

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #1 and 2
Call to Order
Roll Call
Confirmation of Quorum**



GO Region 3 Executive Committee

Date and Time: August 19, 2020
10:00 am
Location: Virtual Zoom

Dial-In: 1-651-372-8299
Meeting ID: 913 8465 6905
Password: 392090

<https://virginia.zoom.us/j/91384656905?pwd=UmphT2xoVVlrSHlkMGxXQllzaEJJZz09&from=msft>.

Purpose Statement

"Create more high paying jobs through incentivized collaboration, primarily through out-of-state revenue, which diversifies and strengthens regional economies."

AGENDA

- | | |
|---|-------------------|
| 1. Call to Order | <i>Randy Lail</i> |
| a. Chairman Lail – Opening Comments | |
| 2. Roll Call and Confirmation of Quorum | <i>Deb Gosney</i> |
| 3. Public Comments | <i>Randy Lail</i> |
| a. Previously Submitted | |
| b. Submitted During Virtual Meeting | |
| 4. Declaration of Conflicts of Interest | <i>Randy Lail</i> |
| 5. Approval of Minutes* | <i>Randy Lail</i> |
| 6. Financial Reports* | <i>Deb Gosney</i> |

Old Business

- | | |
|---|-------------------------------|
| 7. Committee Reports | |
| a. Nomination Committee – Region 3 Council Membership | <i>Tim Clark</i> |
| b. Innovation Committee – Entrepreneur and Innovation Strategy Update | <i>Liz Povar</i> |
| 8. Approved Projects Update | <i>Bryan David/Deb Gosney</i> |
| 9. Closed Session* | <i>Randy Lail</i> |
| a. Project Pipeline | |
| 10. Action on Closed Session Items | <i>Randy Lail</i> |
| b. Motion to Return to Open Session | <i>Tim Clark</i> |
| c. Motion to Certify Closed Session | <i>Tim Clark</i> |

New Business

Randy Lail/Bryan David

11. Survey of GO Virginia Region Project Review Process
12. Development of a Policy for Letters of Support for non-GO Virginia Projects
13. Region 3 Council Policy No. 5 – 8% Administrative Services Fee
14. Renewal of FY2020-2021 Support Organization Memorandum of Understanding with Southside Planning District Commission – Addendum #3*
15. FY2020-2021 Commonwealth of Virginia Capacity Building Contract Number 10RC3-20*
16. "OurVirginia" Communications Initiative

Adjourn

Opening Comments & Virtual Meeting Authorization

Randy Lail

July 15, 2020

“Due to the nature of the Declaration of a State of Emergency Due to Novel Coronavirus (COVID-19) pursuant to Code § 2.2-3708.2 this meeting is being held by electronic communications, via the web platform Zoom. The catastrophic nature of this declared emergency makes it impractical and unsafe to assemble a quorum in a single location and the purpose of this meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body, in our case approving projects.”

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #3
Public Comments**

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #5
Approval of Minutes**

**GO VIRGINIA REGION 3 EXECUTIVE COMMITTEE
ZOOM MEETING MINUTES
Wednesday, June 17, 2020**

The GO Virginia Region 3 Executive Committee met on Wednesday, June 17, 2020 at 10:00 a.m. utilizing Zoom virtual technology.

REGULAR BUSINESS

1. CALL TO ORDER

Chairman Lail called the meeting to order at 10:00 a.m.

2. ROLL CALL AND CONFIRMATION OF QUORUM

Chairman Lail declared a quorum was present.

A. Executive Committee Members:

Present	Absent	Member
X		Tim Clark
X		Randy Lail, Chairman
X		Charles Majors, Vice Chairman
X		Karl Stauber
X		Sherry Swinson

B. Staff in Attendance:

Name	Organization
Bryan David	Weldon Cooper Center
Liz Povar	The Riverlink Group
Nancy Pool	The Riverlink Group
Deborah Gosney	Support Org/Fiscal Agency Representative
Lisa McGee	Support Org/Fiscal Agency Representative

C. Guests in Attendance:

Name	Organization
Sarah Capps	Tobacco Commission

3. STATE GUIDANCE FOR REGIONAL COUNCILS

Chairman Lail welcomed everyone to the GO Virginia Region 3 Virtual ZOOM Council meeting. Due to the nature of the Declaration of a State of Emergency due to the novel Coronavirus (COVID-19) and pursuant to Code §2.2-3708.2, this meeting is being held by electronic communications, via the web platform ZOOM. The catastrophic nature of this declared emergency makes it impractical and unsafe to assemble a quorum in a single location. The virtual platform was selected to abide by the restrictions on public gatherings as stated in the Governor's

Emergency Declaration and to protect the health of citizens. The required public notice and receipt of public comments was provided as outlined in the requirements of electronic meetings. The agenda items for this meeting are considered essential to the overall operation of GO Virginia Region 3.

4. PUBLIC COMMENTS

No written or verbal public comments were received.

5. DECLARATION OF CONFLICTS OF INTEREST

Conflicts of interest potentially exist for activities benefiting and/or contracts issued to the following organizations and projects listed below:

Name	Organization(s)
6. A Charles H. Majors	Mid-Atlantic Broadband, Institute for Advanced Learning and Research, Danville Regional Foundation
P Randolph Lail	Mid-Atlantic Broadband

ROVAL OF MINUTES

Chairman Lail noted that the minutes of prior Executive Committee meetings were received via email prior to the meeting and included in the meeting packet. Chairman Lail noted that due to the COVID-19 restrictions for electronic meetings, there are three sets of meeting minutes to be adopted - February 18th, April 1st, and April 15th. **Karl Stauber made a motion that the minutes from the February 18th, April 1st, and April 15th Executive Committee meetings be approved as presented; the motion was seconded by Charles Majors and by roll call vote all members voted affirmatively.**

7. FINANCIAL REPORT

Deborah Gosney asked members to refer to the Financial Report that was included in the meeting packet for period 04/30/20 to 05/31/20. Deborah noted the following:

FY20 Capacity Building GO VA Funds total \$361,111. Grant dollars expended to date is \$41,585.35 leaving a balance remaining of \$208,414.65.

GO-TEC, Phase 1, GO VA Project Funds total \$648,000. Grant dollars expended to date total \$612,862.56 leaving a balance remaining of \$35,137.44. Committed match budgeted for the project totals \$674,437 of which \$2,190,539.32 was submitted and approved. The project was overmatched by \$1,516,102.32 of which \$224,308.99 was qualified by DHCD to be carried forward to GO-TEC Phase 2A; the remaining overmatched amount applied to GO-TEC Phase 1 is \$1,291,793.33.

GO-TEC, Phase 2A, GO VA Project Funds total \$1,320,787. Grant dollars expended to date total \$721,088.22 leaving a balance remaining of \$599,698.78. Committed match budgeted for

the project totals \$1,479,635 of which \$865,332.01 has been submitted and approved leaving a balance remaining of \$614,302.99.

SOVA Innovation Hub - GO VA Project Funds total \$80,000. Grant dollars expended to date total \$60,000 leaving a balance remaining of \$20,000. Committed match budgeted for the project totals \$88,919.81 of which \$77,839.61 has been submitted and approved leaving a balance remaining of \$11,080.20. The remaining \$20,000 in grant funds will be used to conduct a third-party market research entrepreneurial study and acquire equipment to support computer science teacher training.

Regional Entrepreneurship Initiative - GO VA Project Funds total \$100,000. Grant dollars expended to date total \$28,587.53 leaving a balance remaining of \$71,412.47. Committed match budgeted for the project totals \$50,000 of which \$59,153.76 has been submitted; the project is overmatched by \$9,153.76.

Charles Majors made a motion that the Financial Report for period ending May 31, 2020 be approved as presented; the motion was seconded by Sherry Swinson and by roll call vote all members voted affirmatively.

OLD BUSINESS

8. COMMITTEE REPORTS

- A. Personnel Committee – Bryan David was introduced and congratulated as the new Region 3 GO Virginia Program Director.
- B. Bylaws Committee – The Bylaws amendments were presented at the May 20th Council meeting. It was suggested to delete the section about the State Board having to approve new members as this is no longer a requirement. No other changes and no additional comments or concerns were received. Liz was asked to share the draft Bylaws with DHCD staff for their review and comment. The Bylaws will be approved at the next Council meeting.
- C. Innovation Committee – At the July Council meeting the Innovation Committee leaders will present the near-final E & I Report drafted by Lauren Mathena with Mid-Atlantic Broadband and Sheri McGuire with Longwood Small Business Development Center. An update was reviewed by staff who noted it looks good and that the two organizations have worked well together.

9. BROADBAND UPDATE

Liz Povar reviewed the broadband status report prepared by DHCD that covered all the localities in the GO Virginia Region 3 footprint. She noted that the City of Martinsville and Danville were now included in the report and are mostly well served by broadband. On June 23rd, Commonwealth Connect's Kyle Rosner will facilitate a meeting with four localities – Charlotte, Lunenburg, Nottoway, and Prince Edward for the purpose of updating them on best practices and upcoming grant opportunities. Jeff Reed of Virginia's Growth Alliance and Melody Foster of

Commonwealth Regional Council are also invited. The VATI deadline is rapidly approaching and Kyle will encourage applications. It was suggested to convene an All Hands Meeting/Broadband Summit with the local, regional, state, public, and private partners to share knowledge about broadband strategy and implementation within the Region. It was agreed that this meeting take place after the General Assembly reconvenes in August for budget review. Planning for the meeting should begin now so logistics can be handled; Bryan David will take lead to talk with Kyle Rosner for his input prior to planning

10. APPROVED PROJECTS UPDATE

- A. SOVA Innovation Hub – The project is complete with a remaining balance of \$20,000. A decision needs to be made soon on the expenditure of these remaining funds so the project can be officially closed out.
- B. GO TEC 1, 2A, 2B – The Project Review Committee made a recommendation that the Executive Committee approve Phase 2B to be presented for approval at the State Board meeting on June 23rd and also recommended the Executive Committee support a request for a slight (less than 10%) reduction in match for Phase 2B. Phase 1 and 2A outcomes have mostly been achieved. The two areas of underachievement were associated with student enrollments which were impacted by COVID. Staff was asked to talk with DHCD prior to the State Board meeting to discuss any concerns related to milestones that may be impacted by COVID. The Executive Committee discussed ways to ensure continued communication with K-12 leaders and staff during the expected impact of COVID on reopening schools. **Karl Stauber made a motion to approve reducing Phase 2B match from 3.6 million to 3.0 million and to ask the State Board to release GO Virginia funding for phase 2B; the motion was seconded by Charles Majors and by roll call vote all members voted affirmatively.**
- C. Operation Last Mile – The contract has been issued to be signed by all parties.
- D. IALR Major Clarity – The contract has been issued to be signed by all parties.
- E. SVRA/VGA Road to Recovery - The Road to Recovery project represents a \$925,000 request of the \$1,000,000 of ERR funds. Randy led a pitch call with the State Board; a total of approximately ten questions were asked and effectively answered by the project team. Liz presented the additional questions proposed by DHCD which were also answered by the team. The State Board will consider this application at its June 23 meeting.

11. CLOSED SESSION

Call For Closed Session - **Pursuant to Section §2.2-3712 of the Virginia Freedom of Information Act and upon motion by Tim Clark, seconded by Charles Majors** the GO Virginia Region 3 Executive Committee unanimously approved to enter into CLOSED Session to discuss recommendations made for new project applications, active project pipeline status, and personnel updates pursuant to the closed meeting exemption at §2.2-3711.29 of the Code of Virginia; **by roll call vote all members voted affirmatively.**

Return to Open Session - **Tim Clark motioned** having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the GO Virginia Region 3 Council certify the following: 1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the meeting, and 2) 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 meeting by the public body; **Charles Majors seconded the motion and by roll call vote all members voted affirmatively.**

NEW BUISNESS

Staff will consider options of meeting in-person versus virtually via Zoom or utilizing the combined hybrid approach for the July 15 Full Council meeting. SPDC staff will send an email to poll council members to collect input on their preferences.

Charles Majors was contacted by the new owners of a group of newspapers in Western Virginia to provide a point of contact for positive news from this Region. After discussion the Executive Committee concurred that this affords an opportunity for positive coverage; Bryan David will follow-up to determine the most efficient way to handle this.

Amy Griffin, Region 3 Council member representing the K-12 sector, is retiring June 30th. Liz was asked to contact her and determine her interest in remaining on Council.

