Engagement
Alora Bartosz, Ormat Technologies Inc., Business Development Analyst
Doug Brown, Quality Control Manager, Granite Construction
Annie Huhta, Mackay School of Earth Sciences & Engineering, College of Science, University of Nevada, Reno, Director
Scott Nichols, Permitting and Lands Management, Ormat Technologies Inc
Zach Spencer, Comstock Mining, Director of External Relations
Paul Thomsen, Ormat Technologies Inc., Vice President of Business Development
Mike Visher, Nevada Division of Minerals, Administrator

13. Technology

Vas Kamyshanov, Chair, Balanced Agency, CEO
Debashis Bagchi, Air Wire Technology, President and CEO
JR Cox, Ground Rounds, Director of Talent Acquisition
Gordon Dodson, Terra Scale, Chief Project Integration Officer
Phil Eggen, Terra Scale, Co-Founder and Chief Technology Officer
Zak Gulling, Monarch Casino and Resort, Inc., CIO
Sena Lloyd, Blockchains, LLC, Director of Research and Workforce Development
Elizabeth Redmond, CoWorkr, CEO & Co-Founder
Brian Wilcox, CyberPros360, Founder
Kris Zierolf, Renown Health, Director of IT Applications

14. Tourism, Hospitality, Arts and Culture

Carol Chaplin, Chair, Lake Tahoe Visitors Authority, CEO
Stephen Ascuaga, Peppermill Resort Casino, Corporate Director of Business Development
Terri Bath, Salmon Point Development, Principal
Jennifer Cunningham, Reno-Sparks Convention and Visitors Authority, Former Executive Vice President
Jess Horning, Liquid Blue Events, Founder/Partner
Amy Oppio, Nevada Museum of Art, Deputy Director
Carl Ribaud, SMG Consulting, President/Chief Strategist
Brenda Scolari, Nevada Commission on Tourism, Director

B. ECONOMIC RECOVERY AND RESILIENCY PLAN

The ERRP can be found at: https://wndd.org/wp-content/uploads/2021/09/ERR2021_4.pdf

C. ACTION RANKING TOOL

The ranking tool referred to in Section 4.1 was designed by WNDD staff to support the process in selecting the high priority Actions. The tool consisted of 10 questions (see below) and Action team members were asked to give scores under the 10 questions for each Action, and assign additional points depending on the urgency of the Action. The tool was presented as a spreadsheet. A sample spreadsheet for the Infrastructure Team is provided below. This captures the Goal Areas (e.g. Improve Infrastructure, Build Housing Capacity etc.), the Strategies under each Goal Area, and the Actions to achieve the Strategies and Goals. The spreadsheet also indicates the range of scores that could be given.

QUESTIONS and EXPLANATIONS:

- 1. PROVIDES BUSINESS RESOURCES AND/OR TOOLS** - Provides resources and/or tools to enable a business to become more resilient in planning for future economic shocks. This can include training, recovery centers, financial resiliency planning, increased access to capital, support for tourism businesses and industry again relative to resiliency planning.
- 2. CREATES, SUSTAINS QUALITY JOBS** - A job that exceeds the local prevailing wage for an industry in the region, includes basic benefits (e.g., paid leave, health insurance, retirement/savings plan) and/or is unionized, and helps the employee develop the skills and experiences necessary to advance along a career path. (EDA Definition)
- 3. ADVANCES SKILLED WORKFORCE PIPELINE** - Activities that support development of a skilled workforce to meet the growing needs of business industry including engagement of employers to identify workforce skills needed, training for workforce, outreach activities to engage workforce, work-based learning, promote the region attracting workforce, expansion of collaborative efforts to centralize marketing activities.
- 4. STRENGTHENS WNDD REGION TO BE BUSINESS READY** - Activities, projects and programs that improve/expand infrastructure (sewer, water, housing, broadband, quality of life amenities) to support business/industry recruitment, retention as well as an expanding a skilled workforce.
- 5. MEETS ERRP/CEDS GOALS IN A DIRECT AND/OR ROBUST MANNER** - The action aligns in a manner that can generate strong outcomes related to one of the ERRP/CEDS goals
- 6. ADDRESSES EQUITY** - Benefits one or more traditionally underserved populations, including but not limited to women, Black, Latino, and Indigenous and Native American persons, Asian Americans, and Pacific Islanders or underserved communities within geographies that have been systematically denied full opportunity to participate in economic prosperity such as Tribal Lands, Persistent Poverty Counties, and rural areas.
- 7. PROMOTES ECONOMIC PROSPERITY - PUTS DOLLARS IN PEOPLE'S POCKETS** - Action DIRECTLY benefits local residents in terms of their wellbeing and prosperity and helps them recover from the pandemic, e.g. could be through better health, more services, job opportunities etc.

