



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

**REGIONAL COUNCIL 9  
OCTOBER 26, 2018  
2:30 PM to 4:30 PM  
Prince Michel Meeting Room, 154 Winery Lane, Leon, VA**

- |  |                                  |
|--|----------------------------------|
| <b>1. Welcome</b>  | <b>Tom Click, Chair</b>          |
| <b>2. Public Comment</b>   | <b>Tom Click</b>                 |
| <b>3. Meeting Minutes – August 29, 2018</b>  | <b>Tom Click</b>                 |
| <b>4. Financial Report</b>   | <b>Andy Wade, Treasurer</b>      |
| <b>5. Procurement Policy</b>   | <b>Tom Click</b>                 |
| <b>6. Project Review</b>   | <b>Tom Click</b>                 |
| <b>7. Chair Update</b>   | <b>Tom Click</b>                 |
| <b>8. Director Update</b>  | <b>Shannon Holland, Director</b> |
| <b>9. Task Force Groups – Breakout &amp; Report Out</b>  | <b>Tom Click</b>                 |
| <b>10. Other Business</b>  | <b>Tom Click</b>                 |
| <b>11. Next Meeting</b><br>December 12, 2018, 9:30 to 11:30 at Prince Michel Meeting Room<br>154 Winery Lane, Leon, VA | <b>Tom Click</b>                 |
| <b>12. Adjourn</b>   | <b>Tom Click</b>                 |





**REGIONAL COUNCIL 9  
AUGUST 29, 2018  
9:30 AM to 11:30 AM  
1001 Research Park Boulevard, 4<sup>th</sup> Floor Conference Room  
Charlottesville, VA**

**Attendees**

**Council Members:** Tom Click, Patriot Aluminum (Chair); Jim Cheng, Cav Angels (Vice Chair); Bryan David, Orange County; Brian Cole, Lexis Nexis; Leigh Middleditch, McGuireWoods; Ed Scott, EcoSeptix Alliance; Patrick Mauney, Rappahannock-Rapidan Regional Commission; Pace Lochte, University of Virginia; Andy Wade, Louisa County; Ray Knott, Union Bank & Trust; Jeff Waite, Wal-Mart Stores, Inc., Felix Sarfo-Kantanka, Dominion Energy; Chip Boyles, Thomas Jefferson Planning District Commission; Christian Goodwin, Louisa County; and, the Hon. Tony O'Brien, Fluvanna County.

**Absent:** Mansour Azimipour, A & K Development; David Pettit, Lenhart Pettit; Elizabeth Smith, Afton Mountain Vineyards; Frank Friedman, Piedmont Virginia Community College; Miles Friedman, Fauquier County; Ed Dalrymple, Cedar Mountain Stone; the Hon. Gary Deal, Culpeper County; and, Jan Gullickson, Germanna Community College

**Guests:** Denise Hubbard, UVA; Phil Geer, Orange County; Jeanette Wang; Dillon Franks, SBDC; Deborah Flippo, Draper Aden; and, Alan Yost, Greene County

**Staff:** Helen Cauthen, Shannon Holland, Cheryl Johnson, Uconda Dunn

**1. Welcome**

Jim Cheng, Vice-Chair, welcomed the attendees and opened the meeting at 9:32 AM.

**2. Public Comment**

There were no public comments.

**3. Meeting Minutes – June 28, 2018**

***Leigh Middleditch made a motion to approve the June 28, 2018 Minutes as presented. Ray Knott seconded the motion. The motion carried.***

**4. Financial and Budget Report**

Andy Wade, Treasurer, shared that the GO Virginia Board approved the FY 2019 Budget on the 14th. However, DHCD changed the format so they could present an apples to apples comparison across Regions to the Board. DHCD is asking that we use the revised format going forward. Staff plans on using this format going forward unless issues arise.

