

**M A D E R A   C O U N T Y**  
***ECONOMIC DEVELOPMENT***  
***COMMISSION***  
**E x e c u t i v e   C o m m i t t e e**

**November 13, 2024**

**MINUTES**

**PRESENT:**   *Santos Garcia, Jordan Wamhoff, Waseem Ahmed, Maiknue Vang*

**ABSENT:**   *Rob Poythress*

**STAFF:**   *Lois Leonard, Interim Director Bobby Kahn, Kristina Gallagher*

**1.0   CALL TO ORDER**

*The meeting was called to order at 3:01 p.m. by Vice-Chair Vang.*

**2.0   PUBLIC COMMENT- *None.***

**3.0   INTRODUCTIONS & RECOGNITION -**

**4.0   CONSIDERATION OF AGENDA-**

*On motion by Commissioner Ahmed and seconded by Commissioner Wamhoff as presented. Motion carried.*

**5.0   CONSENT CALENDAR**

**5.1   Madera County Economic Development Commission  
Executive Committee Minutes – August 14, October 2 & 7, 2024**

**5.2   Madera County Economic Development Commission  
Financial Report- October 2024**

*On motion by Commissioner Garcia and seconded by Commissioner Ahmed the consent calendar is approved as presented. Motion carried.*

## **6.0 ACTION ITEMS-**

### **6.1 Adoption of Contract/Executive Director**

*On motion by Commissioner Garcia and seconded by Commissioner Ahmed to approve the contract for Kristina Gallagher as the Executive Director of the Madera County Economic Development Commission under the following terms. Motion carried.*

**TERM:** the term of this Agreement is for three years commencing November 4, 2024 and terminating October 31, 2027 and shall continue from year to year Thereafter, unless either party shall give notice of termination.

#### **Compensation**

- a) During the initial 12 months of employment, the COMMISSION shall pay DIRECTOR shall accept as full salary for service rendered hereunder the sum of \$11,666.67 per month (\$140,000 per year).
- b) Upon completion of twelve (12) months of employment, and annually thereafter the parties hereto agree to increase DIRECTOR's annual salary by the annual State Consumer Price Index increase, to not exceed three percent (3%) plus one Percent (1%).

#### **Fringe Benefits**

- a) COMMISSION will pay contributions to a retirement plan equal to 7.5 percent (7.5%) of DIRECTOR's salary. DIRECTOR's contribution will be equal to 7.5 percent (7.5%) of his salary.
- b) DIRECTOR may contribute to a deferred compensation plan which will be funded solely by DIRECTOR.
- c) COMMISSION will provide term life insurance coverage for death benefits in the amount of fifty thousand dollars (\$50,000.00).

- d) COMMISSION will provide health, dental, and vision insurance coverage of DIRECTOR and any dependents. COMMISSION shall pay 100 percent (100%) of the cost of such coverage for DIRECTOR and 50 percent (50%) of the cost for said dependents.
- e) COMMISSION will provide long-term disability insurance coverage with benefits equal to sixty-six and two-thirds percent (66 2/3%) of DIRECTOR's monthly base salary.
- f) COMMISSION will provide a surety bond or its equivalent for coverage of any claims related to liability or errors and omissions related to the conduct of COMMISSION business, at the expense of COMMISSION.
- g) Vacation, Leave Sick Leave, and Holidays.  
Effective November 1, 2024, DIRECTOR will receive 3 weeks of vacation, 8 hours of sick leave per month, and 10 holidays as listed in the Employee Manual.
- h) COMMISSION will provide vehicle mileage allowance for use of DIRECTOR's personal vehicle equal to the Internal Revenue Service (IRS) adopted mileage rate per mile for business-related travel both inside and outside the county.
- i) DIRECTOR will be paid all usual and normal costs and expenses incurred in connection with his employment, which may include telephone, business, travel, food, and lodging, and other such expenses in accordance with COMMISSION.

- j) DIRECTOR may seek membership in related and appropriate professional associations and organizations.
- k) COMMISSION shall provide DIRECTOR a cellular telephone at COMMISSION expense.

## **6.2 MCEDC Signers on Bank Accounts**

*On motion by Ahmed and seconded by Commissioner Garcia to add Kristina Gallagher and Jordan Wamhoff to the MCEDC bank account # 5105218. Add Kristina Gallagher to Citizen's Business Bank CD #59901626 and Central Valley Community Bank CD # 12400414 and all other MCEDC banking accounts. Motion carried.*

## **7.0 INFORMATIONAL ITEMS – None.**

## **8.0 WRITTEN COMMUNICATION- None.**

## **9.0 OPEN DISCUSSION/REPORTS/INFORMATION**

### **9.1 Executive Committee Members**

**Commissioner Vang (Workforce Development Board)** – reported they supported Madera Community Hospital's job fair on Oct. 19<sup>th</sup> and 21<sup>st</sup>. They interviewed 1,349 people on the spot. The hospital has offered positions to 135 people, where 75% came from the job fair. They hope to have 200 employees when they open the hospital in early January. They are still looking for ER nurses and will hold more targeted job fairs to fill those positions that they still need. Workforce was able to get an extension on the Rapid Response funds they received to specifically help the hospital. Looking at those funds to help upscale workers once hired at the hospital. Workforce was awarded a James Irvine Foundation Grant.

**Commissioner Wamhoff (Board of Supervisors)** – reported on the 452-acre development on the Valley Children's Healthcare campus. He had an open house in the Ranchos where Caltrans, County Staff, CHP, Sheriff's and engineers showed maps of the upcoming road improvements in the region. Road improvements were discussed included Road 10-1/2 to 15, 12 to Rio Mesa and Avenue 12 upgrade project. Reported on future commercial projects in the area. The Amtrak Station has been approved for relocation to Avenue 12 near Madera Community College. Madera Community College is working on having an Agave Program at the college. They have leased a distillery in the Ranchos and have partnered up with some growers who have planted agave. The college is working on curriculum for the program.

**Commissioner Admed (City of Chowchilla):** High Speed Rail will hold a meeting in Chowchilla on the 18<sup>th</sup>. Reported on the water project in Fairmead and the paving of Ave 24 to Chowchilla. After some PG&E/Union Pacific

issues, Auto Zone should open mid-January.

**9.2 Interim Executive Director-** *as reported he provided a detailed list of activities in the packet. Kristina Gallagher reported she's had a production week and ½. Thanked Commissioner Wamhoff for setting up a meeting with Tim Jones.*

**9.3 Manager of Business Development and Marketing-** *as presented.*

**9.4 Business Assistance/Office Manager-** *as presented. Reported the CEDS was approved by the EDA for a five year period. Public comment will end on November 17, 2024.*

**10.0 NEXT MEETING-** *On motion by Commission Wamhoff and seconded by Commissioner Garcia, the next meeting will be held on December 11, 2024 at 9am. Motion carried.*

**11.0 ADJOURNMENT-** *The meeting was adjourned at 3:52 p.m.*

Respectfully submitted, Lois Leonard, Recording Secretary

Approved by Chairman Robert Poythress: \_\_\_\_\_