

**Minutes  
Board of Directors of the Virginia Economic Development Partnership Authority  
March 18, 2021  
Electronic (Zoom) Meeting**

**Welcome and Call to Order**

The meeting was called to order at 9:00 a.m. by Chair, Ned Masee, who noted that a quorum was present.

Members present: Secretary Brian Ball, Carrie Chenery, Dan Clemente, Stephen Edwards, Greg Fairchild, Deborah Flippo, Rick Harrell, Bill Hayter, April Kees, Secretary Aubrey Layne, Ned Masee, Vincent Mastracco, Anne Oman, Dan Pleasant, Marianne Radcliff, and Xavier Richardson

Members absent: Tom Farrell

VEDP staff present: Stephanie Agee, Vince Barnett, Lindsay Barker, Lindsey Bertozzi, Christine Bell, Jamie Canup, Melissa Cox, Nicole David, David Devan, Jason El Koubi, Emily Fay, Stephanie Florie, Jennifer Garrett, Sharon Grant, Katherine Goodwin, Bob Grenell, Mike Grundmann, Pam Harder, Sandi McNinch, John Mehfoud, Lori Melancon, Debbie Melvin, Nathalie Molliet-Ribet, Stephen Moret, Christy Morton, Cole Pearce, Jordan Snelling, Tim Stuller, Carrie Vuori, Adam Watkins, and Mary Wood

Guests present: Brad Copenhaver, Don Ferguson, Chris Kalafatis, Charles Kennington, Paul Lapointe, Mike Ligon, Kim McKay, Evan McWalters, Cassidy Rasnick, Secretary Bettina Ring, U.S. Senator Tim Kaine, Randy Sherrod, Rebekah Stefanski, and Toni Walker

**Welcome and Announcements**

Chair Masee welcomed guests to the electronic meeting of VEDP's Board of Directors. Chair Masee noted that the Governor had declared a state of emergency in March of 2020 due to the potential spread of COVID-19, a communicable disease threatening public health. The nature of the emergency makes it unsafe for the Board to assemble in a single location. Because an in-person meeting is unsafe and the Board wishes to discharge its lawful purposes, duties and responsibilities, the Board is permitted by the Virginia Freedom of Information Act, as amended by the State Budget, to meet by electronic means without a quorum of members being physically assembled at one location.

Chair Masee added that the Board is gathered now in a Zoom environment that is open to the public. The agenda suggests that the Board will enter into a closed meeting for a portion of the meeting. When the Board is ready to enter into a closed meeting, the Board members and VEDP support staff and legislative guests necessary to support the closed meeting will leave the public Zoom environment and gather in a separate Zoom environment. When the closed

meeting is concluded, the Committee members will rejoin the public Zoom environment and the public portions of the meeting will continue. Should anyone from the public get disconnected from the public Zoom environment and be unable to re-engage, he or she should call 804.278.7702 and speak to Jenn Garrett. VEDP will do its best to re-engage and will halt the public portion of the meeting until the connection can be re-established.

Chair Massee shared a few reminders of things that would be different than past meetings:

- Everything on the public Zoom environment will be recorded and the recording will be posted on VEDP’s website.
- All votes will be taken by roll call.
- Members should use the mute function, unless they are speaking—and remember to unmute at the appropriate time.
- During the public comment period, any member of the public wishing to make a comment should simply unmute and speak at that time or use the Chat function and ask to be given an opportunity to speak.
- Likewise, during the meeting, Committee members should simply unmute themselves to speak or use the Chat function.

**Public Comment Period**

Chair Massee solicited public comments. There were none.

**Approval of Minutes**

Chair Massee asked for approval of the minutes from the January 28, 2021 meeting. A motion was made by Mr. Pleasant and seconded by Mr. Clemente and the minutes were unanimously approved as presented by roll call vote.

Upon the vote:	Mr. Massee	Aye
	Secretary Ball	Aye
	Ms. Chenery	Aye
	Mr. Clemente	Aye
	Mr. Edwards	Aye
	Mr. Fairchild	Absent for the vote
	Ms. Flippo	Aye
	Mr. Harrell	Aye
	Mr. Hayter	Aye
	Ms. Kees	Abstained
	Secretary Layne	Aye
	Mr. Mastracco	Absent for the vote
	Ms. Oman	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Absent for the vote

## **Chairman's Report**

Chair Massee began his report by commenting on the recently completed legislative session. He said that considering funding included for VEDP priority initiatives, as well as other important economic development and reskilling initiatives, the conference report version of the budget that came out of the session overall represents a strong step forward for economic development and economic recovery in Virginia.

