

**Hampton Roads
Chief Administrative Officers (CAO) Meeting**

**WEDNESDAY, MARCH 1, 2023
11:30 AM**

**Williamsburg's Community Building
401 N Boundary Street
Williamsburg, VA 23185**

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes (Attachment 3)

The Summary Minutes from the January 4, 2023 CAO Committee meeting are attached for the Committee's consideration and approval.

IV. Public Comment

Members of the public will be provided an opportunity to address the CAO Committee. Comments will be limited to three minutes per speaker.

V. Update/Discussion on Regional Projects and Efforts

The Executive Director will provide an update and request discussion on the following regional items:

- I-64 Gap Status
- Regional Broadband Efforts
 - Southside Fiber Ring Construction – Chesapeake, Norfolk, Portsmouth, Suffolk, Virginia Beach
 - VATI Grant/Construction for Isle of Wight, Suffolk and Southampton
 - Federal grant for extension to Hampton and Newport News
- Jefferson Lab
- Brithplace of America Trail (BoAT)
- Congressional Appropriation Requests – potential requests such as the BoAT
- Regional Violence and Crime Roundtable – next steps

VI. CAO Information Sharing

Each CAO will be asked to share information on items of regional interest from their locality. Potential topics include plans for salary adjustments in upcoming locality budgets, and items of interest from the General Assembly session.

VII. Other Business

VIII. Next Scheduled Meeting

The next CAO Committee meeting is scheduled for May 3, 2023 and will be hosted in Franklin/Southampton County.

IX. Adjournment

**Hampton Roads Planning District Commission
Chief Administrative Officers Meeting
Summary Minutes of January 4, 2023**

The Chief Administrative Officers (CAO) Committee meeting was called to order at 11:31 a.m. by Mr. Chris Price, Chesapeake City Manager and Vice-Chair of the CAO Committee, at the Great Bridge Battlefield & Waterways Museum located at 1775 Historic Way in Chesapeake, Virginia.

CAO Committee Members in Attendance:

Chris Price	Chesapeake
Amanda Jarratt	Franklin
Carol Steele	Gloucester County
Brian DeProfio for Mary Bunting	Hampton
Randy Keaton	Isle of Wight County
Scott Stevens	James City County
Cynthia Rohlf	Newport News
Chip Filer	Norfolk
Randy Wheeler	Poquoson
Trey Burke for Mimi Terry	Portsmouth
Michael Stallings	Smithfield
Al Moor	Suffolk
Andrew Trivette	Williamsburg
William Saunders	Windsor
Neil Morgan	York County

CAO Committee Members Absent:

Brian Thrower	Southampton County
Patrick Duhaney	Virginia Beach

Executive Director:

Robert A. Crum, Jr.

Others Recorded Attendance:

Mark Geduldig-Yatrofsky, Community Advisory Committee
Sarah Jane Kirkland, CIVIC Leadership Institute
Doug Smith, Hampton Roads Alliance
Shawn Avery, Hampton Roads Workforce Council
Diane Kaufman, Senator Kaine's Office
Drew Lumpkin, Senator Warner's Office
Greg Grootendorst, HRPDC
John Harbin, HRPDC
Whitney Katchmark, HRPDC
Matt Klepeisz, HRPDC/HRTPO

Vice-Chair Price welcomed everyone to Chesapeake and the Great Bridge Battlefield & Waterways Museum and briefed the committee on the museum's history, purpose, and other efforts to develop the waterfront along the Intracoastal Waterway.

Approval of Agenda

Vice-Chair Price asked if there were any additions or revisions to the agenda. No additions or revisions were offered. Mr. Michael Stallings from Smithfield Moved to approve the agenda as presented; seconded by Ms. Amanda Jarratt from Franklin. The Motion Carried.

Approval of Minutes

The summary minutes of the November 2, 2022, CAO Committee meeting were included in the agenda packet for the committee's consideration and approval. Mr. Al Moor from Suffolk Moved to approve the summary minutes as presented; seconded by Mr. Stallings. The Motion Carried.

Public Comment

Members of the public were provided the opportunity to address the CAO Committee. There were no in-person requests to comment.

Regional Legislative Agenda and General Assembly Session

Mr. Robert A. Crum, Jr., HRPDC/HRTPO Executive Director, led a discussion on the 2023 Regional Legislative Priorities approved by the Hampton Roads Planning District Commission (HRPDC) and Hampton Roads Transportation Planning Organization (HRTPO) at their October meetings. A primary theme of the regional agenda is public safety, reflecting the work of the Hampton Roads Mayors and CAOs work sessions, focused on addressing violence in the region and potential solutions to address the issue. At the work sessions, the Mayors and CAOs heard from local Police Chiefs, Commonwealth Attorneys, and other key stakeholders. Over the course of four meetings, the Mayors and CAOs came to a consensus on several legislative priorities that would enhance public safety services provided by local governments. At a meeting on December 20, 2022, these priorities were shared with the legislative liaisons representing various localities in the region.

Vice-Chair Price said that in addition to supporting all public safety priorities included in the regional agenda, Chesapeake is also advocating for HB 1380 which expands law enforcement authority for conducting traffic stops. He encouraged the support of other localities.

