



**JSDC Board of Directors Meeting  
Monday, May 11, 2026  
Official Minutes  
JSDC Lower-Level Conference Room**

**Members Present:** Jeremy Rham, Casey Henderson, Tory Hart, Dwaine Heinrich, Amanda Hastings, David Steele, Jen Dockter, Mike Delfs, Dustin Jensen, Ben Steinolfson.

**Members Absent:** Tonya Perkins, Levi Taylor.

**Staff Present:** Corry Shevlin, Alyssa Looyesen, Jamie Czapiewski.

**Guests Present:** Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Sarah Hellekson, City of Jamestown; Masaki Ova, Jamestown Sun; Courtney VanDyke, Bank Forward; Jordan Koushkouski, Koush LLC; Raisha Trautman, MRT Enterprises, LLC; Carolyn Triepke, A Tiny Roar Childcare; Amber Selander, A Tiny Roar Childcare.

**Call to order:** 11:46 a.m. by Jeremy.

**Conflict of Interest:** Tory Hart for Koush, LLC Flex PACE request and MRT Enterprises, LLC Flex PACE request.

**B) Approval of Meeting Agenda:** The agenda was in the One Drive for review.

*Amanda Hastings made a motion to approve the agenda as presented. Casey Henderson seconded, and the motion passed unanimously by voice vote.*

**C) Strategic Committee Reports**

Organizational Excellence Committee –

- The Organizational Excellence Committee did not meet in May.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

- The Finance Committee did not meet in May.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

- The Existing Business Outreach Committee met with the New Business Attraction Committee on May 6 and discussed the Flex PACE requests, the Daycare request, and the Workforce Pathways applications.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

- The Business Attraction Committee met with the Existing Business Outreach Committee on May 6 and discussed the Flex PACE requests, the Daycare request, and the Workforce Pathways applications.
- The New Business Attraction Committee meets on the first Wednesday of each month at Noon.

**D) Approval of Meeting Minutes:** The minutes from the April meeting were in the One Drive for review.

*Tory Hart made a motion to approve the minutes as presented. David Steele seconded, and the motion passed unanimously by voice vote.*

**E) Account Status Report:** A brief financial summary was given.

*Casey Henderson made a motion to approve the financials as presented. Amanda Hastings seconded, and the motion passed unanimously by voice vote.*

**F) Koush, LLC Flex PACE Request:** Alyssa's memo regarding the Koush, LLC Flex PACE request was in the One Drive. Koush, LLC, owned by Jordan Koushkouski, is purchasing the building at 115 1st Ave S in Jamestown. The building will be turned into a renovated bar and lounge that will offer a variety of quality drinks, both alcoholic and non-alcoholic, as well as gaming, occasional live music, and on/off sale. Flex PACE funding will be used to update and renovate the building for items such as roof replacement, HVAC, restroom updates, windows, signate, and electrical work.

Jordan Koushkouski was in attendance to answer any questions about the project. This property was previously in his family as the Park Bar and Lounge.

Alyssa made the recommendation to approve the funding request for this project in the amount of up to \$63,084.89 with an 80% city and 20% county split of \$50,467.91 and \$12,616.98, if the Renaissance Zone tax exemption is not fully utilized. The New and Existing Business Committee voted to recommend this project for approval at their May 6 meeting.

*Amanda Hastings made a motion to approve the Koush, LLC Flex PACE Request as presented. David Steele seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Mike – Aye, Dustin – Aye, Ben – Aye. Tory did not vote due to conflict of interest. Tonya and Levi were not present to vote.*

**G) MRT Enterprises, LLC Flex PACE Request:** Alyssa's memo regarding the MRT Enterprises Flex PACE request was in the One Drive. MRT Enterprises, LLC, owned by Raisha Trautman is purchasing the building at 613 10th St SE in Jamestown to own and continue to operate her business, Ultimate Relaxation. With the purchase of this property, Raisha will be able to have a permanent location to continue providing health and wellness services to the Jamestown community. Services that are provided include massage, facials, and treatment plans for your skin utilizing various techniques.

Raisha Trautman was in attendance to answer any questions about the project. The property was a previous Flex PACE project in 2018 (S&N Enterprises/Layered Salon). With this purchase of the property, Raisha will now own the building and rent space to Layered Salon. That portion of the building is not included in this Flex PACE request. The S&N Enterprises Flex PACE will then go into repayment.

Alyssa made the recommendation to approve the funding request for this project in the amount of up to \$36,203.92 with an 80% city and 20% county split of \$28,913.14 and \$7,240.78. The New and Existing Business Committee voted to recommend this project for approval at their May 6 meeting.

*Dwaine Heinrich made a motion to approve the Koush, LLC Flex PACE Request as presented. Dustin Jensen seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Mike – Aye, Dustin – Aye, Ben – Aye. Tory did not vote due to conflict of interest. Tonya and Levi were not present to vote.*

**H) A Tiny Roar Childcare Daycare Request:** Alyssa’s memo regarding the A Tiny Roar Childcare Daycare Request was in the One Drive. A Tiny Roar Childcare, owned by Carolyn Triepke and Amber Selander, is purchasing the building at 214 6th Ave NE in Jamestown to open a childcare facility. A Tiny Roar Childcare is in the process of licensing and will be able to have a capacity of 30 children between the ages of zero through six, with a mission to deliver exceptional early learning and care for the children they serve. The funding will be used to purchase essential items such as furniture and equipment needed for operating a childcare center.

