

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

**WEDNESDAY, MARCH 2, 2022  
11:30 AM**

**Christopher Newport University  
Mary M. Torggler Fine Arts Center (“The Torggler”)  
1 Avenue of the Arts, Newport News, VA 23606**

***The venue host will be providing a tour of the center prior to the meeting.  
If you are interested in touring The Torggler, please plan to arrive at the center no later  
than 11:00 AM. Visitor parking is next to the building in Lot B.  
A map is attached for your convenience.***

**I. Call to Order**

**II. Approval of Agenda**

**III. Approval of Minutes**

The Summary Minutes from the January 5, 2022 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 should be limited to three minutes per speaker.

**V. Leadership Exchange Visit**

Bryan Stephens, President and CEO of the Hampton Roads Chamber, will brief the CAO Committee on the Leadership Exchange Visit to Charlotte, North Carolina that is planned for June 22–25, 2022. HRPDC Chair Andria McClellan is serving as the Co-Chair of this visit. Mr. Stephens will discuss opportunities for participation in this event by our region’s CAOs, potentially as part of a CAO roundtable with Charlotte City Manager Marcus Jones on Friday, June 24. Background information and an agenda for this Leadership Exchange Visit is enclosed.

**VI. Potential for Intergovernmental Services Agreement**

SIA Solutions, on contract support to Navy Region Mid-Atlantic, will present an overview of the Intergovernmental Support Agreement (IGSA) Program, which brings together communities and the military to form mutually beneficial partnerships. The IGSA Program works to develop collaborations between military installations and local and state government agencies to reduce operating and service costs, and support the DOD mission. Partnerships encourage innovation and collaboration between partners, which drives modernization throughout the military. Additionally, partnerships identify cost efficiencies, reduce installation service response times, and

improve communications, which contribute to readiness, modernization, and reform. With the Hampton Roads region being home to 15 installations, SIA Solutions will provide an overview of how IGSA's can play a crucial role in bringing together partnerships among the military and public sector.

Mr. John Broughton from SAI Solutions will provide this briefing and ask for questions and input from the CAO Committee.

## **VII. Information Sharing on Budget Preparation**

CAO Committee members will be asked to share information on budget preparation efforts for their localities, including plans for salary adjustments for local government staffs.

## **VIII. Discussion of Need for a Legislative Affairs/Grants Position at the HRPDC**

At last month's CAO Committee meeting, the Executive Director reported on a proposal to create a Legislative Affairs/Grants Position at the HRPDC. Following an extensive discussion, the Committee asked that this item be included on this month's CAO Committee agenda for further discussion. As background information, for the past six years, the HRPDC and HRTPO have adopted a regional legislative agenda to convey to the General Assembly and Federal Delegation issues of regional significance that should be addressed on behalf of the Hampton Roads region.

At present, regional legislative efforts at the HRPDC are largely coordinated by the Executive Director. The HRPDC Chair has requested that the CAO Committee discuss whether the FY 2023 Budget for the HRPDC should consider the addition of a Legislative Affairs position at the HRPDC. Following discussion at the last CAO Committee meeting, the Executive Director has broadened the responsibilities of this proposed position to include grantsmanship activities.

The responsibilities of this position would be similar to those of the locality legislative affairs positions, but at a regional level. Duties would include but not be limited to the following:

- Working with the HRPDC/HRTPO Regional Legislative Committee to develop the regional legislative agenda
- Coordinating efforts among the legislative liaisons from the region's localities
- Representing the region during the General Assembly session in Richmond
- Monitoring Federal and State legislative activities and proposed legislation on an ongoing basis and reporting to the CAO Committee, Board, local governments, Executive Director and HRPDC staff on potential impacts and opportunities for our region
- Establishing and maintaining relationships and partnerships at the Federal and State levels

- Monitoring and identifying Federal and State funding opportunities for our region, and preparing regional grant applications to access this funding.

The Executive Director will introduce this item and request input from the CAO Committee on a potential recommendation for consideration by the HRPDC. Information on the total expenses of this position and how they would be distributed among the 17 HRPDC member localities on a per capita basis will be distributed in advance of the meeting.

The Executive Director will be working with the HRPDC/HRTPO Personnel and Budget Committee through the month of April to prepare the proposed FY 2023 HRPDC/HRTPO Budget. Direction is requested from the CAO Committee on whether this proposed position should be considered as part of this budget preparation process.

## **IX. Update on Regional Items**

The Executive Director will provide an update on the following items:

- Potential HRPDC Letter to Federal Delegation on Water Resources Development Act (WRDA) - see attached letter from the Hampton Roads Military and Federal Facilities Alliance
- General Assembly Update, including efforts to secure funding for the next segment of I-64 improvements
- Regional Fiber Ring – an update on the construction schedule for the southside fiber ring and discussion on the process to begin efforts to extend this fiber network to the Peninsula
- HRPDC Virginia Telecommunication Initiative (VATI) Broadband Grant for Isle of Wight and Southampton Counties and the City of Suffolk
- GO Virginia Unmanned Systems planning effort
- Agenda items for March HRPDC meeting

## **X. Other Business**

## **XI. Adjournment**



# CHRISTOPHER NEWPORT UNIVERSITY

## CAMPUS MAP

### BUILDINGS/AREAS

1. Christopher Newport Hall
  - a. Admission Welcome Center
2. CNU Apartments
  - a. Harrison
  - b. Jefferson
  - c. Madison
  - d. Monroe
  - e. Washington
3. CNU Landing
4. CNU North
5. CNU Village
  - a. Taylor
  - b. Tyler
  - c. Wilson
6. Commonwealth Hall
7. David Student Union
  - a. Captains Locker
  - b. Regattas
8. Ferguson Center for the Arts
  - a. Diamonstein Concert Hall
  - b. Peebles Theatre
  - c. Studio Theatre
9. Ferguson Center Parking Deck
  - a. Parking Services
10. Forbes Hall
11. Freeman Center
  - a. Field House
  - b. Gaines Theatre
  - c. Trieshmann Health & Fitness Pavilion
  - d. Windsor Health & Counseling Center
12. Great Lawn
13. Greek Village
14. Grounds Department
15. Hiden-Hussey Commons
16. Hoinkes Plaza/Bell Tower
17. James River Hall
18. Klich Alumni House
19. Luter Hall
20. Mary M. Torggler Fine Arts Center
21. McMurrin Hall
22. Military Science Building
23. Plant Operations Warehouse
24. Pope Chapel
25. Potomac River Hall
  - a. North
  - b. South
26. Presidents Hall
27. Rappahannock River Hall
28. Ratcliffe Hall
29. Santoro Hall
30. Saunders Plaza
31. Tribble Library
  - a. Einstein's Cafe
32. University Police
33. Warwick River Hall
34. York River Hall
  - a. East
  - b. West

### ATHLETICS FIELDS

- A1. Belk Track
- A2. Captains Field - Soccer
- A3. Captains Park - Baseball
- A4. Captains Park - Softball
- A5. Jennings Family Stadium - Field Hockey/Lacrosse
- A6. Eyre Tennis Courts
- A7. TowneBank Football Stadium
- A8. Practice Fields

### PARKING: (Lots are named by letter)

- CNU Apartments, CNU Landing, CNU Crossing
- CNU Village Parking Deck
- Main Campus Residents
- Main Campus Residents, Faculty/Staff
- Main Campus Residents, Day Student, Faculty/Staff
- Day Student, Faculty/Staff
- Faculty/Staff
- Rappahannock River Hall Parking Deck
- Open (with any valid CNU decal)
- Visitor Parking
- Retail Only