Chair Massee thanked Governor Northam, Secretary Layne, Secretary Ball, Ms. Kees, Ms. Oman, and VEDP's General Assembly partners for their support of economic development and economic recovery in the budget.

Chair Massee shared that Governor Northam and the General Assembly have supported the launch of a new office of education and labor market alignment at VEDP, which will represent another important, strategic investment to position Virginia as America's Top State for Talent.

Chair Massee thanked Ms. Radcliff and Ms. Morton for their leadership during the session, as well as the Board members who reached out to General Assembly members during the legislative session.

Chair Massee said that Gov. Northam recently announced a major headquarters expansion of CMA CGM in Hampton Roads, including the creation of a new innovation center in Northern Virginia. Chair Massee said that this win is doubly significant because Virginia was at risk of losing the headquarters to larger competing markets in the South. Chair Massee thanked the Port of Virginia for the role that their team played in this win. He mentioned outgoing board member, John Reinhart, as well as Stephen Edwards for their instrumental role in this big win for Virginia.

Chair Massee thanked the terrific staff at VEDP, who have been working fully remotely, with rare exceptions, for a full year. He applauded the team for continuing to do great work under difficult circumstances, which is enabling Virginia to move forward in economic development amidst the pandemic.

Chair Massee concluded his report by reviewing the meeting agenda.

## **President's Report**

Mr. Moret provided an update on VEDP's goals for the year. He said that there is good news on the business development front. He explained that the team has blown away the capital expenditures goal for the year and that with well over 3,000 jobs set to announce soon, he feels cautiously optimistic that the jobs goal for the year will also be met. He added that the leads converted goal has already been exceeded for the year and the leads generated goal is on track to be met as well.

Mr. Moret provided an update on VEDP's major initiatives for the year. He reported that most of the initiatives are going well.

Mr. Moret gave an update on the value proposition work. He said he continues to be very pleased with the quality of the work. He added that the project will need to be temporarily placed on hold for a few months due to several large business development opportunities that are

urgent and consuming a lot of staff time. He said there is still a good chance the team will be able to meet the updated schedule, which was adjusted earlier this year.

Mr. Moret introduced Sharon Grant, VEDP's new Vice President of Human Resources. He spoke about Ms. Grant's background and experience, adding that she was the unanimous favorite of the search team during the national search.

Mr. Moret said the International Trade Plan implementation is going well on the no-cost items, but that most things require new funding. He said some new funding will be available in the next fiscal year, for which VEDP is grateful.

Mr. Moret shared notable developments since the last Board meeting.

Mr. Moret said that in addition to being pleased with how VEDP fared in the recent legislative session, receiving funding for many key existing and new initiatives, he is also excited about funding that was included in the budget for several key priorities outside of VEDP, which greatly impact economic development and complement VEDP's work.

Mr. Moret spoke about the current project pipeline and how things are really picking up. He said that unfortunately Virginia will lose the majority of the big projects the team is working, due to a lack of prepared sites, but that the Commonwealth should still see some big wins over the next 6-12 months.

Mr. Moret recognized Mr. Grenell's recent promotion to Controller and thanked him for his leadership during the transition period following Mr. Nelson's retirement in 2020.

Mr. Moret shared his priorities for the next few months, including economic recovery; competing for several projects which span the Commonwealth; FY22 Operational Plan and Marketing Plan development; key searches for VEDP leadership roles; Virginia Office of Education Economics; Team Virginia; Expansion of the Virginia Business Ready Sites Program; value proposition deliverables; and the Q1 2021 issue of *Virginia Economic Review*, which VEDP hopes to co-mail with Chief Executive Magazine.

Mr. Moret said he is feeling great about the work VEDP is doing across every division, despite the difficult environment.

Mr. Moret shared a presentation on the economic recovery and what the latest data shows. He spoke about how the mix of employment post-pandemic will be different and how there will be a significant need for reskilling. He said the updated analysis from Moody's shows the positive trend of a faster recovery, expecting mid-2022 recovery of pre-pandemic employment levels in Virginia. The analysis does still show a gap between recovery in larger metro and urban areas vs. rural and small metro areas. Mr. Moret feels the programs Virginia is building, such as custom workforce solutions, prepared sites, G3, and beyond will be particularly impactful for those rural regions.

