

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 12

From: Staff

Date: July 15, 2016 Council Meeting

Subject: Comprehensive Economic Development Strategy Committee Update

Introduction

The Treasure Coast Regional Planning Council (TCRPC) Comprehensive Economic Development Strategy (CEDS) Committee was established in 1998 as part of an effort to implement Strategic Regional Policy Plan (SRPP) Regional Goal 3.8: Establish the Treasure Coast Region as a Regional Economic Development District (EDD). An EDD is any region in the United States designated as such by the U.S. Economic Development Administration (EDA). An advantage in being designated as an EDD is that it provides more opportunities for federal funding and helps the region to remain competitive in national and global markets. This designation increases the power of the region to promote and help implement national, state, regional, and local economic development goals. The purpose of this report is to present an update to Council on the activities of the CEDS Committee.

Background

In 1999, TCRPC was formally designated as an EDD. Under this designation, Council is eligible to receive annual funding from EDA to conduct economic development planning on a regional basis. Council's current EDA Planning Partnership Award period is from January 1, 2014 to December 31, 2016. The purpose of this planning grant is to provide support for the development, implementation, revision, or replacement of a CEDS plan. Establishment of the CEDS Committee is a requirement of EDA funded EDDs. The CEDS Committee is a key element in the CEDS process. The CEDS Committee is the principal facilitator of the CEDS process and is responsible for developing and updating the CEDS plan. A goal of the CEDS Committee is to broadly represent the main economic interests of the region.

Committee Membership and Operation

Membership on the CEDS Committee consists of five appointees from each of the four counties of the Treasure Coast Region. County commissioners appoint the members. The members are selected from a broad range of groups, including local planning departments, Chambers of Commerce, special purpose economic development organizations, workforce development boards, and private citizens. A list of the current members of the CEDS Committee is attached.

The CEDS Committee of the Treasure Coast EDD operates according to an adopted set of bylaws (attached). The committee typically meets four-to-six times a year at Council's office. The meetings are advertised in Florida Administrative Weekly and are open to the public. Minutes of each meeting are posted on Council's website. Members of the CEDS Committee operate under the provisions of the Florida Sunshine Law.

CEDS Plan

According to EDA guidelines, the purpose of the CEDS Committee is to oversee and guide district-wide economic development planning. This is accomplished primarily through the development of a CEDS plan. The first CEDS plan for the Treasure Coast EDD was developed in 1998. The CEDS plan was updated in 2000, 2004, 2007, and 2012. The most recent CEDS 2012-2017 plan, which is now updated every five years, was presented to TCRPC and approved by the Council on September 21, 2012. The plan highlights the region's strengths, weaknesses, opportunities, and challenges and provides a set of guiding principles for community leaders to set common economic development goals and priorities for action. The development of this CEDS plan was guided, supported, and coordinated in parallel with the development of the State of Florida's 2012-2017 Statewide Strategic Plan for Economic Development. The framework adopted for state and regional economic development planning efforts is the Six Pillars of Florida's Future Economy developed by the Florida Chamber Foundation. The Six Pillars identifies the critical factors determining Florida's future: (1) Talent Supply and Education, (2) Innovation and Economic Development, (3) Infrastructure and Growth Leadership, (4) Business Climate and Competitiveness, (5) Civic and Governance Systems, and (6) Quality Places. The current CEDS plan is available on Council's website at the following link: [CEDS 2012-2017 plan](#).

Current Activities

The CEDS Committee meetings provide a regional forum for economic development organizations and interested parties to coordinate economic development planning activities. The committee frequently discusses proposed and potential projects in the region. One of the most significant activities the CEDS Committee is currently involved in is planning an economic development summit for the Treasure Coast Region to be held on October 28, 2016. The purpose of the summit is to engage stakeholders as part of the process to update the CEDS plan, which is scheduled to be updated in 2017. The summit is expected to bring together the region's business development boards, all of the economic organizations, colleges, universities, counties, and cities within the region to provide a synchronized focus on economic issues. The summit will provide an opportunity for a full complement of ideas by expanding the input area to the entire region. A flyer advertising the summit is attached. Council members are invited to attend the summit and provide input to help shape the future region.

Recommendation

For information only.