It was suggested that the community college Presidents in the region meet with Council members to update on the impact of COVID on their schedules and programming. This would enable the Council to “meet” the two new Presidents. Bryan and Liz will follow-up with Angeline Godwin of PHCC and bring a recommendation back to the Executive Committee.

OTHER BUSINESS/ADJOURN

There being no additional business matters to go before the GO Virginia Region 3 Executive Committee, Chairman Lail adjourned the meeting at 12:03 p.m.

Deborah B. Gosney, Southside PDC
Support Organization/Fiscal Agent

Ernest “Randy” Lail
Chairman

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #6
Financial Reports**

FY20 CAPACITY BUILDING FUNDS

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	DHCD Request - Rem. #6	Total Paid After Remittance	Available Funds
Program Operations					
Meetings and Facilitation	\$ 2,500.00	\$ -	\$ 304.38	\$ 304.38	\$ 2,195.62
Marketing - Letterpress	30,000.00	10,932.50	1,620.00	12,552.50	17,447.50
Legal Expenses	900.00	-	-	-	900.00
Supplies	2,500.00	-	-	-	2,500.00
Audit	1,500.00	-	-	-	1,500.00
Salaries - SPDC	80,000.00	27,189.52	5,547.86	32,737.38	47,262.62
Contract Services - The Riverlink Group	<u>127,500.00</u>	<u>54,875.00</u>	<u>16,275.00</u>	<u>71,150.00</u>	<u>56,350.00</u>
Total Program Operations	244,900.00	92,997.02	23,747.24	116,744.26	128,155.74
Planning					
Technical Assistance	<u>5,100.00</u>	<u>3,000.00</u>	<u>221.55</u>	<u>3,221.55</u>	<u>1,878.45</u>
Total Planning	5,100.00	3,000.00	221.55	3,221.55	1,878.45
Total Expense	\$ 250,000.00	\$ 95,997.02	\$ 23,968.79	\$ 119,965.81	\$ 130,034.19

The Checking Account is
is comprised of:

\$44,039.72 Local Funds - Unexpended (Martinsville/Henry County)
251.11 Interest
 \$44,290.83
(23,968.79) Checks to be reimbursed in Remittance #6
\$20,322.04 Current Checkbook Balance

Checks Submitted in Remittance #6	
9691 - Letterpress Communications - June Hours	\$ 1,620.00
9692 - SPDC - Salaries - June Hours	\$ 5,547.86
9693 - SPDC - Reimbursement for Newspaper Ads	\$ 221.55
9695 - The Riverlink Group - Contract Svc - June	\$ 16,275.00
9696 - SPDC - Reimbursement for Meeting Flyers	\$ 304.38
Total of Drawdown #6 (Submitted 7/24/2020)	\$ 23,968.79

GO VIRGINIA REGION 3
PROFIT & LOSS - FY20
MARCH 1, 2020 THROUGH JULY 31 ,2020

	<u>LOCAL FUNDS</u>	<u>STATE FUNDS</u>	<u>TOTAL</u>
INCOME			
Local Money - Martinsville/HC	\$ 44,039.72	\$ -	\$ 44,039.72
State Money - DHCD	-	250,000.00	250,000.00
TOTAL INCOME	44,039.72	250,000.00	294,039.72
EXPENSE			
Program Operations			
Meetings and Facilitation	-	304.38	304.38
Marketing - Letterpress	-	12,552.50	12,552.50
Legal Expenses	-	-	-
Supplies	-	-	-
Audit	-	-	-
Salaries - SPDC	-	32,737.38	32,737.38
Contract Services - Riverlink	-	71,150.00	71,150.00
Total Program Operations	-	116,744.26	116,744.26
Planning			
Technical Assistance	-	3,221.55	3,221.55
Total Planning	-	3,221.55	3,221.55
TOTAL EXPENSE	-	119,965.81	119,965.81
NET ORDINARY INCOME	44,039.72	130,034.19	174,073.91
Other Income			
Interest	251.11	-	251.11
Total Other Income	251.11	-	251.11
NET INCOME	\$ 44,290.83	\$ 130,034.19	\$ 174,325.02

* Income is Accrual/Expenses are Cash.

GO-TEC 1

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previous Remittances	Drawdown (No Activity)	Cumulative Total	Available Funds
Project Monitoring/Reporting	\$ 48,000.00	\$ 12,862.56	\$ -	\$ 12,862.56	\$ 35,137.44
Contract Services	\$ 6,309.08	\$ 6,309.08	\$ -	\$ 6,309.08	\$ -
Equipment	\$ 374,203.42	\$ 374,203.42	\$ -	\$ 374,203.42	\$ -
Salaries	\$ 164,750.00	\$ 164,750.00	\$ -	\$ 164,750.00	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Miscellaneous	\$ 10,293.50	\$ 10,293.50	\$ -	\$ 10,293.50	\$ -
Administration	\$ 44,444.00	\$ 44,444.00	\$ -	\$ 44,444.00	\$ -
Totals	\$ 648,000.00	\$ 612,862.56	\$ -	\$ 612,862.56	\$ 35,137.44

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 674,437.00	\$ 674,437.00	\$ -	\$ 674,437.00	\$ 1,291,793.33	\$ 1,966,230.33	\$ -

Match totaled \$2,190,539.32. A total of \$224,308.99 was approved DHCD to carry forward to Phase 2A which left a balance remaining of \$1,966,230.33 in match for Phase 1.

GO-TEC 2A

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdown (No Activity)	Total Paid After Remittance	Available Funds
Project Monitoring/Reporting	\$ 6,115.00	\$ -	\$ -	\$ -	\$ 6,115.00
Equipment	\$ 835,776.00	\$ 672,784.25	\$ -	\$ 672,784.25	\$ 162,991.75
Salaries	\$ 292,875.00	\$ 184,604.72	\$ -	\$ 184,604.72	\$ 108,270.28
Travel and Miscellaneous	\$ 94,300.00	\$ 16,072.14	\$ -	\$ 16,072.14	\$ 78,227.86
Administration	\$ 91,721.00	\$ 50,879.12	\$ -	\$ 50,879.12	\$ 40,841.88
Totals	\$ 1,320,787.00	\$ 924,340.23	\$ -	\$ 924,340.23	\$ 396,446.77

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 1,479,635.00	\$ 1,033,749.72	\$ -	\$ 1,033,749.72	\$ -	\$1,033,749.72	#####

The total project match of \$1,033,749.22 includes
the \$224,308.99 that was carried forward from Phase

SOVA INNOVATION HUB

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdown (No Activity)	Total Paid After Remittance	Available Funds
Contract Services	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
Planning/Assessment	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00
Totals	\$80,000.00	\$60,000.00	\$0.00	\$60,000.00	\$20,000.00

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 88,919.81	\$ 77,839.61	\$ -	\$ 77,839.61	\$ 7,008.90	\$84,848.51	\$11,080.20

Regional Entrepreneurship Initiative

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdown #6	Total Paid After Remittance	Available Funds
Longwood Consultant Time	\$ 45,000.00	\$ 10,415.75	\$ 4,653.75	\$ 15,069.50	\$ 29,930.50
Longwood Travel and Meetings	\$ 5,000.00	\$ 2,208.22	\$ 413.76	\$ 2,621.98	\$ 2,378.02
MBC Travel and Meetings	\$ 5,000.00	\$ 3,629.62	\$ 471.06	\$ 4,100.68	\$ 899.32
Research, Mapping & Tech Support	\$ 45,000.00	\$ 12,333.94	\$ -	\$ 12,333.94	\$ 32,666.06
Totals	\$ 100,000.00	\$ 28,587.53	\$ 5,538.57	\$ 34,126.10	\$ 65,873.90

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 50,000.00	\$ 50,000.00		\$ 50,000.00	\$ 14,074.07	\$64,074.07	\$ -

IALR COMMON PLATFORM

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdown (No Activity)	Total Paid After Remittance	Available Funds
Administration	\$3,225.73	\$0.00	\$0.00	\$0.00	\$3,225.73
Fringe Benefits	\$4,988.00	\$0.00	\$0.00	\$0.00	\$4,988.00
Meetings and Facilitation	\$6,861.27	\$0.00	\$0.00	\$0.00	\$6,861.27
Salaries	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00
Software	\$58,260.00	\$0.00	\$0.00	\$0.00	\$58,260.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$1,305.00	\$0.00	\$0.00	\$0.00	\$1,305.00
Totals	\$90,140.00	\$0.00	\$0.00	\$0.00	\$90,140.00

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 122,808.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$122,808.00

REGION 3 BRIDGE TO RECOVERY

GO Virginia Region 3

Report Period: June 30, 2020 to July 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previous Remittances	Drawdown (No Activity)	Cumulative Total	Available Funds
Project Monitoring/Reporting	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00
Administration	\$ 160,000.00	\$ -	\$ -	\$ -	\$ 160,000.00
Construction	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00
Fringe Benefits	\$ 10,313.00	\$ -	\$ -	\$ -	\$ 10,313.00
Salaries	\$ 34,375.00	\$ -	\$ -	\$ -	\$ 34,375.00
Other: Collaborative Support	\$ 69,957.00	\$ -	\$ -	\$ -	\$ 69,957.00
Other: Subscriptions	\$ 61,683.00	\$ -	\$ -	\$ -	\$ 61,683.00
Other: Website Updates	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
Other: Training and Marketing Program	\$ 5,672.00	\$ -	\$ -	\$ -	\$ 5,672.00
Other: E-Commerce Assistance	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00
Other: Marketing	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Other: Finance Costs for Cash Flows	\$ -	\$ -	\$ -	\$ -	\$ -
Other: Upgrade Costs for Shop Local	\$ -	\$ -	\$ -	\$ -	\$ -
Other: PPE Tool Kits	\$ -	\$ -	\$ -	\$ -	\$ -
Other: Meeting Expense (Sites/Virtual)	\$ -	\$ -	\$ -	\$ -	\$ -
Other: Finance and Procurement Admin	\$ -	\$ -	\$ -	\$ -	\$ -
Other: Business Services Match Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 925,000.00	\$ -	\$ -	\$ -	\$ 925,000.00

MATCHING FUNDS

Budget Categories from CAMS	Committed Required Match	Previous Required Match	Current Required Match	Cumulative Required Match To Date	Additional Match	Total Project Match	Match Balance
Totals	\$ 1,211,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,211,500.00

NICOLE YOUNG

2098 Lew Jones Road, Alberta, Virginia 23821

GO VIRGINIA FINANCIAL OVERVIEW

Date of Review: 8/7/ww
For the Period: July 1 - 31, 2020

I have reviewed the following and found them to be accurate.

First Citizens Bank Statements - Account Number 008924965247

✓ July 2020 - Reconciled and approved by Deborah Gosney.

Check Requests - July 2020

✓ Approval from Chairman Randy Lail.
✓ Invoices attached to the Purchase Orders.
✓ Purchase Orders have dual signatures signed by Deborah Gosney/Stephanie Creedle.

Drawdowns to DHCD

✓ Drawdown #6 (FY20) - Submitted on 7/24/2020 - Received 8/6/2020

Comments:

Nicole Young
Nicole Young, Member of the Regional Council

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

OLD BUSINESS

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #7
Committee Reports**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: Tim Clark, Chair, Nominations Committee
R. Bryan David, Program Director

RE: Region 3 Council Membership

At its meeting on July 15th, the Region 3 Council received a report from the Nominations Committee Chair concerning the recent retirement of Dr. Amy Griffin as Superintendent of the Cumberland County Public Schools. Dr. Griffin has indicated her willingness to continue as a member of Region 3 Council given her expressed interest and support of the Council's work and her professional experience as a public school superintendent. It was agreed for the Executive Committee to take this matter up at its next meeting on August 19th.

The number of members serving on the Region 3 Council and the composition of the membership by sector are set forth in the bylaws. The composition of the Council membership is governed by §2.2-2488 Code of Virginia (Formation of Regional Councils). Attached are the bylaws with the pertinent section highlight and a copy of the § 2.2-2488 of the Code of Virginia for your reference. Also, attached is a copy of the current Region 3 Council membership by sector.

The matter of Dr. Griffin's continued membership on the Region 3 Council could be accomplished provided the composition of the Council remains a majority of private-sector business representatives. It should be noted that the Council bylaws, and correspondingly the controlling State code section, recognize that public school division representation is to be part of the regional council membership.

Currently, the bylaws provide for a membership of exactly nineteen (19) members. Based on the Region 3 Council membership roster there are twelve (12) members designated as business representatives. The remaining seven (7) members represent the education, local government, not-for-profit, and community leader sectors.

