REGIONAL COUNCIL 9 – EXECUTIVE COMMITTEE
JUNE 9, 2020
2:00 PM to 3:00 PM
Due to the declared COVID-19 State of Emergency this meeting will be held via Zoom Link or call-in, info enclosed.

AGENDA

Members Present: Jim Cheng (Chair), Ed Scott (Vice Chair); Tom Click, Pace Lochte, David Pettit, Felix Sarfo-Kantanka
Members Absent: Andy Wade (Treasurer),
Staff: Shannon Holland, Helen Cauthen
Guests: Shannon Blevins, UVA Wise/Region 1; Kalen Hunter, Region 1; Bill Donahue, GENEDGE; Dean Young, GENEDGE

1. **Welcome**
   Jim opened the meeting at 2:02 pm stating that the meeting was being held via zoom due to the State of Emergency declared by the Governor related to COVID.

2. **Public Comment**
   Jim asked if there had been any public comment submitted and Shannon Holland advised him that there had been none submitted.

3. **Roll Call**
   Shannon Holland completed a roll call. All members were present except for Andy Wade.

4. **Approve Minutes**
   Jim Cheng noted that there were two sets of Minutes enclosed for review: April 23 and December 12.
   Ed Scott made a motion to approve the Meeting Minutes as presented. Pace Lochte seconded the motion. The motion carried.

5. **Approve Financials**
   Jim Cheng summarized the Financials noting that in the Statement of Financial Position there was $75.41 in the bank as is typical. Referring to the Capacity Building Budget, Jim Cheng noted that the expenses were at about 56% of budget and that employee expenses were the highest expense item at about $76,000. The second highest expense was in Program Expense that funded the Rural E-ship report for about $ 50,000.

   Shannon Holland highlighted project budgets activity including:
   - Biotech has started submitting remittances
   - Adult Beverage and Cyber are expected to close out by end of the month and Adult Beverage will be returning approximately $180,000 as discussed at the April 30 Council Meeting.
   - GWC was extended form 4/23 to a 12/30 expiration to help the project track metrics.
   - Catalyst had helped the applicant team submit their first remittance
   - The newly funded projects are not in the system yet

   David Pettit made a motion to approve the Minutes. Tom Click seconded the motion. The motion carried.

6. **Nominating Committee Update**
   Jim Cheng noted that the Slate prepared by the Nominating Committee was included in the packet.

Shannon Holland updated that there was some confusion related to the community college President's nomination for their empty seat and she was helping them address it before the Annual Meeting.

7. **Strike Force Status**

Ed Scott shared the activities of the Strike Force. A discussion ensued around whether to give the Council a recommendation for the status of the Strike Force since it was up for review on the Agenda during the Annual Meeting. No vote was taken for a recommendation but it was generally agreed that the Strike Force should continue to meet until all FAST ACCESS ERR funds were expended or the amount left was not enough for a meaningful grant. There were differences of opinion around what to recommend regarding whether the Strike Force should also serve as a Task Force to review any incoming ERR proposals greater than 100k.

8. **Pipeline and Funding**

Shannon Holland asked if there were questions regarding the provided Funding Dashboard. A recommendation was made to parse out the fund for ERR FAST ACCESS further to make the form easier to read. Shannon Holland shared details on some of the projects in the pipeline for ERR, ERR FAST ACCESS, Competitive, and Per Capita.

9. **Council Meeting Calendar**

Jim Cheng said that staff is recommending the Executive Committee consider adding an additional Council Meeting on July 21 or 23 to open the gateway for potential projects that might then be able to advance to the September Board Meeting if they are in by DHCD July 31 deadline. An additional meeting may also give the new Chair an early meeting in the fiscal year.

David Pettit made a motion to add a meeting as suggested. Pace Lochte seconded the motion. A roll call vote was called since new meeting participants joined that were not visible. The motion carried.

10. **Letter of Support for Competitive Project: Retooling Virginia Manufacturers for Strategic Industries**

Jim Cheng introduced Shannon Blevins, UVA Wise, Region 1, to introduce her team and discuss the "Retooling" project that was requesting a Letter of Support from the Region 9 Council. Shannon Blevins introduced Kalen Hunter also from Region 1 and gave brief overview of how the project got started. Bill Donahue and Dean Young, both from GENEDGE, the applicant, introduced themselves and gave further details on the project.

The GENEDGE team referred to information in the provided white paper noting that they had interest from over 130 companies interested in the project. It was noted that there are twenty companies in Region 9, 25% of which are creating hand sanitizer, that are exploring the opportunity.

It was confirmed that the project will serve all regions and that there was no request for financial commitment from Region 9 localities. A question was presented about including diagnostic materials such as swabs in the project. The GENEDGE team indicated they had been approached to work with NIH on an effort to do that.

David Pettit made a motion that the Executive Committee recommend this competitive project for a Letter of Support from Region 9 and include on the Annual Meeting Agenda. Tom Click seconded the, motion. A roll call vote was called and the motion carried. Ed Scott abstained.

11. **Annual Meeting Agenda**

No further discussion about the Agenda ensued.

12. **Other Business - Limited to Emergency and Time Sensitive Items**

Shannon Holland shared that the Weldon Cooper Center had requested a meeting to talk with Region 9 Staff and Chair and/or Vice Chair to discuss helping with the Region 9 Growth Plan Update and a meeting had been scheduled for Thursday.

13. **Adjourn**

Tom Click made a motion to adjourn at 3:02 pm. Ed Scott seconded the motion. The motion carried.