



**STAFF REPORT
FEBRUARY 12, 2015**

ADMINISTRATIVE/FINANCE:

Current assets are a little over one million dollars, earning a very small return on investment. As Certificates of Deposit (CD) mature staff will gather them together for Board consideration on investments that may increase yields. Staff closed the Alaska USA and Everbank accounts; funds should be deposited in Wells Fargo prior to February Board Meeting. A 30 day CD has been established at WF to house the two closed CD's and one of our WF Savings Accounts, which will still provide the organization with over \$200,000 of operating reserves. This option provides the flexibility and time necessary to investigate investment options. The following is a breakdown on various accounts as presently invested in matured or soon to mature Certificates of Deposit:

Alaska USA (Matured 12/18/2014; Closed 2/13/15):	\$ 100,700.90
EverBank (Matured 1/30/2015; Closed 2/13/15):	\$ 100,604.01
State Farm Bank (CD to mature on March 13, 2015):	\$ 100,762.34
Key Bank (AMLIP funds that are very liquid):	\$ 196,117.94
Key Bank Savings	\$ 260,527.11
Wells Fargo Checking	\$ 152,749.88
Wells Fargo BizMarket Savings	\$ 45,222.35
Wells Fargo HY Savings	\$ 58,190.04

Staff remains focused on growing revenue through the March Conference with increased membership, sponsorship and conference registration. This effort looks promising (we are ahead compared to last year), but we still need a last minute rush to meet our goal to surpass last year's record breaking attendance.

PROJECTS/OLD BUSINESS:

Regional Energy Planning

- *Aleutian/Pribilofs:* Griffin met with the Alaska Energy Authority (AEA) and TDX Power to develop a proposal that would amend SWAMC's Phase III contract with AEA to develop and fund a project in the City of Adak to help address Adak's high cost of energy. A subsequent meeting with the Adak City Manager and TDX Power managers focused on developing a proposal for a small hydroelectric project for Adak. The proposal should be developed by February 17 and forwarded to AEA for consideration. TDX Power is working on several projects reduce line loss and improve the aging Adak electrical infrastructure.
AEA requested that SWAMC organize an energy planning meeting the day before the start of the SWAMC Conference for persons coming in for the conference from the Aleutian Chain and Pribilof Islands region. This four hour meeting is scheduled to start at 8:30 a.m. on March 3. O'Brien has been organizing this meeting. There appears to be a conflict with the Aleutians East Borough that is also holding a meeting in Anchorage on March 3.
- *Bristol Bay:* AEA has approached SWAMC with a request to expand the Bristol Bay project, based on the success of the Kodiak Energy Summit, to have increased community engagement to include four sub-regional meetings. SWAMC continues to work closely with the Bristol Bay Native Association and our contractor to take a team approach to taking on the expanded community involvement task. The budget for the increased community engagement effort has been prepared and submitted to AEA for approval. The Bristol Bay region is much more complex than Kodiak with more communities, two boroughs, four distinct sub-regions, and less integrated air travel system. Bristol Bay Native Association has new personnel due to staff turnover, but so far it is proving to be a good and useful partner.
- *Kodiak:* Laura Vaught and Erik O'Brien and SWAMC's contractor held the Kodiak Energy Summit on January 27th. We have heard many very positive comments from attendees (including SWAMC Board Member Clarion) and, as noted above, AEA was impressed enough to want SWAMC to repeat a similar approach in the Bristol Bay region. A teleconference follow-up meeting with a Kodiak Working Group was held on February 11 to firm up work commitments made at the Summit.

Energy Intern

Laura Vaught assisted in the Kodiak Summit and has continued to be a valuable asset in the ramp up of the Bristol Bay community engagement effort.

Office Administrator

Brianna Dym prepared materials to represent SWAMC and engage students at the Kodiak Science Fair on February 10. Unfortunately, planes were canceled to Kodiak due to high winds so Brianna was unable to attend. Brianna has continued to learn and perform office administrative duties, work on the March Conference, and prepared the computer for our new VISTA-STEM volunteer (see below).

