

Hampton Roads Planning District Commission

Annual Meeting Minutes

October 15, 2008

The Annual Meeting of the Hampton Roads Planning District Commission was called to order at 11:18 a.m. at the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

COMMISSIONERS:

Paul D. Fraim, Chairman (NO)	Joe S. Frank (NN)
Bruce Goodson, Vice Chairman (JC)	Randy W. Hildebrandt (NN)
James O. McReynolds, Treasurer (YK)	Sharon P. Scott (NN)
Amar Dwarkanath (CH)	Dr. Theresa W. Whibley (NO)
William E. Harrell (CH)	Kenneth L. Chandler (PO)
Clifton E. Hayes, Jr. (CH)	Douglas L. Smith (PO)
Dr. Alan P. Krasnoff (CH)	Selena Cuffee-Glenn (SU)
Ella P. Ward (CH)	Linda T. Johnson (SU)
Rosa M. Lawrence (FR)	Tyrone W. Franklin (SY)
Brenda G. Garton (GL)	Harry E. Diezel (VB)*
W. Douglas Caskey (IW)	Robert M. Dyer (VB)*
Stan D. Clark (IW)	Louis R. Jones (VB)*
Sanford B. Wanner (JC)	James K. Spore (VB)
	Jackson C. Tuttle II (WM)

*Late arrival or early departure.

OTHERS RECORDED ATTENDING:

Keith Cannady - Hampton; Bryan Pennington, Jeff Raliski, Anne Odell - Norfolk; Sherri Neil, George Brisbin - Portsmouth; Eric Nielsen - Suffolk; Mark Schnauffer - Virginia Beach; Irene Shuman - VDOT; Bruce Williams - FHR; Ellis W. James - Sierra Club; Daniel Rudge - VDRPT, Clyde Hoey - HRCCE, John Gergely, Ben McFarlane - Private Citizen, Peter Huber - Willcox & Savage; Dana Dickens - HRP; Germaine Fleet - Biggs & Fleet; Staff: Dwight Farmer, John Carlock, Rob Case, James Clary, Nancy Collins, Richard Flannery, Marla Frye, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Jim Hummer, Whitney Katchmark, Brett Kerns, Joe Paulus, Camelia Ravanbakht and Eric Walberg.

EMPLOYEE RECOGNITION

Chairman Fraim recognized the service and dedication of the staff who have reached milestone years of service with the HRPDC.

Ten Years

Nancy Collins, CFO/CIO
Julia Hillegass, Senior Environmental Planner
Kelli Peterson, Human Resource Manager
Tara Walker, Accounting Systems Manager

Fifteen Years

Robert Case, Principal Transportation Engineer

Thirty Years

Dwight Farmer, Executive Director/Secretary

Thirty-five Years

John Carlock, HRPDC Deputy Executive Director

Forty Years

Joe Paulus, Special Transportation Advisor

The Commission acknowledged the employees with applause.

CONSENT AGENDA

The Consent Agenda contained the following items:

Minutes of September 17, 2008

Ratification of Executive Committee Actions

Treasurer's Report

Mayor Frank Moved to approve the Consent Agenda; seconded by Comr. Ward. The Motion Carried.

HRPDC AUDITED FINANCIAL STATEMENTS

Treasurer McReynolds indicated the Personnel and Budget Committee met last month with the auditors, Goodman and Company, and found the financial statements to fairly represent the HRPDC's financial position. He recommended approval of the Audit Report as submitted.

Treasurer McReynolds Moved to approve the Audit Report as submitted; seconded by Comr. Clark. The Motion Carried.

HAMPTON ROADS ECONOMIC QUARTERLY

Mr. Farmer introduced Mr. Greg Grootendorst, Chief Economist, to present the first Hampton Roads Economic Quarterly.

Mr. Grootendorst explained that included in the Work Program for this year was the creation of the Hampton Roads Economic Quarterly. Given the questions and uncertainty seen in the national economy, this is a timely release of this document. He added that access to data that is current and timely is key to understanding the current economic condition. This publication is provided for that reason.

The Economic Quarterly is made up of two parts, the first contains an article with supporting graphics on an issue of timely importance and regional significance. For the first issue, Mr. James Clary wrote a concise article describing current credit issues and ramifications on the region's economy. The second part contains a brief summary of current economic conditions in the region supported by six charts. These charts were chosen because the data is timely and relevant and provides a snapshot of the most recent economic indicators.