RECOMMENDATION:

Per Executive Committee discussion with a referral to the Nominations Committee to develop a recommendation for the Executive Committee to consider at its meeting on September 16th.

[Nominations Committee – T. Clark, Chair, B. Timmons, C. Majors, and N. Young]

Attachments

AMENDED BYLAWS

GO Virginia Region 3

ARTICLE I

PURPOSE

The GO Virginia Region 3 Council (hereafter referred to as “Council”) is a public body certified by the Virginia Growth and Opportunity Board (hereafter referred to as "Board") to receive grants pursuant to Code of Virginia section 2.2-2485 the Virginia Growth and Opportunity Act (hereafter referred to as “GO VA”). The Council will be supported or affiliated with an existing or newly established organization that engages in collaborative planning or execution of economic or workforce development activities within a region to support the Council’s activities and to ensure proper administration of the Council’s funds.

ARTICLE II

DUTIES AND RESPONSIBILITIES

The Council shall:

- Section 1. Work in a collaborative manner, respecting all points-of-view, while soliciting and reviewing proposed projects for recommendation to the Board.
- Section 2. Demonstrate extensive knowledge of the region’s potential for growth that leads to high paying jobs.
- Section 3. Identify economic/regional projects that support or encourage collaboration and yield significant new job creation outcomes in short- and long-term timeframes.
- Section 4. Review and understand the authority, governance, and administrative role of the Board in certifying qualified regions and regional councils; including how the Board develops and implements guidelines or procedures for such certification.
- Section 5. Partner with existing or newly established economic/workforce development organizations to create a focused collaborative project or programs consistent with the Council’s economic growth and diversification plan.
- Section 6. Identify the region’s economic growth potential independently or in partnership with neighboring regions.
- Section 7. Identify the competitive advantages for collaboration with private-sector investments to accelerate job growth/economic development.
- Section 8. Advise the Board on best practice initiatives, projects, etc. that encourage collaboration and yield measurable outcomes for job growth in the region.
- Section 9. Have the authority to enter into agreements through the support organization in order to pursue the goals and objectives of GO VA pursuant to the Code of Virginia and guidelines adopted by the Board.

- Section 10. Adhere to the Freedom of Information Act (FOIA) and the Conflict of Interest Act (COIA) except as exempted pursuant to §2.2-3711.A.48 of the Code of Virginia.
- Section 11. Provide for public participation as directed by the Code of Virginia and the Board.
- Section 12. Conform with the guidelines as adopted by the Board.

ARTICLE III

MEMBERSHIP

- Section 1. The Council will include representatives from (i) the education sector, including school divisions, community colleges, public institutions of higher education, and private institutions of higher education as appropriate; (ii) the public economic and workforce development sector; (iii) local government; (iv) regional planning entities; (v) nonprofit organizations; (vi) other entities that significantly affect regional economic or workforce development; and (vii) small and large businesses.
- Section 2. A majority of the members of the Council shall be from private sector with demonstrated significant private-sector business experience.
- Section 4. The Council shall be chaired by a citizen member from the region with significant private-sector business experience.
- Section 4. The Council will consist of 19 members.
- Section 5. The Board will approve the member selection process, structure, composition, and leadership to meet the requirements of COV section 2.2-2485 of the Virginia Growth and Opportunity Act and the guidelines set forth by the Board.
- Section 6. Council members should have knowledge of workforce and economic development.
- Section 7. Council members shall serve staggered four-year terms as determined by the Council. On and after July 1, 2017, the term of Council members should commence on July 1.
- Section 8. Council members whose terms are expiring shall continue to serve in their role on Council until such time as their replacement is approved by the Board.
- Section 9. Council members shall not serve more than (2) consecutive four-year terms.
- Section 10. Any term of two (2) years or less shall not count as a full term.
- Section 11. The time served by initial Council members before July 1, 2017 will not count against the limit of two consecutive terms.
- Section 12. A Council member may be removed by the Board with a two-thirds vote. The reasons for removal must be documented by the Council.

ARTICLE IV

MEETINGS

- Section 1. The Council shall meet on a regular basis and at a minimum quarterly at a predetermined location and time.
- Section 2. The notice of time, location and purpose of any regular meeting shall be given to all Council members at least 30 days prior to the date of meeting.
- Section 3. The Council will meet all of the Code of Virginia public meeting requirements (§2.2-3707). Virtual meetings and meetings including participation by telephone and/or video conferencing may be held in accordance with the requirements of Virginia law.
- Section 4. Meetings will be advertised a minimum of three business days in advance of the meeting to be held at such location as indicated in the public notice.
- Section 5. Attendance of eight Council members shall constitute a quorum and, unless a greater proportion is required by the Board for a particular act/vote, the majority vote of the Council both present and participating by telephone or videoconferencing and voting at any meeting, at which there is a quorum, shall constitute the Act of the Council.
- Section 6. The regular meeting in the second quarter of each year shall be known as the Annual Meeting and shall be for the purpose of electing Council members and officers, receiving reports of officers and committees, and for any other business that may arise. The terms of the newly elected Council members and officers shall commence on July 1 following the Annual Meeting.
- Section 7. Special meetings of the Board shall be called by the Chair or the Vice-Chair or by a majority of the members of the Council and shall be by written notice at least 3 days before the meeting. Any such notice shall contain the time and place of the meeting but need not contain the purpose of the meeting.

ARTICLE V

PARLIAMENTARY PROCEDURE

- Section 1. In all matters of procedure not specifically covered by these By-Laws, the most recent edition of Roberts Rules of Order shall be observed.

ARTICLE VI

ORGANIZATION

- Section 1. During the inaugural meeting and at each Annual Meeting thereafter, the Council shall elect a Chair and a Vice-Chair from among its members.
- Section 2. The Chair and Vice Chair shall each be a Council member with significant private-sector experience.
- Section 3. The Chair shall preside over all meetings.
- Section 4. The Vice-Chair shall preside over all meetings in the absence of the Chair.

ARTICLE VII

SUPPORT ORGANIZATION AND FISCAL AGENT

- Section 1. The Support Organization can be a new or existing organization with purposes and competencies including collaborative planning, economic development, or workforce activities within the region.
- Section 2. The Support Organization may provide data analysis, review of best practices, review and analysis of project proposals, and other duties as determined by the Regional Council.
- Section 3. The Support Organization shall serve as the Fiscal Agent for the Council and, under the leadership of the Council, and in concert with the state agency that administers the funding, will be responsible for the receiving, use of, and auditing of funds received.
- Section 4. The Support Organization will prepare the Council's Annual Report as required by the Board's guidelines.
- Section 5. The support organization will have a contract with the Council that provides for its role as outlined above.

ARTICLE VIII

COMMITTEES

- Section 1. The Council may appoint committees as deemed necessary to meet the Council requirements of COV 2.2-2485; the Virginia Growth and Opportunity Act and to fulfill the duties of the Council.
- Section 2. The Council shall designate an Executive Committee 1) to make recommendations to the Council; and 2) to exercise any and all powers and authority specifically delegated to it by the Council, except to approve and amend the Bylaws and to elect Council members and officers.
- Section 3. The Council shall create a Nominating Committee to present a slate of officers, potential new members, and nominees to fill vacancies on the Council.

- Section 4. Each committee shall have a Chair appointed by the Council Chair and shall set meeting dates, times, and locations.
- Section 5. The duties of each committee member shall be implied by the name and function of the committee. Each committee shall report to the full Council.

ARTICLE IX

AMENDMENT OF BYLAWS

- Section 1. The bylaws shall not be amended, modified, or replaced except by a two-thirds vote of the Council members in an official meeting.
- Section 2. Action on amended bylaws may not take place at the meeting in which they are introduced. Action on amended bylaws shall take place a minimum of thirty days after their introduction. The bylaws shall be amended to conform to statutory requirements as required.
- Section 3. The Board shall review and approve amendments to the Bylaws.
- Section 4. In the event that any portion of the Bylaws are deemed invalid, the remaining portion shall stand.

This Bylaws Amendment was approved at the Council meeting held July 15, 2020.

CODE OF VIRGINIA

FORMATION OF REGIONAL COUNCILS (Â§ 2.2-2488)

A. A regional council may be established in each region identified by the Board. Regional councils shall solicit, review, and recommend regional activity projects to the Board in accordance with this article.

B. When there is no certified regional council in existence in a region, the Board may provide for the formation of a regional council by designating a formation committee chairman and two members from the region. The formation committee chairman shall be a nonlegislative citizen member of the Board, and the chairman may designate up to two additional members of the formation committee. The formation committee shall be responsible for such consultation and recruitment within the region as is likely to result in certification of a regional council for the region. The formation committee chairman and members may serve as officers and members of the regional council.

C. A regional council shall include representatives from (i) the education sector, including school divisions, community colleges, and public institutions of higher education; (ii) the economic and workforce development sector; (iii) local government; (iv) planning district commissions; (v) nonprofit organizations; and (vi) other entities that significantly affect regional economic or workforce development. Membership may include one or more nonlegislative citizen members of the Board from the region. A majority of the members of a regional council shall be from the private sector with demonstrated significant private-sector business experience. A regional council shall be chaired by a citizen member from the region with significant private-sector business experience.

D. The Board shall certify that the regional council member selection process, membership, governance, structure, composition, and leadership meet the requirements of this article and the program guidelines and procedures. The Board shall certify that the regional council has adopted bylaws and taken other such steps in its organizational activities and business plan as are necessary or required by Board guidelines and procedures to provide for accountability for and oversight of regional activities funded from the Fund.

E. Public comment shall be received by the Board when certifying a regional council.

HISTORY: 2016, cc. 778, 779.

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Innovation Committee
Entrepreneur and Innovation Strategy Update**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Innovation Committee – Entrepreneur and Innovation Strategy Update

At its meeting on July 15th, the Region 3 Council received from the Innovation Committee the Entrepreneur and Innovation Strategy prepared by Mid-Atlantic Broadband Communities Corporation and the Longwood University Office of Community and Economic Development. It was agreed for the report to be referred to the Innovation and Executive Committees for review and to develop implementation recommendations for the Council's consideration.

Liz Povar will provide the Executive Committee an update on this matter at the August 19th meeting.

RECOMMENDATION:

For the Executive Committee's information. No action needed.

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #8
Approved Projects Update**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Approved Projects

Attached are the progress templates for the following projects:

- GO TEC 2B
- Bridge to Recovery
- Mid-Atlantic Broadband Communities Corporation (MBC) - Middle Mile Expansion for Economic Growth

Please note the MBC project is partially completed as the contract with the Virginia Department of Housing and Community Development has not been completed. Further, MBC's application to the US Economic Development Administration grant is pending.

There are three (3) other inter-regional projects in progress reporting status: GENEDGE, SCIPP and SBDC. I will include the lead region's status reports on these project as they become available.

