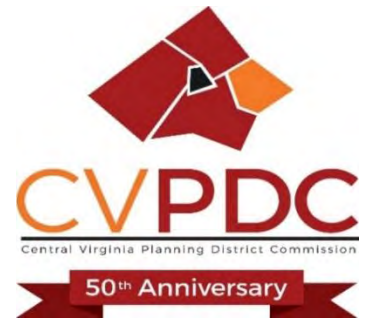


**Central Virginia Planning District Commission
Executive Committee Meeting**

Friday, May 3, 2019

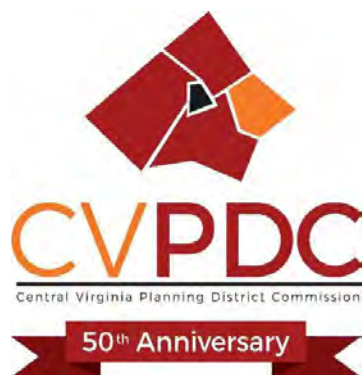
9:00 a.m.

**CVPDC offices, 12th Floor
828 Main Street, Lynchburg**



Agenda

1. Welcome..... Kenneth Campbell, Chair
2. Approval of March 29 Meeting Notes..... Kenneth Campbell, Chair
(Attached)
3. Discussion on Creation of a Central Virginia Training Center Redevelopment Plan Gary Christie
(See Attached File)
 - a) Overview
 - b) Draft Scope of Work
 - c) Map and Vicinity Profile
 - d) Briefing Paper from Alliance
4. GO Virginia Gary Christie
 - a) Comparison of Regional CEDS Priorities
 - b) Suggestions for Nominations to Region 2 Board
5. Review of October 17 Dinner Meeting Gary Christie
 - Purpose
 - Usefulness
 - Theme/speaker
6. Other Business Gary Christie
7. Next meeting – Friday, June 28, 10:30 a.m.? If needed
 - a. Personnel Policies



**Central Virginia Planning District
Commission**

CVPDC Offices, Lynchburg

March 29, 2019

Executive Committee Meeting

Members Present

Kenneth Campbell, CVPDC Chair
Sara Carter, Amherst Town Manager
Waverly Coggsdale, Altavista Town Manager
Dean Rodgers, Amherst County Administrator
Bonnie Svrcek, Lynchburg City Manager
Russell Thurston, Brookneal Town Manager

CVPDC Staff:

Emmie Boley
Gary Christie
Susan Cook
Kelly Hitchcock
Rosalie Majerus
Scott Smith

Megan Lucas, Lynchburg Regional Business Alliance, joined by telephone.

Welcome and Meeting Notes from January 4, March 1, and 6.

CVPDC Chair Kenneth Campbell welcomed the committee and noted that we have a good representation from the Towns in the region but are one county/city short of a quorum (3 are needed and 2 were present). The committee reviewed the notes of March 1 and 6 and did not recommend any changes.

Personnel Policies

Gary Christie provided an introduction to the personnel policies saying:

- The current policies were based on Campbell County's policies around 2006.
- The current policies have been modified several times to incorporate non-profits of the Region 2000 Partnership. Since those non-profits are no longer on our payroll, then we should remove those referenced sections from our policies.
- Using our blanket services contract, staff retained the Berkeley Group and Margaret Schmitt, and asked Margaret to re-write the document streamlining and updating the policies to current laws.

Margaret began an overview of the proposed changes following the attached chart. Highlights are:

- Added a section on employment at will
- Expanded annual leave for longer term employees
- Expanded sick leave carryover for VRS classified Hybrid employees
- Removal of the Sick Leave Bank from the policies for new employees
- Added code of conduct
- Bereavement/Funeral leave removes the 2 per year limitation

Several questions came from the committee:

- How many employees would be in the added annual leave tiers?
- Why does the organization pay \$20 per day for unused sick leave upon separation?
- Why is there a different “definition” of family members for use of sick leave than for other leave? What are the trends in family member leave?
- Why should VRS Hybrid plan members have less sick leave carryover than VRS Plan 1 or 2 employees?