8. CREATES / DEVELOPS RESILIENCY - Project, programs and/or activities that support communities and the region to recover quickly from a shock, withstand a shock, and to avoid the shock altogether through planning and collaboration with partners. Examples from EDA include assisting business/industry firms with economic recovery post-disruption planning or programs, a workforce that can better shift between jobs or industries when their core employment is threatened; promoting business continuity and preparedness (i.e., ensuring businesses understand their vulnerabilities—including supply chains); redundancy in telecommunications and broadband networks to protect commerce; and infrastructure designed to withstand, adapt to changing conditions, and recover positively from shocks and stresses.

9. IS THE PROJECT / ACTION ACHIEVABLE AND AFFORDABLE? - Action/project has a real chance of succeeding in a reasonable time frame, and at an acceptable cost, e.g. action/project is much more than wishful thinking, more than an aspiration, and has a more than an even chance of succeeding.

10. RESOURCES OR ACTION PARTNERS AVAILABLE TO BEGIN DEVELOPMENT, ENGAGE OR IMPLEMENT
Based on Action Members knowledge within respective area of expertise, how well positioned is the project/action to be launched or if already launched to be supported to be advanced with partners and collective resources?

WESTERN NEVADA DEVELOPMENT DISTRICT
PROJECT/ACTION ITEMS RANKINGS

GOAL AREA	STRATEGY	ACTION	ACTION TEAM - INFRASTRUCTURE										SUB-TOTAL POINTS	SHORT TERM 1-3 YEARS	MID TERM 3-5 YEARS	LONG TERM 5 YEARS	GRAND TOTAL	
			Provides Business Resources/Tools	Creates/Creates Quality Jobs	Advances/Advances Skilled Workforce Pipeline	Strengthens WHDD region to be business ready	Forms EIR/CEIS/CEIS Goals in a direct and/or indirect manner.	Advances/Advances Equity	Promotes economic opportunity i.e. puts dollars in projects' wallets.	Creates/Develops Economic Resiliency	Is the project/action achievable and/or affordable?	Resources or action partners available to begin development, engage or implement						
IMPROVE INFRASTRUCTURE	A. Facilitate infrastructure planning towards a more efficient, coordinated, and connected infrastructure, promoting resiliency throughout the region.	A.1 Coordinate a regional infrastructure plan, including inventories of current and proposed projects and details regarding mapping, costs, and timelines to fund.	1-10PTS	1-10PTS	1-10PTS	1-10PTS	1-10PTS	1-10PTS	1-10PTS	1-10PTS	1-10PTS	100	100	100	100	100	100	
		A.2 Coordinate economic development efforts with regional current and proposed infrastructure projects.																
		A.3 Advocate for ongoing and expansion of the reuse of wastewater for agriculture and economic development.																
		A.4 Promote expansion of renewable energy development, including solar, geothermal, and wind farms, including recruitment, retention, and expansion of green energy companies.																
		A.5 Collaborate with partners to improve public transportation between rural and urban communities and in urban communities to bolster mobility.																
		A.6 Explore and determine the feasibility of a broader regional transportation planning agency.																
		A.7 Promote the expansion of air travel through the Reno-Tahoe International Airport.																
		A.8 Promote the reintroduction of state and federal subsidies for rural air travel.																
	B. Work with WHDD members and stakeholders to secure funding for improved infrastructure to attract new business and meet the growth of existing businesses.	B.1 Develop, maintain, and promote a data resource for the WHDD region and its agencies that includes information on all known funding organizations such as the private sector, private foundations, and state and federal opportunities.																
		B.2 Continue to work with member agencies to develop CEIS projects for the annual CEIS update and rewrite. Create awareness and understanding of the prioritization process and how to become grant ready.																
BUILD HOUSING CAPACITY	A. Encourage new, creative development that expands housing types to serve the region.	A.1 Support innovation, technology, and alternative housing options such as re-purposing properties into multi-family properties, high quality mobile home parks, manufactured housing, container housing, and 3 D (Extrusion Based Technology) printed housing.																
		A.2 Recommend to employers, those that are expanding as well as relocating, to participate in solutions for housing work force with programs that provide subsidies, and tax incentives.																
		A.3 Advance smart growth approaches that support construction using green building techniques and materials.																
