

Minutes
Executive Committee Meeting
Board of Directors of the Virginia Economic Development Partnership Authority
June 16, 2021
Electronic (Zoom) Meeting

Call to Order

The meeting was called to order at 4:01 p.m. by Chair Ned Masee, who noted that a quorum was present.

Committee Members Present: Secretary Brian Ball, Rick Harrell, Ned Masee, Dan Pleasant, Marianne Radcliff, and Xavier Richardson

Committee Members Absent: Bill Hayter and Secretary Aubrey Layne

VEDP Staff Present: Lindsay Barker, Vince Barnett, Jamie Canup, Nicole David, Ryan Dunn, Jason El Koubi, Stephanie Florie, Jenn Garrett, Sharon Grant, Bob Grenell, Sandi McNinch, Lori Melancon, Nathalie Molliet-Ribet, Stephen Moret, Christy Morton, Cole Pearce, Tim Stuller, Karin Sun, Carrie Vuori, and Adam Watkins

Guests Present: Carrie Chenery, Greg Fairchild, Deborah Flippo, April Kees, Vince Mastracco, Ann Oman, and Cass Rasnick

Chair Masee welcomed guests to the electronic meeting of VEDP's Executive Committee. Chair Masee noted that the Governor had declared a state of emergency in March of 2020 due to the potential spread of COVID-19, a communicable disease threatening public health. The nature of the emergency makes it unsafe for the Committee to assemble in a single location. Because an in-person meeting is unsafe and the Committee wishes to discharge its lawful purposes, duties and responsibilities, the Committee is permitted by the Virginia Freedom of Information Act, as amended by the State Budget, to meet by electronic means without a quorum of members being physically assembled at one location.

Chair Masee added, the Committee will start in a Zoom environment that is open to the public. The agenda suggests that the Committee will enter into a closed meeting for a portion of the meeting. When the Committee is ready to enter into a closed meeting, the Committee members and VEDP staff necessary to support the closed meeting will be invited to join a Zoom breakout room, where the closed meeting will take place. When the closed meeting is concluded, the Committee members will rejoin the public Zoom environment and the public portions of the meeting will continue. Should anyone from the public get disconnected from the public Zoom environment and be unable to re-engage, he or she was invited to call 804.545.5615 and speak to Jenn Garrett. The Committee will halt the public portion of the meeting until the connection can be re-established.

Chair Masee shared a few reminders of things that would be different than in-person meetings:

- Everything on the public Zoom environment will be recorded and the recording will be posted on VEDP’s website.
- All votes will be taken by roll call.
- Members should use the mute function, unless speaking—and remember to unmute at the appropriate time.
- During the public comment period, any member of the public wishing to make a comment should simply unmute and speak at that time or use the Chat function and ask to be given an opportunity to speak.
- Likewise, during the meeting, Committee members should simply unmute themselves to speak or use the Chat function.

Public Comment Period

Chair Masee solicited public comments. There were none.

Approval of Minutes

Chair Masee asked for approval of the minutes from the April 28, 2021 meeting. A motion was made by Mr. Harrell and seconded by Mr. Pleasant and the minutes were unanimously approved as presented by a roll call vote.

Upon the vote:	Chair Masee	Aye
	Secretary Ball	Aye
	Mr. Harrell	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Aye

President’s Report

Mr. Moret began his remarks by mentioning that this would be Chair Masee’s last Executive Committee meeting as Chair of the Committee and of the Board of Directors. Mr. Moret thanked Chair Masee for his dedicated service and support over the past two years. Mr. Moret explained that VEDP is planning additional recognition of Mr. Masee to take place at the next in-person Board meeting.

Mr. Moret shared an update on VEDP’s goals for the year. He said that VEDP is ending the fiscal year strong on metrics. He said that the International Trade team will exceed their goal for companies served. He explained that the year started a little slow for the Business Investment team, in terms of metrics, but that they are ending the year exceeding all of their goals. He added that the impressive results reflect the contributions of teams across VEDP and partners from around the state. He shared that there are still a few projects left to announce for this fiscal year. Mr. Moret offered his congratulations to everyone across VEDP for the strong finish.

Mr. Moret provided an update on VEDP’s major initiatives for the year. He said that he is very pleased with the staff’s work and reported that most of the initiatives are on track. He highlighted a few initiatives that will take a little extra time to complete, due to factors previously discussed with the Committee.

Mr. Moret shared notable developments since the last Board meeting.

Mr. Moret spoke about the outstanding project activity across Virginia, with a great mix of projects. He explained that Virginia will be eliminated for some of the mega projects due to a lack of prepared sites.

Mr. Moret shared information on the recent VEDP staff survey. He said that 97% of the staff participated and that there was a nice improvement in staff satisfaction and pride.

Mr. Moret reported that the results of the annual partner survey were also very encouraging, noting an increase in the overall level and quality of communication, collaboration, and coordination.

Other highlights from Mr. Moret included positive national rankings progress; launch of planning and talent recruitment for the Virginia Office of Education Economics (VOEE); and update that 22 companies have committed to being a part of Team Virginia.

Mr. Moret shared his top priorities for the next few months.

