



**STAFF REPORT  
JANUARY 12, 2014**

**ADMINISTRATIVE/FINANCE:**

Current assets are nearly one million dollars, earning a very small return on investment. The Board directed staff to provide information on maturity of Certificate of Deposits so that it may consider diversifying investments to increase yields. The following is a breakdown on various accounts as presently invested in matured or soon to mature Certificates of Deposit:

Alaska USA (CD matured on December 18, 2014) funds now in savings :	\$100, 700.90
EverBank (CD to mature on January 30, 2015):	100,553.85
State Farm Bank (CD to mature on March 13, 2015):	100,702.45
Key Bank (AMLIP funds that are very liquid):	196,116.39
Key Bank Savings	260,524.94
Wells Fargo Checking #1 (active)	134,765.41
Wells Fargo Checking #2	45,221.20
Wells Fargo Checking #3	58,186.08

Staff focus is also on growing revenue through the March Conference with increased membership, sponsorship and conference registration. This effort will start with greater urgency to nail down sponsors first so that we may finalize the Conference program. We will then use our exciting program to seek membership and Conference registrations.

**PROJECTS/OLD BUSINESS:**

Regional Energy Planning

- *Aleutian/Pribilofs*: Staff has submitted the Phase II report to AEA; we hope to have a contract for Phase III – Technical & Economic Analysis in place this winter. SWAMC will be ahead of other regions in this planning effort, setting benchmarks for all other regions statewide.
- *Bristol Bay*: Staff has worked finalize draft site-visit logistics, which we are sharing with our BB team.
- *Kodiak*: SWAMC has engaged about 30 community, regional and industry stakeholders to represent the Steering Committee which will help identify Regional Energy Priorities at the January 27<sup>th</sup> Kodiak Energy Summit. The Steering Committee has finalized the Draft Conference Agenda.

Energy Intern

Laura Vaught has continued to be valuable asset to achieve the activities outlined in the Regional Energy Planning process.

Office Administrator

Brianna Dym has been hired as the full-time Office Administrator. Brianna is a recent UAA graduate with a Masters Degree in English. We were able to have a little over a week of overlap with Victoria Yancy to allow for some training and familiarization. Victoria's last day on the job was January 6th.

SWAMC Work Plan

Staff will continue to ensure planning activities are aligned with stated work plan.

Business Retention & Expansion

Erik O'Brien and President Ruby sent out a follow-up letter to the Business Council participants. The upcoming BRE program (though not mentioned by name) was cited as a concrete data gathering and communication tool to useful information to the business community.

### VISTA- STEM Program

Staff has hired Hope Broecker for the VISTA-STEM Coordinator position. Hope will be starting in February, but the exact date she can make it to Alaska from Ohio has not been determined. We hope she will be here in time to go to the Kodiak Science Fair on February 10. Otherwise, she will probably start around February 16.

### Membership & Network

Memberships continue to come in and we will start this effort in earnest when we get the conference set and we can market the conference as part of getting membership renewals.

### Workforce Development

Brianna Dym attended a meeting with Paul Wasko at UAA to discuss progress of the ePortfolio project at the University of Alaska, Anchorage. Pilot programs are up and running, with Paul scheduled to meet with University of Alaska, Kodiak campus to discuss integrating the program. As a previous employee with UAA, Brianna Dym is still part of the ePortfolio committee. The project's goal is to provide ePortfolio development software to as many University of Alaska campuses as possible, with students able to use the software to develop professional portfolios throughout their time at school. Ideally, students will graduate with several complete electronic portfolios to use in job interviews, and the University of Alaska plans to utilize these portfolios in workforce development in general.

### Quality of Life and Substance Abuse

This issue has been added to the Conference Agenda, with interest from key participants. While substance abuse will be covered at the Conference, there will also be a discussion regarding the issue of legalized cannabis and its affect on employers.

### Conference

Staff spent a great deal of time securing speakers and sponsors for the **SEAS THE DAY** Economic Summit and Membership Meeting. The effort was most challenging since most of calling and emailing for program speakers had to be carried out during the holidays. We have taken control of the [www.swamcsummit](http://www.swamcsummit) domain, which was outsourced last year. We hope to have the payment system updated at this time. The updated draft agenda is about 85% set and it is the most ambitious agenda ever. It should be an exciting Conference and should aid in selling memberships and attendees.

### **NETWORKING/MEETINGS:**

- January 12 -- Griffin attended Energy Conservation Presentations Meeting at Alaska Energy Authority
- January 8 -- O'Brien and Intern Lisa Vaught attend/lead Bristol Bay Energy Plan Scoping Teleconference