The Committee recommended that the personnel policies be circulated among staff for comment.

Central Virginia Training Center Redevelopment Plan Development

Megan Lucas joined by telephone. The committee decided to have another meeting for this topic when more jurisdictions could be available to participate.

Preliminary 2019-2020 CVPDC Budget

Gary and Rosalie presented a preliminary 2019-2020 CVPDC budget noting:

- The VDOT PL revenue numbers for next year haven’t been received yet and this budget contains last year’s numbers. Typically those numbers don’t change radically from year to year.
- There is a 2% performance based pay increase included in the budget.
- Staff estimates a carry over this year to reserves of \$39,349.
- There is an additional planner position included in this budget at a \$50,000 salary and \$20,000 travel/equipment cost
- The 2019-2020 preliminary budget is \$61,667 in the red due to this additional position.

There were no comments or questions about the preliminary budget as the Committee will take the information for review. The budget will be considered at the April 18 meeting.

Use of 2019-2020 Rural Transportation Funds for a Bedford Town Intersection Study

Gary and Scott led a discussion to utilize 2018-2029 and 2019-2020 Rural Transportation funds for a Bedford Town Intersection Study at the intersection of Route 211 and Independence Blvd. They noted that, if approved, this project will be the only major intersection study in 2019-2020 because most of the staff time will be focused on the update to the MPO Long Range Transportation Plan.

The Committee suggested that representatives from the Town of Bedford be on hand for the April 18 Commission meeting to express their support for the project.

Discussion on use of Dues to pay for Staff Time for Projects and Services

Gary noted that several jurisdictions had asked for staff time for projects and services expecting that time to be covered by dues.

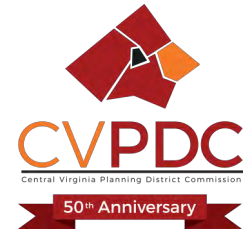
Gary circulated a document from a reorganization in 2000 where the Commission was expected to operate as an enterprise operation and that projects and services must be self-funding and not subsidized by dues.

The meeting adjourned at 11:35.

Comparison of Regional CEDS

04-15-19

Priorities from CEDS documents:



New River Valley	Roanoke	Central Virginia
Adequate Infrastructure	Adequate Infrastructure	Implement industrial/business park site evaluation/improvement program (Initiative 9)
Entrepreneurship	Diversifying business including entrepreneurship	Facilitate Growth /Expansion of Business community (Goal 2, Initiative 2) Regional Center for Entrepreneurship and Economic Gardening program (Initiatives 4 & 5)
Public Participation		
Workforce Development	Workforce Development	Workforce Development (Goal III)
Affordable Housing	Offer a strong mix of Housing	
Attracting new Business to Region and Regional Marketing		Implement a targeted economic development marketing and corporate recruitment program. (Initiative 3)
Preserve environment/natural & Historic Areas	Natural Beauty/Culture	Advance regional riverfront vision to "unlock" riverfronts (Initiative 10)
Business Friendly Governance		

New River Valley, <i>continued</i>	Roanoke, <i>continued</i>	Central Virginia, <i>continued</i>
	Positive Identity	Project a positive image and distinct identity (Goal I)
	Improve Multimodal Transportation options	Invest in connectivity through transportation and broadband (Goal IV)
	Coordinate Hazard Mitigation Planning with CEDS	
	Redevelop Underutilized property	
		Expand the establishment of Arts and Culture Districts and incentivize projects that improve the aesthetic, artistic and cultural appeal (Initiative 11)

Common themes:

- ◆ Quality of Life
- ◆ Business environment
- ◆ Cultural environment
- ◆ Infrastructure
- ◆ Transportation
- ◆ Workforce
- ◆ Education
- ◆ Institutional collaboration

Common target sectors:

- ◆ Healthcare: High concentrations of employment and high competitive effort, especially in Roanoke & Lynchburg
- ◆ Manufacturing: High concentrations compared to national average
- ◆ Business and Financial Services: Lynchburg and New River Valley are competitive
- ◆ Information Technology/Cyber Security: Lynchburg is competitive
- ◆ Food and Beverage Processing: All regions competitive

The following pages extracted from a presentation by John Provo, Director, Virginia Tech Office of Economic Development, titled "GO Virginia Region II Snapshot: People, Industry, Common Targets and Themes"

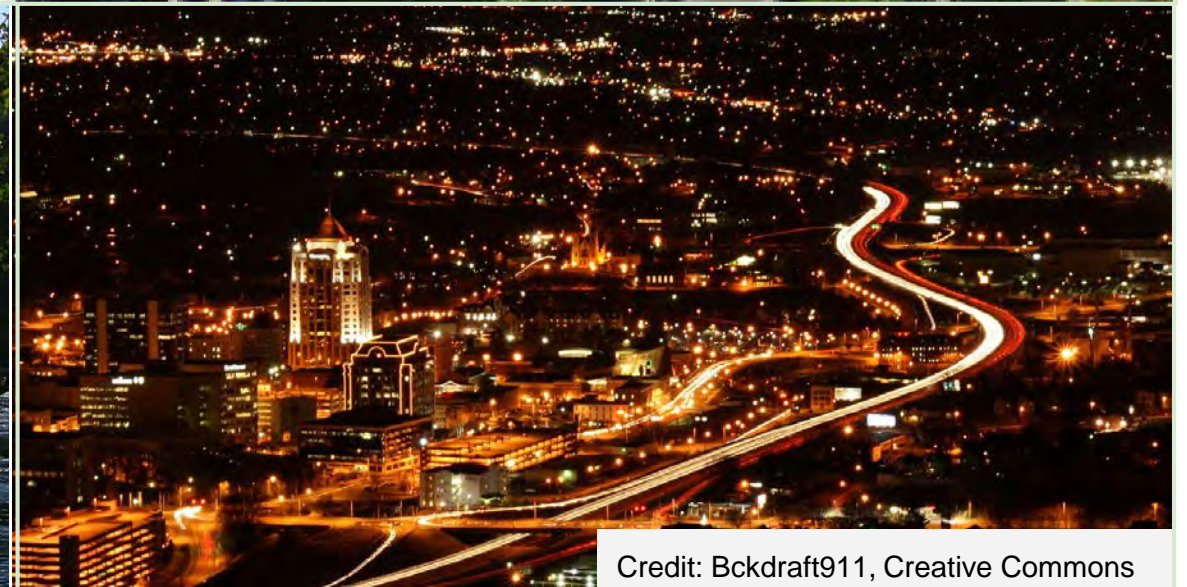
Common Targets and Themes



Credit: Lynchburgva.gov



Credit: Eric T. Gunther, CC BY-SA 3.0



Credit: Bckdraft911, Creative Commons

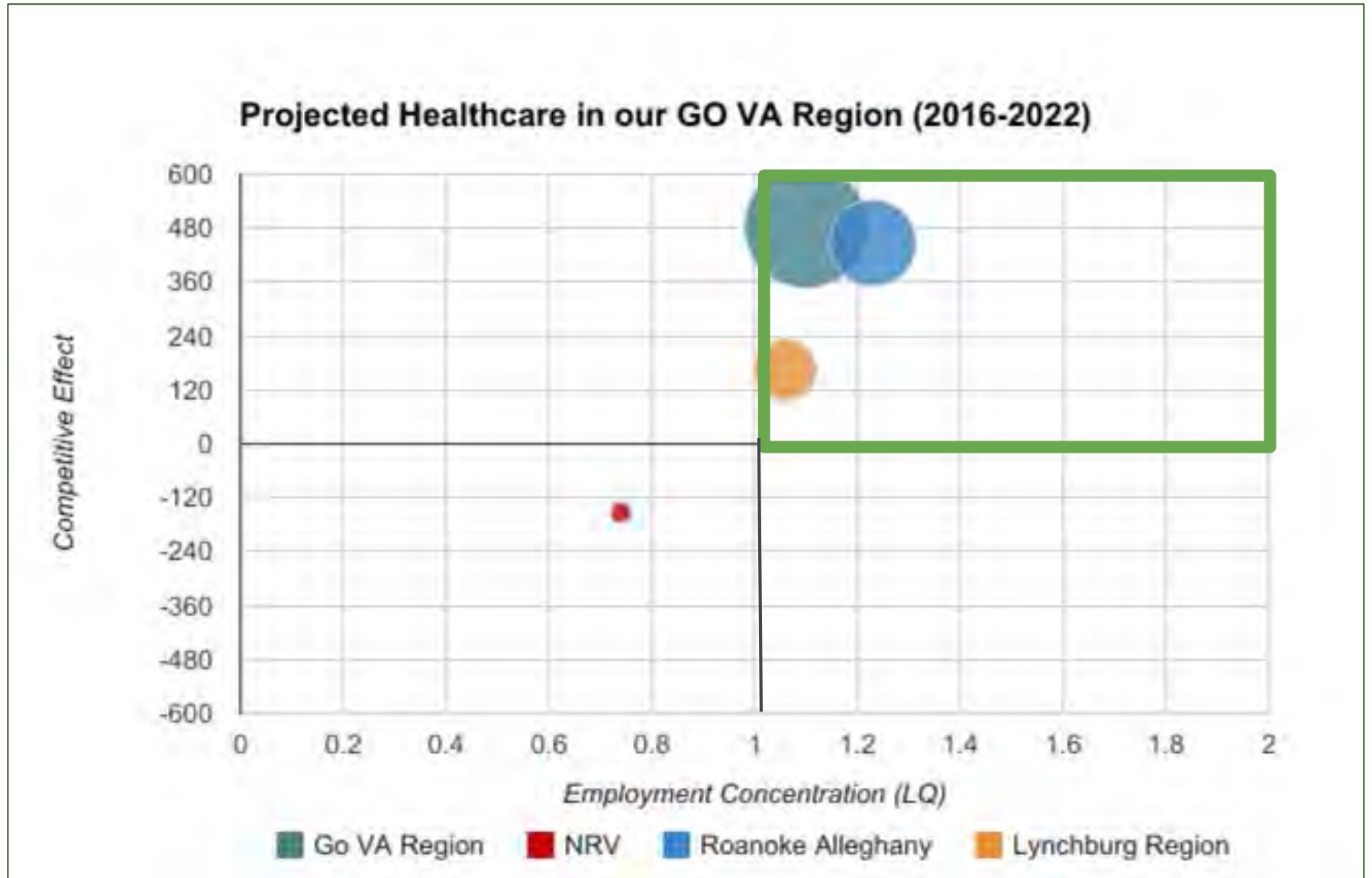
Common Target Sectors

(Economic Development, Planning, Workforce)

- Healthcare
- Manufacturing
- Business and Financial Services
- Information Technology (Cybersecurity)
- Food and Beverage Processing

