JSDC Board of Directors Meeting
Monday, October 12, 2026
Official Minutes
JSDC Lower-Level Conference Room

Members Present: Jeremy Rham, Casey Henderson, Tonya Perkins, Katie Hemmer, Jen Dockter, Dustin Jensen.

Members Absent: Tory Hart, Levi Taylor, Amanda Hastings, Shannon Davis, Mike Delfs.

Staff Present: Corry Shevlin, Jamie Czapiewski.

Staff Absent: Alyssa Looysen.

Guests Present: Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Warren Abrahamson, Jamestown Tourism; David Steele, City of Jamestown; Sarah Hellekson, City of Jamestown; Danica Chaput, Job Service; Masaki Ova, Jamestown Sun; Mike Knofczynski, GRE.

Call to order: 11:45 a.m. by Jeremy.

Conflict of Interest: None

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

Tonya Perkins made a motion to approve the agenda as presented. Dustin Jensen seconded, and the motion passed unanimously by voice vote.

C) Strategic Committee Reports

Organizational Excellence Committee –

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

Finance Committee-

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

Existing Business Outreach Committee-

- The Existing Business Outreach Committee did not meet in October.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

- The Business Attraction Committee did not meet in October.
- The New Business Attraction Committee meets on the first Wednesday of each month at Noon.

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

Katie Hemmer made a motion to approve the minutes as presented. Jen Dockter seconded, and the motion passed unanimously by voice vote.

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

Katie Hemmer made a motion to approve the financials as presented. Dustin Jensen seconded, and the motion passed unanimously by voice vote.

F) Workforce Pathways Program Updates: Jamie's memo regarding the updates to the Workforce Pathways Program was in the One Drive. Following September committee discussions, Jamie and Alyssa recommended accepting applications on a rolling basis instead of using separate seasonal deadlines. This would better accommodate employers' hiring schedules and internships outside the traditional semester calendar. Employers would still need to apply before an intern begins work, and applications would remain subject to review, approval, and available funding.

They also recommended continuing reimbursement at 50% of eligible payroll costs, up to $3,500 per internship, and removing the requirement that employers have a full-time position available for interns after graduation. Committee members noted that employers can provide valuable paid work experience without knowing whether a position will be available when an intern graduates. The program would continue to support learning opportunities that build skills and connect students with local employers, helping with long-term workforce recruitment and retention.

LeAnn's September financial report showed that the program had a dedicated balance of $34,520.68 going into Fall 2026. Awards would remain subject to available funds.

Dustin Jensen made a motion to approve the changes to the Workforce Pathways Program as presented. Tonya Perkins seconded, and the motion passed unanimously by voice vote.

G) 2027 Tourism Request: Alyssa's memo regarding the 2027 Tourism Request was in the One Drive. Jamestown Tourism is requesting $125,000 in continued support to assist tourism sites, events and other recreational entities that generate economic impact by bringing visitors to Jamestown. The direct impact of these funds will go towards recruiting visitors to Jamestown and the surrounding community. The proposed funding split is $100,000 from the City and $25,000 from the County.

Emily Bivens and Warren Abrahamson from Tourism were present and gave a presentation on the impact of the marketing dollars they receive. Their marketing strategy focused on maintaining a year-round presence, reaching travelers likely to visit, encouraging visitors to stay longer, and measuring impact beyond online clicks. Their report noted that 2025 tourism generated an estimated $83.3 million in visitor spending, supported 1,350 jobs, and produced $7.9 million in state and local tax revenue. For 2026, hospitality tax receipts through the third quarter totaled $443,839, up 32% from the same period in 2025; summer visitation to the World's Largest

Buffalo was reported at approximately 145,000.

Jen Dockter made a motion to approve the 2027 Tourism Funding Request as presented. Tonya Perkins seconded, and the motion passed unanimously by role call vote. Jeremy – Aye, Casey – Aye, Tonya – Aye, Katie – Aye, Jen – Aye, Dustin – Aye. Tory, Levi, Amanda, Shannon, and Mike were not present to vote.

H) Staff Reports:

Corry: Corry reported that he and Alyssa attended the EDND conference in Williston and met with state agencies about potential resources related to housing and site readiness. Staff also met with area utilities and developed a shortlist of potential commercial and industrial sites to bring to the board for consideration. Corry noted discussions with two businesses exploring expansion opportunities, including one considering the aviation park. Alyssa has been coordinating new signage for the aviation park. SEPA work includes completing rail repairs ahead of winter, and continuing lease-option and legal work on ongoing projects.

Jamie: Jamie reported that she and Alyssa attended the UJ Career Fair to connect with prospective young professionals and discuss the Workforce Pathways Program with employers. Engineering was among the areas of interest mentioned. Conversations about students' plans after graduation were limited.

I) Ex-Officio Reports:

City of Jamestown: Katie and David reported on the City of Jamestown.
Stutsman County: No one from the county was present to report.
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 reported on Job Service.

Adjourn: Jeremy adjourned the meeting at 12:50 p.m.

Respectfully submitted – Jamie Czapiewski, Operations Coordinator.