Mr. Moret thanked the Governor, his cabinet, the Board, and the VEDP staff for all of their support during this turbulent and busy time.

Mr. Clemente asked if the Board could receive a copy of Mr. Moret's economic recovery presentation and if so, if it is okay to distribute it to others outside of the Board. Mr. Moret agreed to both requests.

## **Presentations from Special Guests**

### ***Board Training on Supervisory Role***

Chair Massee introduced Don Ferguson with the Office of the Attorney General to provide training required by a 2017 amendment to the enabling statutes for VEDP that requires the Attorney General or his designee to provide instructions to the Board on its responsibilities and obligations as a supervisory board. Mr. Ferguson shared his presentation with the Board, which included general directives for a supervisory board and general board responsibilities.

Chair Massee thanked Mr. Ferguson for his presentation.

### ***Board Training on Conflicts of Interest***

Chair Massee introduced Rebekah Stefanski with the Virginia Conflict of Interest and Ethics Advisory Council to provide required bi-annual training for the Board members.

Ms. Stefanski reviewed her presentation on the Conflict of Interest Act (COIA), which provided various scenarios and how the rules would apply. She also offered resources for seeking opinions on situations not covered in the presentation. Ms. Stefanski said members in attendance would be due for their next COIA training in 2023.

Chair Massee thanked Ms. Stefanski for her presentation.

### **Advisory Committee on International Trade Update**

Chair Massee introduced Mike Ligon to share an update on recent activity of VEDP's Advisory Committee on International Trade.

Mr. Ligon spoke about Virginia's International Trade Plan and the great momentum he expects going forward as a result of new funding provided by the General Assembly. He said this next phase of implementation will build on VEDP's International Trade team's work to keep everything going on the plan's no-cost initiatives over the past two years.

Mr. Ligon shared details of the last Committee meeting and highlighted that Senator Mark Warner will be speaking at the Committee's April meeting.

Mr. Ligon spoke about a supply chain management program, the importance for additional value add manufacturing, and the positive impacts he sees for Virginia in these areas.

Chair Massee recognized Mr. Ligon for his leadership, stating that it was a key part of being able to secure the extra appropriation to implement more of the International Trade Plan. He also recognized Mr. Milliken and Mr. White for their efforts.

Chair Massee paid credit to Mr. Edwards, stating that he appreciates Mr. Edwards' vision of the many opportunities for the Port and Rural Virginia to work together.

Chair Massee thanked Ms. Agee and the entire International Trade team at VEDP for their outstanding work.

## **Advisory Committee on Business Development and Marketing Update**

Chair Masee invited Carrie Chenery to provide an update on recent activity of VEDP's Advisory Committee on Business Development and Marketing.

Ms. Chenery provided an overview of topics discussed at the Committee's March meeting. She shared that there was a robust discussion on site development and the Local and Regional Competitiveness Initiative (LRCI).

Ms. Chenery said the Business Investment and Marketing & Communications divisions received glowing reviews at the Committee meeting. She feels the Committee members feel heard and included in VEDP marketing efforts, which is a significant shift from their past experience.

Ms. Chenery said the group will be meeting again in May.

## **Finance and Audit Committee Report**

Finance and Audit Committee (FAC) Chair Bill Hayter gave an update on the topics that were discussed during the FAC meeting on March 17, 2021.

Mr. Hayter shared that Dixon Hughes Goodman (DHG) presented an Updated Risk Assessment and proposed FY22 Internal Audit Plan. He said that in addition to the Finance and Audit Committee's approval, the FY22 Internal Audit Plan was also approved by VEDP's Executive Committee, as required in the Code of Virginia, at their meeting on March 17, 2021.

Mr. Hayter said that Ms. Snelling presented updates on incentive-related clawback activity and extension requests.

Mr. Hayter said that Ms. Morton provided an update on VEDP budget changes for FY22 that were adopted in the recent General Assembly session.

Mr. Hayter reviewed the following consent agenda items, which were brought to the Board for a vote.

- Internal Audit Risk Assessment and FY22 Internal Audit Plan
- Clawback Update which showed that no new items have been referred to the Office of Attorney General; that seven clawbacks have been closed out since the January 2021 Board meeting; and that 6 new clawbacks have been requested

Mr. Hayter explained that the Committee was brought two extension requests for review. He noted that both of the requests are supported by the local economic development organizations. He referred to documentation in the Board materials which outlined the details of each request.

