

Hampton Roads Planning District Commission
Executive Committee Meeting
Minutes of June 16, 2011

The Executive Committee Meeting of the Hampton Roads Planning District Commission was called to order at 9:30 a.m. at the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

EXECUTIVE COMMITTEE:

Stan D. Clark, Chairman (IW)	Sharon Scott (NN)*
Thomas Shepperd, Vice Chairman (YK)	Kenneth Chandler (PO)*
Alan P. Krasnoff (CH)*	Selena Cuffee-Glenn (SU)
Gregory Woodard (GL)*	Tyrone Franklin (SY)
Bruce Goodson (JC)	Louis R. Jones (VB)
Marcus Jones (NO)*	Clyde Haulman (WM)

Executive Director:

Dwight L. Farmer

EXECUTIVE COMMITTEE (ABSENT)

June Fleming (FR)	Kenneth Wright (PO)
Brenda Garton (GL)	J. Randall Wheeler (PQ)
Molly Joseph Ward (HA)	Michael W. Johnson (SH)
McKinley Price (NN)	James O. McReynolds (YK)
Paul D. Fraim (NO)	

OTHER COMMISSIONERS:

Ella P. Ward (CH)	Rita Sweet Belitto (VB)
Amar Dwarkanath (CH)*	Harry E. Diezel (VB)
W. Douglas Caskey (IW)	James K. Spore (VB)
Neil Morgan (NN)	John Seward (SY)

*Late arrival or early departure.

OTHERS RECORDED ATTENDING:

Henry Ryto (Citizens); Brian DeProfio (HA); Bryan Pennington, Stanley Stein, Jeff Raliski (NO); Eric Nielsen (SU); Michael King (NN); Bob Matthias (VB); Sam Schwartz (Office of Senator Mark Warner); Senator Yvonne Miller (VA General Assembly); Dana Dickens (HRP); Ray Taylor (FHR); Hollis Ellis (CTB); Ellis James (Sierra Club Observer); Brock Vergakis (Associated Press); Peter Huber (Willcox & Savage) Staff: John M. Carlock, Camelia Ravanbakht, Shernita Bethea, Rick Case, James Clary, Jennifer Coleman, Nancy Collins, Kathlene Grauberger, Christopher Giofrieda, Greg Grootendorst, Richard Flannery, Lisa Hardy, Julia Hillegass, Frances Hughey, Jim Hummer, Rob Jacobs, Whitney Katchmark, Sara Kidd, Robert Lawrence, Mike Long, Jay McBride, Benjamin McFarlane, Keith Nichols, Kelli Peterson, Katie Rider, John Sadler, Tiffany Smith, Joe Turner, Chris Vaigneur.

Chairman Clark called the Hampton Roads Planning District Commission Executive Committee meeting to order.

PUBLIC COMMENT

One person requested to address the Hampton Roads Planning District Commission.

Ellis W. James

Thank you Chairman Clark, members of the Commission. My name is Ellis W. James. I am a resident of the City of Norfolk and have been for quite a few years. There are a couple of things that I am quite concerned about this morning, and perhaps some of you have already experienced it and breathed it. I know we are waiting for EPA and potential new regulations. The question is 60 or 70 or what is it going to be? But in the meantime, I hope that each one of the communities within range of being able to experience what some of us experienced last night and this morning, there has been a significant, in my judgment, deterioration in the air quality, not that it was unexpected, but it shows you what one simple little wind shift can do to impact us. Why is that important for each one of your communities? Seniors, children and people with asthmatic conditions and so on. This is a very, very deadly and serious matter, in my view. And I am sure that each of you in your communities takes it that way. Please keep in mind that we have not, we have not reached summertime yet. So the worst potentially is yet to come and I hope that we will all in each one of our communities pay close attention to it. One last reference Mr. Chairman, for those of you who missed it the wonderful headlines in the Virginian-Pilot about the trash imports to Virginia. I know that we have another agency that deals with this most of the time, but each one of our communities will be or are being impacted by now. And I believe there is going to be a real significant blow back and push back from the general public, taxpayers throughout the counties and cities are going to react to this the way they did previously. We had a similar situation in 2007, I believe it was, Mr. Chairman, and there was quite a public stir at that time, and I believe we are going to see it happen again. People in Virginia are sick and tired of receiving overwhelming amounts of trash and garbage from other communities, and once that gets loose in our public discourse we are all going to feel the impact of it. Thank you Mr. Chairman

Chairman Clark stated this concluded the public comment session.

