



REGIONAL COUNCIL 9

MAY 8, 2018

9:30 AM to 11:30 AM

**UVA Research Park, Town Center Two, 4th Floor Conference Room
1001 Research Park Blvd, Charlottesville**

- | | |
|---|-----------------------------|
| I. Welcome & Introductions | Brian Cole, Chair |
| II. Public Comment | Brian Cole |
| III. Meeting Minutes – March 27, 2018 | Brian Cole |
| IV. Financial Report | Andy Wade, Treasurer |
| V. Nominating Committee for Officers | Brian Cole |
| VI. Nominating Committee for Council Seats | Brian Cole |
| VII. Project Review Information | Brian Cole |
| VIII. Project Discussion and Vote | Brian Cole |
| IX. GO Virginia Chair Update | Brian Cole |
| X. GO Virginia Update | Shannon Holland |
| XI. Proposed Meeting Dates & Application Deadlines | Brian Cole |
| XII. Task Force Meetings & Report Out (if time permits) | Brian Cole |
| <ul style="list-style-type: none">• Talent Development• Growing Existing Businesses• Startups/Innovations/Commercialization• Sites | |
| XIII. Other Business | Brian Cole |
| <ul style="list-style-type: none">• Next Region 9 Deadline is 5/30/2018• Dr. Mori, DMG MORI at GWC PTEC, Friday, May 11 at 1 pm | |
| XIV. Next Meeting | Brian Cole |
| <ul style="list-style-type: none">• Region 9 Annual Meeting, June 28, 2018, 9:30 am to 11:30 am, Germanna Community College, Daniel Technology Center, 18121 Technology Drive, Culpeper, VA | |
| XVI. Adjourn | Brian Cole |



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION
REGIONAL COUNCIL 9

**REGIONAL COUNCIL 9
PIEDMONT OPPORTUNITY CORRIDOR
MARCH 27, 2018
2:30 PM to 4:30 PM**

Germanna Community College

Daniel Technology Center 18121 Technology Drive, Culpeper, Virginia

Attendees

Council Members: Brian Cole, Lexis Nexis (Chair); Tom Click, Patriot Aluminum (Vice Chair); Suzanne Brooks, Pepsi-Cola Bottling Company; Jim Cheng, Cav Angels; Bryan David, Orange County; Leigh Middleditch, McGuireWoods; Steve Ray, Piedmont Workforce Network; Ed Scott, EcoSeptix Alliance; Ed Dalrymple, Cedar Mountain Stone; Andy Wade, Louisa County; Patrick Mauney, Rappahannock-Rapidan Regional Commission; Pace Lochte, University of Virginia; Frank Friedman, Piedmont Virginia Community College; Miles Friedman, Fauquier County David Pettit, Lenhart Pettit; and, Ray Knott, Union Bank & Trust

Absent: Fitzgerald Barnes, Louisa County; Gary Deal, Culpeper County; Steve Carter, Nelson County; Jan Gullickson, Germanna Community College; and, Elizabeth Smith, Afton Mountain Vineyards

Guests: Denise A. Talley, Germanna Community College for Jan Gullickson

Staff: Helen Cauthen, Shannon Holland

I. Welcome & Introductions

Brian Cole, Chair, opened the meeting at 2:34 PM

II. Public Comment

There were no public comments.

III. Meeting Minutes

Miles Friedman made a motion to approve the February 22, 2018, Minutes with the edits provided by Pace Lochte. The motion was seconded by Suzanne Brooks. The motion carried.

IV. Financial Report

Andy Wade presented the Financials through January 2018. He noted there were no substantial changes from the last month financial statements. He noted that the audit charges were less than expected due to method of allocation and there are a few more audit bills expected. He advised that there will be more administrative charges coming through as we near the end of fiscal year. Helen Cauthen requested the Council discuss moving \$5,000 from Marketing & Outreach category to salaries to increase Shannon to 75% and to support part of an Administrative staff hire for a few months at the end of the fiscal year.

Miles Friedman made a motion to approve the Financials as presented and approve the transfer of funds, as discussed. Ed Scott seconded the motion. The motion carried.

