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MICHIGAN ECONOMIC  
DEVELOPMENT CORPORATION

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Executive Committee Minutes

February 6, 2018

10 a.m. – 12 p.m.

Michigan Economic Development Corporation  
300 N. Washington Square  
Lansing, MI 48913

**Members Present:**

Doug Rothwell  
Tom Moran  
Chris Rizik  
Fritz Erickson

Jerry Poisson  
Rob Collier  
David Washburn  
Scott Newman Bale

Jeff Metts  
Liz Ardisana  
Chris MacInnes  
Jack O'Reilly

**Members joined by phone:**

John Brown

**Members Absent:**

David Sowerby  
Dave Meador  
Anmar Sarafa

Karen Weaver  
Jeff Noel

David Armstrong  
Greg Northrup

**Staff Present:**

Amiee Evans  
Greg Tedder  
Dave Greco

Jeff Mason  
Amanda Bright McClanahan  
Emily Guarrant

Lynne Feldpausch  
Josh Hundt  
Christin Armstrong

**I. Call to order**

Mr. Rothwell called the meeting to order at 10:06 a.m., a quorum was not present. The meeting was held at the Michigan Economic Development Corporation, 300 N. Washington Sq. Lansing, MI 48913

**II. Public Comment**

Mr. Rothwell invited public comment, there was none.

**III. CEO Report**

- a. Mr. Jeff Mason reviewed the MEDC scorecard for FY18 to date. He provided updates on legislative outreach he and Dave Greco are continuing to participate in.

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*[At 10:16 am, Mr. Scott Newman-Bale and Mayor Jack O'Reilly arrived, a quorum was declared present.]*

## **IV. Chairman's Report**

- a. Mr. Rothwell asked if there were any questions, changes, or corrections regarding the November 2017 meeting minutes. There were none. *Ms. Ardisana moved to approve the minutes of the November meeting and Mr. Moran supported the motion. The motion passed unanimously.*
- b. Mr. Rothwell presented a Resolution to adopt the fifth amended and restated bylaws of the corporation in order to update those bylaws in accordance with the MEDC Interlocal agreement. Ms. Ardisana moved to approve the amended bylaws, Mr. O'Reilly supported the motion. The Resolution was approved unanimously.
- c. Mr. Rothwell presented a Resolution to elect a Secretary who shall attend and keep the minutes of all meetings. Mr. Rothwell nominated Ms. Christin G.M. Armstrong. Mr. Collier and Ms. Ardisana supported the nomination for Ms. Armstrong and the Resolution was approved unanimously.

## **V. Closed Session**

- a. Mr. Collier presented a Resolution on behalf of the Personnel & Compensation Subcommittee to authorize a closed session for the purpose of review the personnel evaluation of Mr. Jeff Mason. Mr. O'Reilly supported the Resolution and the Committee entered Closed Session at 10:24 a.m.
- b. At 10:32 a.m. the Committee exited Closed Session.

## **VI. Adoption of Compensation & Review Policy for the CEO**

- a. Mr. Collier presented a Resolution on behalf of the Personnel & Compensation Subcommittee to adopt a policy for use in establishing a competitive compensation package, conducting annual performance reviews, and authorizes salary increases and merit pay for the position of Chief Executive Officer. A copy of the policy was presented to the Committee. Mr. Poisson moved to adopt the policy recommendation as presented, Ms. Ardisana supported the motion. The Resolution passed unanimously.

## **VII. Subcommittee Reports**

- a. **Adoption of Addendum to Budget Development Policy:** Mr. Rizik presented an amended Budget Development Policy. Ms. Bright-McClanahan noted that his amendment would all the Committee to reserve funds. The four areas of recommendation from the Executive Leadership team include, \$9.5 million in second year funding for PlanetM, \$5 million for the small communities fund, \$2.5 million for a one-time seed capital fund, and \$2.5 million for a site improvement fund for a total of \$19.5 million in total proposed funding reserve. *After some discussion, Ms. MacInnes moved to approve the addendum to the*

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*Budget Development Policy, Mr. Moran supported the motion. The Resolution passed unanimously.*

**Approval of the Budget Time Schedule:** Ms. Bright-McClanahan presented a Resolution to approve the budget time schedule for the FY18-FY19 budget. Mr. Rizik and Mr. Poisson supported the recommended schedule presented in the Resolution. The Resolution passed unanimously.

*[At 10:47 a.m., Mr. Fritz Erickson exited the meeting]*

## **VIII. Continuation of the CEO Report**

- a. Mr. Jeff Mason continued on his CEO report. He provided an update on the Governor's Marshall Plan for Talent. Mr. Josh Hundt provided an overview on the activities surrounding the site development plan. Mr. Greg Tedder provided an update on the Opportunity Zones program.

*[At 11:21 a.m., Mr. Rothwell exited the meeting, Mr. Rizik continued as the Chair of the meeting.]*

- b. A request was made to have Roger Curtis, Director of TED provide an update in the April meeting on the Marshall Plan for Talent.
- c. Mr. Mason honored Mayor Jack O'Reilly for becoming Redevelopment Ready Certified in the City of Dearborn.

## **IX. Open Discussion**

Mr. Rizik invited open discussion, there was none.

- X.** The meeting was adjourned at 11:27 a.m.