APPROVAL/MODIFICATION OF AGENDA

Chairman Clark asked if there were any modifications or changes to the agenda. Hearing none, he asked for a motion to approve the agenda.

Commissioner Cuffee-Glenn Moved to approve the agenda; seconded by Commissioner Shepperd. The Motion carried.

CONSENT AGENDA

The Consent Agenda contained the following Items:

Minutes of May 19, 2011 Executive Committee Meeting

Treasurer's Reports

Regional Reviews

A. PNRS Items Reviews

FY 12 CELCP – King William Proposal – Virginia Department of Environmental Quality

FY 2011 State Revolving Loan Fund Capitalization Grant - Virginia Department of Environmental Quality

Chesapeake Bay Program Information Management Data Analysis, and Programmatic Evaluation Support – Virginia Polytechnic Institute and State University

FY 2012 CELCP – VA Lynnhaven Oyster - Virginia Department of Environmental Quality

FY 2012 CELCP – VA Eastern Shore Land Protection - Virginia Department of Environmental Quality

B. Environmental Impact Assessment/Statement Review

Grounds Maintenance Facility – Christopher Newport University

Temporary Installation of an Administrative Pier at Joint Expeditionary Base Little Creek - DOD/U.S. Navy

Naval Special Warfare Development Group 400 Yard Firing Line - DOD/U.S. Navy

Checed Creek Apartments – U.S. Department of Housing and Urban Development

Installation of Sandbags at an Existing Dune Slope, Dam Neck Annex - DOD/U.S. Navy

Consultant Services Contract - Web-Based Fats, Oil and Grease Training

Consultant Services Contract – Regional Construction Standards

Consultant Services Contract – USGS – Groundwater Monitoring

Consultant Services Contract – Continuing Engineering Services Agreements for Water, Wastewater and Stormwater

Consultant Services Contract - Special Legal Consultant on Stormwater Matters

Consultant Services Contract - Permit Administration Reporting System (PARS)

Grant Proposal – National Fish and Wildlife Foundation (NFWF)

Grant Proposal – Urban Area Security Initiative (UASI) Fiscal Year 2011 Application

Grant Proposal – 2011 Kodak American Greenways Program

2011 Hampton Roads Data Book

Stormwater Program Effectiveness Indicators Report

Chairman Clark asked for a motion to approve the Consent Agenda.

Commissioner Cuffee-Glenn Moved to approve the Consent Agenda; seconded by Commissioner Shepperd. The Motion carried.

(Mayor Krasnoff arrives)

RESOLUTION – PLASTIC BAG FORGIVENESS DAY

Mr. Farmer stated this resolution is declaring June 25, 2011 as Plastic Bag Forgiveness Day. The HR Green Committee will be hosting activities on that day to learn more about recycling plastic bags.

Commissioner Shepperd stated he was not sure what the resolution was about.

Mr. Farmer stated HR Green is against the misuse of plastic bags and how they are handled. The hope is the awareness campaign will change the way people are handling plastic bags.

Chairman Clark stated this is encouragement of using renewable products other than plastic.

Commissioner Shepperd asked when we have these kinds of resolutions what happens with them.

Mr. Farmer asked Ms. Hillegass to give an overview of the resolution and its activities.

Chairman Clark stated the organization asked the Commission to lend support and approval for their activities.

Ms. Hillegass stated on June 25, 2011, there will be two events one on the Peninsula and the Southside. HR Green is asking residents to drop off five plastic bags and they will receive a reusable shopping tote along with other free items and information on ways plastic bags can be repurposed. There will be a press release about the event sharing information on how people can reuse plastic bags.