V. Nomination Committee Formation

Brian Cole said that after feedback from David Pettit and a review of the By Laws, the Council needed to appoint a Nominating Committee with at least two members tasked to first fill Steven De Jong's vacated seat for the remainder of this year plus next year; and also, to prepare the Slate for the June 2018 Annual Meeting. Brian Cole, Patrick Mauney, David Pettit, and Tom Click volunteered to serve. Brian also shared two names of individuals interested in possibly serving. They are: Mansour Azimipour, A&K Realty, Orange County, and, Felix Sarfo-Kantanka, External Affairs Manager, State & Local Affairs, Dominion Energy. Shannon and Helen will begin the process of soliciting nominations on behalf of the committee.

Bryan David made a motion to approve the formation of the Nominating Committee with the volunteer members. Ray Knott seconded the motion. The motion carried.

VI. GO Virginia Chair Update

Brian noted that before DCHD will allocate grant funds to the Partnership and the Council, a contract must be negotiated and signed. A first DRAFT copy is included in the original meeting packet, but an updated and annotated copy was on the table, as well. Also, for each project approved by the State Board for Region 9, as separate contract Addendum will be executed. A sample was included in the meeting packet.

Ed Scott made a motion to give David Pettit authority to negotiate both the DHCD Contract and Addendum on behalf of the Region 9 Council in collaboration with Brian Cole, Chair. Ed Dalrymple seconded the motion. The motion carried.

Brian shared the suggested Recusal Policy (Policy) for Conflict of Interest Act from DHCD, included in the packet. Brian noted that the Council has discussed this issue before, but he suggested this wording would add clarification and wording for a policy for recusing oneself from voting or reviewing grants. A discussion ensued, and it was clarified in discussion that individuals would still be able to recuse themselves if they felt it was the right thing to do.

Ray Knott made a motion to approve the Policy. Suzanne Brooks seconded the motion. The motion carried.

Brian Cole, Tom Click, Shannon Holland and Helen Cauthen participated on a project "pitch call" on March 20th, 2018, in support of the GWC PTEC proposal approved by Region 9 Council at the last meeting. DHCD staff and a subject matter expert and one State Board member were also on the call. There were four questions asked by DHCD, including: 1) How will this project create higher paying than the regional average of \$52,000? 2) How will the project sustain after GO Virginia? 3) Why did only two localities commit match support? and, 4) Clarify the expected salaries along career pathways for each proposed certification. Brian shared that the averages wage for the five northern counties targeted in this project were less than the entire region. Shannon is working with applicant to respond to the questions quickly.

Brian shared that he and Tom were invited to attend the GO Virginia Chair/Vice Chair Call is on Wednesday, March 28th at 10 AM. Brian mentioned that the agenda seemed to indicate that Inter-Regional project strategies would be discussed in depth. Andy suggested, if the timing was right, that the Mega-Site project be mentioned. If not, the Council requested that Shannon set

up a meeting with DHCD to discuss the project for advancement. He also asked Shannon to send out notes to update the full Council about the call.

VII. GO Virginia Update

Shannon reported that all Action Items from the February Meeting had been completed. She thanked Fluvanna County and Albemarle County for providing supplementary Letters of Support for the GWC PTEC project. Shannon also clarified the requirements for Enhanced Capacity Grants and the accelerated DHCD approval process requirements. She also shared with Council members that DHCD will be hosting a “How to Apply Seminar” on April 11th in Richmond. Patrick Mauney shared that he thought it would be at the University of Richmond from 9 am to noon. Finally, Shannon shared a copy of the Project Pipeline Worksheet so Council members can be aware of the numbers and types of projects. Also, she noted that the Council may need to review up to 8 projects totaling \$850,000, so a tentative plan should be discussed for ensuring adequate review and scoring. Brian asked for feedback from those who had reviewed during the last cycle and it was agreed that if that many came through it might be best to split among all members. A discussion ensued about how to best handle who reviews the proposal and how many reviewers might look at each proposal. In general, the Council thought at least four members should be assigned to review proposals, with the objective to get back at least three scoring rubrics.

Suzanne Brooks made a motion for staff to assign up four members for the reviewing and coring of each proposal. Ed Scott seconded the motion. The motion carried.