SWAMC Work Plan

Staff will continue to ensure planning activities are aligned with stated work plan. The Mid-Year Report to the U.S. Economic Development Administration was submitted on January 30. The Executive Director and Economic Development Specialist applied for and received proper credentials and passwords to access the Federal Financial Management Service network.

Business Retention & Expansion

Staff have started working on the BRE presentation for the Economic Summit and Membership Meeting. Other work on BRE has been deferred due to other priorities.

VISTA- STEM Program

Hope Broecker, SWAMC's new VISTA-STEM Coordinator, has completed her orientation and is due to start work in Anchorage on February 17.

Membership & Network

Memberships continue to come in and we sent out Conference brochures to market membership and conference participation. Staff also plans on doing greater outreach to get members as part of a pro-active project to obtain proxies for the Membership Meeting.

Workforce Development

Staff is hopeful that a dedicated approach to Workforce Development activities will resume when the new VISTA in place.

Quality of Life and Substance Abuse

Staff has included a discussion of Community Quality of Life at the upcoming conference.

Conference

Staff continued to spend a great deal of time securing speakers, sponsors, and exhibitors for the **SEAS THE DAY** Economic Summit and Membership Meeting. A draft agenda/registration brochure was finalized and mailed out January 26. Unfortunately, the printer lopped off the municipalities that preceded the City of Cold Bay in the alphabet. (City of Adak, and all of boroughs.) I sent out apologetic emails and vowed to highlight the missing 8 municipalities in future newsletters. Discussions continued with staff at the Captain Cook Hotel. Board members need to secure rooms at the Captain Cook by February 16 to get the full benefit of the blocked rooms discount.

NETWORKING/MEETINGS:

- January 15 -- Griffin and O'Brien met with PenAir Marketing Representative Kristin Folmar to discuss Conference sponsorship and exhibit logistics and to find out what is happening at PenAir
- January 16 --Griffin and O'Brien met with Peter Torkelson of Advanced Design (SWAMC's web designer) to discuss putting together a better membership data base
- January 16 --OBrien participated in teleconference with AEA and II to discuss Regional Energy Prioritization, as requested by AEA in the Regional Energy Planning Process
- January 20 -- Griffin met with Paul Gerharz of Frampton & Opinsky to discuss possible renewal of office space lease.
- January 20 --OBrien participated in an afternoon session of the Alaska Marine Science Symposium at the Hotel Captain Cook
- January 21 --OBrien and Vaught hosted Teleconference for Karluk to better understand Community energy concerns and priorities ahead of the Kodiak Energy Summit (Karluk was only community not represented at Summit)
- January 21 --OBrien hosted the Kodiak Energy Steering Committee Meeting Teleconference
- January 26 - 28 -- O'Brien and Vaught prepared for, attended and help run Kodiak Energy Summit
- January 30 -- Griffin met with Jed Drolet of AEA and John Lyons (in-person) and Kord Christianson (by telephone) of TDX Power to discuss amending SWAMC contract to add a project to assist the City of Adak
- February 2 --OBrien called into the Alaska Workforce Investment Board, Board Meeting
- February 4 -- O'Brien, Vaught, and Griffin participate in teleconference meeting with Information Insights and Lawrence Sorenson with Bristol Bay Native Association regarding expanded Bristol Bay Energy Plan
- February 5 --OBrien met with AEA, Lake and Peninsula Borough and Chignik to discuss energy options, primarily scoping of a Hydro-Intertie project between the three Chigniks; OBrien also used this opportunity to meet with Stakeholders in the Bristol Bay Energy Plan, specific to scoping the upcoming site visits
- February 6 -- Griffin met with John Lyons and Project Engineer Travis of TDX Power and Adak City Manager Layton Lockett to discuss Adak project proposal for AEA and other electrical work taking place and being planned to upgrade Adak's electrical system.
- February 11 -- O'Brien and Vaught attended with O'Brien running a teleconference meeting of Kodiak Stakeholders to coordinate work commitments made at Kodiak Energy Summit
- OBrien confirmed that his second child would be a little girl, joining us on the 4th of July