Commissioner Shepperd stated he needed that information to tie the two things together.

Commissioner Goodson stated it been proven the plastic bags take up less room in the landfills than paper sacks we traditionally use in the stores.

Commissioner Haulman Moved to approve the resolution declaring June 25, 2011 as Plastic Bag Forgiveness Day; seconded by Commissioner Goodson. The Motion carried.

(Commissioner Dwarkanath arrives)

FY 2012 UNIFIED PLANNING WORK PROGRAM

Mr. Farmer stated the Unified Planning Work Program (UPWP) is a series of scopes of work for the HRPDC staff for the upcoming year. The vast majority of the work elements evolved from local advisory and technical committees. The work program is the result of input from the sixteen local governments served by the HRPDC. The budget to support the Work Program was discussed at the February 2011 HRPDC Retreat. HRPDC is recommending approval of the work program beginning July 1, 2011.

Chairman Clark asked for a motion to approve the work program.

Commissioner Shepperd Moved to approve the FY 2012 HRPDC Unified Planning Work Program; seconded by Commissioner Cuffee-Glenn. The Motion carried.

(Commissioner Scott arrives)

FY 2012 HRPDC BUDGET

Mr. Farmer stated that Nancy Collins, HRPDC Chief Financial Officer will provide an overview of the elements and changes in the FY 2012 HRPDC Proposed Budget.

Ms. Collins began by stating the member contributions from the localities will remain at \$.82 per capita. Some of the localities will see a decrease in the overall fees, while others will see a modest increase due to population changes within the region. The revenue actually increased for the HRPDC/HRTPO slightly by less than \$20,000 due to a small increase in population figures as a result of the 2010 Census. The Department of Housing and Community Development restored fifteen percent of the funds that was taken last year which gives HRPDC a modest increase for 2012. Overall revenues for 2012 are down due

to less funding in Homeland Security, Water and Environmental grants due to the cyclical nature of the activity within these grants. The operational funds are down due to reductions of software purchases, printing, presentations and copying. These costs were offset by the increase of cost in personnel, recruitment, training and professional education. The HRPDC will continue to fund the reserve accounts approved last year.

Commissioner Shepperd asked if the per capita cost remains the same.

Ms. Collins stated yes, \$.82 per capita.

Mr. Farmer stated the \$.82 per capita is correct. HRPDC will take what is necessary to match the 80% federal and 10% state match for HRTPO. The match to the federal grant HRPDC will receive from FHWA and VDOT requires \$.26 per capita of the \$.82 and \$.56 per capita goes into HRPDC operating funds.

Chairman Clark asked for a motion to approve the budget.

Commissioner Goodson Moved to approve the FY 2012 HRPDC Budget; seconded by Commissioner Haulman. The Motion carried.

(Commissioners M. Jones and Chandler arrive)

HAMPTON ROADS COMMUNICATION INTERROPERABILITY

Chairman Clark introduced Mr. Richard Flannery to talk about Hampton Roads Communication Interoperability in the Region.

Mr. Farmer stated before Mr. Flannery gives the Commission a summary he would like to give some information on when HRTacRAN system was put together. Years ago HRPDC knew a day would come when the system would get old and out-dated and need to be replaced and updated. The project was prefunded by buying a three year advanced warranty program which has expired. HRPDC thinks there is a chance at receiving federal grant money in order to pay for a full-time person to keep the system running and purchase equipment. Mr. Flannery will summarize what the system is about and how critically important it is for the HRPDC and Chief Administrative Officers to work together if the grant is denied.