RECOMMENDATION:









For the Executive Committee's information. No action necessary

Attachments



Status of Approved Region 3 GO-TEC 1, 2A and 2B August 2020

Project Name	Grant Category/Award	Project Start/End Dates	Products (See narrative at the end of the document for details on each product.)	Project Milestones
GO-TEC 1 PRODUCTS: Build-out of two middle school career labs: Launch GO-TEC Outreach Campaign; Implement GO-TEC Pathways DELIVERABLES MODIFIED FROM THIS LIST DURING NEGOTIATIONS FOR GO-TEC 2 PROJECT	PC \$648,000 Budget Status:	August 1, 2018 – July 31, 2020	Build out of two middle school career labs. <ul style="list-style-type: none"> - 3 middle school career labs were upfitted at O.T. Bonner (DPS), Westwood (DPS), and Chatham (PCS). Launch GO TEC Outreach Campaign. <ul style="list-style-type: none"> - The GO TEC logo was approved by the GO TEC Board on November 14, 2019. - The GO TEC website is technically active but administration continues to gather feedback and add to the content on the page. - A marketing plan was created to identify the various target groups and determine the most appropriate marketing strategy / materials for those groups. 	<ul style="list-style-type: none"> • Hire GO-TEC Director (Summer 2018) • Create RFP for marketing, branding (Summer 2018) • Spec & procure Career Lab equipment (Summer 2018) • Develop Career Lab curriculums (Summer 2018) • Hire Eastern/Western Regional Coordinator (Shifted to GT2B) • Hire SVHEC Tech Academy personnel (fall 2018) • Hire Career Exploration Trainer (fall 2018) • Hire branding firm (fall 2018) • Continue Career Connections curriculum development (fall 2018) • Website design (Winter 2018; delayed to fall/winter 2019) • Complete branding (Winter 2018; delayed to fall/winter 2019) • Continue Career Connections curriculum development • Train Career Exploration coordinator on equipment (Winter 2018) • Launch website (Shifted to GT2A) • Develop outreach marketing materials (Spring 2019) • Complete Career Connections curriculum (Spring 2019) • Train instructors for Career Connections Labs (Summer/Fall 2019) • Full implementation of Career Connections Curriculum (Summer/Fall 2019) • Completion of outreach marketing materials (Spring 2020)

			<ul style="list-style-type: none"> - Several marketing materials with the GO TEC logo have been ordered and received (i.e. pens, pocket folders, GO TEC marketing boards, jump drives). <p> Implement GO TEC Pathways.</p> <ul style="list-style-type: none"> - GO TEC curriculum continues to be developed. The general curriculum consists of 9-week modules. These modules can be modified to fit the various schedules at the schools. - Year One curriculum has undergone a lot of changes and now offers an annotated curriculum that will be highly beneficial to Year One teachers. - Year Two curriculum is also under development with new projects being developed. The curriculum will offer a more in-depth learning of the equipment. 	
<p>GO-TEC 2A</p> <p>PRODUCTS:</p> <p>PRODUCTS FOR VALIDATION: •</p> <p>Build-out of 4 Career Connection Labs •</p>	<p>Competitive</p> <p>\$4.9 million (\$1.3 million Phase A; \$3.6 million Phase B)</p> <p></p>	<p>March 12, 2019 – September 20, 2020 FOR PHASE 2A</p>	<p> Build-out of 4 Career Connections labs.</p> <ul style="list-style-type: none"> - 3 labs were upfitted at Gretna (PCS), Cumberland, and Prince Edward. (The 4th lab was upfitted during the previous year.) 	<ul style="list-style-type: none"> • 2 Quarter 2019 (April — May): • Full-time positions for GO TEC personnel, including the Program Manager, Training Coordinator and Program Coordinator, advertised.  • 3rd Quarter 2019 (June — September): • AGREEMENT for the PROJECT executed by contractual parties  • MOUs executed between SUBGRANTEE and SUBSUBGRANTEES  • GOTECH Program Manager hired  • Training Coordinator hired 

<p>1,000 students enrolled in Career Connections • 10 students enrolled in Mechatronics program • 20 industry certifications awarded in Mechatronics • 70 students enrolled at Career Tech Academy • 100 industry credentials awarded at the CareerTech Academy • 10 teachers trained during the 2019-2020 Career Connections Training Institute</p> <p>Expansion of the GO TEC marketing campaign</p> <p>CONTRACT SIGNED JULY 2019</p>		<p>PHASE 2B Contingent upon Completion of Deliverables</p>	<ul style="list-style-type: none"> ● 1,000 students enrolled in CC <ul style="list-style-type: none"> - 1,414 students enrolled during the 2019-2020 school year. ● 10 students enrolled in Mechatronics program. <ul style="list-style-type: none"> - 254 students enrolled in Mechatronics. ● 20 industrial certifications awarded in Mechatronics. <ul style="list-style-type: none"> - 20 certificates in NCRC and OSHA 10 in Mechatronics. ● 70 students enrolled at Career Tech Academy. (*see narrative) <ul style="list-style-type: none"> - 31 students enrolled in CTA. ● 100 industry credentials awarded at the Career Tech Academy. (*see narrative) <ul style="list-style-type: none"> - 60 industry credentials were awarded at CTA. ● 10 teachers trained during the 2019-2020 Career Connections Training Institute. <ul style="list-style-type: none"> - 20 teachers participated in the TTA. 	<ul style="list-style-type: none"> • Program Coordinator hired (shifted to GT2B) ○ • GO TEC logo and brand developed ● • Draft Career Connections promotional materials developed using GO TEC brand and highlighting GOTECH pathways ● • 1 FT Mechatronics faculty member and 1 FT Career Tech Academy (herein called “CTA”) instructor hired ● • Teachers identified and attend the initial session for the 2019-2020 CC Training Institute ● • 75% of Career Connections equipment purchased ● • 80% of precision machining equipment purchased ● • Mechatronics curriculum updated to reflect prior learning ● • GO TEC Board approved and first meeting ● • 4th Quarter 2019 (October — December): • 100% of precision machining equipment purchased ● • Monthly visits to each CC lab to support teachers and assess curriculum; CC Training Institute session ● • Career Connections Curriculum for 6-week (6th grade) and 9-week (6th grade) programs developed and vetted ● • GO TEC Board meeting and bylaws approved ● • 1st Quarter 2020 (January — March): • Policy development of award credit for industry certifications in Mechatronics ● • Policy development and articulation agreement to award college credit to CTA students for work-based practicum ● • Monthly visits to each CC lab to support teachers and assess curriculum; teacher training ● • Printed and digital GO TEC promotional items developed ● • GO TEC Board meeting ● • 2nd Quarter 2020 (April - May): • SUBGRANTEE provides ACTIVITY and OUTCOME report to GRANTEE and DHCD, before application deadline to be considered at next GO Virginia Board meeting. ● • PROJECT marketing and outreach activities continue ●
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			<ul style="list-style-type: none"> ● Expansion of the GO TEC marketing campaign. <ul style="list-style-type: none"> - The GO TEC logo was approved by the GO TEC Board on November 14, 2019. - The GO TEC website is technically active but administration continues to gather feedback and add to the content on the page. - A marketing plan was created to identify the various target groups and determine the most appropriate marketing strategy / materials for those groups. - Several marketing materials with the GO TEC logo have been ordered and received (i.e. pens, pocket folders, GO TEC marketing boards, jump drives). 	<ul style="list-style-type: none"> ● GO TEC Board meeting ● ● 3rd Quarter 2020 (June — July): ● METRICS: SUBGRANTEE will work with SUBSUBGRANTEES to develop appropriate data-tracking systems to quantify PROJECT outputs and outcomes. The following metrics will be benchmarked, measured and evaluated: ● <ul style="list-style-type: none"> ○ % increase in student awareness and interest in GO TEC pathways via pre/post assessments ○ % students enrolling in second year CC program (7th & 8th grade) ○ Increase in # of middle school students participating in GO TEC curriculum ○ Increase in # of students enrolled in relevant dual enrollment programs ○ Increase in # of industry credentials, associated with GO TEC pathways, awarded ○ Increase in # of students enrolled in post-secondary training in GO TEC pathways ○ % SOL pass rate for GO TEC students vs. general enrollment ○ % job placement rates for non-matriculating GO TEC students ○ % of job placements earning higher-than-average wages
GO-TEC 2B PRODUCTS: PRODUCTS FOR VALIDATION: CONTRACT IN DEVELOPMENT				

PRODUCTS FOR VALIDATION

PHASE ONE

1. Build out of two middle school career labs.

STATUS: COMPLETE. During the 2018-2019 school year, three GO TEC Career Connections labs were created at Chatham Middle School (PCS), Westwood Middle School (DPS), and Bonner Middle School (DPS). Labs were upfitted and equipped and students were enrolled in GO TEC throughout the year.

2. Launch GO TEC Outreach Campaign.

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC logo was designed and feedback was received from multiple stakeholders. The final design was selected and presented to the GO TEC Advisory Board and approved on November 14, 2019. The GO TEC website is currently under development with 434 Marketing contracted to provide that service. There was a 'soft launch' of the website on April 2, 2020 for the GO TEC team to continue to review and update the content and design. The hard launch is scheduled for May 15, 2020. Marketing materials continue to be developed and a plan was created for the various target areas for marketing to highlight GO TEC partners and target groups in industry, higher education, and K-12.

MAY 4, 2020: Training on the new website and accessing the analytics was held on April 29, 2020. The website continues to be built upon as more content is added. Marketing materials were ordered with a marketing plan created and shared with internal PR department. Various components of outreach have been created (letterhead, email addresses, business cards, etc.).

3. Implement GO TEC Pathways.

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC Career Connections curriculum continues to be developed and revised based on feedback from the GO TEC CC teachers. Year One curriculum has been drafted and revised throughout the year with projects regularly developed for the various pathways. Year Two curriculum has been under development with more hands-on activities and projects being developed. The training coordinator has worked closely with GO TEC CC teachers this year to learn more about best practices in the classroom and updating curriculum as needed. The curriculum is shared with the

teachers through a shared Google folder and several surveys were sent out throughout the year to gather feedback on each unit. The GO TEC team is working on final revisions to Year One curriculum to ensure alignment with state requirements and plan to submit this curriculum to the DOE for review and feedback in hopes that they will approve the GO TEC curriculum as a stand-alone course to meet the career exploration requirements.

MAY 4, 2020: Curriculum for grade 7 continues as more hands-on projects are created / modified. Discussions continue with K12 partners and teachers to discuss program modifications, specifically what a 5th grade curriculum should look like. Currently, 5th graders are offered the same curriculum as Year One students. This could create an issue if students are in GO TEC again during their 6th grade year. GO TEC administration has discussed the need for a separate 5th grade course that would offer only career exploration without the hands-on activities with the actual equipment. This would be proposed as a 6 or 9 week curriculum that would meeting the state's requirements for career exploration. GO TEC administration has also discussed the concerns shared by multiple school divisions regarding the beginning of next school year and the possibility that students would start the year under a virtual curriculum. We are working on the GO TEC contingency plan if this happens, working to identify online simulation courses that students can participate in that directly related to the nine units. We are also trying to plan for how teachers can provide live equipment demo's with students.

PHASE TWO A

1. Build out of four Career Connection labs.

STATUS: COMPLETE.

APRIL 6, 2020: During the 2019-2020 school year, three GO TEC Career Connections labs were created at Gretna Middle School (PCS), Cumberland Middle School, and Prince Edward Middle School. (The fourth lab was created in Phase One at DPS.) There are a total of six Career Connection Labs. All labs have been upfitted and equipped and students have been enrolled in GO TEC throughout the year.

2. 1,000 students enrolled in Career Connections.

STATUS: COMPLETE. Last enrollment figures received from the participating school divisions reported 1,414 middle school students enrolled in GO TEC Career Connections. Bonner Middle School reported their student enrollment for the first two grading periods (6-week schedule) but no enrollment has been reported for GO TEC since prior to Christmas as their Career Connections teacher left to accept another position. Division and school administration worked to replace the teacher for this program but was not able to find an eligible teacher so late in the school year. They filled the position with a substitute who worked with the students on career exploration activities but did not utilize the GO TEC curriculum or equipment. Therefore, the enrollment numbers for that specific school were NOT included after the teacher left. It is their plan to fill this position during the Summer of 2020 to get the GO TEC Career Connections program back up and running.

3. 10 students enrolled in the Mechatronics program.

STATUS: COMPLETE. SVCC reported 17 students enrolled in Mechatronics during the 2019-2020 school year.

SVCC updated their enrollment to 198 students enrolled in Mechatronics. SVHEC reported 10 students enrollment in CTA and 2 in the adult program. PHCC reported 44 in the Siemens Mechatronics Level 1, Level 2, and Level 3.

4. 20 industry certifications awarded in Mechatronics.

STATUS: COMPLETE

APRIL 6, 2020: Waiting for SVCC to provide information on the status of their certifications.

MAY 4, 2020: SVCC reports 198 students enrolled in the Mechatronics program during the 2019-2020 school year. 145 were able to complete the program with 14 Career Studies Certificates awarded. Due to the COVID pandemic that resulted in school divisions and colleges closing for the year, colleges were unable to offer the end-of-year certifications. They are working to figure out if and how certifications will be offered to students.

JUNE 8, 2020: The Career Studies Certificate is a locally awarded certificate issued by SVCC. The 14 CSC's reported from SVCC cannot be counted towards the industry certifications in Mechatronics. SVHEC reported 10 NCRC and 10 OSHA 10 industry certifications earned by CTA students in Mechatronics.

5. 70 students enrolled at CTA.

STATUS: ONGOING

APRIL 6, 2020: There were 31 students enrolled in the CTA program at SVHEC during the 2019-2020 school year (17 – IT / 10 Mechatronics / 4 WBL). The enrollment is expected to increase next school year as SVHEC works to define and build upon the WBL program.

MAY 4, 2020: The following information was received from SVHEC.

The SVHEC acknowledges that an enrollment number of 70 was an aggressive target. Some students who participated in Year 1 were not able to return for the second year due to schedule conflicts. We also discovered that some high school career coaches have been slow to promote CTA opportunities. SVHEC has now hired a part-time Career Coach who will work with the high school counselors to promote CTA.

