

1 **VIRGINIA TOBACCO INDEMNIFICATION**
2 **AND COMMUNITY REVITALIZATION COMMISSION**

3 701 East Franklin Street, Suite 501
4 Richmond, Virginia 23219

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9 **Executive Committee Meeting**

10 Wednesday, May 7, 2014

11 12:30 o'clock p.m.

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15 Hotel Roanoke & Conference Center
16 Roanoke, Virginia

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1 APPEARANCES:

2 The Honorable Terry G. Kilgore, Chairman
3 The Honorable Frank M. Ruff, Vice-Chairman
4 The Honorable Kathy J. Byron
5 The Honorable Charles W. Carrico, Sr.
6 The Honorable Maurice Jones, Secretary
7 Department of Commerce and Trade
8 The Honorable Daniel W. Marshall, III
9 The Honorable Donald W. Merricks
10 Dr. David S. Redwine, DVM
11 Ms. Cindy M. Thomas
12 The Honorable Thomas C. Wright, Jr.

13

14 COMMISSION STAFF:

15 Mr. Timothy S. Pfohl, Interim Executive Director
16 Grants Program Administration Director
17 Ms. Stephanie S. Kim, Director of Finance
18 Ms. Carolyn Bringman, Performance Data Analyst
19 Ms. Stacey Richardson, Executive Assistant
20 Ms. Sarah K. Capps, Grants Program Administrator -
21 Southside Virginia
22 Ms. Sara G. Williams, Grants Program Administrator -
23 Southwest Virginia

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1 May 7, 2014

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DELEGATE KILGORE: The last meeting ran a little bit longer than we had thought. Thank you, Delegate Byron. But we're going to go ahead and get started.

6

Tim, would you call the roll.

7

MR. PFOHL: Delegate Byron.

8

DELEGATE BYRON: Here.

9

MR. PFOHL: Senator Carrico.

10

SENATOR CARRICO: Here.

11

MR. PFOHL: Secretary Jones is on the phone.

12

Delegate Kilgore.

13

DELEGATE KILGORE: Here.

14

MR. PFOHL: Delegate Marshall.

15

DELEGATE MARSHALL: Here.

16

MR. PFOHL: Delegate Merricks.

17

DELEGATE MERRICKS: Here.

18

MR. PFOHL: Ms. Nyholm couldn't be with us today.

19

Dr. Redwine

20

DR. REDWINE: Here.

21

MR. PFOHL: Senator Ruff.

22

SENATOR RUFF: Here.

23

MR. PFOHL: Ms. Thomas.

24

MS. THOMAS: Here.

25

MR. PFOHL: Delegate Wright.

1 DELEGATE WRIGHT: Here.

2 MR. PFOHL: You have a quorum, Mr. Chairman.

3 DELEGATE KILGORE: Do I have a motion that we
4 approve the minutes from the 8-13-13 minutes. I've got a
5 motion and a second. All those in favor? (Ayes) All right, the
6 minutes are passed.

7 Now, we're going to get into the budget, Fiscal Year,
8 2015 budget. Stephanie, could you walk us through that?

9 MS. KIM: You have on the table the proposed FY15
10 budget, the budget that was emailed to you yesterday. The
11 budget we're presenting to you today is an eight percent corpus
12 invasion for FY15. You recall last year there was a 10 percent
13 corpus invasion for FY14, which should take place next month.
14 And this will be the corpus invasion for next June.

15 The eight percent corpus invasion, that would be 25.1
16 million, with 18.2 million in the past year interest returning, and
17 \$5.6 million in carry-forwards. If you'll notice, the use of those
18 funds, 2.3 million for administration, and the remainder, 46.6
19 million will be for the various economic revitalization programs.

20 The administrative budget was 4.7 percent, a total
21 proposed budget, 2.3 million, which is \$86,000 less than the
22 present budget.

23 DELEGATE KILGORE: Great.

24 MS. KIM: It does include funding for the Special
25 Advisor position, Rural Partnership salary and fringes, and that's

1 Mary Rae Carter's position. It also includes 326,000 for
2 appropriation at transfers, assuming they stay the way they were
3 proposed.

4 The Economic Revitalization Program budget, you'll
5 notice, we have 3.85 million for TROF, 3 million special projects,
6 1 million for agri-business, 12 million for scholarships and
7 competitive education, 3 million for advanced manufacturing, 5
8 million for Southside, and two and a half million for Southwest,
9 12-and-a-half million for megasite development, and then the
10 final \$10 million for the utility grants. That's made in three
11 payments, and this is the third payment.