Mr. Flannery stated HRPDC received grant funds to develop a highly survivable regional microwave system. Hampton Roads Tactical Regional Area Network (HRTacRAN) was formed in the mid 2000s. This was the first system built here in Hampton Roads. This system was built in the mid 2000s which is a highly survivable regional microwave system. This system is in place throughout Hampton Roads which allows interoperable communications to take place. It is a public safety grade of microwave network that supports various things like voice over internet protocol phone system which support video as well as data feed. The HRTacRAN would be in place in each of our emergency operation centers throughout Hampton Roads and allow for all the emergency operation

centers to communicate with each other and also allow them to focus on regional response efforts as well as recovery efforts if an event like a hurricane did occur.

HRPDC is the holder of all federal communications licenses for HRTacRAN. The equipment is located in the localities. Since the contract has expired, each of the localities has done their best in maintenance to keep the system running. One of the challenges is no one entity manages the HRTacRAN System.

Mr. Flannery stated we were able to implement another system called the Overlay Regional Interoperability Network also known as the ORION. The ORION allows interoperability to occur on a day-to-day basis if needed or during an event using the radios in place either for first responders' vehicles or with the hand held radios. This system allows first responders to turn on the radios throughout Hampton Roads and communicate with each other. The Department of Homeland Security evaluated how we did as far as interoperability using the HRTacRAN and ORION systems last year, and we received a favorable report saying the Hampton Roads area successfully demonstrated response level emergency communications utilizing these system.

Mr. Flannery stated in the region we have WebEOC which is basically a web based Consequence Management System the emergency managers can use in emergency operations centers to work through disasters or planned events which allows them to communicate with each other and have a regional fusion component that allows each of the emergency operations centers to communicate and support each other during an event.

Mr. Flannery stated there are two groups in Hampton Roads overseeing interoperable communication. The first one is Hampton Roads Interoperable Communications Advisory Committee which is part of the Regional Emergency Management Technical Advisory Committee. They focus on the HRTacRAN microwave ring making sure it stays up and running and they oversee grant initiatives in Hampton Roads. The ORION Steering Committee focuses on interoperability with radio caches and the radios in the public safety vehicles and offices throughout Hampton Roads.

Interoperability has invested over \$30 million in grant funds in Hampton Roads from the Department of Homeland Security, Department of Justice and Port Security over the years to bring interoperability to Hampton Roads. Some of the challenges with regional interoperability is the original maintenance contract for the HRTacRAN system, which is the microwave system, expired two years ago and since then, we have looked at every funding opportunity possible to find a solution for this. Unfortunately we have not been very successful. However, we resubmitted to the Department of Homeland Security a proposal asking them to revisit our grant and approved the changes.

Another challenge is the central management of the FCC licenses for this system here at HRPDC. There is no central ownership, entity or locality that owns the system; most people refer to it as the HRPDC system. No one has complete ownership of this equipment and that is one of the things we will work through as part of the government changes with the two committees.

Mr. Flannery stated the recommended action is to approve the Executive Director and staff to work with the Chief Administrative Officers to develop a local funding and management solution to maintain and sustain interoperable communications networks if HRPDC is unsuccessful in obtaining grant support.

Chairman Clark asked for questions.

Commissioner Franklin asked about the annual cost to operate this system.

Mr. Flannery stated two years ago the price was \$300,000 for the entire region to maintain and sustain this microwave system.

Commissioner Goodson stated this a situation where the grant money that is available ends up driving the project instead of looking for a regional solution. WHRO has a regional network they distribute educational programming and if we could partner and use the network for more than one thing instead of having a dedicated network where you have separate funding to maintain this network. Technology can be shared very simply and you need to look at moving forward instead of looking for something to drive us with grants; we need to partner with someone else out there to get sustainable way of funding.

Mr. Flannery stated that is exactly what is being done with the current grants; we want to ensure the project is sustainable. We are not putting forth any future projects where we have to come back and ask for money.

Commissioner Shepperd stated fifteen years ago there was an emergency in York County where the fire fighters could not talk to the police nor could they talk to anybody in Newport News because they were on a completely different radio system. We merged together and saw the practical aspects of getting everybody on the same frequency and found a way of handling the initial cost. One of the things learned was that a locality has to make the commitment and get past the concept of "this is mine" and "that is yours". Who owns the two groups or is there an ownership?