Mr. Grootendorst added that once approved for distribution, the publication will be available on the PDC website. He added that he looks forward to tailoring the Economic Quarterly to meet the region's needs.

Mayor Johnson Moved to approve distribution of the Economic Quarterly publication; seconded by Comr. Clark. The Motion Carried.

NOMINATING COMMITTEE REPORT/ELECTION OF OFFICERS

This item was moved to accommodate the schedule of Comr. Jones, Chairman of the Nominating Committee.

Chairman Fraim asked Comr. Jones to report on the Committee's recommendations.

Comr. Jones reported the Nominating Committee recommended the following slate of officers for a one-year term: Chairman, Bruce C. Goodson of James City County; Vice Chairman, Stan D. Clark of Isle of Wight County; Treasurer, James O. McReynolds of York County; and Secretary, Dwight L. Farmer with HRPDC.

Comr. Jones also reported that the Nominating Committee decided it would be best to wait to nominate the MPO officers until the MPO Bylaws are official. In the meantime, they recommended asking the PDC officers to serve as interim officers of the MPO.

Mayor Frank Moved to close the nominations and approve them as read; seconded by Comr. Ward. The Motion Carried.

Comr. Jones Moved to approve nominations for the Executive Committee and MPO as follows: Chesapeake, Dr. Alan P. Krasknoff; Franklin, June Fleming; Gloucester County, Brenda L. Garton; Hampton, Randall A. Gilliland; Isle of Wight County, Stan D. Clark; James City County, Bruce C. Goodson; Newport News, Joe S. Frank; Norfolk, Paul D.

Fraim; Poquoson, Charles W. Burgess, Jr.; Portsmouth, Douglas L. Smith; Southampton County, Michael W. Johnson; Suffolk, Selena Cuffee-Glenn; Surry County, Tyrone W. Franklin; Virginia Beach, Louis R. Jones; Williamsburg, Jackson C. Tuttle, II, until November 1st, then it will be Jeanne Zeidler; and York County, James O. McReynolds; seconded by Dr. Ward. The Motion Carried.

HAMPTON ROADS PERFORMS REGIONAL PROFILE

Mr. Grootendorst reported that last month Mr. Dana Dickens, President and CEO of Hampton Roads Partnership (HRP), delivered a presentation on a project called Hampton Roads Performs. He requested the PDC's support in developing a regional profile to be included as part of the initiative. This matter was referred back to staff for review and recommendation.

(Comr. Jones departed.)

Mr. Grootendorst stated in 2003, Governor Warner and Dubby Wynne established the Council on Virginia's Future. The mission was to provide a road map for Virginia's future and to provide a tool to measure the state's progress towards long-term goals. The first step to reaching these goals was to determine the current condition, identify priorities and develop a toolkit for tracking progress. The Council is tasked with developing a performance leadership and accountability system that aligns and supports the achievements of the vision. This initiative is called Virginia Performs. It is an active program and can be accessed online. It tracks state progress in a number of categories including economy, education, health and family, public safety, natural resources and transportation, etc.

The Council on Virginia's Future has made an effort to bring this statewide initiative to each region within the state and Hampton Roads has been selected as the first region. They have partnered with the HRP to develop Hampton Roads Performs. At the request of Jane Kusiak, Executive Director for the Council on Virginia's Future, a request was made to contract with the HRPDC to develop a regional profile for the region. The profile will be approximately 15 pages containing graphs on demographic information, gross product, employment, quality of life, unemployment, etc., supported by minimal text. This will be tailored to the region's specific economy. One reason the PDC was selected for this task is much of the information is available in the Regional Benchmarking Study that is released annually by the PDC.

He concluded and offered to answer questions.

Vice Chairman Goodson asked if education was included in the scope of the initiative since it was not mentioned. Mr. Grootendorst replied that the indicators are still being negotiated and education could be part of that. However, the profile is to be only 15 pages, space will be limited and there is so much valuable information relating to education. That information will be available through the Virginia Performs website, but if it is included in the regional profile, it could add a lot of pages to it.