VIII. Task Force Break Out Sessions

Brian asked members to break out into Task Force Groups and report back to the group.

IX. Task Force Report Out

X. Other Business

Miles Friedman thanked Brian Cole for signing a letter in support of the business centers in Fauquier County. There had recently been a budgeting issue related to the support of the sites.

XI. Next Meeting

The next meeting is May 8, 2018 at 9:30 AM at UVA Research Park, 1001 Research Park Blvd, 4th Floor Conference Room

XII. Adjourn

Brian Cole adjourned the meeting at 4:09 PM

GO Virginia
Statement of Financial Position
As of March 31, 2018

| | <u>Mar 31, 18</u> |
|---|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 11200 · GO VA Operating Account - Union | 17,431.09 |
| Total Checking/Savings | <u>17,431.09</u> |
| Accounts Receivable | |
| 11000 · Accounts Receivable | 56,361.49 |
| Total Accounts Receivable | <u>56,361.49</u> |
| Total Current Assets | <u>73,792.58</u> |
| TOTAL ASSETS | <u>73,792.58</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20004 · Due to CVPED | 73,792.58 |
| Total Accounts Payable | <u>73,792.58</u> |
| Total Current Liabilities | <u>73,792.58</u> |
| Total Liabilities | 73,792.58 |
| Equity | |
| 32000 · Unrestricted Net Assets | -436.03 |
| Net Income | 436.03 |
| Total Equity | <u>0.00</u> |
| TOTAL LIABILITIES & EQUITY | <u>73,792.58</u> |

GO Virginia
Statement of Income and Expense
 April 2017 through March 2018

| | Apr '17 - Mar 18 | Budget | \$ Over Budget | % of Budget |
|---|------------------|-------------|----------------|-------------|
| Income | | | | |
| 40450 · State Grant | 340,573.00 | 400,000.00 | -59,427.00 | 85.1% |
| Total Income | 340,573.00 | 400,000.00 | -59,427.00 | 85.1% |
| Expense | | | | |
| 01150 · Administrative Salaries & Wages | 6,279.66 | 12,914.16 | -6,634.50 | 48.6% |
| 01160 · Administrative Fringe Benefits | 1,110.49 | 2,527.40 | -1,416.91 | 43.9% |
| 52100 · Other Administrative Costs | | | | |
| 01535 · Building Rentals | 6,311.20 | | | |
| 01217 · Telephone and Communications | 558.56 | | | |
| 01250 · General Administration | | | | |
| 01242 · Fiscal Software | 1,097.22 | | | |
| 02263 · Copier Lease | 766.49 | | | |
| 01250 · General Administration - Other | 1,146.20 | | | |
| Total 01250 · General Administration | 3,009.91 | | | |
| 52100 · Other Administrative Costs - Other | 0.00 | 23,371.92 | -23,371.92 | 0.0% |
| Total 52100 · Other Administrative Costs | 9,879.67 | 23,371.92 | -13,492.25 | 42.3% |
| 01100 · Direct Salaries, Wages, & Bene | | | | |
| 01111 · Retirement - Safe Harbor | 0.00 | | | |
| 01112 · FICA | 0.00 | | | |
| 01118 · Retirement - Match | 0.00 | | | |
| 01119 · Retirement - Profit Share | 0.00 | | | |
| 01124 · Medicare | 0.00 | | | |
| 01141 · Wages | 0.00 | | | |
| 01555 · Workers Comp | 0.00 | | | |
| 01100 · Direct Salaries, Wages, & Bene - Other | 58,146.17 | 81,016.52 | -22,870.35 | 71.8% |
| Total 01100 · Direct Salaries, Wages, & Bene | 58,146.17 | 81,016.52 | -22,870.35 | 71.8% |
| 53403 · Meetings and Training Workshops | 4,069.83 | 10,000.00 | -5,930.17 | 40.7% |
| 53402 · Marketing and Outreach | 470.34 | 9,500.00 | -9,029.66 | 5.0% |
| 52405 · Consulting and Contract Service | | | | |
| 53401 · Growth and Dev Plan Development | 249,170.00 | 249,170.00 | 0.00 | 100.0% |
| 52406 · Type 2 Contract/Consultant | 11,446.84 | 11,500.00 | -53.16 | 99.5% |
| Total 52405 · Consulting and Contract Service | 260,616.84 | 260,670.00 | -53.16 | 100.0% |
| 53404 · Project Reserves | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Expense | 340,573.00 | 400,000.00 | -59,427.00 | 85.1% |
| Net Income | 0.00 | 0.00 | 0.00 | 0.0% |