Attachments

CEDS Committee Membership

INDIAN RIVER COUNTY

Members:

Helene Caseltine	Indian River Chamber of Commerce, Executive Director of Economic Development
Brian Fowler	Marine Bank and Trust
Joe Griffin	City of Sebastian, City Manager
Mark Mathes	City of Fellsmere, Community Development Director

MARTIN COUNTY

Members:

Pauline Becker	Private Citizen
Henry Copeland	Private Citizen
Luis Dominguez	Private Citizen
Edwin Maxwell	The Computer Store, Owner
Bill West	Molly's House, CEO/Development Director

Alternates:

Ike Crumpler	Private Citizen
Frank Tidikis	Private Citizen
Kathie Smith	Private Citizen
Robin Snyder	Private Citizen
Kristen Sweeney	Private Citizen

ST. LUCIE COUNTY

Members:

Adam Locke	Private Citizen
Harold "Buzz" Smyth	Private Citizen
Al Rivett	Private Citizen

Alternates:

Peter Tesch	Economic Development Council of St. Lucie County, Inc., President
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PALM BEACH COUNTY

Members:

Artice Cobb	Private Citizen
Michael Corbit	CareerSource Palm Beach County, Director of Business Development
Andrew Duffell	Florida Atlantic Research & Development Authority, President & Chief Executive Officer
Gary Hines	Business Development Board of Palm Beach, Senior Vice President, Administration

AMENDED BYLAWS of the
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE
Of the
TREASURE COAST REGIONAL PLANNING COUNCIL
(Revised and Adopted January 9, 2014)

ARTICLE I

Name

The name of this Committee is the Comprehensive Economic Development Strategy Committee (“CEDS”) of the Treasure Coast Economic Development District. The Committee is a public body that operates under the provisions of 186.505, F.S.

ARTICLE II

Purpose

The purpose of the Committee in accordance with U.S. Economic Development Administration *Guidelines for Economic Development Districts (1992)* is to oversee and guide District-wide economic development planning. The Committee, through the Comprehensive Economic Development Strategy (CEDS) Plan or other appropriate mechanism will develop strategies to address economic development issues, including the diversification of the District economy and job expansion. Members will share information, advise the Economic Development District on areas of economic data development, and create a consensus plan of action that will be used to update the CEDS plan of the Treasure Coast Economic Development District.

ARTICLE III

Membership

1. Membership – Membership on the CEDS Committee is based on four factors. First, there are to be five (5) appointees from each of the four counties of the Treasure Coast Region (Indian River, Martin, Palm Beach and St. Lucie) that participate in the activities of the Treasure Coast Economic Development District. Second, Committee members should be drawn from the range of groups noted below: Currently, the Committee membership reflects representation from the following agencies.
 - a. Local planning departments
 - b. Chambers of Commerce
 - c. Special purpose economic development agencies and councils
 - d. Workforce development boards

2. Appointments and Removals

- a. Appointments for membership on the CEDS Committee will be made at the discretion of the participating counties.
 - b. Removal of a member is accomplished by an appointee's resignation or by an action by the respective member's appointing body.
3. Request for Participation – Failure to attend two (2) consecutive scheduled meetings of the Committee without advance notification places a member in a delinquent status. The Committee will notify the Appointing authority of a member's delinquent status and request that a new appointment be made.
 4. Vacancies – It is at the option of each member organization as to whether a nomination is made to fill a vacancy. When a vacancy exists, the Committee will notify the Appointing authority and request that the vacancy be filled.
 5. Alternates – In order to promote attendance at the meetings of the Committee, each group or organization represented on the Committee is encouraged to appoint an alternate representative for each regular member. If possible, the alternate representative should be specified in the letter appointing the regular member. Any alternate member may represent any absent regular member of that County.

ARTICLE IV

Annual Meeting and Member Terms

1. Annual Meeting: The annual meeting of the CEDS Committee will take place in January of each year. Prior to the date of the annual meeting Council staff will request each of the participating counties to ratify their respective slate of CEDS Committee members as current and up to date. Any new and/or reaffirmed members will be read into the record at the annual meeting by the Chairperson. New and/or reaffirmed members' terms will begin at the next scheduled meeting of the CEDS Committee.
2. Member Terms: CEDS Committee members will, notwithstanding Article III Section 2.a. serve one year terms which will be renewed at the discretion of the appointing jurisdiction on an annual basis prior to the annual meeting.

