



**STAFF REPORT
NOVEMBER 17TH, 2014**

ADMINISTRATIVE/FINANCE:

Organization is flush with cash now, earning a very small return on investment. May consider diversifying into other funding vehicles to increase yields. Current assets exceed one million dollars. Payments to Membership remain under-budgeted, although this past period saw increased renewals due to hard-copy invoicing to outstanding members. Properly allocating between different funding sources and approved spending categories has become more complicated and will require regular review to ensure actual revenue and spending are appropriate within the more regulated granting and contracting environment.

PROJECTS/OLD BUSINESS:

Regional Energy Planning

- *Aleutian/Pribilofs*: SWAMC submitted Phase II requirements for AEA review. AEA has requested that we merge the Phase I & II reports. Staff has made draft updates to the report and will submit for final approval soon.
- *Bristol Bay*: AEA approved the draft contract, amended to June 30, 2015, with deadlines for outreach objectives and site visit logistics due February 28, 2015. SWAMC has submitted a sub-contract with BBNA for project management for the Bristol Bay Region.
- *Kodiak*: SWAMC has engaged about 30 community, regional and industry stakeholders to represent the Steering Committee which will help identify objectives to address at the January 27th Kodiak Energy Summit. The second Steering Committee meeting was held November 12, 2014; to date we have outlined a regionally representative stakeholders and scoped topics to consider at the Energy Summit. Staff conducted site visits to Kodiak City, Port Lions, Uozinkie and the Kodiak Island Borough, as part of our outreach stated in the Phase II objectives. Industry Surveys have been organized and will be ongoing.

Energy Intern

Laura Vaught has been hired to facilitate staff activities, primarily focused on AEA Energy Contracts. Activities to date include merging Aleut Phase I & II; Kodiak stakeholders and Steering Community outreach; Bristol Bay stakeholders.

SWAMC Work Plan

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

Business Retention & Expansion - UAA Training

Staff attended DCCED-DED sponsored University of Alaska, Center for Economic Development training on Business Retention and Expansion. The training explained the BRE program, discussed surveys and other tools for gathering information, discussed how to market the BRE program to businesses, and introduced us to "Executive Pulse", the software the State has purchased to run the BRE program. Staff is populating CRM-DB with existing membership data, and has begun answering key questions outlined in ARDOR scope of work, including data integrity and partnership interactions.

VISTA- STEM Program

New VISTIA applications have been received, and will be processed in time for next PSO (dictates VISTA start dates).

Membership & Network

Hard-copy Thank-You cards have been mailed to all FY15 members. A third membership invoice was physically mailed to prior members. Small communities were very responsive to hard-copy solicitation. We have retained 59% of our targeted 91 members. They have contributed a total of \$33,796, which is 75.10% of FY15 Budgeted Member Dues. Toward the end of October, staff will begin calling outstanding members, especially large sponsors who have not renewed.

The SWAMC Network Contact Database is active and all FY15 prior and current SWAMC members have updated records. This contact list will be used as the template to transition to the Business Retention and Expansion funded by the State after their system is modified to meet SWAMC's needs. Our database consolidates regional organizations, people, titles, emails, addresses, websites, industry tags, regional tags, and SWAMC membership status. Records cross-reference 876 individuals with 522 organizations involved in the SWAMC Region.

Workforce Development

SWAMC was unsuccessful in our bid for a grant to host workshops with regional college campuses. Staff will follow up with AWIB, who were impressed with this organization's efforts; developing a plan and follow leads for moving forward.

Quality of Life and Substance Abuse

SWAMC needs to determine how we address this complex issue. Reducing demand for poor behavior, through job placement and community engagement as a deterrent and preferable alternative, is being investigated as a strategy that this organization can deploy. This will be a Conference issue and will require further effort.

Conference

Conference Committee was established; need to review draft agenda and begin Sponsorship outreach.

NETWORKING/MEETINGS:

- October 29th, Obrien attended a teleconference with BB Energy Plan Partners to confirm activities with the newly approved contract in place
- October 31st, Staff attended Foraker webinar course on understanding American Care Act for individuals
- November 3-4th, Griffin, Obrien, and Yancey attended BR&E Training hosted by University of Alaska Center for Economic Development and the DoCCED
- November 10th-13, Griffin and Obrien conducted Kodiak Energy Plan outreach site visits to Kodiak City, Port Lions, Ouzinkie, and Kodiak Island Borough
- November 10th, Obrien & Griffin met with KIB staff
- November 11th, Obrien & Griffin met with Representative Elect Stutes
- November 11th, Obrien & Griffin met with Darren Scott, CEO KEA