Referring to the Statement of Financial Position through June 2018, Andy noted that there is \$33,143.40 in Current Assets and Liabilities. Adding that there continue to be low dollar amounts in Checking/Savings bills are paid when funds are received from DHCD. Referring to the Statement of Income and Expense, he noted that \$373,609.55 of the \$400,000 budget has been spent, or 93.4%. Direct Salary, Wages and Benefits line is the only expense item over budget at 106%. This is due to the fact that Shannon, has progressively been budgeting more time to GO Virginia vs the Partnership. Also, Helen and accounting staff have also budgeted more time for year-end activities. On this statement there is just over \$26,390 in cash remaining. In CAMS (DHCD's management system) there is actually \$29,703.72 in cash to be drawn down. The difference is in the accrual of about \$3,000 in earned vacation.

DHCD has advised that we are expected to close out FY2018 before we use FY2019 funds. We are waiting to find out how that process will work, so staff will need approval from Council to spend the remaining cash within the first quarter of FY2019 in a way that is in-line with DHCD guidelines.

***Christian Goodwin made a motion to approve the June 2018 Financials as presented. Ray Knott seconded the motion. The motion carried.***

***Ray Knott made a motion to allow staff to draw down the FY2018 Budget carryover within the guidelines to be provided by DHCD. Brian Cole seconded the motion. The motion carried.***

#### **5. Executive Committee Meeting Update**

Tom Click, Chair, updated the Council on the July 16, 2018 Executive Committee Meeting. The committee met to set priorities for the year. The committee developed a list of priorities and focused on ways to get the word out about the GO Virginia opportunity. The priorities were provided and discussed as a group.

#### **6. Chair Update**

Tom Click noted that copies of the Project Pipeline were placed at each member's seat and that the next Region 9 deadline is September 25th. Tom Click shared that the GO Virginia Board reported the CvilleBioHub Enhanced Capacity Building project as approved at their August 14th meeting. Later that same day the Charlottesville Economic Development Authority approved an additional \$10,000 GO Virginia match contribution for the project. This additional match will be added to the match already in the proposal from UVA and Bridgewater Consulting. That project is in the Contract Negotiation stage.

Tom Click updated the Council that he is signing contracts for The Central Virginia Site Readiness Project and the Crafting Higher Paying Jobs contract after the meeting and that the Cybersecurity Partnership contract is in negotiation.

Referring to the list of proposed meeting dates and deadlines in the packet, Tom Click asked for feedback on the dates and timelines.

***Bryan David made a motion to approve the deadline and meeting dates. Christian Goodwin seconded the motion. The motion carried.***

Tom Click noted that a Dashboard DRAFT was provided in the packet. He asked members if there were suggestions for additional data to include. The idea being to generate a simple one-pager that would be updated and shared at each meeting. Tom suggested that we add projected job creation.

Tom Click highlighted a few GO Virginia meetings from the prior month. Pace Lochte and Denise Hubbard shared that UVA was hosting a GO Virginia Meeting on September 10 for faculty and others. Also, Shannon Holland had presented to the Louisa Chamber and Christian Goodwin and Andy Wade attended and were able to answer questions. Finally, Jim Cheng updated the group on a GO Virginia Entrepreneurship Community updated he had hosted at his offices on August 16th.

Tom Click spent time encouraging members to activate their own professional networks to get the word out about GO Virginia successes and opportunities. He noted that he is now connected to Council members with LinkedIn accounts. Chip Boyles noted that both Planning District 9 and 10 have frequent newsletters that could be used to distribute information and that there may be a possibility of a presentation in front of PD 9 and PD10 together. Pace Lochte suggested that a press release about the FY2018 success might be appealing for local media. Helen Cauthen noted that in the future we might consider doing media events.

## **7. Director Update**

Shannon Holland introduced Cheryl Johnson as the new half-time GO Virginia staff. She will also work with the Partnership. Shannon noted that she had created an inaugural Council Member manual that included bylaws etc. She had sent an email with a link to the manual to all members but there were two corrections. Pace Lochte had been left off of the Nominating Committee membership. Shannon shared that returning members didn't have to complete the COIA training again for another year. But, that all new members would have to do so.

Referencing the Marketing Plan in the packet, Shannon Holland shared that she has collected about 150 contacts for promoting GO Virginia. Also, she encouraged everyone to re-visit the Region 9 website at [www.GoVirginia9.org](http://www.GoVirginia9.org), as she had added more meaningful resources.