		A.4 Support the preservation of current and future viability of affordable housing services.																
	B. Work with regional partners and stakeholders to identify barriers to housing development and determine best practices, including improved cross coordination amongst municipalities, to mitigate those hindrances.	B.1 Explore zoning and building codes, development requirements, and fees to determine and recommend opportunities for more expedited processes to increase multi-family and multi-use affordable housing and accessory dwelling units.																
		B.2 Work with member agencies to advocate for federally-owned land to be sold and developed to help the region with growth and access to land for housing.																
	C. Evaluate opportunities for resources to fund affordable housing, including those available via government, nonprofits, and financial institutions.	C.1 Promote state, federal, and local programs and resources that support affordable housing funding.																
		C.2 Establish public-private partnerships specific for the purchase or donation of land and equity funding.																
ADVANCE TECHNOLOGY AND CONNECTIVITY	A. Ensure reliable, affordable, high-speed and secure internet access throughout the region.	A.1 Establish a WHDD Board/Board Study Project comprised of a stakeholder team for the purpose of defining the connectivity issues, including defining and the mapping of broadband coverage with the purpose of being best to address gaps with a focus on economically distressed and underserved populations.																
		A.2 Develop a regional broadband and connectivity master plan.																
		A.3 Advocate for innovative options for connectivity links, such as satellite, fiber, and wireless networks and the use of mobile terrestrial land programs.																
		A.4 Promote broadband infrastructure incentives for the private sector, service providers, and developers to encourage the expansion of broadband and connectivity.																
		A.5 Create and leverage public and private partnerships, establish cooperatives and work with all wireless providers in the region to improve access to high-speed internet.																
		A.6 Working with public and private sector, identify funding to develop, improve or establish connectivity throughout the region, with an emphasis on rural communities.																
		A.7 Promote cybersecurity with partners that support Cyber Security Model Certification at a level 3 certification.																
		A.8 Increase awareness and understanding regarding cybersecurity and risk management strategies through training and other educational outreach.																
	B. Support and promote technology and innovation throughout every sector of the economy.	B.1 Encourage the investment in digital infrastructure for business and industry to ramp up the adoption of new technologies and grow the economy.																
		B.2 Pursue opportunities to work with member agencies and the private sector to foster the expansion of technology systems that support greater efficiency and effectiveness in delivery of services and programs.																
	B.3 Encourage dedicated networks for health care, education, workforce, and community and social services.																	
	B.4 Support the inclusion of innovative technology and connectivity as a standard for new construction and remodel projects.																	

D. WNDD DATABASE OF ASSETS

In the WNDD workplan for the development of the Economic Recovery and Resiliency Plan (funded by CARES Act funding from EDA), there is a task that reads: “To inventory assets, and identify gaps, to respond to various economic shocks”. The concept was to provide a compendium of assets and resources for the WNDD region that could help and assist in the implementation of the proposed Economic Recovery and Resiliency Plan. WNND started work on this exercise in early 2021 with the University Center for Economic Development at the University of Nevada, Reno (UCED), and the project was completed in early June 2022. Dr. Tom Harris, Professor in the Department of Economics and Director of the University Center for Economic Development at the University of Nevada, Reno and Research Associates at UCED, Michael Dominquez and Jordan T. Hastings compiled the report. The resulting document can be accessed on the WNDD website at https://wndd.org/wp-content/uploads/2022/06/WNDD_ASSET_JUNE_13.pdf

In the Introduction to the report, the authors write: “With the production and dissemination of the COVID-19 vaccine, WNDD needs to develop and implement pandemic resiliency plans to assist the district to be more efficient in this expansionary phase. The Asset Map for WNDD recognizes the linkage of the different economic sectors and government entities in WNDD which can strengthen the WNDD economy.

