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### DEC Mission Statement

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The Montana DEC will **support Montana exporters** and **provide a collective Montana exporter voice** to advise on **export education** needs and disseminate education opportunities to its collective networks; and to **advise policy makers on export policies** under consideration and provide suggestions for future legislation.

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### DEC Member To-Do Items

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1. Immediately send the [Exporter of the Year invitation to apply](#) to other exporters.
2. By February 18:
  - a. We need your input ([survey at this link](#)) – which option would you prefer: a DEC meeting on the evening of the 3rd or morning of the 4<sup>th</sup>?
  - b. Please [indicate in this survey](#) which dates/times will work for you to attend the DEC Exporter of the Year application review virtual meeting.
3. By March 31, provide DEC Executive Committee nominations [in this survey](#).
4. By May 2, please fill out the DEC Member Information Survey ([now online for your convenience](#)).
5. Consider sending donations to the DEC to increase the Treasury balance.
6. Follow the DEC's new [LinkedIn page](#) to increase our reach.

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### Next Meeting

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Thank you to Dianna for hosting us at TowHaul in Bozeman!

The next meeting for the DEC will coincide with the Montana World Trade Center's International Trade & Investment Day, scheduled for May 4, 2022, during which will be a short award ceremony for the Montana DEC Exporter of the Year Award. For the Award Ceremony, we need DEC members to attend in person, if possible. **So by February 18, we need your input ([survey at this link](#)) – which option would you prefer: a DEC meeting on the evening of the 3rd or morning of the 4<sup>th</sup>?**

More information, including the agenda, will be sent at least 2 weeks prior to the meeting.

### DEC Spring Meeting

**Date:** May 3 or 4 (see paragraph above)

**In person:** Meeting room TBD, Missoula

**Virtually:** via Microsoft Teams (link to be provided once dates are final)

**Topics:**

- Guest Speaker: Arizona DEC member to discuss subcommittees and roles
- DEC business
  - 2 DEC members will take 5 mins to explain their international experience and what their company sells. This will help with mentorship pairing.
  - Overview of DEC member information survey
- Export Service Provider updates
- Webinars & trainings

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## Attendees

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### Official DEC Members

*Official DEC membership, controlled by the US Department of Commerce, can be accepted in June in even-numbered years.*

Dianna – TowHaul, Chair

Joel – Ascent Vision, Vice Chair

Carey – US Commercial Service, Executive Secretary

BD – Satic

\*Harold – Diversified Plastics

\*Jeff – Winston Rod

\*Latashia – Intertribal Ag Council

Richard – The Law Office of Richard Hegger

Tibor – Resodyn

Jenni – Montana Manufacturing Extension Center

Brigitta – Montana World Trade Center

Angie – Montana Dept of Commerce-ExportMontana

*\*New DEC members*

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## DEC Membership

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*DEC membership is comprised of volunteer exporters and service providers. Members are expected to participate in quarterly meetings (in person or virtually), offer guidance to export service providers, provide mentorship to exporters when called upon, and provide input on relevant international trade policies.*

**DEC membership recognized and welcomed newly appointed members:**

- Harold, Diversified Plastics
- Latashia, Intertribal Agriculture Council
- Jeff, R.L. Winston Rod
- Clay, Nomad GCS

Congratulations! Angie and Carey will mail the certificates to each new member.

At the request of Dianna, **by May 2, please fill out the DEC Member Information Survey** ([now online for your convenience](#)). This information will be compiled and shared with DEC members in order to find collaboration opportunities and proper mentor connections.

In the DEC Member Information Survey, DEC members will be asked to **choose from 3 DEC subcommittee options**:

1. **Membership**: encouraging DEC participation and membership
2. **Education**: suggesting and preparing webinars and trainings for DEC membership and Montana exporters
3. **Trade Policy & Advocacy**: reviewing and recommending trade policies and advocating to appropriate parties

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## Treasurer's Report

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**Balance**: Brigitta reported no change in the DEC treasury balance: \$379.31.

**Donations**: DEC members in attendance pledged to annually donate funds to the DEC to increase the balance to be able to fund a DEC member to attend the annual NADEC Conferences. These donations will be in lieu of organizing fundraising activities. Angie will send annual reminders for the free-will donations.

To **send donations to the DEC**, mail a check to the treasurer:

Brigitta Miranda-Freer, DEC Treasurer  
c/o MT WTC, GBB, Ste 257  
University of Montana – Missoula, MT 59812

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## DEC Exporter of the Year Award

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Angie reported that to date, we have not received any applications for the DEC Exporter of the Year Award. DEC membership agreed to **immediately send the Exporter of the Year invitation to apply to other exporters**. See Attachment 1 for the language and [link to the online application form](#).

It was agreed that Angie would add language to the application to let former winners of the award know that they would be eligible to receive it again after 3 years.