Mr. Farmer stated ORION preceded HRICAC with governs HRTacRAN. ORION is a self help organization of localities' staff members they do not advise the HRPDC staff. In 2003, HRPDC had to form governance and an advisory committee to this agency and we did that with HRICAC which then completed the HRTacRAN investment. ORION still does a lot of good they meet once a month discussing operational issues. HRPDC is not an operational agency. We do need to get the governance straight and find long term sustainability. HRPDC will come back to the City Managers if the grant money does not come through and discuss funding sustainability and ultimately governance and make recommendations to have a dedicated person with dedicated funding to operate this system and have governance that brings everybody together.

Commissioner Shepperd stated one of the things that would help if the municipalities clearly understand the benefit of this effort otherwise, municipalities will continue to spend an extraordinary amount of money and keep up with the two year cycle of technology

updates. He strongly encourages all the municipalities to take the opportunity now as it will cost more money later. He strongly encouraged the Commission to support this.

Commissioner Morgan commented if you talked to your emergency management people, they would say the region is far better off with this investment in place despite its various problems. This is basically a fail-safe fall back type of system. There have been situations in last ten years where the water had risen a foot or two higher than normal and some of the radio towers or cell phone towers could have gone out and something like ORION would have been the only way in which localities could have talked to each other. Finding a way to protect this investment makes sense and he supports the recommendation.

Commissioner Morgan stated it was his understanding that localities are obligated to convert all public safety radios to P25 compliance. This obligation is trickling thru the system and in a few years, all of them would be P25 compliant. The caches are available if one locality happens to have a big operation or can supplement their equipment.

Mr. Flannery stated they are going through narrow banding process to bring them into compliance, but even when it is all done we still have a cache because if we bring in people from outside, like FEMA, we will be able to give them a radio and be able to communicate.

Commissioner Morgan stated in three to four years from now the region would be less dependent than it is today.

Mr. Flannery stated that was correct.

Commissioner Franklin stated it is his understanding that the region has a system but does not have a declared owner of the system.

Mr. Flannery stated that was correct. Right now, most refer to it as the HRPDC system because we initiated the grant, the project and worked to get the microwave system up and in place. HRPDC still maintains the FCC licenses for the system, however we need to get to a point where everything is centrally located where somebody has ownership of it and have a regional person to be able to do program management and financial management of the system.

Commissioner Franklin asked has HRPDC staff discussed the possibility of the localities in which the equipment is situated becoming the ownership of that locality?

Mr. Flannery stated HRPDC has talked with some of the communications group and their response was they could take ownership but they did not have the funding to do the maintenance and sustain it. When you are looking at maintaining a regional system such as this, it needs to be centralized so if there is a problem, it can be supported by both staff and funding so the entire system does not go down. This is the challenge.

Commissioner Diezel stated we need to make sure the system is functional and sustainable; and the more we rely on grants the worse it gets. The only truly interoperable groups are the ham operators. When the system goes down, as it has in Virginia Beach on more than one occasion, the ham operators were the ones who helped us out and we were able to talk

unit to unit. The inability to talk to a neighbor in a critical situation is absolutely inexcusable.

Chairman Clark stated the Commission needs to remember this is a planning organization, occasionally we facilitate and sometimes that facilitation transfers down to a service authority, which the PDC is not. We need to reestablish ourselves as a planning organization and that is what this motion is geared to do.

Chairman Clark asked for a motion.

Commissioner Krasnoff Moved to approve the Executive Director and staff to work with the Chief Administrative Officers to develop a local funding and management solution to maintain and sustain interoperable communications networks if HRPDC is unsuccessful in obtaining grant support; seconded by Commissioner Franklin. The Motion carried.

(Commissioner Woodard arrives)

REGIONAL CLIMATE CHANGE PROJECT – PHASE II FINAL REPORT

Mr. Farmer introduced Mr. Ben McFarlane to present a briefing on Regional Climate Change Project.