12 The endowment balance of 348 and-a-half million, the
13 June 30th, 348-and-a-half million, and the June, 2014 invasion
14 that you approved last year up \$34.8 million to fund the current
15 year's budget, and if you approve the corpus invasion of eight
16 percent at the coming Commission meeting, and that will be for
17 FY2015, \$25.1 million, leaving a balance of 288,516,836 in the
18 endowment.

19 This is just a graph of what we sent out. This shows if
20 we continue on a ten percent corpus invasion.

21 DELEGATE KILGORE: What does that show?

22 MS. KIM: It shows the balance of the endowment.
23 Several years we did 15 percent, and the last couple of years at
24 10 percent, and here we are at eight percent.

25 DELEGATE KILGORE: I'd ask you if you could email

1 that information to everybody prior to the full Commission
2 meeting.

3 MR. PFOHL: We can put that in the Commission
4 meeting packet.

5 DELEGATE KILGORE: That's great. I'd like to see it.

6 MS. KIM: The investment earnings that we're using
7 for the FY15 budget, are those for March of 2013 through
8 February of 2014, and it's a total of 18.2 million. All interest
9 earned on the general account is kept by the general fund.

10 DELEGATE KILGORE: What's been our rate of return?

11 MS. KIM: It's difficult to say because it's not based on
12 the endowment balance, and it's based on the cash balances in
13 the investment account. Very, very roughly four percent, and
14 that's not really a lot.

15 DELEGATE MARSHALL: It's not bad, my checking
16 account is 00001.

17 MS. KIM: The fund as of March the 31st has a cash
18 balance of 229-and-a-half million dollars, and of this amount,
19 \$201.4 million is obligated, but some of that has not yet been
20 disbursed.

21 DELEGATE KILGORE: How much was that?

22 MS. KIM: Two hundred and one point four million
23 obligated out of the 229-and-a-half million cash balance. And
24 you have the fiscal year to date 62.2 million.

25 The motion that we need today funding the salary and

1 fringe benefits of the Special Advisor position.

2 DELEGATE KILGORE: The Special Advisor position is
3 the position Mary Rae Carter has?

4 MS. KIM: Yes.

5 DELEGATE KILGORE: We need a motion to fund
6 salary and fringe benefits.

7 MS. KIM: Then we have to approve funding through
8 May 9th, and this would be from May 10, 2014 through June 30,
9 2015 for Mary Rae Carter and in her former capacity as Deputy
10 Secretary of Commerce and Trade for Rural Virginia and her
11 current capacity as Special Advisor for the Rural Partnership at a
12 cost not to exceed 180,000.

13 DELEGATE KILGORE: Do I have a motion on that? I
14 have a motion and a second to approve the salary and fringe
15 benefits and travel for the Special Advisor. Any discussion? All
16 those in favor, say aye? (Ayes). Opposed? (No response). I
17 suppose that's an aye for you, Mr. Secretary?

18 SECRETARY JONES: Absolutely.

19 DELEGATE KILGORE: All right, thank you.

20 MS. KIM: In the past, we have moved the \$10
21 million, which you see on the other line item, which is for the
22 utility grant. In the past, we moved that to the TROF fund and it
23 was distributed. So if you'd like to amend or present the FY15
24 budget, the 10 million utility project and the other line item TROF
25 and amend that.

1 MR. KILGORE: That's the one for the gas utility from
2 putting the line in to Brunswick County. That's the last payment,
3 correct?

4 MS. KIM: Yes. All right.

5 DELEGATE KILGORE: Mr. Merricks makes a motion.
6 Do I have a second? I have a second. Any discussion?

7 DELEGATE WRIGHT: You just mentioned the last
8 payment. What is that?

9 DELEGATE KILGORE: Ten million dollars. That's the
10 last payment on the gas line, utility line. Any more discussion?
11 All in favor, say aye. (Ayes). Opposed? (No response). Motion
12 passes.

13 MS. KIM: The next motion would be to approve the
14 FY15 budget as just amended.

15 DELEGATE MARSHALL: Stephanie, under use of funds
16 administration, the second line down, it says contractual
17 services, 506,300, includes Office of Attorney General legal fees.
18 It's 506 this year. Last year, it was 472. What's the difference?