Another factor that impacted enrollment was transportation. Some students were not able to participate in the work-based learning program due to transportation issues. Finally, SVHEC had planned to offer DCC's Automation and Robotics program as part of the CTA curriculum. This program was delayed due to a change in leadership at DCC. Unfortunately, COVID-19 has further delayed this program. Not being able to add this highly requested program has had a significant impact on enrollment.

We are continuing to work with DCC to develop the Automation and Robotics program. We are hoping to be able to offer this program during the 2020-2021 academic year. With the addition of SVHEC's CTA Career Coach and GO-TEC marketing and branding, we believe enrollment numbers in the CTA program will begin to increase.

6. 100 industry credentials awarded at Career Tech Academy.

STATUS: ONGOING until End of Contract (*see June narrative below)

MAY 4, 2020: SVHEC awarded the 60 certifications in CTA in the following:

Information Technology:

CompTIA IT Fundamentals	11
CompTIA A+	2 (passed both portions)
CompTIA Server+	6
NCRC	17

NOTES: SVHEC is working with SVCC to determine the final number of Career Studies Certificates. Several students were hoping to do the test-out option for ITE 115, which we cannot do now. Several are taking the DE version through their schools so there grading option may determine overall outcomes.

Mechatronics:

NCRC	10
OSHA 10	10

NOTES: SVHEC is working with Siemens to see how accommodations can be made to take this test and stay within the gathering guidelines. All 10 students are on track for receiving their Career Studies Certificate in Mechatronics from SVCC.

Work Based Learning:

OSHA 30	4
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NOTES: SVHEC is working with CEWD in hopes that the CTA students can take the Energy Industry Fundamentals (EIF) assessment through Google Docs from their school chrome books.

JUNE 10, 2020: GO TEC administration continues to check with higher education partners monthly to monitor the progress of certification testing.

7. 10 teachers trained during the 2019-2020 Career Connections Training Institute.

STATUS: COMPLETE

APRIL 6, 2020: The training coordinator has provided training (group and individual) to 20 different teachers participating in Phase One, Phase TwoA, and Phase TwoB during the 2019-2020 school year. Participation is tracked on a Google doc and professional development certifications are awarded so teachers can report as recertification hours.

8. Expansion of the GO TEC Marketing Campaign.

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC logo was designed and feedback was received from multiple stakeholders. The final design was selected and presented to the GO TEC Advisory Board and approved on November 14, 2019. The GO TEC website is currently under development with 434 Marketing contracted to provide that service. There was a 'soft launch' of the website on April 2, 2020 for the GO TEC team to continue to review and update the content and design. The hard launch is scheduled for May 15, 2020. Marketing materials continue to be developed and a plan was created for the various target areas for marketing to highlight GO TEC partners and target groups in industry, higher education, and K-12.

MAY 4, 2020: The GO TEC website continues to be developed with May 15, 2020 as the target for the hard launch. We continue to work with our partners to provide more information for the various links.



Status of Approved Region 3 Bridge to Recovery August 2020

Project Name	Grant Category/Award	Project Start/End Dates	Project Milestones
BRIDGE TO RECOVERY PRODUCTS: <ul style="list-style-type: none"> 500 jobs retained 100 full-time jobs created \$10 million in capital investment Region 3 Supplier database Collaborative interface with businesses COVID 19 resource webpage 	ERR/PC \$925,000 Budget Status: <div> <div></div> </div>	August 1, 2020 – June 30, 2022	<p>Quarter 2020 (July – Sept 2020)</p> <div> <input type="radio"/> • Coalition meetings <input type="radio"/> • Project marketing and outreach <input type="radio"/> • Website production <input type="radio"/> • Professional services contracts development </div> <p>4th Quarter 2020 (Oct – Dec 2020)</p> <div> <input type="radio"/> • meetings <input type="radio"/> • Project marketing and outreach <input type="radio"/> • Professional services contracts development and implementation <input type="radio"/> • Focus groups <input type="radio"/> • Webinars </div> <p>1st Quarter 2021 (Jan – March 2021)</p> <div> <input type="radio"/> • Coalition meetings <input type="radio"/> • Project marketing and outreach <input type="radio"/> • Website production <input type="radio"/> • Professional services contracts development and implementation </div> <p>2nd Quarter 2021 (April – June 2021)</p> <div> <input type="radio"/> • Coalition meetings <input type="radio"/> • Project marketing and outreach <input type="radio"/> • Website production <input type="radio"/> • Professional services contracts development and implementation </div> <p>3rd Quarter 2021 (July – Sept 2021)</p> <div> <input type="radio"/> • Coalition meetings </div>

<p>METRICS</p> <ul style="list-style-type: none"> • 88 businesses served • # of jobs retained • # of jobs created • \$ in capital investment • \$ revenues increased <p>CONTRACT SIGNED JULY 2020</p>			<div> <div>○</div> <ul style="list-style-type: none"> • Project marketing and outreach • Website production • Professional services contracts development and implementation • Webinars • Marketing Assistance • E-Commerce Projects </div> <p>4th Quarter 2021 (Oct – Dec 2021)</p> <div> <div>○</div> <ul style="list-style-type: none"> • Coalition meetings • Project marketing and outreach • Website production • Professional services contracts development and implementation • Marketing Assistance • E-Commerce Projects </div> <p>1st Quarter 2022 (Jan – March 2022)</p> <div> <div>○</div> <ul style="list-style-type: none"> • Coalition meetings • Project marketing and outreach • Website production • Professional services contracts development and implementation • Marketing Assistance • E-Commerce Projects </div> <p>2nd Quarter 2022 (April – June 2022)</p> <div> <div>○</div> <ul style="list-style-type: none"> • Coalition meetings • Project marketing and outreach • Website production • Professional services contracts development and implementation • Marketing Assistance • E-Commerce Projects </div>



Status of Approved Region 3 MBC Middle Mile August 2020

Project Name	Grant Category/Award	Project Start/End Dates	Project Milestones
<div>MBC MIDDLE MILE</div> <div>PRODUCTS:</div> <div><ul style="list-style-type: none"></div> <div>METRICS</div> <div><ul style="list-style-type: none"></div> <div>CONTRACT IN DEVELOPMENT</div>	<div>ECB</div> <div>\$100,000</div> <div>Budget Status:</div> <div><div></div></div>	<div>TBD, 2020 – TBD, 2021</div>	<div>Quarter 2020 (July – Sept 2020)</div> <div><div></div><ul style="list-style-type: none"></div>

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #9
Closed Session**

MOTION TO GO INTO CLOSED SESSION

Southern Virginia GO Region Council 3

August 19, 2020

Pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, I move that the Southern Virginia GO Region 3 Executive Committee convene in closed session to discuss contracts for the Support Organization, the technical contractor, contract vendors for selected services, Weldon Cooper Center personnel, and the Project Pipeline pursuant to the closed meeting exemption at § 2.2-3711.29 of the Code of Virginia (discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body).

At the conclusion of any closed meeting, the public body holding the meeting must immediately reconvene in an open meeting and take a roll call or other recorded vote certifying that to the best of each member's knowledge:

"Having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the Southern Virginia GO Region 3 Executive Committee certify the following: 1) Only public business matters lawfully exempted from open meeting requirements under this chapter, and 2) 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 meeting by the public body."

The vote must be included in the minutes of the open meeting.

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #10
Action of Closed Session Items**

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

NEW BUSINESS

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #11
Survey of GO Virginia Region Project Review Projects**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Survey of GO Virginia Region Project Review Process

During the Executive Committee's June 17th meeting, members had an informal discussion concerning the project review process that centered on two (2) points. First, the use of the closed meeting authority by the Executive Committee and the Region 3 Council to consider proposed projects. Second, whether there were methods available to inform the full Region 3 Council about the substance of proposed projects in advance of the quarterly council meetings. It was believed getting information about specific projects prior to the quarterly meeting would engage the Council membership before they were asked to act on a given proposed project.

It was agreed that staff would survey their counterparts at each of the other eight (8) GO Virginia regions to gather information about the use of closed meeting authority to consider proposed projects; how each region apprised the full Council membership on projects under review; and, any other information relevant to the project review process used by these other regions.

Accordingly, Nancy Pool and I collaborated on the development of a set of standardized questions which were used as a guide during our conversations with each of the region's staff members we contacted. A copy of the questions used as a guide is attached for your reference.

What became readily, and not surprisingly, apparent to Nancy and me is that all nine (9) GO Virginia regions engage a distinctly different approach to project review. Our conversations attempted in a broad-brushed manner to follow the linear progression of project concepts/ideas to project review/vetting to action by a GO Virginia Regional Council. These varied approaches were likely because when each of the GO Virginia Regional Councils were stood-up not much guidance was given from the state about project review procedures. Further, each of the regions have a wide range of support organization staffing levels and resources which has greatly influenced their respective project review process.

Attached is a matrix which presents the common elements for each region's project review process. These common elements are much more detailed than presented here, but have generalized to give the Executive Committee a reasonable basis of comparison by regional council.

Finally, and following a discussion with Chairman Lail, I have invited Lauren Willis and John Parkinson from the Region 3 Project Review Committee to join the Executive Committee during its consideration of this matter.

RECOMMENDATION:

Per Executive Committee discussion and guidance.

Attachments



SURVEY OF GO VIRGINIA REGIONS PROJECT REVIEW PROCESS

GO VA Region	1 (Southwest VA)	2 (New River Valley)	3 (Southern VA)	4 (Richmond Region)	5 (Hampton Roads)	6 (Fredericksburg/ Northern Neck)	7 (Northern VA)	8 (Shenandoah Valley)	9 (Charlottesville/ Fauquier Co.)
Project Review Process Conducted in Open or Closed Meeting Format (Committee until Council action)	Closed (until Council consideration)	Open	Closed (until Council action)	Closed (until Council consideration)	Open	Open	Closed (until Council action)	Open	Open
Regional Council Provided Project Information During Project Review Process Prior to Project Consideration	Yes	Yes	No	No	Yes	Yes	No	Yes	Yes
Formal Project Review Committee Structure (PRC)	None	None	Yes	Yes (Grow Capital Jobs Foundation - not for profit)	Yes (only for certain types of projects-used min.)	None	Yes	Yes	Yes
Project Reviewers	2-3 Council members assigned to each project based on subject matter expertise	VT staff, university subject matter experts, and outside reviewer from another GO VA staff	2 Council members/ 2 non-Council members	11 Foundation Board members (2 Council members on Foundation Board)	Volunteer subject matter experts from region serve on 4 review groups for most projects	2 Council members assigned per project	2 Council members and ROI subject matter expert	8 Council members	All Council members assigned to 4 project review groups by project type
Applicant Presents to Project Review Committee/Council	As needed	As needed	As needed	Foundation Board and Council	SME/PRC/Council as needed	PRC and retained consultant only	PRC only	PRC only	Project review groups only
Use of Retained Outside Subject Matter Experts (SME)	As needed	University SME	as needed	For most applications	No (regional volunteer subject matter experts)	No	No	No	No
Project Review/Approval by Executive Committee	No	Yes (review and approve)	Yes (review only based application timing)	No	Review/Approval between Council meetings	No	No	No	No
Application Deadlines (outside DHCD deadlines)	Yes	No	No	No	No	Yes (once application received)	No	No	Yes
Use of Project Review Template, Scoring System, or the like	None	Yes	None	Yes	None	None	Yes	None	Yes

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #12
Development of a Policy for Letters of Support for
non-GO Virginia Projects**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Development of a Policy for Letters of Support for non-GO Virginia Projects

The Region 3 Council recently received request for a *letter of support* for GO Virginia state-wide (interregional) project as well as a non-GO Virginia project. The letter of support for the GO Virginia project did not involve Region 3 funding. The non-GO Virginia project sought a letter of support in recognition of the Region 3 Council's economic development leadership role and mission in Southern Virginia.

Currently, GO Virginia interregional projects go through the Project Review Committee for a recommendation to the Region 3 Council as other projects. The non-GO Virginia project was presented to the Executive Committee members to approve the Chair's signature to the letter.

The foregoing matter was briefly discussed at the Region 3 Council meeting on July 15th. It was agreed that Executive Committee should consider establishing a policy and process for the review and approval of non-GO Virginia letters of support. This policy could recognize the types of organizations and projects which could be considered as appropriate for letters of support from the Region 3 Council.

RECOMMENDATION:

Per Executive Committee's discussion and guidance.