**Amthor International** - Manufacturer of tanker trucks in Pittsylvania County - \$150,000 COF Grant and \$52,500 VJIP approved in 2018- recommend a first extension of 15 months to meet its employment target.

**Aviation Component Services** (known as KMR) - Aviation part repair and refurbishment in Bedford County - \$12,000 VJIP Grant (approved 3/13/2018) – recommend a first extension of 15 months to meet its employment target.

Mr. Hayter made a motion to approve the consent agenda. Mr. Harrell seconded the motion and the motion was approved by roll call vote.

Upon the vote:	Mr. Massee	Aye
	Secretary Ball	Absent for the vote
	Ms. Chenery	Aye
	Mr. Clemente	Aye
	Mr. Edwards	Aye
	Mr. Fairchild	Aye
	Ms. Flippo	Abstained
	Mr. Harrell	Aye
	Ms. Kees	Aye
	Mr. Hayter	Aye
	Secretary Layne	Absent for the vote
	Mr. Mastracco	Aye
	Ms. Oman	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Aye

### **Legislation and Policy Committee Report**

Legislation and Policy Committee Chair Marianne Radcliff gave an update on the topics that were discussed during the Committee meeting on March 17, 2021.

Ms. Radcliff highlighted the presentation by Ms. Morton, which provided an update on VEDP priorities and other economic development related priorities.

Ms. Radcliff reviewed the details of the budget conference report.

Ms. Radcliff said the Committee had a great discussion and that the members feel good about how VEDP fared in the General Assembly session and possible opportunities for additional funding.

Chair Massee thanked Ms. Radcliff for jumping right in as Chair of the Legislation and Policy Committee when she joined the Board and for providing such great leadership.

Ms. Radcliff thanked Secretary Ball, Ms. Rasnick, the Administration, and the General Assembly for their support of VEDP priorities and initiatives.

Mr. Massee thanked Ms. Radcliff for her report.

### **Rural Virginia Action Committee Report**

Rural Virginia Action Committee Chair Rick Harrell gave an update on the topics that were discussed during the Committee meeting on March 17, 2021.

Mr. Harrell said that Kristie Proctor provided an update to the Committee on the Virginia Rural Leaders Institute, which begins later this year.

Mr. Harrell said that Ms. Barker presented her research on the Virginia Economic Bridge, which was active from 1995-2010. The program attempted to partner IT companies in Northern

Virginia with the workforce in Southern and Southwest Virginia, but saw limited success. The Committee discussed how improvements can be made in this area. They feel that enhanced educational opportunities that were not available 10-15 years ago may help in the effort.

Mr. Harrell stated that Mr. Devan presented a list of economic development grant sources currently available to rural areas as well as an assessment of the loss involved in changes made in the Tobacco Commission's grant program, which are negatively impacting rural areas.

Chair Masee thanked Mr. Harrell for his report.

### **Closed Meeting**

FY22 Operational Planning; Economic Impact of Marijuana Industry; Federal Issues Impacting Competitiveness; Local and Regional Competitiveness Initiative; National Teleworker Survey Analysis; Analysis of Lost Projects due to Site-Related Issues

A motion was made by Chair Masee and seconded by Ms. Flippo to move into a closed meeting. The motion shown below was unanimously approved by roll call vote.

