EDA CONFERENCE CALL WITH JODI DUNCAN
December 18, 2013

On the call: Jodi Duncan, Krystal Steinmetz, Paul Tuss, Kathie Bailey, Jason Rittal, Sarah Converse, Barbie Durham, Brian Obert, Martin DeWitt, Jim Atchison, Liz Ching, and Gloria O’Rourke.

WELCOME AND AGENDA
Paul Tuss welcomed everyone to the call and thanked Jodi for taking the time to work with the Montana EDD representatives. The agenda today will be to review the report guidelines and forms as well as to have a free flow conversation on various issues. Jodi said she would be glad to hold this type of call every six months or even more frequently if desired. Jason said he would like to hold the next call in May to prepare for annual reports. Jodi said she would be glad to be on the CRDC/EDD Working Group meeting agenda at any time.

REVIEW OF PROGRESS REPORT TEMPLATE
Jodi reviewed the four sections of the EDA Annual CEDS and Progress Report Template.
- Adjustments – any changes to the CEDS document are identified
- Report – repeat the exact scope of work from the EDA grant and report on the activities
- Evaluation – five performance measures for each task
- Schedule – action implementation plan

EDD GOVERNING BODY COMPOSITION
Jodi provided an overview and listed examples of the EDD governing body composition.

Questions:
1. Please update the group on potential of rules coming down the pipeline that would loosen some of the tight definition of board members and percentages of who is eligible to serve.
   Answer: The new regulations are still in progress and have not yet been adopted. There is a new Assistant Secretary so it is hoped changes will be implemented.
2. Is the governing group called the CEDS Committee or the Strategy Committee?
   Answer: In EDA documentation it is known as the CEDS Committee but is referred to as Strategy Committee in regulations. You are welcome to interchange the title with Strategy Committee or perhaps list it naming both such as CEDS/Strategy Committee.
3. Has the criterion changed or perhaps just the wording has changed, for example, in the implementation plan?
   Answer: No, the criterion has not changed.

Observations and Feedback
- On the CEDS Strategy Committee and the Board Membership section, it is a juggling act to meet the requirement for rural communities, especially in the stakeholder section.
• EDDs were encouraged to share their CEDS Progress Reports on their websites.

**Misc. Discussion**

• January grantees were invited to submit abbreviated applications for 2014 for the reduced amount of funding. Now, however, fully funded applications are being accepted. In the future, those on the call preferred a heads-up regarding the funding and then an invite once the final funding amounts are known. Sometimes funding is known so late in the year the turn-around time is very short.

• GPRA Report: EDA has requested the change on item 2A which states in order to be counted on the report the project identified has to have led to private investment AND jobs. The reports submitted this year must have both until that form is approved and changed by OMB. This restriction leaves many projects unreported in Montana.

• For items not listed in the original EDA Scope of Work, place a heading at the end of your report titled something like “Other Items Completed” and place a brief description of additional work tasks.

**CLOSING**

Jodi said she looks forward to talking with everyone in the future on issues that come up regarding the CEDS reporting process. Gloria will schedule the next call in May, 2014.