

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

January 3, 2019  
Rappahannock Electric Cooperative  
Bowling Green, Virginia

**MEMBERS PRESENT AND VOTING:** **Chair** – William Beale, **Vice-Chair** – Carlton Revere, Wally Beauchamp, Bruce Davis, Val Foulds, Steve Goodall, Stephanie Heinatz, Lisa Hull, Mike Jenkins, Ann Lewis, Kim McClellan, Morgan Quicke, Anne Richardson, Bryan Taliaferro, John Wells, Kimberly Young

**MEMBERS ABSENT:** Lou Belcher, Elizabeth Crowther

**OTHERS IN ATTENDANCE:** Brian Baker, Kathy Beard, Bill Blevins, Jackie Davis, Jerry Davis, Angela Freeman, Janet Gullickson, John Holden, Nick Minor, Chris Muldrow, Liz Povar, Jeanne Wesley

**STAFF:** **GWRC** – Kate Gibson, Linda Millsaps, **Community Futures** – Neal Barber

**CALL TO ORDER**

Mr. Beale called the meeting to order at 11:05 am with a quorum present.

**PRESENTATION & DISCUSSION**

**Entrepreneurial Ecosystem Study**

Jennifer Ozawa from TEconomy Partners presented on the Entrepreneurial Ecosystem Study in Region 6. The presentation focused on the results of the survey that was distributed to the stakeholder group and companies invited by UMW CED/Blue Eagle Incubator, as well as recommended strategies to further entrepreneurship within the region. The presentation was followed by a brief discussion among stakeholders and Regional Council members.

**PUBLIC INVOLVEMENT**

No members of the public wished to speak.

**OCTOBER 15, 2018 MEETING MINUTES APPROVAL**

Mr. Beauchamp moved to approve the October 15, 2018 Meeting Minutes, and Ms. Young seconded the motion. The motion passed unanimously.

## **FINANCIAL REPORT**

Ms. Gibson presented the financial report for April 2017-October 2018. Mr. Davis moved to approve the financial report, and Mr. Goodall seconded the motion. The motion passed unanimously.

## **COUNCIL MEMBERSHIP TERMS**

The Regional Council reviewed term start and end dates of current Council members. Any member who would like to roll off early should let staff know, otherwise members will be expected to serve full four-year terms.

## **COUNCIL MEMBERSHIP CHANGES APPROVAL**

The Nominating Committee determined the following recommendation at their meeting:

- Accept Jackie Davis

The Nominating Committee's recommendation was accepted as a motion. Ms. Hull seconded the motion. The motion passed unanimously.

## **BYLAWS UPDATE DISCUSSION**

Regional Council members discussed the need for an Executive Committee that can take action between bimonthly Regional Council meetings. Ms. Gibson will send Bylaws revisions that establish a five-member Executive Committee and give that committee the authority to act on behalf of the full Regional Council.

## **BUDGET UPDATE DISCUSSION & APPROVAL**

Ms. Gibson presented the following proposed budget revisions:

1. Move \$199,010 in FY17 Capacity Building funds from Project Reserves to GWRC Staffing and Capacity Building Efforts
  - a. Use \$3,010 to increase GWRC staffing to 1.2 FTE starting March 1 (estimated annual staffing cost going forward would be \$135,616, including salary, fringe, and indirect)
  - b. Use \$196,000, plus \$4,000 currently unallocated, to fund \$200,000 in capacity building efforts that would not require a match
2. Move \$250,000 in FY18 Capacity Building funds from Project Reserves to Projects

Mr. Taliaferro moved to approve the budget update as proposed, and Mr. Beauchamp seconded the motion. The motion passed unanimously.

## **FY19 CAPACITY BUILDING APPLICATION PACKET DISCUSSION & APPROVAL**

Ms. Gibson presented the draft application packet for FY19 capacity building proposals. Council members discussed the maximum amount of GO Virginia funds that could be requested per application, and determined that the cap should be set at \$50,000 but with flexibility for applicants

to request more than \$50,000 if they provide a compelling justification for the request. Mr. Revere moved to approve the application packet, with the changes discussed, and Mr. Davis seconded the motion. The motion passed unanimously.

### **Interview Panel Appointment**

Mr. Beale appointed Mr. Revere, Mr. Davis, Ms. Lewis, and Mr. Goodall to the interview panel for FY19 capacity building applications.

### **PROJECT PIPELINE DEVELOPMENT RFP DISCUSSION & APPROVAL**

Ms. Gibson presented the draft RFPs for project pipeline development in each of the Region 6 subregions. Council members discussed how many project-specific concepts and project applications should be developed within each subregion, and ultimately decided to require three concepts and two applications from each subregion. Council members also discussed adding development of an advisory group to the list of requirements and deliverables. Revere moved to approve the RFPs, with the changes discussed, and Mr. Beauchamp seconded the motion. The motion passed, with Mr. Beale opposed and all other Council Members in favor.

### **Review Committee Appointment**

Mr. Beale appointed himself, Ms. Young, Mr. Beauchamp, and Ms. Heinatz to the review committee for FY19 pipeline project development proposals.

### **PROJECT APPLICATION DISCUSSION & DETERMINATIONS**

#### **UMW CISSP Certification**

Ms. Gibson summarized the proposal and presented the staff recommendation, and Mr. Beale led the resulting discussion. Ms. Richardson moved that the UMW CISSP Certification application be approved for submission to the State Board with the following conditions:

- UMW revises the project proposal based on feedback from the Regional Council, subject matter expert(s), and/or DHCD, if applicable
- UMW submits any additional information and attachments required for the state application

Mr. Revere seconded the motion. The motion passed unanimously, with Mr. Davis, Mr. Jenkins, and Ms. Young abstaining.

### **CURRENT PROJECT REPORTS**

Jerry Davis provided updates on the Flexible Office Space Due Diligence and Welding Training Program projects. Liz Povar provided an update on the PamunkeyNet Business Plan project. Ms. Gibson and Dr. Wells provided updates on the Virginia Sea Grant Planning Grant project.

## **MEETING SCHEDULE**

The next meeting of the Regional Council will take place on February 11, 2019. Also, Council members agreed to permanently move the Bowling Green meeting location to the Rappahannock Electric Cooperative Bowling Green Office.

## **ADJOURNMENT**

Being no further business, the meeting was adjourned at 1:20 pm.

Respectfully submitted,  
Kate Gibson, Senior Planner  
George Washington Regional Commission