



STAFF REPORT  
JANUARY 15, 2016

ADMINISTRATIVE/FINANCE:

REPLACE.

Account Balances as of December 31, 2015: As or Packet Preparation Staff did not have financial information.

Key Bank (SSL --Restricted):	\$
Key Bank Savings -- AMLIP	\$
Wells Fargo Checking	\$
Wells Fargo Savings	\$
Charles Schwab Investment Account	\$
Petty Cash	\$
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<b>Total</b>	<b>\$</b>

PROJECTS/OLD BUSINESS:

Regional Energy Planning: SWAMC has been working with AEA to collaborate on the process of gathering technical feedback for communities in our three regions on each of their priority energy projects.

- **Aleutian/Pribilofs:** Griffin is currently working to contact Aleutian and Pribilof community members to re-verify their energy priorities and catch up on any recent progress that has been made on their projects.
- **Bristol Bay:** SWAMC has been working with BBNA to develop a plan to inventory, benchmark, and geo-locate public buildings during upcoming site visits by a BBNA team.
- **Kodiak:** SWAMC has been developing a new database system of organization for community energy projects and working to populate and update it for the upcoming Energy Committee Meeting on January 26<sup>th</sup>. Along with the new database system, SWAMC and Information Insights will be presenting an analysis of energy usage and a suggested prioritization of community buildings in greatest need of energy efficiency retrofits.

Business Retention & Expansion

December 16-20 Dym and Broecker visited Dillingham and interviewed 13 businesses for the Business Retention & Expansion Program. While in Dillingham, Dym and Broecker also toured the UAF Bristol Bay Campus and met with many of the instructors there. Upon returning, Dym updated the Executive Pulse database, bringing total businesses interviewed up to 43. While we have met our own goals for data collection, SWAMC has yet to successfully engage a partner interviewer in reaching out to businesses. Tyler Kornelis with KANA has expressed interest in interviewing rural Kodiak business owners while the Kodiak Chamber of Commerce still shows no interest in conducting interviews. Dym has also compiled the second quarterly report and distributed it to interviewed businesses. This report is also available on SWAMC's website.

Membership & Network

SWAMC has 77 members for FY16. Of those 77, the following distinctions can be made:

- 24 municipal members (4 of which are the major boroughs)
- 33 associate members
- 16 non-profit members
- 3 reciprocal members

\$38,552.40 in membership dues have been collected thus far. Both Alaska Marine Conservation Council and the City of Newhalen have become new members.

Staff continues reaching out with personal phone calls to finish capturing the remaining unpaid dues. Broecker and Obrien also collaborated to make membership calendars to distribute to municipal members and to utilize in recruiting previous and new members.

### 2016 Annual Summit and Membership Meeting

Staff are focusing most efforts on confirming speakers and sponsors for the annual summit. The energy efficiency panel, energy workshop, workforce development panel, and warming ocean temperatures panels all have strong, committed speakers. Currently, the agenda outlines all sessions with clearly defined subjects, but lacks confirmed speakers for about 25% of remaining subjects. So far, SWAMC has received 21 sponsorships, with \$34,750 income received and pledged. Due to delays in mailing checks and processing requests, not all 21 sponsorship payments have been fully processed.

### Workforce Development

Broecker is attempting to develop a list capturing students and young adults in the Southwest who would like to participate in the SWAMC annual meeting. Currently, we have recruited five students. Other efforts include collaborating with Bill Hill from the Career and Technical Education program to help support the program through outreach and strengthening the program through outside partners such as Carol Wilson from the EXCEL Alaska. Broecker attended the Bristol Bay Leadership Forum to build partnerships in the region and met with Carol Wren from BBNC. Broecker is also developing a proposal for new workforce infrastructure in light of statewide budget cuts. This proposal is guided with the insight of Wanetta Ayers and new concepts introduced by National Fund Workforce Solutions.

### Absorption Chilling

Through a contract with AEA, SWAMC has collect baseline economic data to investigate the viability of a case study of Absorption Chilling in Dillingham. Walt Kallenberg a project engineer and Bristol Bay fisherman is conducting the technical components for this study. SWAMC is awaiting finalization of the technical review before conclusions from this research project can be finalized.

### Manufacture Alaska Extension Partnership

The MAKE Partnership officially started on January 1, 2016. Agreements have been signed by our partners who will support primary services. Initially, client services, those that 1) improve growth, 2) improve efficiency or 3) support new initiatives will be provided by MAP through courses, aimed at seafood processing companies. ARDOR partners, including SWAMC will reach out to potential clients to understand what needs they have, and ultimately plan how to implement those services. One of the other primary roles of the partnerships, orchestrated by SWAMC will be to leverage additional private sector funds in order to access all federal funds available to Alaska. SWAMC is in charge of developing organizational documents and reporting in line with federal requirements. The Operations Plan is due to NIST by January 31, 2016.