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #13
Region 3 Council Policy No. 5
8% Administrative Services Fee**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Region 3 Council Policy No. 5 – 8% Administrative Services Fee

The Region 3 Council has in place a policy that allows a negotiated fee of up to eight percent (8%) for Per Capita and Competitive Funding to be used as administrative cost recovery for approved and funded projects. Because of the volume of the approved projects is increasing, it is becoming apparent the Southside Planning District Commission staff's administration effort t administrative support is pretty well fixed regardless of the amount of the funding a project is awarded.

It may be appropriate for the Executive Committee to revisit the application of this policy for future projects. Application of this policy also understands that the percentage applied has a corresponding impact on the project's amount of required matching funds.

Attached is a copy of Policy No 5 for your reference.

RECOMMENDATION:

Per Executive Committee's discussion and guidance.

Attachment

REGION 3 COUNCIL POLICY #5

TITLE: 8% Administrative Services

EFFECTIVE DATE: 7/24/2019

POLICY STATEMENT:

As is enabled by the funding guidelines for GO Virginia, it is the policy of the Region 3 Council that applicants for Per Capita and Competitive Funding will be required to negotiate an administrative fee not to exceed 8% above and beyond the project budget requirements, to be used by the Region Council Support Organization to offset costs associated with administration of post-approval project support.

APPROVAL AND REVIEW: This Council policy was reviewed and approved on 07/24/2019.

SUPERSESSION: This Council policy is new.

REGION 3 COUNCIL CHAIRMAN: Charles Majors

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #14
Renewal of FY200-2021 Support Organization
Memorandum of Understanding**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: Renewal of FY2020-2021 Support Organization Memorandum of Understanding with Southside Planning District Commission – Addendum #3*

The Region 3 Council has an annually renewed Memorandum of Understanding (MoU) with Southside Planning District Commission (SPDC) for it to serve as the Council's support organization and fiscal agent. The FY2020-2021 MoU – Addendum #3 has been prepared for review and approval by the Executive Committee. There have been no material changes to the terms and conditions from the FY2019-2020 MoU with the Southside Planning District Commission.

It should be noted a separate services agreement has been entered into between the SPDC and the Riverlink Group and Nancy Pool (independent consultant). These services agreement are to provide staffing support to the Region 3 Council and the Program Director.

A copy of the MoU is attached for your review and approval. Copies of the SPDC agreements with the Riverlink Group and Nancy Pool (independent consultant) are attached for reference.

RECOMMENDATION:

Authorize the Chair to sign the FY2020-2021 Support Organization Memorandum of Understanding with Southside Planning District Commission – Addendum #3.

Attachments

August 1, 2020

Ms. Deborah Gosney
Executive Director
Southside Planning District Commission
200 South Mecklenburg Avenue
South Hill, Virginia 23970

RE: Continuation of Contract Services, Regional Council 3

Dear Deborah:

This proposal confirms The Riverlink Group's (TRG) interest in continuing technical services to the Southern Virginia GO Region 3 Council as it implements the GO Virginia program. As the Founder and Principal of TRG, I will be the representative delivering or coordinating the delivery of the defined services.

TRG is established as a Limited Liability Corporation based in Henrico County, Virginia. For the past three years TRG served as the Contract Executive for Region 3 through a contract with the Southside Planning District Commission.

TRG will continue to provide strategic guidance and support in the following areas. Deliverables will be coordinated through Bryan David, Program Director for GO Virginia Region 3, with the input, leadership and involvement of the Region 3 Council, individually and collectively, and the collaboration of the SSPDC.

- *Entrepreneurship and Innovation Strategy*
- *Project Pipeline Development*
- *Special Projects and Technical Services As Requested*

TRG proposes a retainer for its services of \$750/month and estimates an average of 15 hours/month for these services.

It has been a privilege to serve the Council and TRG is eager to continue its support in achieving the Region's goals. Please feel free to contact me at any time if additional information is needed or there are questions.

Sincerely,

The Riverlink Group



Elizabeth Povar, Principal
riverlinkllc@gmail.com

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
GO VIRGINIA REGIONAL COUNCIL 3
AND
SOUTHSIDE PLANNING DISTRICT COMMISSION
ADDENDUM #3

This Addendum (#3) is entered into this 1st day of September 2020 by the GO Virginia Regional 3 Council, hereinafter called the “COUNCIL” and the Southside Planning District Commission, a political subdivision of the Commonwealth of Virginia, hereafter called the “SPDC”.

WHEREAS, the SPDC serves as the Support Organization and Fiscal Agent for the COUNCIL; and

WHEREAS, at the regular meeting of the Regional 3 Council on August 19, 2020, COUNCIL approved the renewal of the Support Organization MOU in the amount of \$80,000 for the period beginning July 1, 2020 to June 30, 2021 (FY21) in accordance with the FY21 Capacity Building Budget approved by the Region 3 Executive Committee on August 19, 2020 and the GO Virginia State Board on June 23, 2020.

WHEREAS, both parties agree that by signing this MOU Addendum #3, all provisions and requirements of the original MOU dated July 1, 2017 between the COUNCIL and SPDC remain in effect for the said extension; and

WHEREAS, both parties agree that the SPDC may engage in outside contract services for technical assistance outside its fee for services and for other contract services as approved by COUNCIL in accordance with the approved FY21 Region 3 Capacity Building Budget; and

THEREFORE, BE IT RESOLVED, each of the undersigned individuals represents that the terms of this ADDENDUM (#3) have been approved by Regional Council 3 and the SPDC, in accordance with its own organizational requirements.

GO Virginia Regional 3 Council

Southside Planning District Commission

Randy Lail, Chair

Deborah Gosney, Executive Director

Date

Date

MEMORANDUM OF UNDERSTANDING

**between
GO
Virginia
Regional
Council 3
and
Southside
Planning
District
Commission**

PURPOSE AND SCOPE

GO Virginia is a new initiative of the Commonwealth of Virginia intended to grow and diversify Virginia's economy and create jobs through state financial incentives for regional projects that encourage collaboration between private sector companies, workforce, education and government in each region. The GO Virginia Board has established nine regions. GO Virginia Region 3, also known as the Southern Virginia GO Region, consists of the localities in Planning District 12 (Counties Patrick, Henry and Pittsylvania and the Cities of Martinsville and Danville); Planning District 13 (Counties of Halifax, Mecklenburg and Brunswick); and Planning District 14 (Counties of Charlotte, Buckingham, Lunenburg, Nottoway, Amelia, Prince Edward, and Cumberland). Regional Council 3 is charged with the implementation of the GO Virginia program for those jurisdictions.

Each Regional Council must be affiliated with or supported by a new or existing organization whose purposes and competencies include collaborative planning, economic development or workforce activities in the region. The purpose of this Memorandum of Understanding is for Regional Council 3 (COUNCIL) to articulate its expectations of the designated support organization, the Southside Planning District Commission (PDC), and for the organizations to acknowledge and accept these expectations.

DELEGATION OF COUNCIL AUTHORITY AND RESPONSIBILITIES

1. The COUNCIL hereby designates the PDC as its Support Organization and Fiscal Agent and delegates to the PDC the power and responsibility to enter into contracts, subcontracts, and other agreements, to receive, expend, and distribute funds, to develop and evaluate procedures for financial management, and to hire, organize, and train the staff needed to carry out the responsibilities of the PDC in its capacity as the Support Organization and Fiscal Agent for the COUNCIL.
2. The COUNCIL intends that the responsibilities of Support Organization and Fiscal

Agent shall transition from existing contractors (Contract Staff) engaged by the MidAtlantic Broadband Communities Corporation, to the PDC, during the month of June 2017, with the PDC accepting full responsibilities for the Support Organization and Fiscal Agent effective July 1, 2017.

3. The COUNCIL intends that during the month of June 2017, the existing Contract Staff will continue to provide staff support to the COUNCIL and will work with the PDC to ensure a smooth transition of services.
4. Beginning in the month of June 2017, the PDC will maintain an account of hours spent on Support Organization and Fiscal Agent tasks.
5. For the month of June 2017, the PDC will be compensated for all necessary and reasonable administrative costs associated with transition services between the existing Contract Staff and the PDC at the standard hourly rate including fringe for the designated PDC staff person assigned to perform such duties.
6. The COUNCIL and PDC agree that a fee for services is agreed to be \$50,000 for FY 2018. The fee for services may be increased upon review of the hours spent on Support Organization and Fiscal Agent tasks as maintained in item 4 above.
7. Outside its fee for services, the PDC agrees to develop and issue an RFP for technical services in early June 2017, to provide services related to development, evaluation and periodic updating of the COUNCIL's Growth & Diversification Plan, as well as its Project Review Process, Communication Strategy and Regional Outreach.
8. The PDC agrees that its Director shall participate in all meetings of the Region 3 Council and its Executive Committee.
9. The PDC agrees to disburse COUNCIL funds for allowable regional economic development activities in support of the GO Virginia Program on behalf of the COUNCIL. As required by law, these disbursements will be made by the PDC in accordance with the general and/or specific direction of the COUNCIL, provided that the purpose for the disbursement is allowable, authorized and documented.
10. The PDC will be compensated for necessary and reasonable administrative costs for performing the duties of the support organization as reflected in an operating budget which the PDC shall submit to the COUNCIL annually for approval. The PDC and COUNCIL acknowledge that the FY 2017/18 draft budget was approved by the COUNCIL prior to this MOU and contains budget line items to support the defined PDC role.
11. The PDC acknowledges that no provision for profit is allowed and that any excess of revenue over its costs must be spent in compliance with GO Virginia Board regulations, policies and guidelines.

PDC's FIDUCIARY REQUIREMENTS

1. The COUNCIL expects the PDC to comply with federal and state law, regulation and policy established by the GO Virginia Board for the GO Virginia Program.
2. The COUNCIL expects the PDC to demonstrate good accounting practices and maintain an accounting system that will meet all the fund accounting and reporting requirements of the GO Virginia Board for the GO Virginia Program. Funds belonging to the COUNCIL will be maintained in segregated accounts.
3. The COUNCIL expects the PDC to establish and manage an appropriate system for the award and administration of grants and contracts, potentially including monitoring of grants and contracts for the GO Virginia Program.
4. The COUNCIL expects the PDC to enter into written grant agreements or contracts for the GO Virginia Program only as needed and when clear goals and obligations are established, and in accordance with the general or specific direction of the COUNCIL.
5. The COUNCIL expects the PDC to take prompt and appropriate corrective action upon becoming aware of any evidence of a violation of any regulations, policies and guidelines established by the GO Virginia Board for the GO Virginia Program, including immediate notification to the officers of the COUNCIL of such events.
6. The COUNCIL expects the PDC to make quarterly financial reports for the GO Virginia Program to the COUNCIL, and to provide additional reports of disbursement of the funds of the COUNCIL to the officers of the COUNCIL upon request.
7. An annual financial audit for the GO Virginia Program will be conducted in coordination with and as part of the PDC's audit; funding for this audit is a separate cost to the COUNCIL to be paid from its budget.
8. The COUNCIL expects the PDC to adhere to all requirements defined in the Financial Assistance Contract (attached to this MOU).
9. If requested by the COUNCIL, prior to expenditure or distribution of any funds for the GO Virginia Program, the PDC will obtain and maintain liability insurance satisfactory to the Council, at the COUNCIL's sole cost and expense.

PDC's ADMINISTRATIVE REQUIREMENTS

1. The PDC's work shall be performed in accordance with the regulations, policies and procedures of the GO Virginia Board.
2. The PDC's administrative responsibilities are general program oversight,

PDC's FIDUCIARY REQUIREMENTS

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9. If requested by the COUNCIL, prior to expenditure or distribution of any funds for the GO Virginia Program, the PDC will obtain and maintain liability insurance satisfactory to the Council, at the COUNCIL's sole cost and expense.

PDC's ADMINISTRATIVE REQUIREMENTS

1. The PDC's work shall be performed in accordance with the regulations, policies and procedures of the GO Virginia Board.
2. The PDC's administrative responsibilities are general program oversight,

preparation and staffing for the COUNCIL's meetings and may include project management and tracking and reporting of performance protocols.

3. The PDC will comply with the Virginia Conflict of Interest Act and the Virginia Freedom of Information Act in carrying out its administrative responsibilities pertaining to the COUNCIL.
4. The expectations identified in this MOU are not comprehensive nor intended to be. Instead, they establish a baseline set of expectations to guide the PDC in its role as the support organization for the COUNCIL.