Projected Healthcare

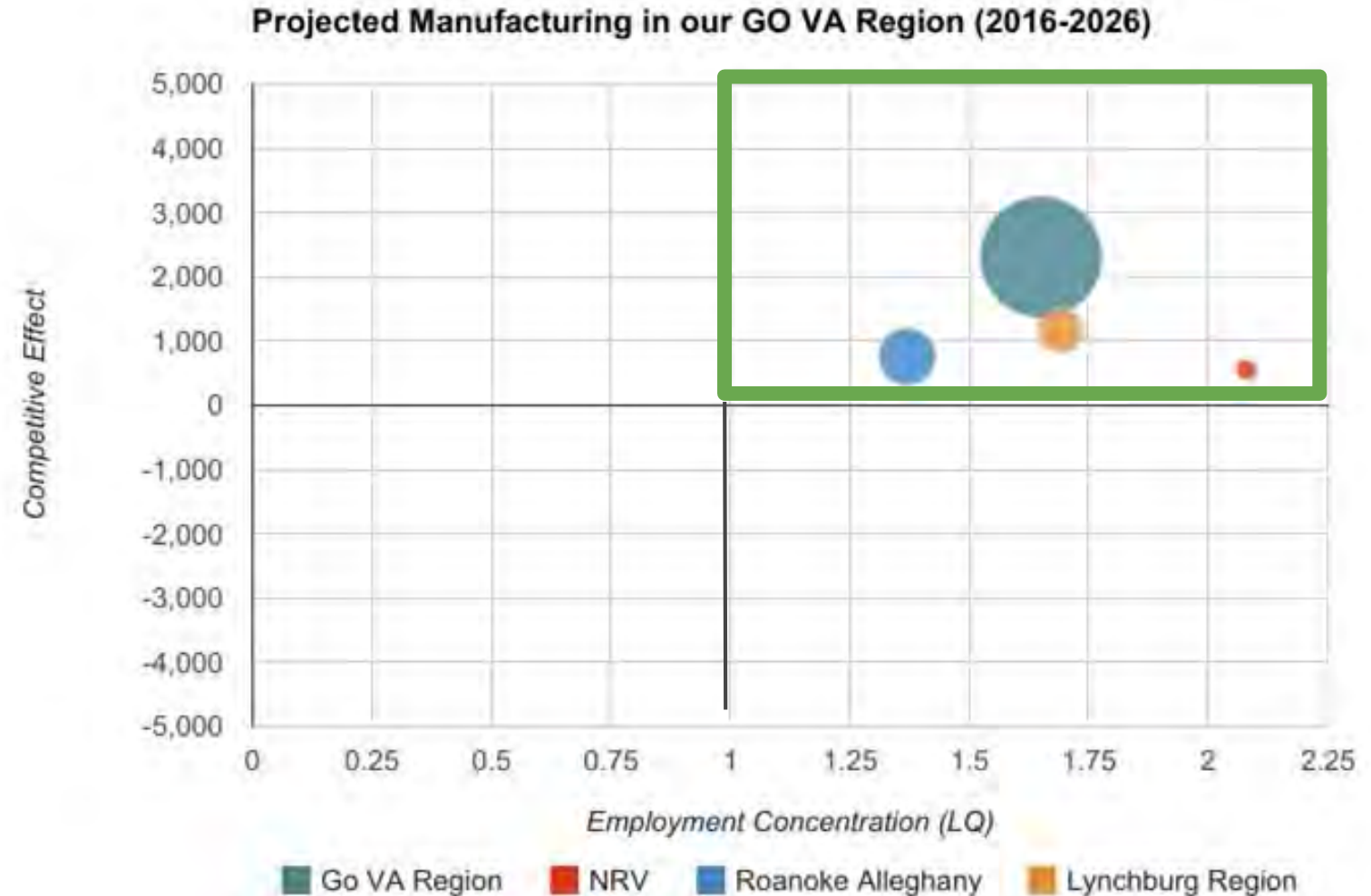
High concentration of employment AND high competitive effect



Source: QCEW Employees, Non-QCEW Employees, Self-Employed & Extended Proprietors - Emsi 2016
Class of Worker