Announcements and Interviews for the Client Services Manager position have been conducted; an offer was extended to Hope Broecker to fill this position.

### Bylaw Amendment Package

Griffin continued to work on a series of amendments to the SWAMC Bylaws. A teleconference meeting with President Lockett, Treasurer Skinner, Board Member Sullivan and Executive Director Griffin reviewed the bylaw amendments. Some revisions were made including the removal of a section on resolution procedures. The group felt this was best left as a policy that can be more easily revised by the Board as needed. The Working Group also recommended that bylaw changes be reviewed by SWAMC's attorney Boyd Chandler & Falconer. Griffin contacted Charles Cacciala at BCF on January 12 to give him a heads up and to insure timely review can be provided. Approval for a few hours of attorney review is on the Board agenda.

### Alaska Airlines Sponsorship of Conference

Griffin contacted Scott Habberstad of Alaska Airlines regarding Conference Sponsorship. Griffin told Scott about SWAMC's new designation as the Manufacturing Extension Partnership designee for Alaska and other projects like Aleutian Fiber that SWAMC is working on. Scott requested an informal written synopsis and proposal with a chance that Alaska Airlines might decide to increase sponsorship from the Deck Master (\$2,500) level to the Skipper (\$5,000) level. Said proposal was quickly prepared and delivered.

### Economic Geography

Griffin negotiated and signed a Professional Services Agreement was with Mr. Marcus Hartley of Northern Economics and work commenced on the Economic Geography update. A presentation on the project is scheduled for the Economic Summit. Griffin contacted Gretchen Specht at the Foraker Group to revise budget to reflect the movement of Stellar Sea Lion funds into the operating budget to pay for the EG work. Due to the holidays that change will not be reflected until the January 2016 Financial Report.

**NETWORKING/MEETINGS:**

- December 7 – Broecker participates in “Pay for Performance”, a Social Innovation Fund webinar.
- December 10 – Broecker attends Bristol Bay Leadership Forum: Workforce Discussion.
- December 11 – Griffin, Obrien, and Vaught met with Peter Crimp and members of BBNA to discuss a joint approach on the Bristol Bay building inventory and benchmarking project.
- December 14 – Broecker connected Carol Wilson from the EXCEL program to Bill Hill from the Career and Technical Education Program of Bristol Bay.
- December 15 – Obrien participated in a webinar on reporting requirements for NIST-MEP.
- December 15 – Griffin, Obrien, and Vaught meet with Katie Croft of REAP to discuss the AKEnergySmart curriculum and how communities in our region could utilize the program to increase opportunities for energy efficiency and conservation education.
- December 16 – Obrien participated in a webinar on CoreValue, a software platform for understanding the gap between business potential and actual productivity.
- December 16-20 – Dym & Broecker travel to Dillingham, interviewing 13 businesses for the BRE program.
- December 16 – Dym & Broecker visit with UAF Bristol Bay campus and tour facilities, meeting with multiple faculty members, including Todd Radenbaugh to discuss Occupational Endorsements.
- December 17 – Obrien participated in a NIST Pre-Award webinar.
- December 18 – Obrien and Vaught participated in a conference call with AEA regarding the Absorption Chilling Contract.
- January 4 – Obrien and Griffin met with AEDC Staff to finalize an Agreement for the MAKE Partnership.
- January 5 – Obrien, Griffin and Vaught held a teleconference with Information Insights and AEA to discuss participation of SWAMC Communities in the Department of Energy, Energy Pledge.
- January 6 – Obrien participated in a webinar regarding NIST-MEP reporting.
- January 9 – Obrien participated in a teleconference with Sea Grant agents to investigate opportunity for a kelp industry in Southwest Alaska.
- January 9 – Obrien and Vaught participated in a teleconference with Information Insights to discuss the Kodiak Energy Committee meeting in Kodiak, January 26<sup>th</sup>.
- January 11 – Griffin and Dym met with Captain Cook staff to discuss conference logistics.
- January 11 – Bylaws Review Teleconference – Lockett, Skinner, Sullivan, and Griffin
- January 12 – Obrien participated in the Sea Grant workshop at the Anchorage LIO to investigate entrant opportunities and the graying of the fleet in Alaska’s fisheries.
- January 12 & 13 – Vaught will attend AHFC’s Energy Efficiency NOW Conference to learn about methods for energy efficiency projects in commercial and residential buildings.
- January 14 – Vaught will attend AEA’s Energy Efficiency Finance Seminar to learn about ways to finance energy efficiency projects in Alaska.
- January 15 – Vaught will attend a Regional Energy Planners meeting at AEA to discuss the progress being made on implementing energy projects and the future of the energy-planning group.
- January 15-22 – Obrien and Griffin will travel to Gaithersburg, Maryland near Washington DC for the NIS-MEP Kickoff meeting for new Centers.