Mr. McFarlane stated the HRPDC staff has been working on a multi-year grant project with the Virginia Coastal Zone Management Program studying the impact of climate change on Hampton Roads region.

Mr. McFarlane stated his presentation will focus on the sea level rise in Hampton Roads region, the data and methodology used in the analysis, the result of that analysis, recommendations and next steps of this project. Sea level rise is a major concern for Hampton Roads. Absolute sea level rise is often reported as a global average rate of so many millimeters per year that actually varies from place to place due to variation and gravitational forces, winds and ocean currents. Relative sea level rise is measured to specific points on land and incorporates both absolute sea level rise and the vertical movement of land. Relative sea level rise is of particular concern in Hampton Roads because the region is subsiding or sinking.

Mr. McFarlane stated the goal of this analysis was to identify how much of the region could be affected by sea level rise. We did not have the necessary elevation data to complete this analysis. The storm surge zones developed by Virginia Department of Emergency Management and the U. S. Army Corps of Engineers for the 2008 Virginia Hurricane Evacuation Study provided a rough proxy of the areas that could be inundated by sea level rise by year 2100. The Category 1 storm surge areas in the region overlap with many of the areas that would be affected by projected sea level rise over the next 100 years. Using storm surge areas allows us to estimate existing vulnerabilities to flooding during storm events and assess potential vulnerability to sea level rise as well.

Mr. McFarlane stated there are twelve Hampton Roads localities included in this hurricane evacuation study. The City of Franklin, James City County, Southampton County, and Williamsburg were not included in the study. The report includes a summary table for each locality with estimated population, businesses, employees, roads and critical facilities vulnerable to each category of storm surge. The road data was obtained from the Virginia Department of Transportation (VDOT) and the critical facilities data was obtained from the Federal Emergency Management Agency. Critical facilities included in the study were schools, health care facilities, fire, police and emergency operation centers.

Overall, the Hampton Roads region is significantly vulnerable to storm surge and sea level rise. This region has a significant amount of population, businesses, roads and critical facilities vulnerable to storm surge. A Category 3 or Category 4 storm can have potentially a greater impact on the Southside compared to Peninsula due to the area's flat topography. The measured trend of relative sea level rise is one to two feet per one hundred years. Given the length of the available records and ongoing research on the sea level rise resulting from climate change it makes sense that the sea level rise will be equal to or greater to the historical trend. HRPDC staff will continue to analyze the regional vulnerability to sea level rise using elevation data. We will continue to research and develop policy options and continue to work with other regional partners on related projects.

Mr. McFarlane stated the recommendation is to have the Commission approve the report for distribution.

Chairman Clark asked for a motion.

Commissioner Cuffee-Glenn Moved to approve the Climate Change report for distribution; seconded by Commissioner Goodson. The Motion carried.

HRPDC ACTION ITEMS: THREE MONTH TENTATIVE SCHEDULE

No questions or comments were noted.

PROJECT STATUS REPORTS

No questions or comments were noted.

CORRESPONDENCE OF INTEREST

No questions or comments were noted.

FOR YOUR INFORMATION

No questions or comments were noted.

OLD/NEW BUSINESS

Chairman Clark asked if there was any old or new business.

Commissioner Shepperd asked if a report had been published on samplings of bacteria counts in various water areas or is the draft available.

Mr. Carlock stated the report has not been finalized; the next draft report is due before the summer is over.

Commissioner Shepperd asked about the TMDL efforts and when the information from that meeting will be available.

Mr. Farmer stated the next report will be at the July HRPDC meeting and the materials from the previous meeting are in Correspondence of Interest.

Chairman Clark stated he was impressed by localities' and the HRPDC staff's expertise on the Chesapeake Bay TMDL.

Mr. Farmer stated the localities' staffs and HRPDC staff together are by far leading the state; in fact the state agency looks upon HRPDC staff and localities' staff for expertise and advice.

ADJOURNMENT

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:25 a.m.

Stan D. Clark
Chairman

Dwight L. Farmer
Executive Director/Secretary