Projected Manufacturing g

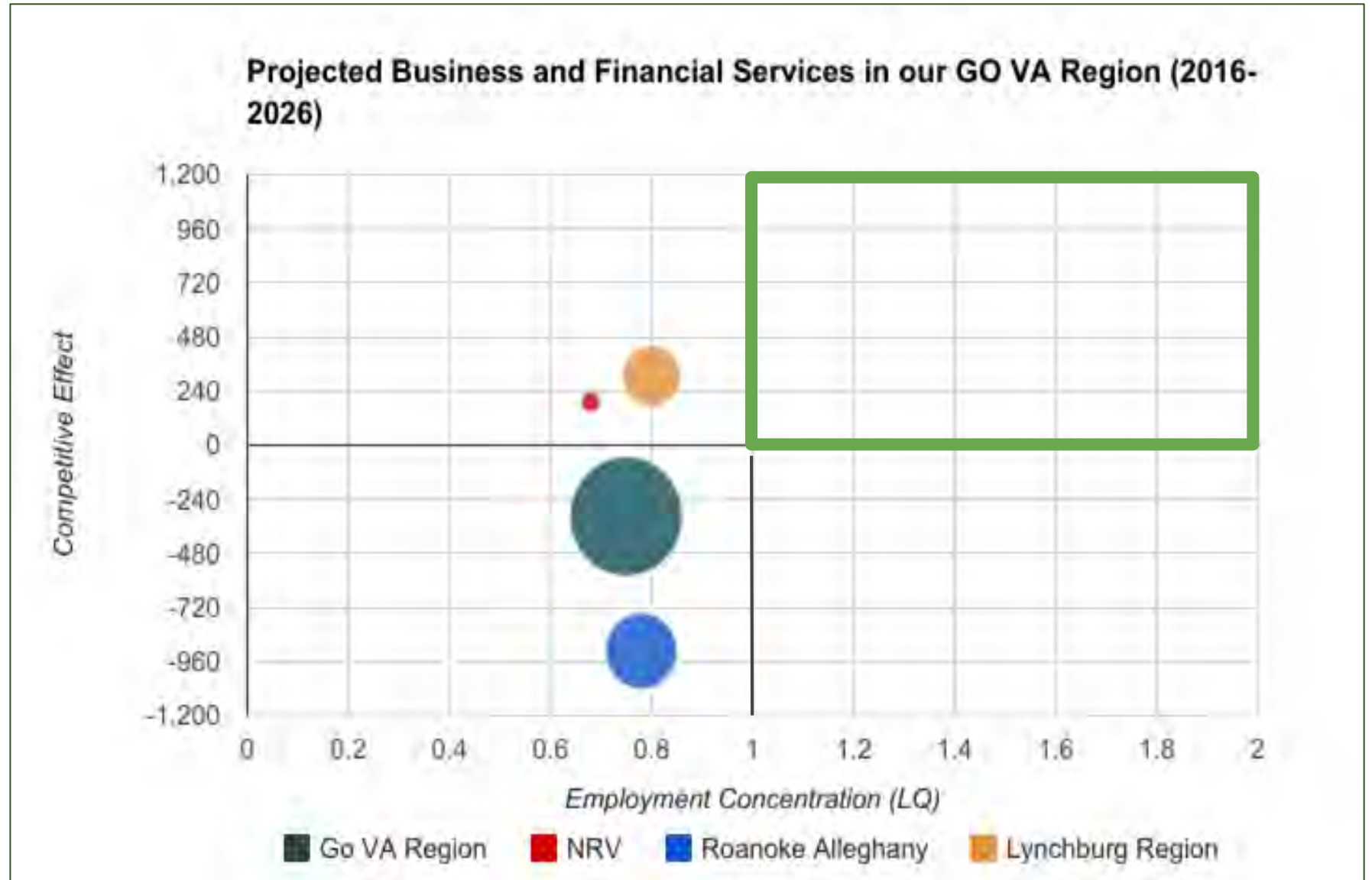
Continued high concentration compared to the national average



Source: QCEW Employees, Non-QCEW Employees, Self-Employed & Extended Proprietors - Emsi 2016
Class of Worker