19 MS. KIM: What is it is the carry-forward, the
20 remaining amount for the Kaufman and Canoles legal fees that
21 were part for the master settlement agreement and litigation.
22 The adjustment at the AG's Office, you authorized them to
23 another \$550,000 last year, not all of that has gone out the door,
24 and we're not sure they'll need all of it. The amount was
25 approved last year but carried forward and some bills have

1 continued to trickle in.

2 DELEGATE MARSHALL: As a follow-up question, Tim,
3 how about the EB5? We talked about it a couple of years ago,
4 but where are we now with that project?

5 MR. PFOHL: That's a good question. We have
6 continued to refer people to Robinson Ventures, I believe it is,
7 who's administering that program for us. I don't believe they've
8 been successful in getting the federal approval for EB5 contracts
9 projects yet, but we can request a letter. A year ago in January,
10 we got a status report from Robinson and we can try to gather
11 some information within the next week and get it in with your
12 Commission packet.

13 DELEGATE MARSHALL: At the next board meeting?

14 MR. PFOHL: Sure.

15 MS. KIM: And the payments for that contract are tied
16 to the approval of the EB5 project, and they're not going to get
17 paid until they meet the requirement of the contract. That
18 money that you have approved in the past for that contract is
19 carried forward, budgeted again.

20 DELEGATE KILGORE: Delegate Byron.

21 DELEGATE BYRON: Part of my question was answered
22 by the statement you must made, money doesn't go out until
23 they're qualified for federal funds. If we could get a status report
24 on that, how long was that originally?

25 MS. KIM: The original contract, I believe was three

1 years ago, expired, and we then renewed, and I'll have to look
2 up the terms, but I think it was a two-year term or contract, but
3 there is still some time left on that contract, and I'd have to try
4 to look up the expiration date. But by the expiration date if they
5 do not perform, the contract would end.

6 DELEGATE BYRON: Mr. Chairman, I would ask that
7 we get an update on when the expiration is and depending on
8 what that date is, maybe we have a discussion whether or not to,
9 if there's a reason to go forward if the contract has expired.

10 DELEGATE MARSHALL: What I'd like to see is if we've
11 done anything or what's happened, because I haven't heard of
12 anything. I'm not aware of any projects that's gotten federal
13 approval yet.

14 MS. KIM: I think the intention was to have a project
15 apply for the regional center all at the same time. They've been
16 done in two separate applications, but I think Mr. Robinson
17 thought that it was important to get one for the Regional Center,
18 and then go back and apply for the project.

19 DELEGATE KILGORE: Let's make sure we get a report
20 before the full Commission meeting.

21 DELEGATE WRIGHT: Mr. Chairman, is this a good
22 time to discuss the Regional Economic Development?

23 DELEGATE KILGORE: Yes.

24 DELEGATE WRIGHT: I'd just like to make a point that
25 I've seen things coming and I've had the feeling recently things

1 are beginning to turn around in the rural areas, and there have
2 several nice announcements recently and economic activity is
3 starting to pick up. I think we have to keep in mind there are
4 some reasons for it and the localities may be helped, whether
5 it's TROF funds or whatever we have to do. I'd hate to see us
6 use some of these funds both in Southside and Southwest and
7 help these localities, help close deals, and raise economic
8 activity.

9 I know Frank and I recently have had several
10 announcements, I'd just like to make that point in the Tobacco
11 Commission.

12 DELEGATE KILGORE: Delegate Wright, I think I can
13 speak for most of us here, we're not going to lose job
14 opportunities because we don't have it budgeted, and if we have
15 to meet to approve something, we will, and we'll try to do what
16 we can to make sure that we move quickly to get jobs. If we
17 have to meet, we'll just meet.

18 DELEGATE WRIGHT: I appreciate your saying that.
19 I want to see all the counties have an opportunity.

20 DELEGATE KILGORE: We're not going to worry about
21 lost opportunities. What we would do is make a motion to adopt
22 the budget and we're making that recommendation to the full
23 Commission, correct?

24 MS. KIM: Yes.

25 DELEGATE MARSHALL: I so move.

1 SENATOR CARRICO: Second.

2 DELEGATE KILGORE: Any more discussion? This is a
3 motion to recommend adoption of the budget to the full
4 Commission on May 22nd.

