

*Note: These minutes are not official until approved by the Economic Development Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

**Economic Development Committee Minutes  
August 2, 2016**

The DeKalb County Economic Development Committee met on Tuesday, August 2, 2016 @ 7:00p.m. in the DeKalb County Administration Building's Conference Room East. Chairman Brown called the meeting to order. Members present were Mr. Faivre, Ms. Leifheit, Ms. Polanco, Mr. Pietrowski, Jr., and Mr. Whelan. Others present were Gary Hanson, Mel Henriksen, Christine Johnson and Tracy Jones.

**APPROVAL OF THE MINUTES**

It was moved by Mr. Whelan, seconded by Mr. Faivre, and it was carried unanimously to approve the minutes from May 3, 2016.

**APPROVAL OF THE AGENDA**

It was moved by Mr. Faivre, seconded by Mr. Whelan, and it was carried unanimously to approve the agenda as presented.

**PUBLIC OR MEMBER COMMENTS**

Chairman Brown reminded the committee about the County Business Incubator's Ribbon Cutting Ceremony on August 17, 2016 @ 5:00p.m.

**ECONOMIC DEVELOPMENT SUMMIT UPDATE – DEKALB COUNTY THRIVING! – MEL HENRIKSEN**

Chairman Brown introduced Ms. Mel Henriksen who is with the NIU Center for Governmental Studies and who has helped guide the County with the Economic Summit. Ms. Henriksen came before the committee to update them on the progress of the Economic Summit. The first part of the summit was the Visioning step and the next step is called DeKalb County Thriving. Ms. Henriksen said that we have created an Advisory Board; the Center for Governmental Studies (CGS) has gathered a lot of input from various communities. The Stakeholder Engagement consisted of community focus groups and elected official interviews as well as 435 responses from a survey that was sent out. The Economic Development Draft came out of this survey. Currently we are in the Outreach phase of the project and the Center for Governmental Studies is drafting a letter that will go out to all of the partners. Those partners include NIU, Kishwaukee College, DeKalb County Economic Development Corporation and Economic Development personnel throughout the county along with the various Chambers of Commerce, and the DeKalb County Convention and Visitor's Bureau.

Funding can be very hard for the smaller communities. There will be funding available through the DeKalb County Community Foundation with a maximum of \$20,000 for each community to apply for. Before there is a final plan in place, the Foundation would like the communities to collaborate with what the County is trying to do. The communities will be invited to apply for funds beginning in September.

Mr. Pietrowski said that there has been talk about the County being eligible for this funding opportunity, too. The County is checking with the Foundation to make sure that this is so. The committee thanked Ms. Henriksen for her informative report.

### **COORDINATOR'S REPORTS**

Ms. Supple gave an update on the Business Incubator. She said that she is working with five of the colleges at NIU regarding the Incubator and Open Houses for their individual students. She has a volunteer intern starting out in the next couple of weeks at the Incubator. He will be doing research projects for the four companies that are housed in the Incubator and some office duties. He will be working 2 to 3 days a week in the Incubator. He has worked in an Incubator before in Chicago and has written non-disclosure statements and patent applications.

There is a lot of activity going on in the Incubator currently as we prepare for our ribbon cutting ceremony, Ms. Supple said. The premises have been newly painted and items are going up on the walls along with furniture being moved into the Collaboration Room.

### **ADJOURNMENT**

It was moved by Mr. Pietrowski, Jr., seconded by Mr. Porterfield, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,

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Chairman Robert Brown

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Mary Supple, Recording Secretary