Projected Business & Financial Services

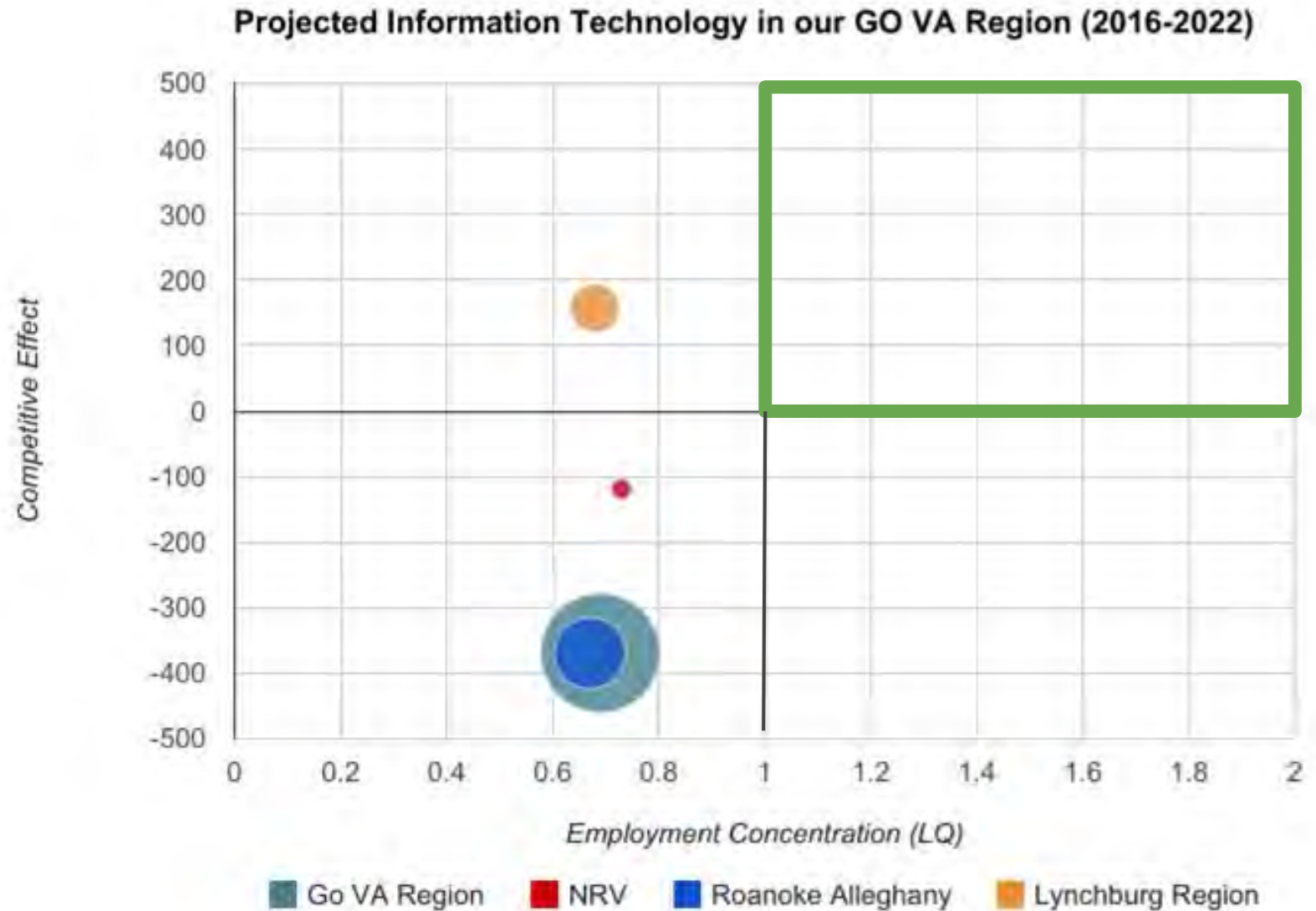
Low
concentration;
Lynchburg
and
Blacksburg
competitive



Source: QCEW Employees, Non-QCEW Employees, Self-Employed & Extended Proprietors - Emsi 2016
Class of Worker

Projected Information Technology (Comptia Cluster)