ARTICLE V

Officers, Terms, Duties, Subcommittees

1. Officers – there will be four (4) officers of the CEDS Committee: a Chair, 1st Vice-Chair, 2nd Vice-Chair, and 3rd Vice-Chair. All Officers shall be elected by the CEDS Committee at its December annual meeting. Officers will serve a one-year term of office which will begin at the next scheduled CEDS Committee meeting following the annual meeting in January. The

office of Chairperson shall be rotated amongst all four participating counties on an annual basis. All Officer positions reside with the County that the respective CEDS Committee member holding that position represents and not to the individual member. Starting at and immediately following the December 2002 annual meeting the office of 1st Vice-Chair will rotate to the position of Chair. The office of 2nd Vice-Chair will rotate to the position of 1st Vice-Chair and so on.

2. Term – Committee member terms are determined by the respective members’ Appointing authority except as provided for in Article IV, Section 2.
3. Duties – The duties of the Chair will be to preside over the meetings of the CEDS Committee and to carry out other duties as directed by the Committee at large. The Vice-Chair will act as the Chair in the absence of the Chair. The staff of the Regional Planning Council shall act as secretary to the Committee and will assist the Chair in carrying out the duties and the responsibilities of this office.
4. Subcommittees – Special purpose and study subcommittees may be formed at the discretion of the Chair. These subcommittees will serve until the completion of the requested action. Membership of subcommittees should include diversified interests from different counties and organizations insofar as practicable.

ARTICLE VI

Conduct of the Meetings

1. Procedure within the Meetings – Behavior and conduct during the meetings will be consistent with that expected of responsible individuals. When there is a conflict on procedural matters, Robert’s Rules of Order, Amended, will be consulted in determining correct action.
2. Agendas – An agenda will be prepared and distributed at least five days prior to each meeting with items of action that must be addressed. The agendas will be flexible to allow other items of business.
3. Voting – All voting members, including officers, are entitled to one (1) vote each. Only one vote is allowed for each member. That vote may be exercised only by the member who represents that group or organization or by the alternate. There will be no proxies. Simple majority vote of a quorum passes any action.
4. Quorum – A quorum shall be defined as either: 1) a minimum of 2 members from each of the four participating counties for a total of 8 members or 2) a minimum of 7 members. When a quorum is present, a majority of those present may take action on matters properly presented at the meeting.
5. Minutes – Minutes will be kept for meetings in summary form. The exact language of matters that are voted upon will be entered into the Minutes.

6. Guests and Requested Speakers – Members may request the Chairman to invite guests to attend meetings at their own expense. The Committee may also request the Chairman to invite individuals to attend meetings to inform them on items being reviewed by the Committee.
7. Informality – In general, and excepting cases where formal action is being undertaken, the Committee will operate with as few procedural constraints as is desirable.
8. Frequency of Meetings – The Committee will schedule full meetings not less than once per calendar quarter and shall call special meetings as deemed appropriate from time to time.

ARTICLE VII

Responsibilities and Authority

1. The members are expected to share information with one another as it pertains to economic development issues as legally permitted.
2. The Committee shall assist and advise the Staff in overall economic development issues.

ARTICLE VIII

Amendments

These bylaws may be changed, amended, expanded, or contracted by any action consistent with Article VI, Sections 3 & 4, with the exception of Article III, Sections 1 & 2, Article IV, Section 1 & 2, Article V, Section 1 & 2 and Article VI, Sections 3 & 4.

TREASURE COAST REGIONAL PLANNING COUNCIL



*Save the
Date*

Regional Economic Development Summit for the Treasure Coast Region

Wolf High Technology Center
Indian River State College - Chastain Campus
2400 SE Salerno Road
Stuart, Florida 34994

October 28, 2016
9:00 am - 4:00 pm

JOIN IN THIS UNIQUE OPPORTUNITY TO REVIEW THE LATEST ECONOMIC TRENDS,
INTERACT WITH INDUSTRY LEADERS, AND PROVIDE INPUT TO THE 2017 UPDATE
OF THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY PLAN
FOR THE TREASURE COAST REGION

FOR ADDITIONAL INFORMATION, PLEASE VISIT:
www.tcrpc.org/Summit.html

TREASURE COAST REGIONAL PLANNING COUNCIL
Palm Beach • Martin • St. Lucie • Indian River