Mr. Crum continued to highlight other legislative priorities from the regional agenda, including identifying a dedicated and sustainable funding source for flood prevention projects and funding to finish expanding Interstate 64 between Hampton Roads and Richmond to three lanes in each direction. This remaining expansion project is estimated to cost a total of \$750 million and will be constructed in three phases at approximately \$250 million each. Despite the Virginia General Assembly allocating \$470 million, the Central Virginia Transportation Authority allocating \$100 million, and New Kent County receiving \$25 million

for the project, there remains a funding gap of \$155 million. Mr. Crum recommended two funding opportunities that could address the shortfall, including the federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) program and Virginia's SMART SCALE program. The committee discussed project phasing, noting that the first phase will be in New Kent County and is proceeding despite incomplete funding. The committee also discussed the importance of the project to the greater Richmond region and the City of Richmond's efforts to prioritize it.

Mr. Crum noted other legislative priorities, including recognizing the Birthplace of America Trail (BoAT) as one of four major trail initiatives in the Commonwealth and committing appropriate resources to it, securing state matching funds for Jefferson Lab's effort to attract a High-Performance Data Facility, and allowing local governments the flexibility to utilize electronic options for public meeting notices.

Vice-Chair Price expressed concern over a recently published rule by the Environmental Protection Agency pertaining to defining Waters of the U.S. and its implications on some legislative priorities, including preparing shovel-ready sites and supporting the offshore wind industry. The committee also discussed the status of Jefferson Lab, noting that the state match included in the Governor's proposed budget exceeds the request and there is greater confidence that the facility will locate at Jefferson Lab.

Hampton Roads Alliance – Eastern Virginia Regional Industrial Facilities Authority (EVRIFA)

Mr. Crum introduced Doug Smith, President and CEO of the Hampton Roads Alliance, to brief the committee on the work of the Alliance and provide a status report on the EVRIFA. Mr. Smith gave a brief recap of the previous two years, sharing that the Alliance focused on supporting and expanding existing businesses in 2021 and built on that momentum in 2022 by making internal changes to enhance its service delivery. Major initiatives launched include a \$10 million private capital campaign and a mentoring program to address succession in the economic development field. Key strategic plans, including the Hampton Roads Comprehensive Economic Development Strategy, the Hampton Roads Recovery and Resilience Action Plan, and a comprehensive study of the region's current and future energy needs and sources, were also completed. For 2023, the Alliance will broaden its focus to include supporting infrastructure to ready sites for development, aligning efforts to attract industries supported by the Inflation Reduction Act, and growing regional collaboration through the model established by the EVRIFA. Business retention and expansion efforts will continue for key target industries, including food and beverage, skilled manufacturing with a focus on the offshore wind industry, high-quality warehousing and logistics, and data centers.

Mr. Smith stated that the Alliance now manages the EVRIFA with the support of part-time staff. Staff is working with the Authority's Board of Directors to determine new opportunities and projects where a regional approach to economic development can be used. Participating localities have seen the benefits of such an approach and the localities that have not yet joined the EVRIFA are encouraged to consider doing so. Mr. Smith concluded by inviting the committee to attend the Alliance's upcoming annual meeting, which will include a briefing on the Alliance and economic development activities in the region for newly elected officials.

The committee discussed the region's water supply and its role in economic development. An abundant and affordable supply of water, either reclaimed or otherwise, was noted as a key deterrent for certain industries, such as chip manufacturing and data centers. Mr. Smith said the Alliance is working with the Regional Economic Development team to advance the conversation and seek out new opportunities.

Updates from Hampton Roads Workforce Council and CIVIC Leadership Institute

Mr. Crum introduced Shawn Avery, President and CEO of the Hampton Roads Workforce Council, and Sarah Jane Kirkland, President and CEO of the CIVIC Leadership Institute, to brief the committee on the work of these organizations.

Mr. Avery began his presentation by sharing several recent funding awards granted to the Hampton Roads Workforce Council, including an \$11 million Good Jobs Challenge Grant, \$29 million from the U.S. Navy, and another \$8 million from other federal sources. Together, these funds will be used to build out regional training capacity for key industries, align K-12 curricula to meet industry needs, and partner with community colleges to provide training programs and education services. The Council also recently received pro-bono services from McKinsey & Company to develop a regional workforce training system specific to the maritime and offshore wind industries. Other ongoing initiatives include coordinating employment fairs with all military installations located in the region, working with higher education institutions in the region to retain college graduates by helping them find local employment, and supporting an internship program with the Hampton Roads Sanitation District. The committee discussed the internship program and how it may be applied to localities' Public Works Departments.

Ms. Kirkland provided a brief overview of the CIVIC Leadership Institute. For more than 25 years, the Institute has served as the region's premier leadership organization by connecting and engaging executive-level leaders with the goal of improving life in Hampton Roads. The signature Executive Leadership Program provides a critical forum to discuss ideas and hear from experts while also providing its members the opportunity to engage, participate, and act on regional initiatives. The CIVIC Scholars Program provides leadership training to local college students and connects them with executives through a mentorship program, helping to retain talent and build the region's future leaders. The Institute has resumed in-person events but continues to collaborate virtually. The committee discussed the typical size and make-up of the Executive Leadership Program, which is capped at about 50 participants each session, with at least two to three from local government. Ms. Kirkland concluded her remarks by emphasizing the importance of strong leadership in all sectors and facets of the community to realize the full potential of Hampton Roads.

Items of Regional Interest

A brief discussion took place on items of regional interest including tourism, significant development projects, compensation practices for public defenders, implications of the grocery tax cut, and real estate assessments.

Other Business

No other business was discussed.

Next Scheduled Meeting

The next CAO Committee meeting is scheduled for March 1, 2023 and will be hosted in Williamsburg.

Adjournment

There being no further business to come before the CAO Committee, the meeting was adjourned at 1:14 p.m.

Respectfully submitted,
Robert A. Crum, Jr.
Executive Director/Secretary