5 MS. KIM: That's the FY15 budget as amended.

6 DELEGATE KILGORE: As amended, yes.

7 All those in favor, say aye. (Ayes). Opposed? (No
8 response).

9 MS. KIM: The final motion is the FY15 corpus invasion
10 eight percent based on the budget you have approved.

11 DELEGATE KILGORE: An eight percent corpus
12 invasion.

13 DELEGATE MARSHALL: So moved.

14 DELEGATE KILGORE: We have a motion and we have
15 a second. All in favor, say aye. (Ayes). Opposed? (No
16 response).

17 DELEGATE MARSHALL: Mr. Chairman, I'd like to ask
18 Tim if we may look and sweep in all the different, especially in
19 R&D and one of the first projects we approved over in Henry
20 County I think was \$5 million. Every time we asked them what
21 are they going to do, to give us six months or whatever, that was
22 several years ago. We have some other projects like that, that
23 are out there, but I'd like to see maybe at the next meeting to
24 look back at some of those, and called them stale projects in the
25 past, and look to see if it's time to take the money back in, if

1 they want to reapply, they could.

2 DELEGATE KILGORE: I think what we'll do is ask staff
3 to provide a list of stale applications, but also if you're going to
4 provide us a list, notify the grantee or the folks that got the grant
5 this will be taken up at the full Commission meeting, you may
6 need to appear, you risk losing your grant. I think we have to
7 give them notice. I'm not sure if we have to, but I think that
8 would be fair.

9 MR. PFOHL: Delegate Marshall raises a question
10 about several projects that have not performed to the expected
11 extent so far. I spoke with Henry County's Economic
12 Development Director yesterday, and I think they would be just
13 as willing to see the Commission rescind that grant. I think
14 there's a five-year performance period that is in the agreement,
15 and Henry County reached out to that private company once
16 again. Regardless of the five-year performance period, there may
17 be an opportunity to find that there's no progress has been made
18 on that project or likely to be made and we can recapture that
19 money for the R&D Committee.

20 Of course, the gorilla in the room is the Southwest
21 Virginia Medical School. The Southwest Committee will hear a
22 status report on that on the 21st or the day before the full
23 Commission meeting.

24 DELEGATE KILGORE: We'll take that up then.

25 MR. PFOHL: Yes. Sarah and Sara, our regional

1 managers are very diligent about keeping an eye on grants that
2 are getting some white whiskers on them and haven't been
3 drawing down money in recent months, so we'll generate some
4 reports for you.

5 DELEGATE MARSHALL: Just like R&D, Southside and
6 Southwest, they're involved in projects and maybe not some
7 that have taken any money, but maybe some of them who have
8 and --

9 MR. PFOHL: We routinely look at whether they're
10 continuing to draw down funds, and they may have some money
11 left, and in some cases it's a situation where they haven't drawn
12 funds in over a year, and at that point, we make efforts to shut
13 down the program and recapture those funds and shut down the
14 project.

15 DELEGATE WRIGHT: Mr. Chairman, when there's
16 outstanding monies, whether they're unspent or they've been
17 given them, they haven't performed, and we need to be diligent
18 in obtaining those funds and invest them in projects that are
19 currently being requested. We do need to follow up on that.

20 MR. PFOHL: We try not to call them stale grants to be
21 not performing grants, maybe nonperforming grants, but we'll
22 have a report in your Commission packet.

23 DELEGATE KILGORE: The next item is you're going to
24 talk about the Center of Excellence, Tim?

25 MR. PFOHL: Delegate Marshall asks that I provide you

1 an update on Advanced Manufacturing and Workforce Training
2 Center, Center of Excellence initiative that's been underway for
3 two years now or close to two years now. Just to remind you
4 very quickly about the process.

5 The Commonwealth Center for Advanced
6 Manufacturing was created along with the arrival of Rolls Royce
7 in the Commonwealth. The Commission was very involved in
8 discussions, the preparedness, and availability of skilled workers
9 and staff positions in supply chain companies and OEMs that are
10 involved in Advanced Manufacturing. So CCAM and the
11 Commission joined together in the Consulting Group Report that
12 was completed in January of 2013. The report called for the
13 creation of three Advanced Manufacturing Workforce Training
14 Centers of Excellence, suggested two in Southern Virginia and
15 one in Southwest Virginia. Over the last year or so, the
16 Commission and CCAM have convened a number of work groups
17 who got together to talk about what the Center should look like
18 and what types of training should be offered there. Of course,
19 the BCG Report, it says there are three skilled clusters are
20 needed most and specifically for Advanced Manufacturing, it
21 would be welders, machinists, and industrial maintenance
22 mechanics.