I MOVE THAT THE BOARD OF DIRECTORS OF THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY CONVENE A CLOSED MEETING PURSUANT TO VIRGINIA CODE §2.2-3711(A)(1) TO ENGAGE IN A DISCUSSION OR CONSIDERATION OF THE ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE, DEMOTION, SALARIES, DISCIPLINING, OR RESIGNATION OF VEDP'S EMPLOYEES, INCLUDING A DISCUSSION OF ALLOWANCES FOR OUTSIDE EMPLOYMENT AND STAFFING ISSUES, AND PURSUANT TO VIRGINIA CODE §2.2-3711(A)(50) TO ENGAGE IN A DISCUSSION OR CONSIDERATION OF THOSE PORTIONS OF VEDP'S STRATEGIC PLAN, MARKETING PLAN OR OPERATIONAL PLAN, THAT MAY RELATE TO TARGET COMPANIES, SPECIFIC ALLOCATION OF RESOURCES AND STAFF FOR MARKETING ACTIVITIES, AND SPECIFIC MARKETING ACTIVITIES THAT WOULD REVEAL TO THE COMMONWEALTH'S COMPETITORS FOR ECONOMIC DEVELOPMENT PROJECTS THE STRATEGIES INTENDED TO BE DEPLOYED BY THE COMMONWEALTH, THEREBY ADVERSELY AFFECTING THE FINANCIAL INTEREST OF THE COMMONWEALTH, AND, FINALLY, PURSUANT TO VIRGINIA CODE §2.2-3711(A)(39) TO ENGAGE IN A DISCUSSION CONCERNING PROPRIETARY INFORMATION SUBMITTED BY A COMPANY TO VEDP FOR BUSINESS DEVELOPMENT OR RETENTION PURPOSES PURSUANT TO A PROMISE OF CONFIDENTIALITY FROM VEDP, USED BY VEDP FOR BUSINESS, TRADE, AND TOURISM DEVELOPMENT OR RETENTION; AND MEMORANDA, WORKING PAPERS, OR OTHER INFORMATION RELATED TO BUSINESSES THAT ARE CONSIDERING LOCATING OR EXPANDING IN VIRGINIA, PREPARED BY VEDP, WHERE COMPETITION OR BARGAINING IS INVOLVED AND WHERE DISCLOSURE OF SUCH INFORMATION WOULD ADVERSELY AFFECT THE FINANCIAL INTEREST OF THE PUBLIC BODY, INCLUDING INFORMATION REGARDING REASON WHY PROJECTS DID NOT SELECT VIRGINIA.

Upon the vote:	Mr. Masee	Aye
	Secretary Ball	Aye
	Ms. Chenery	Aye
	Mr. Clemente	Aye
	Mr. Edwards	Aye
	Mr. Fairchild	Aye
	Ms. Flippo	Aye



Mr. Harrell	Aye
Ms. Kees	Aye
Mr. Hayter	Aye
Secretary Layne	Aye
Mr. Mastracco	Aye
Ms. Oman	Aye
Mr. Pleasant	Aye
Ms. Radcliff	Aye
Mr. Richardson	Aye

Mr. Moret asked that VEDP staff and legislative guests be allowed to stay for the closed meeting for all matters, with the exception of personnel matters, and Chair Massee agreed.

**Back in Open Meeting, Certification of Closed Meeting – Followed by a Roll Call vote:**

WHEREAS, THE BOARD OF DIRECTORS OF THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY HAS CONVENED A CLOSED MEETING ON THIS DATE PURSUANT TO AN AFFIRMATIVE RECORDED VOTE AND IN ACCORDANCE WITH THE PROVISIONS OF THE VIRGINIA FREEDOM OF INFORMATION ACT; AND

WHEREAS, THE ACT REQUIRES A CERTIFICATION BY THIS BOARD THAT SUCH CLOSED MEETING WAS CONDUCTED IN CONFORMITY WITH THE ACT;

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD CERTIFIES THAT, TO THE BEST OF EACH MEMBER'S KNOWLEDGE, (I) ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS UNDER THE ACT WERE DISCUSSED IN THE CLOSED MEETING TO WHICH THIS CERTIFICATION RESOLUTION APPLIES, AND (II) ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION BY WHICH THE CLOSED MEETING WAS CONVENED WERE HEARD, DISCUSSED, OR CONSIDERED IN THE CLOSED MEETING BY THE BOARD.

Upon the vote:	Mr. Massee	Aye
	Secretary Ball	Aye
	Ms. Chenery	Aye
	Mr. Clemente	Aye
	Mr. Edwards	Absent for the vote
	Mr. Fairchild	Aye
	Ms. Flippo	Aye
	Mr. Harrell	Aye
	Ms. Kees	Absent for the vote
	Mr. Hayter	Aye
	Secretary Layne	Absent for the vote
	Mr. Mastracco	Aye
	Ms. Oman	Absent for the vote
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Aye

**Anticipated topics for the 4/29/21 Board meeting**

Mr. Moret shared a list of anticipated topics for the next virtual Board meeting and said more information on sites would also be included.

Since there was limited time for the open discussion/Board roundtable, only one member, Ms. Chenery, spoke up to report on good news of a GO Virginia site grant which will enable six sites in the Shenandoah Valley to move up to the next tier level.

**Adjournment**

There being no further business, Chair Masee adjourned the meeting at 1:16 p.m.

Respectfully submitted,

Stephen Moret

Secretary

DRAFT