Carolyn Triepke and Amber Selander were in attendance to answer any questions about the project. The building is already purchased, and they are hoping to get licensed once flooring and painting are done.

Alyssa made the recommendation to approve the funding request for this project in the amount of up to \$10,000 with an 80% city and 20% county split of \$8,000 and \$2,000. The New and Existing Business Committee voted to recommend this project for approval at their May 6 meeting.

*Amanda Hastings made a motion to approve the A Tiny Roar Childcare Daycare request as presented. Mike Delfs seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Tory – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Mike – Aye, Dustin – Aye, Ben – Aye. Tonya and Levi were not in attendance to vote.*

**I) Summer 2026 Workforce Pathways Applications:** Jamie’s memo regarding the Spring 2026 Workforce Pathways applications was in the One Drive. All applications were evaluated using the Workforce Pathways rubric. Overall, this round includes a strong mix of healthcare, technical trades, legal, and community-based positions. Many of the applications demonstrate clear alignment with high-demand workforce needs in Stutsman County and provide meaningful, hands-on learning opportunities for participating students. Several applications scored at the highest level and stood out for their structured internship experiences, clearly defined learning objectives, strong mentorship opportunities, and demonstrated pathways to long-term employment in the region.

The SMP Health application submitted on behalf of Shamsco Rage scored highly due to its strong alignment with healthcare workforce needs and the organization’s commitment to professional development and career growth opportunities.

Applications from Stutsman Offroad for Caden Erickson and Dru Carr also scored well, offering extensive hands-on technical training in diagnostics, maintenance, and repair, along with defined pathways to full-time technician positions. These applications demonstrated strong alignment with local workforce shortages in the skilled trades while providing valuable real-world experience for the students involved.

Additional applications, including Greta Anderson with Dalsted & Ryan and Tyler Piehl with Trinity Lutheran, also met program requirements and provided strong experiential learning opportunities. These internships offer meaningful mentorship and project-based work experiences, though the career fields represented are somewhat less directly tied to the high-demand workforce sectors identified through local workforce development priorities.

One application, Savannah Hedin with Central Valley Health District, did not meet program guidelines requiring a confirmed pathway to full-time employment following graduation. While the internship itself offers relevant and valuable experience, the employer indicated that no current full-time opportunity is available. Two additional applications, Claire Haas with Downtown Dental and Kinley Anderson with T & K Pediatrics, were determined to be ineligible under current program guidelines because the interns are not completing their overall dental and pathology educational programs within two years.

Jamie recommended funding the following reimbursements:

1. Caden Erickson – Stutsman Offroad
2. Dru Carr – Stutsman Offroad
3. Greta Anderson – Dalsted & Ryan
4. Tyler Piehl – Trinity Lutheran
5. Shamsi Rage – SMP Health

The total estimated reimbursement cost to JSDC for these internships is approximately \$17,500. The New and Existing Business Committee voted to recommend these interns for reimbursement approval at their May 6 meeting.

*Tory Hart made a motion to approve the five recommended intern reimbursements as presented. Dwaine Heinrich seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Tory – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Mike – Aye, Dustin – Aye, Ben – Aye. Tonya and Levi were not in attendance to vote.*

#### **J) Staff Reports:**

**Corry:** Corry reported that he recently attended SparkED training and a EDND development strategic planning session (where he presented on SEPA/pilot agreements), with another EDND conference coming up in Williston in June. He said projects at SEPA are progressing, including complex wetlands and easement work with Tetra Tech on the Klose property, and that other Spiritwood projects remain on track. Housing efforts are close to being finalized, with developer agreements nearly complete for both the southwest and northeast projects. He highlighted strong activity in flex PACE, daycare, and internship programs as a sign of growing business momentum, noted that they are in the middle of audits with Shauer & Associates (including 38 flex PACE audit letters sent out), mentioned the Chamber and Tourism's recent move back upstairs as the building project nears completion, and reminded the board about the upcoming May 20 strategic planning session and the scheduled annual meeting in June.

**Alyssa:** Alyssa reported that she's happy to see strong Flex PACE and daycare activity, with additional Flex PACE prospects already emerging for next month. She's attending the Community Venture

Network event on Friday in the Twin Cities to network and learn how other communities and states are approaching development. On the admin side, they've started to collect on several Flex PACE loans as projects close out, and all Flex PACE audit letters have gone out, which has triggered a wave of calls from borrowers confirming balances and due dates, something she views positively because it keeps repayment responsibilities front-of-mind.

**K) Ex-Officio Reports:**

**City of Jamestown:** Dwaine and David reported on the City of Jamestown.

**Stutsman County:** Amanda reported on the county.

**Jamestown Chamber of Commerce:** Emily submitted a written report on the chamber.

**Jamestown Tourism:** Emily submitted a written report on tourism.

**ND Job Service:** Danica was not present to report on Job Service.

**Adjourn:** Jeremy adjourned the meeting at 12:33 p.m.

Respectfully submitted – Jamie Czapiewski, Operations Coordinator.