Applications are due March 15, after which Angie will compile the information and send it to the DEC for scoring. **By February 18, please indicate in this survey which dates/times will work for you to attend this virtual meeting**. We need as many DEC members as possible to attend this meeting and make the decision.

After the award winner is chosen, Angie will notify the winner and schedule the award ceremony at their location, as well as order the award plaque and send out a press release. Additionally, the award winner will be recognized at the MWTC's International Trade & Investment Day, May 4 in Missoula. DEC members are encouraged to attend both award ceremonies if possible.

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## DEC LinkedIn page

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Carey discovered that LinkedIn had automatically created a [Montana DEC](#) page, so Angie requested Admin rights to control the content. **DEC members are encouraged to follow the page to increase our reach.**

DEC members agreed that a LinkedIn page would be useful for posting information for Montana exporters. Angie will ask the AZ DEC for their LinkedIn guidelines as a template for Montana's and determine how DEC Executive Committee could be given rights to publish. Approved content will include:

- Export trainings and events
- Notices of technical issues (e.g. changes to EAR, etc.)
- International marketing opportunities (e.g. trade shows, missions, grants, etc.)
- Exporter resources (e.g. useful websites, etc.)
- Member recruitment
- Exporter of the Year recruitment

No opinions, sales information, etc. will be permitted as posts.

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## DEC Elections

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National DEC informed us that our DEC election cycle was off; we are supposed to elect officers in even years for a 2-year term. Therefore, **we must run a new election before May 2022.**

As a reminder, the Secretary of Commerce considers all DEC members to be equally qualified for their roles and DEC member seniority is not a consideration in appointments or in elections.

This process will be as follows:

1. **By March 31, provide DEC Executive Committee nominations [in this survey](#).**
2. In April, Angie will collect the nominations and send out a new survey to vote on the nominated parties.
3. In May, Carey will send the election results to the NADEC, and we will recognize the new Executive Committee in the May DEC meeting.

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## National DEC

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NADEC hosts an annual conference, providing DEC best practices as well as exporter resources. DEC members agreed that attending this annual conference would be beneficial for our DEC and to consider donating to our DEC's treasury to be able to annually **support 1 DEC member to attend the conference starting in 2023.** Angie volunteered to pay for and attend the 2022 conference if her budget and calendar allow (to be determined by April).

[2022 NADEC Annual Export Conference](#), 19-20 May 2022, Washington DC

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## Export Service Provider updates

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Export Service Providers provided updates:

- **MWTC:** Brigitta is working on hosting an International Trade & Investment day in May; DEC will support.
- **Montana Manufacturing Extension Center:** Jenni reported that the [MMEC Kalispell](#) position is open, so anyone in that area can contact the Home Office or one of their other business advisors until it's filled again. Jenni will post the position within the next week or so, so if DEC members know someone who might be qualified and interested, please tell them to [contact Jenni](#).
- **ExportMontana:** Angie requested DEC's input on plans for the 2022 STEP grant application. DEC encouraged applying for \$1 million in STEP grant funds.
- **US Commercial Service:** Carey reported that the US Commercial Service will host events for the National Exporter Week in May and requested DEC members' participation in the events. BD offered to participate, thank you! If other DEC members are interested, please [contact Carey](#) for more information.

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## Webinars & Trainings

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The DEC will support export webinars and trainings.

- **Pending:**
  - How to find your next export market, with ExportMT & USCS, Apr 2022
  - International Trade & Investment Day, with MWTC, May 2022
  - Foreign Trade Zones, with MWTC, TBD
- **Completed:**
  - STEP grant opportunities, with ExportMT & USCS, Oct 2021 – DEC members presented
  - Leveraging EXIM, with MWTC, Nov 2021
  - SBA export loan programs webinar, Nov 2021
  - IBT Online website localization webinar, with ExportMT, Oct 2021
  - Supply Chain Crisis, with ExportMT & USCS, Dec 2021 – DEC members presented
  - Exporter Payment Term Challenges, with ExportMT, Dec 2021 – DEC members presented

# ATTACHMENT 1

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## Montana Exporter of the Year Award email text

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DEC Members can use the text below to invite Montana exporters to apply for the DEC Exporter of the Year Award.

Have you significantly grown your exports in 2021? If so, you may be eligible to apply for the **Montana Exporter of the Year**.

## The Montana Exporter of the Year Award

### Due Date & Application

March 15, 2022 | Application is [online here](#).

### Questions?

If you have any questions about the nomination process, please contact ExportMontana: 406-841-2783, [exportmontana@mt.gov](mailto:exportmontana@mt.gov).

### How do I submit the application?

Complete the online application **no later than March 15, 2022**. ExportMontana will submit applications to the [Montana District Export Council's](#) Review Committee for consideration.

Thank you for considering this opportunity to tell the whole state about your 2021 export success.