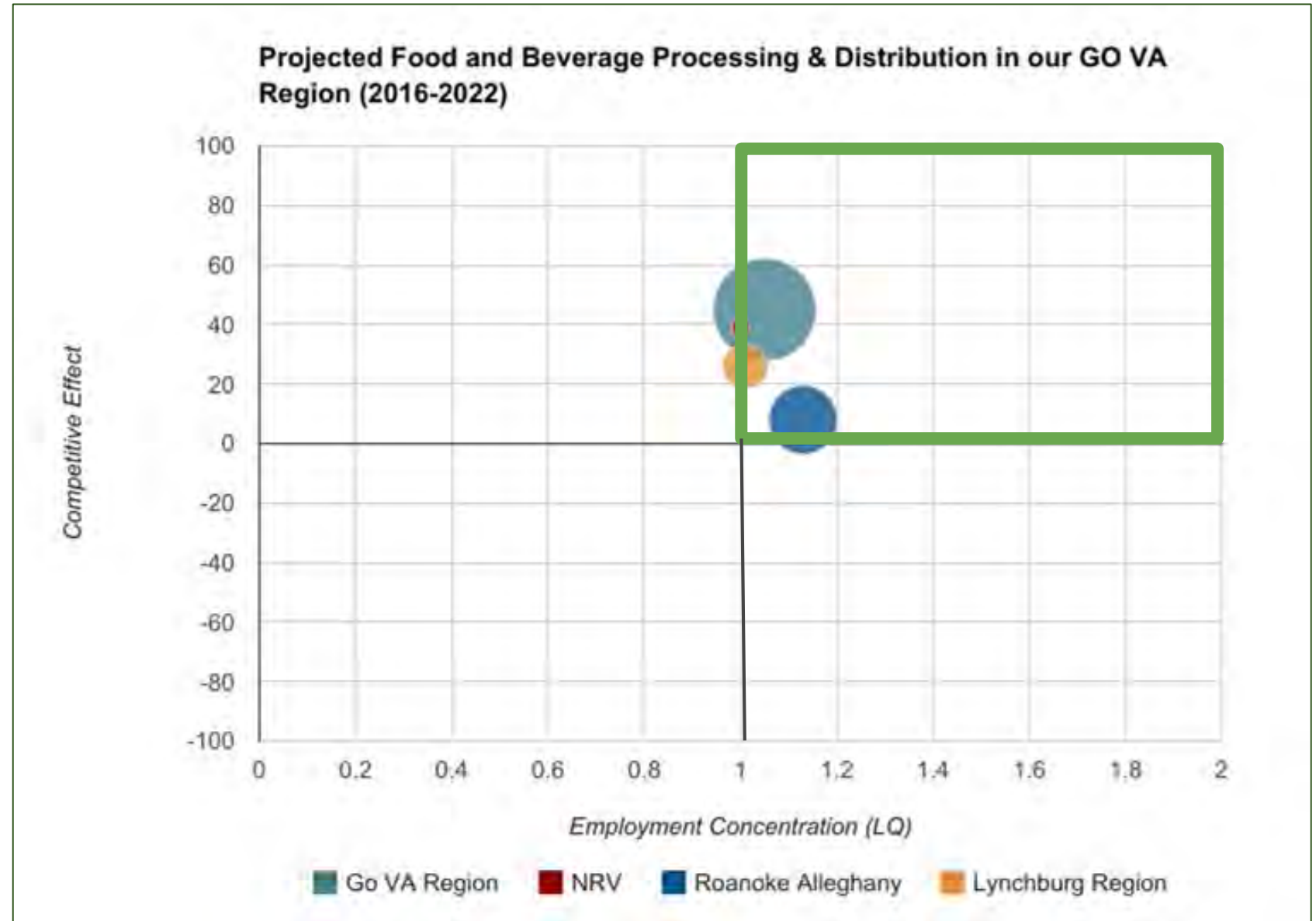
Concentration
not yet high;
Lynchburg
competitive



Source: QCEW Employees, Non-QCEW Employees, Self-Employed & Extended Proprietors - EMSI 2016. Class of Worker. Comptia Tech Industry Cluster.

Projected Food and Beverage Processing & Distribution (Harvard Cluster)

High
concentration and
competitive
individually and
as a region



Common Themes



Image credits (clockwise from top left): visitalleghanyhighlands.com, Virginia Velocity Tour (Colab), Appalachian Voices (Floyd Fest), Mont. Co Economic Development (CRC & Airport)

Common Themes