Vice Chairman Goodson Moved to approve the request to develop the regional profile; seconded by Mayor Johnson. The Motion Carried.

BOARD RESOLUTION

(Comr. Dyer arrived.)

Chairman Fraim stated the Department of Homeland Security has released information concerning the approved funding for FY08 and the PDC will receive its seventh Metropolitan Medical Response System (MMRS) award in the amount of \$1,284,884. The Board must authorize the Chairman to sign the "Governing Body Resolution" to accept the FY08 MMRS funding.

Comr. Franklin Moved to authorize the Chairman to sign the resolution; seconded by Mayor Johnson. The Motion Carried.

BYLAWS CHANGES - SECOND READING

Mr. Farmer stated this will constitute the second reading of the following Bylaws changes: *"Article IV.1 will be amended to reflect a new start time of 11:00 a.m."* and it is proposed that Article VIII.1 be amended to reflect the actual process involved in signature authorities with the last sentence of that section reading: *"Checks and drafts may be signed in the name of the COMMISSION by the Executive Director, the Secretary, the Treasurer, or their designee."*

Comr. Franklin Moved to approve the changes to the Bylaws as stated; seconded by Mayor Johnson. The Motion Carried.

REGIONAL STORMWATER COOPERATION REPORT

Mr. Farmer stated there is no presentation, but PDC staff is available to answer any questions. He added this report is prepared annually by staff, in cooperation with the Regional Stormwater Management Committee, to document cooperative regional activities undertaken to support the local stormwater programs.

Comr. Clark Moved to concur with PDC staff and Committee recommendation and approve the report; seconded by Mayor Johnson. The Motion Carried.

REGIONAL WATER SUPPLY PLAN - STATUS REPORT

Mr. John Carlock, Deputy Executive Director, was available to answer any questions regarding this status report.

Comr. Hildebrandt noted that since the draft will be done in mid-2009, he asked when it is expected to be submitted. Mr. Carlock replied that the end of 2009 is the expectation.

Chairman Fraim noted that no action is required for this item.

REGIONAL REVIEWS

A. PNRS Items (Initial Review)

No PNRS items were received for review during the past month.

B. Environmental Impact Assessment/Statement Review

New Science Building, Christopher Newport University; Newport News

Construction of a Mid-Atlantic Joint Regional Correctional Facility at Northwest Annex, DOD/Navy; Chesapeake

Chairman Fraim noted that no action is required for this item.

PROJECT STATUS REPORT

No questions or comments were noted.

FOR YOUR INFORMATION

No questions or comments were noted.

OLD/NEW BUSINESS

A. Reimbursement to HRPDC for HRTA Related Expenses

Mr. Farmer stated he has been in contact with Secretary of Transportation Pierce Homer and Senator Harry Blevins regarding the reimbursement of approximately \$295,000 in expenses related to HRTA activities. Secretary Homer and Senator Blevins have both agreed to work cooperatively to include reimbursement funds in the upcoming budget cycle similar to what they will be doing for Northern Virginia. He added he is confident the state will have a line item to reimburse the PDC for a significant portion of those expenses. Mr. Farmer also assured the Commissioners he will be tracking the legislation personally.

Mayor Frank added he spoke with the Governor's Chief of Staff and asked them to put it in the Governor's submitted budget and he thought they would do that.

B. Urban Area Security Initiative (UASI) - FY 2008

Mr. Farmer introduced Mr. Rich Flannery, Emergency Management Administrator, to provide an overview of the FY08 UASI projects. He added that as the agenda information was being sent, the PDC received notice that the Department of Homeland Security (DHS) had changed their schedule for the UASI funding program and the Urban Area Working Group (UAWG)

recommendations for the investment justifications (IJs) and the amount of funding for each submitted to DHS with a UAWG recommendation.

Mr. Farmer stated he thought the Commissioners should see the UAWG recommendations, and with PDC approval, the staff will submit the packet with the UAWG recommendation.

Mr. Flannery stated the UASI Grants Program provides funding for DHS initiatives for agencies seeking to improve current capabilities and establish them where needed for preventing, preparing, responding to and recovering from threats or acts of terrorism. Entities that use these funds include public safety organizations, utilities, transportation and many other agencies within Hampton Roads. UASI was established in 2003 by DHS and in 2007 Hampton Roads was awarded \$8 million. In 2008, a separate package of investments was submitted and UASI was subsequently awarded \$7.7 million. Considering the three percent average national decrease for all UASIs, Hampton Roads did well in this competitive process.