MODIFICATION AND TERMINATION

1. This MOU is effective when signed and dated by the duly authorized representatives of the COUNCIL and the PDC, and performance by each of the parties hereto shall continue through June 2018.
2. This agreement may be amended and extended upon approval of both parties, subject to review of costs associated with services and commitment of funding resources.
3. The arrangement described in this MOU may be cancelled or terminated without cause by either party by giving ninety (90) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements. Upon termination, the PDC shall deliver all funds, records and other property of the COUNCIL in accordance with the direction of the COUNCIL, and cooperate with a closing audit to be conducted at the expense of the COUNCIL.
4. Any and all amendments to this MOU must be made in writing and must be agreed to and executed by the parties before becoming effective.
5. It is mutually agreed that if the State budget for the current fiscal year and/or any subsequent fiscal years covered under this MOU does not appropriate sufficient funds for the program, the arrangements described in this MOU shall be of no further force and effect. In this event, the COUNCIL shall have no liability to pay any funds whatsoever to the PDC and the PDC shall not be obligated to perform any of the functions on behalf of the COUNCIL described in this MOU for which the PDC is not reimbursed.

preparation and staffing for the COUNCIL's meetings and may include project management and tracking and reporting of performance protocols.

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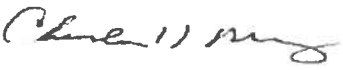
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6. Each of the undersigned individuals represents that the terms of this MOU has been approved by the Executive Committee of the COUNCIL and by the PDC, in accordance with its own organizational requirements.

GO Virginia Regional Council 3

By:

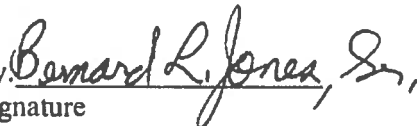

Signature

Charles Majors
Printed Name

Chair, Regional Council 3
Title

June 22, 2017
Date

**Southside Planning
District Commission**

By: 
Signature

Bernard L. Jones, Sr.
Printed Name

Chair, Southside Planning
District Commission

Title
June 22, 2017
Date

Southside Planning District Commission
GO Virginia Region 3 Support Organization/Fiscal Agent
FY21 CONSULTANT SERVICES AGREEMENT

- I. This is an **AGREEMENT** between the **SOUTHSIDE PLANNING DISTRICT COMMISSION-GO VIRGINIA REGION 3 SUPPORT ORGANIZATION** (Client) and **NANCY POOL, INDEPENDENT CONSULTANT** (Consultant).
- II. *Scope of Services:* Consultant agrees to provide the following GO Virginia Region 3 staff support services:
 - a. Provide input as needed for the preparation of the GO Virginia Annual Report.
 - b. Assist in the scheduling and organization of all Council and Committee meetings and take notes as needed.
 - c. Participate in all staff calls.
 - d. Assists in the development of meeting agendas and attachments for Council and Committee meetings.
 - e. Assist in the Preparation of Committee meeting notes and distribute to Committee members.
 - f. Schedule and attend all necessary Committee meetings as needed.
 - g. Assists with the project identification and application development.
 - h. Assists in the review of project applications received to confirm completeness.
 - i. Assists or prepares the application project review materials for the Project Review Committee
 - j. Assists or prepares project summary reports for completed applications to be submitted to Council/Executive Committee for review.
 - k. Assists or maintains and updates the Project Pipeline Status Report.
 - l. Participates in regional stakeholder outreach efforts.
 - m. Provides other programmatic support to the Region 3 Program Director as requested.
- III. *Compensation:* **Beginning August 1, 2020** the Southside Planning District Commission agrees to compensate Contractor at the **rate of \$50.00 per hour**. Work will begin August 1, 2020 and run parallel to the timeline established in the MOU between the GO Virginia Region 3 Council and the SPDC through June 30, 2021 and may be extended thereon subject to review of costs associated with services and commitment of funding sources.

Consultant will track hours utilizing a timesheet format that appropriately tracks tasks performed. Invoices and timesheets will be submitted monthly. Billable hours will include direct time on tasks including telephone conversations, and travel time to meetings and the delivery of proposal or materials if necessary. Time will be rounded to the nearest quarter hour. Amount due shall be paid to Consultant within 14 days of receipt of invoice.

- IV. *Independent Consultant.* Consultant acknowledges that services rendered under this agreement shall be performed by her as an independent consultant. Consultant is responsible for the payment of all federal, state, and local income taxes related to fees for service.
- V. *Confidentiality:* Both parties agree to adhere to generally accepted confidentiality practices and to provide each other with their best efforts in fulfillment of this AGREEMENT. Consultant agrees not to disclose private information about the organization. "Private information" does not include information available in the public domain. All work product or intellectual property created by Consultant remains the property of the Client.
- VI. *Conditions of Agreement:* It is understood that this is a work at home position for the Independent Consultant. Consultant shall perform all duties requested and agreed to by both parties and shall submit work in good faith. Consultant agrees to participate in all scheduled in-person meetings and events as needed to provide support.
- VII. This AGREEMENT expires June 30, 2021 and both parties can agree to renew the AGREEMENT for the next fiscal year. This contract may be renegotiated or terminated within 14 days of receiving written notice at the request of either party. There is no penalty for exiting this AGREEMENT.

The parties affirm that they have read, and agree to be bound by, the provisions of this AGREEMENT.

Deborah B. Gosney, Southside PDC

Nancy Pool, Independent Consultant

Date

Date

The SPDC is an Equal Opportunity Employer.

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #15
FY2020-2021 Commonwealth of Virginia
Capacity Building Contract**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: FY2020-2021 Commonwealth of Virginia Capacity Building Contract Number 10RC3-20

The Virginia Department of Housing and Community Development (DHCD) prepares annually a contract with the Region 3 Council and Southside Planning District Commission. This contract will permit DHCD to transfer to the Southside Planning District Commission the Region 3 Council's operating funds for FY2020-2021.

This contract has been submitted by DHCD for consideration and approval by the Executive Committee. There are no material changes to the terms and conditions of the FY2019-2020 contract with DHCD.

A copy of the contract is attached for your review.

RECOMMENDATION:

Authorize the Chair to sign the FY2020-2021 Commonwealth of Virginia Capacity Building Contract Number 10RC3-20.

Attachment

**COMMONWEALTH OF VIRGINIA
CAPACITY BUILDING CONTRACT
NUMBER 10RC3-20**

July 1, 2020 to June 30, 2021

THIS AGREEMENT by and between the COMMONWEALTH OF VIRGINIA, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (herein called the "Department"), Regional 3 Council (herein called "Regional Council") and the SOUTHSIDE PLANNING DISTRICT COMMISSION (herein called the "Organization"), WITNESSETH THAT:

WHEREAS, the Organization has been selected by The Regional Council pursuant to the Virginia Growth and Opportunity Act for the purpose of promoting collaborative planning, economic development, or workforce activities within The Regional Council through data analysis, review of best practices, review and analysis of project proposals, and other duties as determined by the Regional Council; and

WHEREAS, the Organization desires to secure financial support from the Department on behalf of the Regional Council under the terms of the Virginia Growth and Opportunity Act; and

WHEREAS, the Organization has entered into a Memorandum of Understanding (MOU) with The Regional Council outlining their role to act as the fiduciary for the Regional Council; and

WHEREAS, the Department is empowered to provide state financial support to the Organization on behalf of the Regional Council to help them achieve the aforementioned objectives;

NOW, THEREFORE, the parties hereto mutually agree as follows:

COMPENSATION

1. Based upon the Virginia Growth and Opportunity Act and the Appropriation Act of the Commonwealth of Virginia for the **2020-2022 Biennium**, as amended, the Department agrees to pay to the Organization for the fiscal year beginning July 1, 2020, and ending June 30, 2021, two hundred and fifty thousand dollars (**\$250,000**) in capacity building funds, subject to the approval of the budget submitted by the Regional Council to the GO Virginia Board and provided that the Organization shall meet the requirements in the GO Virginia financial manual, financial reporting documents, and those listed below.

METHOD OF PAYMENT

2. The Department shall obligate funds after receipt of the MOU with the Regional Council, and any other entities contracted with. Payments will require financial reports to be submitted on time and with proper documentation.

The Organization agrees to draw cash only as needed for its disbursement on a reimbursable basis.

SCOPE OF SERVICES

3. The Support Organization shall furnish to the Department the following items during the term of this Contract, or as specified below:
 - a. An MOU, submitted no later than October 1st, 2020. This MOU shall include, at a minimum, the following information:
 1. A description of each entity included in the MOU
 2. The purpose of the MOU
 3. The agreed upon roles and responsibilities each organization will be providing to ensure project success. The roles and responsibilities should align with project goals, objectives and outputs;
 4. Describe the resources each partner would contribute to the project. This can be a time commitment, in-kind contributions, or grant funds
 5. A statement that the MOU is in compliance with the Virginia Growth and Opportunity Act.
 6. The MOU must be signed by all partners. Signatories must be officially authorized to sign on behalf of the entity and include title and entity name.
 - b. A current list of authorized signatories of the Organization, including their full name and title.
 - c. An Annual Report that includes a description of the activities conducted by the Support Organization during the preceding fiscal year, describing how they met the provision of the Growth and Opportunity Act. This report should be submitted through DHCD's Centralized Application and Management System (CAMS) under the Reports and Communication tab.

FINANCIAL REQUIREMENTS

4. The Organization must adhere to the GO Virginia Financial Manual and any updates that may occur. Updated manuals will be sent to recipients within five business days.
5. Recording and Documentation of Receipts and Expenditures
 - a. Funds awarded are to be expended only for the purposes and activities covered by the Organization's approved project plan and budget. The Organization is required to have accounting procedures that provide for accurate and timely recording of receipt of funds by source of expenditures made from such funds and unexpended balances. These records must contain information pertaining to this award, obligations, unobligated balances, assets, liabilities, receipts and expenditures. Controls must be established which are adequate to ensure that expenditures charged to this award are for allowable purposes. Accounting records must be supported by such source documentation as bank statements, cancelled checks, invoices, paid bills, payrolls, etc.

- b. No later than 60 days after the end of the state fiscal year. Failure to submit timely reports may delay processing of funding requests.

COMMUNICATIONS

6. Upon request of the Department, the Organization will promptly, and in all cases within 30 days, provide any information and/or documentation related to the Organization's use of GO Virginia funds.
7. GRANTEE agrees to recognize GO Virginia's support for its programs in all communications with the media and its marketing publications. The following statement is suggested: *"This project was funded in part by GO Virginia, a state-funded initiative that strengthens and diversifies Virginia's economy and fosters the creation of higher wage jobs in strategic industries."*

AUDIT REQUIREMENTS

8. The Organization shall submit an annual audit report to the Department. Financial statements to be audited shall include a Balance Sheet, Income Statement, Statement of Cash Flows and a Budget to Actual Statement. Financial statements shall be in conformance with generally accepted accounting principles (GAAP) and audits are to be conducted by an Independent Certified Public Accountant (CPA). Audit reports shall be submitted to the Department no later than six months from the close of the Organization's fiscal year end.

COMMONWEALTH OF VIRGINIA Department of Housing and Community Development

By: _____
Erik Johnston, Director

Date

THE REGIONAL COUNCIL

By: _____
Randy Lail, Chair

Date

SUPPORT ORGANIZATION

By: _____
Deborah Gosney, Executive Director

Date

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
GO VIRGINIA REGIONAL COUNCIL 3
AND
SOUTHSIDE PLANNING DISTRICT COMMISSION
ADDENDUM #3

This Addendum (#3) is entered into this 1st day of September 2020 by the GO Virginia Regional 3 Council, hereinafter called the “COUNCIL” and the Southside Planning District Commission, a political subdivision of the Commonwealth of Virginia, hereafter called the “SPDC”.

WHEREAS, the SPDC serves as the Support Organization and Fiscal Agent for the COUNCIL; and

WHEREAS, at the regular meeting of the Regional 3 Council on August 19, 2020, COUNCIL approved the renewal of the Support Organization MOU in the amount of \$80,000 for the period beginning July 1, 2020 to June 30, 2021 (FY21) in accordance with the FY21 Capacity Building Budget approved by the Region 3 Executive Committee on August 19, 2020 and the GO Virginia State Board on June 23, 2020.