## **8. Guest Speaker Virginia Guest Speaker- DHCD Director**

Tom Click introduced Mitch Horowitz, Principal & Managing Director of TEconomy as the guest speaker. Tom noted that Mitch would update the group on the work that TEconomy has done to evaluate Virginia's entrepreneurship ecosystem. The presentation would also cover year-to-date analysis on Region 9's ecosystem.

## **9. Task Force Groups – Breakout**

The Innovation & Entrepreneurship Task Force met with Mitch Horowitz. This group will also serve, at least initially, as the Ecosystem Workgroup. The other Task Force Groups combined to learn more about the potential Louisa Regional Park. Due to timing, groups did not report out.

## **10. Other Business**

No new business was provided.

## **11. Next Meeting**

Tom noted the next meeting date is scheduled for October 26, 2018 at 2:30pm at the Prince Michel Winery Meeting Room in Leon, VA.

## **12. Adjourn**

Tom Click adjourned the meeting at 11:36 pm.



**GO Virginia**  
**Statement of Financial Position**  
As of August 31, 2018

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	<u>Aug 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
11200 · GO VA Operating Account - Union	74.10
<b>Total Checking/Savings</b>	74.10
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	44,244.48
<b>Total Accounts Receivable</b>	44,244.48
<b>Other Current Assets</b>	
11100 · Accrued Receivable	2,566.34
<b>Total Other Current Assets</b>	2,566.34
<b>Total Current Assets</b>	46,884.92
<b>TOTAL ASSETS</b>	<b><u>46,884.92</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20004 · Due to CVPED	44,318.58
<b>Total Accounts Payable</b>	44,318.58
<b>Other Current Liabilities</b>	
25060 · Accrued Expenses - Other	2,566.34
<b>Total Other Current Liabilities</b>	2,566.34
<b>Total Current Liabilities</b>	46,884.92
<b>Total Liabilities</b>	46,884.92
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>46,884.92</u></b>





**GO Virginia**  
**Statement of Income and Expense**  
 July through August 2018

	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
41520 · State Grants	23,058.65	361,111.00	-338,052.35	6.4%
<b>Total Income</b>	23,058.65	361,111.00	-338,052.35	6.4%
<b>Expense</b>				
52100 · Administration	4,044.25	14,851.00	-10,806.75	27.2%
52120 · Accounting Services	0.00	6,000.00	-6,000.00	0.0%
53402 · Marketing and Outreach	0.00	11,310.00	-11,310.00	0.0%
53403 · Meetings and Training Workshops	5.59	6,475.00	-6,469.41	0.1%
01535 · Building Rentals	1,156.83	9,460.00	-8,303.17	12.2%
01100 · Direct Salaries, Wages, & Bene	17,661.19	144,160.00	-126,498.81	12.3%
53100 · Office supplies and services	190.79	3,250.00	-3,059.21	5.9%
53300 · Travel	0.00	2,790.00	-2,790.00	0.0%
52405 · Planning				
51290 · Consulting services	0.00	750.00	-750.00	0.0%
51280 · Plannning Grant Activites	0.00	50,954.00	-50,954.00	0.0%
<b>Total 52405 · Planning</b>	0.00	51,704.00	-51,704.00	0.0%
53404 · Project Reserves	0.00	111,111.00	-111,111.00	0.0%
<b>Total Expense</b>	23,058.65	361,111.00	-338,052.35	6.4%
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>





For approval at 10/26/18  
Council Meeting

## Procurement Policy – Regional Council 9

<b>Title:</b>	Procurement Policy	<b>Policy #:</b>	TBD
<b>Effective Date:</b>	7/1/2017	<b>Revision Date:</b>	

**Purpose:**

To provide written procurement policies and procedures for the GO Virginia Regional 9 Council.

**Policy:**

It is the policy of the Regional 9 Council to procure items required to perform its mission by following the State of Virginia procurement policies and procedures in regards to purchases.

The Virginia Public Procurement Act can be found at the following link:  
<https://dgs.virginia.gov/procurement/policy-consulting--review/policy/>

Other state procurement resources can be found at the following link:  
<https://eva.virginia.gov/i-buy-for-virginia.html>

Procurement will be made with complete impartiality based strictly on the merits of supplier and applicable related considerations such as delivery, quantity, etc. All purchases should be made in the best interest of GO Virginia Regional Council 9. Quality supplies and services should be obtained that will be delivered in a timely manner.