The scope of the study involves a listing of the various assets of the region. Assets include human capital, financial capital, industries, legal and regulatory environments, physical infrastructure, and quality of life components in the WNDD region. [...] Additionally, information as to specific industries is included in the asset map. These industries are part of the Governor’s Office of Economic Development’s targeted industries for the state. Hopefully, this data and asset map can help the WNDD resiliency team in focusing on specific objectives and targets for economic development activities during the post-COVID-19 era.

ACKNOWLEDGMENTS

The WNDD Executive Board would like to thank all the WNDD members and other individuals and organizations that willingly and generously gave their time and resources in the preparation and initial implementation of the 2021 WNDD Economic Recovery and Resiliency Plan. Completion and initial implementation of the Plan would not have been possible without the hundreds of hours of time given to discuss the effects of the COVID-19 pandemic in northern Nevada, and how to recover and become stronger and more resilient as a result of the pandemic.

ABOUT WNDD

The U.S. Economic Development Administration designated WNDD as an Economic Development District in 1983. There are approximately 400 development districts throughout the United States. WNDD is the oldest and one of two certified Economic Development Districts in the State of Nevada.

The WNDD Board of Directors comprises elected and appointed officials as well as agency staff and business representatives from throughout the region. The region includes seven counties and seven cities. The Counties are: Churchill, Douglas, Mineral, Storey, Washoe, Pershing and Humboldt. The Cities are: Carson City, Fallon, Fernley, Reno, Sparks, Lovelock and Winnemucca. The Pyramid Lake Paiute Tribe is also represented on the WNDD Board.

Associate members include Education Innovation Collaborative, Construction Trades Council of Northern Nevada, JOIN, Inc., Lake Tahoe Visitors Authority, Community Services Agency, Governor's Office of Workforce Innovation, Nevada Green Institute, Western Nevada College, NV Energy, Tahoe Prosperity Center, Rural Nevada Development Corporation, RailPros, Truckee Meadows Community College, Nevada Rural Housing Authority, Downtown Reno Partnership, Flynn Giudici Government Affairs, Churchill Entrepreneur Development Association, Economic Development Authority of Western Nevada, Northern Nevada Development Authority, Nevada Builders' Alliance, and Uprise Fiber. The University Center for Economic Development (UCED) is also represented on the Board and partners with WNDD in a variety of technical assistance projects, analyses, and reports.

**WNDD BOARD MEETING
JUNE 27, 2022**

AGENDA 9.c

**August 22 Board Program – Apprenticeship
Tours/Networking and Lunch**

WNDD BOARD MEETING: JUNE 27, 2022

STAFF REPORT:

August 22 Board Program -- Apprenticeship Tours/Networking and Lunch

SUBMITTED BY:

Sheryl Gonzales, Executive Director

EXECUTIVE SUMMARY:

A WNDD Board program is being presented Monday, August 22 in the Reno area which will include a tour of the Union Apprenticeship Programs and their Facilities. The emphasis is with regard to workforce development throughout the region as well as the State of Nevada. Sparks City Councilwoman, Dian VanderWell has offered to coordinate the program with WNDD Staff. The proposed schedule for the program is below:

8:30 am	Board meets to load onto bus/van which will travel to all apprenticeship locations
9 am	Arrive and tour 1 st apprenticeship building/program
10 am	Load onto bus for next location
10:15 am	Arrive and tour 2 nd apprenticeship building
11 am	Load onto bus for next location
11:15 am	Arrive and tour 3 rd apprenticeship program
12:15 pm	Lunch at 3 rd apprenticeship program – to be catered
2 pm	Program concludes

A more detailed program invitation will go out the week of July 11 with RSVP's to be provided no later than Friday, August 12, 2022.

BACKGROUND:

The WNDD Board has established a new meeting and program schedule for 2022 -2023 to include 4 Board meetings a year and two programs a year. This is a change from 6 Board meetings a year with programs included with the Board meeting in June and December. The programs with the new schedule will not include a Board meeting. Programs for the newly revised schedule will include August, 2022 and May 2023. The 2022-2023 Schedule is attached for reference. Programs are presented for Board members and others to inform on specific topics related to economic development throughout the WNDD region and have been very successful with high attendance by Board members. This also serves as a great opportunity for members to network.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Information Only