REGION 9: CENTRAL VIRGINIA

MAP

\$52,038

Average Regional Wage



TARGET CLUSTERS

- Biomedicine and Biotechnology
- Business and Financial Services
- Food and Beverage Manufacturing
- Information Technology and Communications
- Light Manufacturing

Employment Trends by Industry Sector

Region 9: Industry Sectors

| Sector | Employment# | | LQ | | 2015 Region 9 Avg Wage | 2015 US Avg Wage |
|--------------------------------------|-------------|--------|------|------|------------------------------|------------------------|
| | 2005 | 2015 | 2005 | 2015 | | |
| Trade, transportation, and utilities | 25,713 | 26,585 | 0.89 | 0.85 | \$36,664 | \$44,321 |
| Education and health services | 15,140 | 19,553 | 1.05 | 0.79 | \$46,626 | \$47,383 |
| Professional and business services | 14,353 | 18,833 | 0.77 | 0.82 | \$59,310 | \$69,270 |
| Leisure and hospitality | 14,000 | 18,718 | 0.74 | 1.05 | \$19,348 | \$21,807 |
| Local government | 13,478 | 10,739 | 1.64 | 0.66 | \$36,915 | \$47,573 |
| Construction | 12,052 | 10,130 | 0.78 | 1.34 | \$47,605 | \$57,009 |
| Manufacturing | 9,746 | 8,833 | 0.61 | 0.61 | \$56,122 | \$64,305 |
| Other services | 7,882 | 6,893 | 1.54 | 1.36 | \$40,395 | \$35,116 |
| Financial activities | 6,092 | 5,919 | 1.25 | 0.64 | \$67,242 | \$87,915 |
| Information | 5,411 | 2,742 | 0.60 | 0.85 | \$103,015 | \$95,098 |
| Natural resources and mining | 3,204 | 2,549 | 0.93 | 1.08 | \$34,889 | \$58,461 |
| Federal government | 2,619 | 2,352 | 1.35 | 0.73 | \$93,920 | \$77,900 |
| State government | 2,183 | 1,889 | 0.71 | 0.35 | \$41,110 | \$55,878 |

Source: US Bureau of Labor Statistics, Quarterly Census of Employment and Wages

*2015 is the most recently available complete year

*Additional data available in accompanying spreadsheet for the years: 1996,2000,2005,2010,2015



3. Please provide a brief summary of the project.

4. Please describe why this project is a priority for the Regional Council.

5. Please describe how this project aligns with the Region's Economic Growth and Diversification Plan.



REQUIRED ATTACHMENTS:

- Project Application to Regional Council
- Letter from Regional Council Chairman stating support of the request
- Budget Overview: Sources & Uses Template
- Match Documentation



2018
REGION 9
GO VIRGINIA GRANT REVIEW TIMELINE
 Updated 4/9/2018

| Region 9 Proposal Deadline | Region 9 Council Meeting | State Board Deadline | State Board Meeting |
|----------------------------|---|----------------------|---------------------|
| | January 3 Germanna | January 11 | February 13 |
| January 26 | February 22 UVA | March 12* | n/a |
| February 23 | March 27 Germanna | | April 10* |
| April 3 | May 8 UVA | May 11* | June 12 |
| May 30 | June 28 Germanna | July 13* | August 14* |
| July 25 | August 29 (5 th Wednesday) 9:30 am to 11:30 am UVA, if available | September 7 | October 9 |
| September 25 | October 30 (5 th Tuesday) 2:30 pm to 4:30 pm Germanna, if available | November 9* | December 18 |

Per Capita (Regional) reviewed at each State Board Meeting

* Inter-Regional (Competitive) deadline or review date, in addition to Per Capita (Regional) at State Board Meeting

TBD – State Board is encouraging exhausting of funds through current deadlines; will release additional dates, as needed.