WHEREAS, both parties agree that by signing this MOU Addendum #3, all provisions and requirements of the original MOU dated July 1, 2017 between the COUNCIL and SPDC remain in effect for the said extension; and

WHEREAS, both parties agree that the SPDC may engage in outside contract services for technical assistance outside its fee for services and for other contract services as approved by COUNCIL in accordance with the approved FY21 Region 3 Capacity Building Budget; and

THEREFORE, BE IT RESOLVED, each of the undersigned individuals represents that the terms of this ADDENDUM (#3) have been approved by Regional Council 3 and the SPDC, in accordance with its own organizational requirements.

GO Virginia Regional 3 Council

Southside Planning District Commission

Randy Lail, Chair

Deborah Gosney, Executive Director

Date

Date

MEMORANDUM OF UNDERSTANDING

**between
GO
Virginia
Regional
Council 3
and
Southside
Planning
District
Commission**

PURPOSE AND SCOPE

GO Virginia is a new initiative of the Commonwealth of Virginia intended to grow and diversify Virginia's economy and create jobs through state financial incentives for regional projects that encourage collaboration between private sector companies, workforce, education and government in each region. The GO Virginia Board has established nine regions. GO Virginia Region 3, also known as the Southern Virginia GO Region, consists of the localities in Planning District 12 (Counties Patrick, Henry and Pittsylvania and the Cities of Martinsville and Danville); Planning District 13 (Counties of Halifax, Mecklenburg and Brunswick); and Planning District 14 (Counties of Charlotte, Buckingham, Lunenburg, Nottoway, Amelia, Prince Edward, and Cumberland). Regional Council 3 is charged with the implementation of the GO Virginia program for those jurisdictions.

Each Regional Council must be affiliated with or supported by a new or existing organization whose purposes and competencies include collaborative planning, economic development or workforce activities in the region. The purpose of this Memorandum of Understanding is for Regional Council 3 (COUNCIL) to articulate its expectations of the designated support organization, the Southside Planning District Commission (PDC), and for the organizations to acknowledge and accept these expectations.

DELEGATION OF COUNCIL AUTHORITY AND RESPONSIBILITIES

1. The COUNCIL hereby designates the PDC as its Support Organization and Fiscal Agent and delegates to the PDC the power and responsibility to enter into contracts, subcontracts, and other agreements, to receive, expend, and distribute funds, to develop and evaluate procedures for financial management, and to hire, organize, and train the staff needed to carry out the responsibilities of the PDC in its capacity as the Support Organization and Fiscal Agent for the COUNCIL.
2. The COUNCIL intends that the responsibilities of Support Organization and Fiscal

Agent shall transition from existing contractors (Contract Staff) engaged by the MidAtlantic Broadband Communities Corporation, to the PDC, during the month of June 2017, with the PDC accepting full responsibilities for the Support Organization and Fiscal Agent effective July 1, 2017.

3. The COUNCIL intends that during the month of June 2017, the existing Contract Staff will continue to provide staff support to the COUNCIL and will work with the PDC to ensure a smooth transition of services.
4. Beginning in the month of June 2017, the PDC will maintain an account of hours spent on Support Organization and Fiscal Agent tasks.
5. For the month of June 2017, the PDC will be compensated for all necessary and reasonable administrative costs associated with transition services between the existing Contract Staff and the PDC at the standard hourly rate including fringe for the designated PDC staff person assigned to perform such duties.
6. The COUNCIL and PDC agree that a fee for services is agreed to be \$50,000 for FY 2018. The fee for services may be increased upon review of the hours spent on Support Organization and Fiscal Agent tasks as maintained in item 4 above.
7. Outside its fee for services, the PDC agrees to develop and issue an RFP for technical services in early June 2017, to provide services related to development, evaluation and periodic updating of the COUNCIL's Growth & Diversification Plan, as well as its Project Review Process, Communication Strategy and Regional Outreach.
8. The PDC agrees that its Director shall participate in all meetings of the Region 3 Council and its Executive Committee.
9. The PDC agrees to disburse COUNCIL funds for allowable regional economic development activities in support of the GO Virginia Program on behalf of the COUNCIL. As required by law, these disbursements will be made by the PDC in accordance with the general and/or specific direction of the COUNCIL, provided that the purpose for the disbursement is allowable, authorized and documented.
10. The PDC will be compensated for necessary and reasonable administrative costs for performing the duties of the support organization as reflected in an operating budget which the PDC shall submit to the COUNCIL annually for approval. The PDC and COUNCIL acknowledge that the FY 2017/18 draft budget was approved by the COUNCIL prior to this MOU and contains budget line items to support the defined PDC role.
11. The PDC acknowledges that no provision for profit is allowed and that any excess of revenue over its costs must be spent in compliance with GO Virginia Board regulations, policies and guidelines.

PDC's FIDUCIARY REQUIREMENTS

1. The COUNCIL expects the PDC to comply with federal and state law, regulation and policy established by the GO Virginia Board for the GO Virginia Program.
2. The COUNCIL expects the PDC to demonstrate good accounting practices and maintain an accounting system that will meet all the fund accounting and reporting requirements of the GO Virginia Board for the GO Virginia Program. Funds belonging to the COUNCIL will be maintained in segregated accounts.
3. The COUNCIL expects the PDC to establish and manage an appropriate system for the award and administration of grants and contracts, potentially including monitoring of grants and contracts for the GO Virginia Program.
4. The COUNCIL expects the PDC to enter into written grant agreements or contracts for the GO Virginia Program only as needed and when clear goals and obligations are established, and in accordance with the general or specific direction of the COUNCIL.
5. The COUNCIL expects the PDC to take prompt and appropriate corrective action upon becoming aware of any evidence of a violation of any regulations, policies and guidelines established by the GO Virginia Board for the GO Virginia Program, including immediate notification to the officers of the COUNCIL of such events.
6. The COUNCIL expects the PDC to make quarterly financial reports for the GO Virginia Program to the COUNCIL, and to provide additional reports of disbursement of the funds of the COUNCIL to the officers of the COUNCIL upon request.
7. An annual financial audit for the GO Virginia Program will be conducted in coordination with and as part of the PDC's audit; funding for this audit is a separate cost to the COUNCIL to be paid from its budget.
8. The COUNCIL expects the PDC to adhere to all requirements defined in the Financial Assistance Contract (attached to this MOU).
9. If requested by the COUNCIL, prior to expenditure or distribution of any funds for the GO Virginia Program, the PDC will obtain and maintain liability insurance satisfactory to the Council, at the COUNCIL's sole cost and expense.

PDC's ADMINISTRATIVE REQUIREMENTS

1. The PDC's work shall be performed in accordance with the regulations, policies and procedures of the GO Virginia Board.
2. The PDC's administrative responsibilities are general program oversight,

preparation and staffing for the COUNCIL's meetings and may include project management and tracking and reporting of performance protocols.

3. The PDC will comply with the Virginia Conflict of Interest Act and the Virginia Freedom of Information Act in carrying out its administrative responsibilities pertaining to the COUNCIL.
4. The expectations identified in this MOU are not comprehensive nor intended to be. Instead, they establish a baseline set of expectations to guide the PDC in its role as the support organization for the COUNCIL.

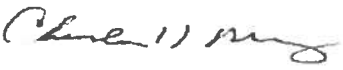
MODIFICATION AND TERMINATION

1. This MOU is effective when signed and dated by the duly authorized representatives of the COUNCIL and the PDC, and performance by each of the parties hereto shall continue through June 2018.
2. This agreement may be amended and extended upon approval of both parties, subject to review of costs associated with services and commitment of funding resources.
3. The arrangement described in this MOU may be cancelled or terminated without cause by either party by giving ninety (90) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements. Upon termination, the PDC shall deliver all funds, records and other property of the COUNCIL in accordance with the direction of the COUNCIL, and cooperate with a closing audit to be conducted at the expense of the COUNCIL.
4. Any and all amendments to this MOU must be made in writing and must be agreed to and executed by the parties before becoming effective.
5. It is mutually agreed that if the State budget for the current fiscal year and/or any subsequent fiscal years covered under this MOU does not appropriate sufficient funds for the program, the arrangements described in this MOU shall be of no further force and effect. In this event, the COUNCIL shall have no liability to pay any funds whatsoever to the PDC and the PDC shall not be obligated to perform any of the functions on behalf of the COUNCIL described in this MOU for which the PDC is not reimbursed.

6. Each of the undersigned individuals represents that the terms of this MOU has been approved by the Executive Committee of the COUNCIL and by the PDC, in accordance with its own organizational requirements.

GO Virginia Regional Council 3

By:

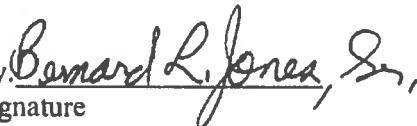

Signature

Charles Majors
Printed Name

Chair, Regional Council 3
Title

June 22, 2017
Date

**Southside Planning
District Commission**

By: 
Signature

Bernard L. Jones, Sr.
Printed Name

Chair, Southside Planning
District Commission

Title
June 22, 2017
Date

**GO Virginia Region 3
Executive Committee Meeting
August 19, 2020**

**Agenda Item #16
“OurVirginia” Communication Initiative**



DATE: August 12, 2020

TO: Region 3 Executive Committee

FROM: R. Bryan David, Program Director

RE: “OurVirginia” Communications Initiative

At its meeting on July 15th, the Executive Committee held an informal discussion about an emerging initiative by Lee Newspapers in partnership with the Carillion Clinic to coordinate news analysis among a wide-range of stakeholder groups located in southern, southwest, and central Virginia. An outline from the group’s discussion finds:

“The ‘big idea’ is to give the great swath of Virginia that is south and west of Richmond a greater voice and help build its identity as a counterbalance to ‘the urban crescent’ in Virginia by capitalizing on our rich journalism in this footprint – Bristol, Roanoke, New River Valley, Danville, Lynchburg, Martinsville, as well as a string of weekly publications in Floyd, Richland, Wytheville, Bland County and Smyth County. This involves coordination and communication between newsrooms at a level we have not done before, and would go beyond traditional newsgathering to in-depth news analysis.”

Attached is draft outline of the group’s discussion thus far after two (2) conference calls.

I will continue to participate with this initiative representing Region 3. My counterparts in Region 1 and Region 2 are participating. Also, Karl Stauber is a member of this group.

RECOMMENDATION:

For the Executive Committee’s information. No action necessary.

Attachment

The “OurVirginia” initiative

The ‘big idea’ is to give the great swath of Virginia that is south and west of Richmond a greater voice and help build its identity as a counterbalance to ‘the urban crescent’ in Virginia by capitalizing on our rich journalism in this footprint – Bristol, Roanoke, New River Valley, Danville, Lynchburg, Martinsville, as well as a string of weekly publications in Floyd, Richland, Wytheville, Bland County and Smyth County. This involves coordination and communication between newsrooms at a level we have not done before, and would go beyond traditional newsgathering to in-depth news analysis.

Elements would include:

- Establish a presence on the websites of our Lee newspapers in this “OurVirginia” area to showcase our ongoing coverage of the region and how it is inter-related. Many of these stories would highlight ‘quality of life’ coverage: Danville is attracting start-ups priced out of North Carolina’s Research Triangle. Blacksburg has been a national center, maybe even an international center, for research into automated vehicles. When Google wanted to start trials of using drones for residential delivery, where did it go to test that? Christiansburg. We have more colleges here than in the other part of Virginia. Virginia’s biggest sports events (as measured by attendance) happen here – NASCAR in Martinsville and Bristol, Virginia Tech football in Blacksburg. Etc.
- Consider additional news articles following regional trends, opportunities and concerns, such as:
 - What population shifts is our region seeing and what is their impact on the future?
 - How are school systems preparing students for the new economy (in our region and beyond)?
 - Reimagining how the federal government can help more rural communities in the U.S.
- Have a presence in the print editions of all our newspapers, for example an “OurVirginia” page or pages each week pulling together coverage from the region, tailored to each market.
- Build the editorial voice of some of our newspapers, especially the weeklies, with an op-ed page each Sunday filled with regional voices about ‘Our Virginia.’ The Roanoke Times Opinion Page Editor Dwayne Yancey would be a partner in this effort.
- Coordinate coverage of key enterprise/watchdog work that can publish across the footprint once a quarter or so, for example election readiness by locality in the run-up to November. Training we hope to implement would be key to this effort.
- Market this effort to help establish the OurVirginia voice. This would include outreach to the General Assembly members as appropriate (For example if we published an in-depth package on crumbling schools in our footprint, we could make sure each state legislator gets a copy.)

Timing:

- Monthly news page to begin with, with the option of changing the pace of coverage as the amount of content changes.
- Monthly focused op-ed complementing a monthly editorial