The vetting process was taken on by a subcommittee of the UAWG who made recommended allocations based on identified regional priorities for Homeland Security initiatives. He displayed a list of projects that were submitted for FY08 with some projects listed that were not funded. He commented that those unfunded projects will be considered for FY09 to see if the IJs can be improved.

Mr. Flannery reviewed the FY08 UASI projects that were funded as well as the amount recommended by UAWG based on the information submitted. The projects and associated funds are listed as follows:

- ▲ Regional Security for Mass Transit (\$250,000)
These funds are for transit employee training to look for and deal with suspicious activities or packages.
- ▲ Expand & Enhance Interoperable Voice & Data (\$4,000,000)
This project received the most funding since historically it is interoperability that has difficulties during a disaster.
- ▲ Hampton Roads Citizen Corps Council Public Education & Outreach Initiatives (\$600,000)
These funds will be used for public awareness campaigns to ensure the region's citizens have the information to be ready for any type of disaster.
- ▲ Strengthen & Enhance Special Needs Regional Capabilities (\$875,000)
Part of this project is the installation of a crisis software management tool called WebEOC that is utilized by all the emergency management offices in Hampton Roads. The other part of this project is for continued funding of the PDC's medical special needs planner position and continued public outreach to special needs populations in the region.

- ▲ Hampton Roads Bomb Squad Initiative (\$1,002,200)
This funding is for replacement equipment as well as training to bring the Hampton Roads bomb squads up to Type 1 status.
- ▲ Risk and Capabilities Assessment, Planning and Multi-Regional Coordination (\$500,000)
This provides funding and it identifies capabilities and gaps in Hampton Roads that serve as a basis for future funding prioritization. This project was submitted in conjunction with the Richmond UASI.
- ▲ Coordinated Maritime Security and Response (\$300,000)
Continue full scale maritime planning and exercise efforts between the Ports of Hampton Roads and Baltimore.

The last two are multi-region projects. By submitting multi-region projects, higher funding preference is given from DHS.

Mr. Flannery concluded his presentation and offered to answer questions.

Mayor Frank stated he was somewhat uncomfortable authorizing this without having more background and more information than what has been provided. He added that he did not understand how the core risks are being addressed with this kind of money. He asked if someone could provide additional information at a subsequent meeting regarding the critical identified issues in protecting the region and the port, and how these things relate to that.

Mr. Farmer replied that this is just a small picture of the efforts that Mr. Flannery and the emergency management staff have been working on. This is the second round of funding and includes UAWG which consists of representatives and city managers from all the localities. They deliberate to determine plans for spending the funds and let DHS know this information.

Mayor Frank commented that this is the first time he has heard this information and it would increase his comfort level in voting to support this by additional information being presented at a subsequent meeting.

This is a very cumbersome process but is regulated by the federal and state government. A request was made to have Steve Mondul from the state provide additional information since he is part of UAWG.

Comr. Clark Moved to approve submission of the packet; seconded by Vice Chairman Goodson. The Motion Carried.

C. Environmental Program Contract – HR FOG

Mr. Farmer explained that in September the Executive Committee authorized him as Executive Director to contract with Parsons Brinckerhoff (Parsons) to conduct some additional consulting work for Hampton Roads FOG, the program to manage fats, oils and grease in the sanitary sewer system. This program was

under contract with the City of Virginia Beach and in order to complete the work, it was thought it would be best if the PDC executed the supplemental contract with Parsons. After legal review, it appears the process can be expedited if the PDC contracts with the City of Virginia Beach and allow them to complete the contract with Parsons. He stated he wanted to make the Commissioners aware and obtain authorization to contract with the City of Virginia for \$11,000 that is already in the Work Program rather than with Parsons.

Mayor Frank Moved to authorize Mr. Farmer to contract with the City of Virginia Beach; seconded by Comr. Smith. The Motion Carried.

ADJOURNMENT

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 12:00 p.m.

Dwight L. Farmer
Executive Director/Secretary

Bruce C. Goodson
Chairman