

**MINUTES OF THE MEETING OF THE
MARY BALL WASHINGTON REGIONAL COUNCIL
EXECUTIVE COMMITTEE**

May 17, 2019
Rappahannock Community College
Warsaw, Virginia

MEMBERS PRESENT AND VOTING: Wally Beauchamp, Lisa Hull, Kim McClellan
MEMBERS ABSENT: **Chair** – William Beale, **Vice-Chair** – Carlton Revere
OTHERS IN ATTENDANCE: None
STAFF: **GWRC** – Kate Gibson, **Community Futures** – Neal Barber

CALL TO ORDER

Ms. McClellan called the meeting to order at 11:05 am with a quorum present.

MARCH 29, 2019 MEETING MINUTES APPROVAL

Ms. Hull moved to approve the March 29, 2019 Meeting Minutes, with a correction to the time of adjournment (pm instead of am), and Mr. Beauchamp seconded the motion. The motion passed unanimously.

FINANCIAL REPORT

Ms. Gibson presented the financial report for April 2017-April 2019. Mr. Beauchamp moved to approve the financial report, and Ms. Hull seconded the motion. The motion passed unanimously.

SUPPORT ORGANIZATION AGREEMENT REVIEW AND APPROVAL

Ms. Gibson presented the draft Support Organization Agreement for May 17, 2019 to June 30, 2021. The current agreement expires on June 1, 2019. Staff is recommending an end date of June 30, 2021 to align this agreement and future agreements with the fiscal year. Ms. Hull moved to approve the Support Organization Agreement as presented, and Mr. Beauchamp seconded the motion. The motion passed unanimously.

FY20 CAPACITY BUILDING BUDGET REVIEW AND APPROVAL

Ms. Gibson presented the draft FY20 Capacity Building Budget. The budget includes \$135,000 for GWRC staff salary and fringe, \$75,000 for GWRC indirect costs, \$2,000 for meetings, \$3,000 for travel, \$2,000 for marketing, \$1,000 for equipment, \$4,482 for the Growth & Diversification Plan update, \$23,000 for capacity building efforts, and \$4,518 for future consulting needs. These funds will be paired with unspent FY17 and FY19 capacity building funds that will carry over into FY20. The amounts for salary, fringe, and indirect will support GWRC's GO Virginia Coordinator (1 FTE) and Deputy Director (.25 FTE) for 1 year plus a .5-year contingency, which would be used to close out the program in the event that GO Virginia is not funded in FY21. Ms. Hull moved to approve

the budget as presented, and Mr. Beauchamp seconded the motion. The motion passed unanimously.

PROJECT PIPELINE DEVELOPMENT PROPOSALS DETERMINATION

Ms. Gibson presented the following recommendations from the Review Committee:

- Contract with FRA for the George Washington subregion
- Contract with NNPDC for the Northern Neck subregion, and include as the first deliverable of the contract a more detailed scope of work for the project, for approval by the Executive Committee or Regional Council
- Contract with MPA for the Middle Peninsula subregion

The Review Committee's recommendation for the George Washington subregion was accepted as a motion. Ms. McClellan seconded the motion. The motion passed unanimously.

The Review Committee's recommendation for the Northern Neck subregion was accepted as a motion. Ms. McClellan seconded the motion. The motion passed unanimously, with Mr. Beauchamp and Ms. Hull abstaining.

The Review Committee's recommendation for the Middle Peninsula subregion was accepted as a motion. Ms. McClellan seconded the motion. The motion passed unanimously.

GROWTH & DIVERSIFICATION PLAN UPDATE REPORT

Ms. Gibson and Mr. Barber provided an update on the work completed so far on the Growth & Diversification Plan update. Per the direction of the Executive Committee, GWRC staff solicited bids for each component of the plan update, the quantitative analysis component and the stakeholder engagement component. Staff selected Mangum Economics to complete the quantitative analysis component and Community Futures to complete the stakeholder engagement component. Mangum has begun work on the quantitative analysis, which will be complete by June 6, 2019. Community Futures has already presented/scheduled to present to the FRA and MPA economic developers and the GWRC, NNPDC, and MPPDC chief administrative officers, and has scheduled stakeholder meetings around entrepreneurship and workforce development. Both Mangum and Community Futures will provide updates to the Regional Council at the June 10 meeting.

STAFFING UPDATE AND DISCUSSION

Ms. Gibson announced that the new GO Virginia Coordinator, Jennifer Morgan, will start on June 3. Executive Committee members provided several suggestions for Jennifer's onboarding, including meeting with the Region 6 Chair and Vice Chair, meeting with project subgrantees and other community partners, attending EDO and CAO meetings, and setting up industry FAM tours in each subregion.

ADJOURNMENT

Being no further business, Mr. Beauchamp moved to adjourn the meeting at 12:13 pm. Ms. Hull seconded the motion, and the motion passed unanimously.

Respectfully submitted,
Kate Gibson, Deputy Director
George Washington Regional Commission

DRAFT