Mr. Moret highlighted the current project pipeline, with several wins expected by early FY22; planning and execution of the expansion of several VEDP led programs, now that new funding is in place; the next issue of *Virginia Economic Review* focusing on International Trade; continuation of the value prop project; completion of several national searches for key VEDP leadership roles; expansion of VEDP's Talent Management program; *Area Development* Consultants Forum in Richmond; special session planning with an emphasis on a potential site development opportunity; and return-to-office plans, including some level of remote work for the staff.

Mr. Moret concluded his report by sharing an "FY21 in review" recap of some of the big impacts VEDP and its partners have made during a challenging period. He also thanked the Board and VEDP's state, local, and regional partners for the successes of this past year.

Chair Massee thanked Mr. Moret and the VEDP team for the extraordinary results during a tough period.

Closed Meeting:

FY22 Operational Planning; FY22 Marketing Planning; Personnel

A motion was made by Mr. Richardson and seconded by Mr. Harrell to move into a closed meeting. The motion shown below was unanimously approved by roll call vote.

Upon the vote:	Chair Massee	Aye
	Secretary Ball	Aye
	Mr. Harrell	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Aye

I MOVE THAT THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS OF THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY CONVENE A CLOSED MEETING PURSUANT TO VIRGINIA CODE §2.2-3711(A)(1) TO ENGAGE IN A DISCUSSION REGARDING THE ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE,

DEMOTION, SALARIES, DISCIPLINING, OR RESIGNATION OF VEDP'S EMPLOYEES, INCLUDING THE ANNUAL REVIEW FOR THE PRESIDENT AND CHIEF EXECUTIVE OFFICER, AND SUCCESSION PLANNING; AND PURSUANT TO VIRGINIA CODE §2.2-3711(A)(50) TO ENGAGE IN A DISCUSSION OR CONSIDERATION OF THOSE PORTIONS OF VEDP'S STRATEGIC PLAN, MARKETING PLAN OR OPERATIONAL PLAN, THAT MAY RELATE TO TARGET COMPANIES, SPECIFIC ALLOCATION OF RESOURCES AND STAFF FOR MARKETING ACTIVITIES, AND SPECIFIC MARKETING ACTIVITIES THAT WOULD REVEAL TO THE COMMONWEALTH'S COMPETITORS FOR ECONOMIC DEVELOPMENT PROJECTS THE STRATEGIES INTENDED TO BE DEPLOYED BY THE COMMONWEALTH, THEREBY ADVERSELY AFFECTING THE FINANCIAL INTEREST OF THE COMMONWEALTH.

Mr. Moret asked that VEDP staff and legislative guests be allowed to stay for the closed meeting for all matters, with the exception of Personnel, and Chair Masee agreed.

Back in Open Meeting, Certification of Closed Meeting – Followed by a Roll Call vote:

WHEREAS, THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS OF THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY HAS CONVENEED A CLOSED MEETING ON THIS DATE PURSUANT TO AN AFFIRMATIVE RECORDED VOTE AND IN ACCORDANCE WITH THE PROVISIONS OF THE VIRGINIA FREEDOM OF INFORMATION ACT; AND

WHEREAS, THE ACT REQUIRES A CERTIFICATION BY THIS COMMITTEE THAT SUCH CLOSED MEETING WAS CONDUCTED IN CONFORMITY WITH THE ACT;

NOW, THEREFORE, BE IT RESOLVED, THAT THE COMMITTEE CERTIFIES THAT, TO THE BEST OF EACH MEMBER'S KNOWLEDGE, (I) ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS UNDER THE ACT WERE DISCUSSED IN THE CLOSED MEETING TO WHICH THIS CERTIFICATION RESOLUTION APPLIES, AND (II) ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION BY WHICH THE CLOSED MEETING WAS CONVENEED WERE HEARD, DISCUSSED, OR CONSIDERED IN THE CLOSED MEETING BY THE COMMITTEE.

Upon the vote:	Chair Masee	Aye
	Secretary Ball	Aye
	Mr. Harrell	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Absent for the vote

Mr. Pleasant made a motion to recommend approval of the FY22 Operational Plan, including the budget, to the full Board. Ms. Radcliff seconded the motion, and the motion was unanimously approved by roll call vote.

Upon the vote:	Chair Masee	Aye
	Secretary Ball	Aye
	Mr. Harrell	Aye

Mr. Pleasant	Aye
Ms. Radcliff	Aye
Mr. Richardson	Absent for the vote

Ms. Radcliff made a motion to recommend approval of the FY22 Marketing Plan to the full Board. Mr. Pleasant seconded the motion, and the motion was unanimously approved by roll call vote.

Upon the vote:	Chair Massee	Aye
	Secretary Ball	Aye
	Mr. Harrell	Aye
	Mr. Pleasant	Aye
	Ms. Radcliff	Aye
	Mr. Richardson	Absent for the vote

Next Meeting and Adjournment

The next meeting of the Executive Committee will be held on August 4, 2021, time TBD.

There being no further business, the meeting was adjourned at 5:49 p.m.

Respectfully submitted,

Nicole David

Acting Recording Secretary