Competitive bidding is not required for small purchases under \$5,000, however, such purchases procedures shall provide for competition where practical.

The GO Virginia State Board must approve all sole-source procurements in excess of \$100,000.

The Regional Council or the Executive Committee must approve expenditures outside of the annual budget.





**Region 9  
TIMELINE**  
[www.GOVirginia9.org](http://www.GOVirginia9.org)

**2018**

<b>Region 9 Proposal Deadline</b>	<b>Region 9 Council Meeting</b> <small>(9:30 am to 11:30 am unless noted)</small>	<b>DHCD deadline</b>	<b>Board Meeting</b>
November 8	December 12		

**2019**

<b>Region 9 Proposal Deadline</b>	<b>Region 9 Council Meeting</b>		<b>Board Meeting</b>
January 8	January 31	February 8	March 12
	February 28		
April 3	May 2	May 10	June 11
May 30	June 25	August 9	September 10
September 9	October 10	November 1	December 10



**FY 2019**  
**DASHBOARD**  
**Region 9- Piedmont Opportunity Corridor**  
**As of 10/15/18**

**PER CAPITA FUNDING**

Per Capita Allocation	FY2018 Carryover	Transfer from Capacity Building	Total for Projects	YTD Awarded	Funds Remaining
\$1,000,000	\$60,314	\$0	\$1,060,314	\$0	\$1,060,314

**PROJECT PIPELINE RECAP**

Activity from 7/1/2018 to	10/18
Inquiries	29
Active	6
Applied	2
Closed/Merged/Not Active	20
Staff Research	5
Per Capita	22
Competitive	7
Pre-Applications Received	5

Frameworks from 7/1/2018 to	10/18
Innovation/Entrepreneurship	6
Talent Development	6
Growing Existing Businesses	7
Sites	0
Unknown or N/A	4

Target Industries	10/18
Light Manufacturing (broadly applied)	0
IT/Communications	10
Food & Bev	3
Financial & Bus. Services	0
Biotech	1
Unknown or N/A	12





FY 2018  
DASHBOARD  
REGION 9 – PIEDMONT OPPORTUNITY CORRIDOR

**PER CAPITA FUNDING**

Per Capita Allocation	Added from Capacity Building	Total Available for Projects	YTD Total Awarded	FY 2018 Funds carried forward to FY 2019
546,301	250,000	796,301	735,987	60,314*

**PROJECT RECAP**

Funds	GO Virginia \$	Local Match	Other Match	Project	Frame work	Target Industry	Applicant Organization	JOBS/ROI
Per Capita	244,300	431,625	1,000,000	GWC PTEC	Talent Dev.	Light Mfg.	Culpeper County with Counties of Fauquier, Madison, Orange, and Rappahannock; and Germanna CC	5 YR – 741 Jobs; \$1,800,000 ROI
Per Capita	249,472	50,000	259,000	Crafting Higher Paying Jobs and Adult Beverage Exports	Talent Dev.	Food & Bev. Mfg.	PVCC with Germanna CC and the Counties of Madison and Nelson	3 YR – 126 Jobs; \$920, 400 ROI
ECB	100,000	0	136,000	Central Virginia Cybersecurity Partnership	Talent Dev.	IT/Comm.	PVCC with Germanna CC and LFCC	
ECB	58,675	58,675	0	Central Virginia Site Readiness	Sites	Light Mfg.	Central Virginia Partnership with the Counties of Albemarle, Culpeper, Fluvanna, Greene, Louisa, Madison, Nelson, and Orange	
ECB	83,540	10,000	83,540	CvilleBioHub	Grow Existing Business	Biotech	CvilleBioHub with City of Charlottesville, Albemarle County and UVA	
<b>TOTAL</b>	<b>\$ 735,987</b>	<b>\$ 550,300</b>	<b>\$ 1,478,540</b>					

FY 2018  
DASHBOARD  
REGION 9 – PIEDMONT OPPORTUNITY CORRIDOR