23 Fast forward to this past January, we should call for
24 proposals, those three Centers of Excellence. I can show you the
25 timeline on the next page, where we're at and where we're

1 headed.

2 DELEGATE KILGORE: It's up on the screen, you folks
3 can look over here.

4 MR. PFOHL: I'll show you the timeline where we've
5 come from and where we're headed. Right now, we're reviewing
6 four applications that were received, the April 11th due date.
7 That's the new College Foundation requested, 4.5 million; Scott
8 County Economic Development, 1.6; Southern Virginia Higher Ed
9 Center requested 4.8 million, and Southwest Virginia Alliance for
10 Manufacturing, a \$5 million proposal. All together, we have \$16
11 million of requests and a budget balance in the current fiscal year
12 of \$10 million.

13 I can tell you that most of these have asked for three
14 years of funding, so there's equipment acquisition, personnel,
15 operating expenses, and so forth for a three-year period of time.
16 I think we have some opportunities, and there was a line in the
17 budget that you just recommended that will provide some
18 supplemental funding, and in this round, we could get the most
19 important personnel and then in the next fiscal year, add on what
20 additional equipment and personnel may be needed, and we
21 have that opportunity and flexibility in the budget.

22 Stephanie, could you go to the next slide, please. The
23 timeline, January 10th, we published an RFP, and on February 5th,
24 CCAM, the Commission sponsored a workshop with the National
25 Credentialing Organization. AWS is the American Welding

1 Society, and NIMS is the National Institute for Metalworking
2 Skills. That gave perspective applicants an opportunity to meet
3 face to face. The National Accrediting Agency is what will be
4 required to get our students credentialed as a result of coming
5 out of these programs. April 11th, the four proposals were
6 submitted. April 15th, the 25th, we have review by independent
7 readers, primarily from industry, but also from educational
8 institutions located outside the Tobacco Region, and they don't
9 have a horse in this race.

10 DELEGATE KILGORE: Were there any community
11 colleges that reviewed those?

12 MR. PFOHL: Yes, at least one community college
13 outside or in Virginia, but outside the Tobacco Region, that's
14 been very involved in Tidewater Virginia with training and so
15 forth. There are some or several industry space in Virginia,
16 including CCAM and its partners. Those readers have provided
17 scores and comments in each proposal. Later today and through
18 tomorrow, CCAM and Commission staff will be meeting face to
19 face with each of the four project teams and sharing those scores
20 and comments, and then we have some questions about their
21 proposal.

22 In mid-May, we intend to have a summary report, and
23 that will be sent to the Commission's Education Committee in
24 advance of their May 21st meeting. That will include what the
25 applicants are proposing, and how the CCAM and Commission

1 staff are reacting and what we're looking forward to doing
2 moving forward with this project. That's basically where we're at
3 right now.

4 DELEGATE BYRON: Are all of the proposals or
5 submissions going to be in front of the Education Committee?

6 MR. PFOHL: That's our intent.

7 DELEGATE BYRON: Once we look at this and if you
8 don't recommend, or is there going to be a positive
9 recommendation at that time?

10 MR. PFOHL: The initial summary, we're going to give
11 you on May 21st, and we'll mail that out in advance of the
12 Education Committee Meeting, and we'll address all four
13 proposals. There are only four proposals.

14 DELEGATE MARSHALL: When you mail that out to the
15 Education Committee, will you send it also to the Executive
16 Committee members?

17 MR. PFOHL: Yes.

18 DELEGATE MARSHALL: So at the May 21st meeting
19 for Education, will they plan to make a recommendation on which
20 ones to go forward with, or is that the plan?

21 MR. PFOHL: That's one of the options on that day.
22 Further vetting may be required. This is a very significant
23 process and a very important process and a very large pot of
24 money, \$10 million. We want to do this right.

25 DELEGATE MERRICKS: I'm only speaking as one

1 member of the Education Committee, but I feel like a little ball in
2 high weeds, I'm not sure we can go to a meeting on Wednesday,
3 have a recommendation on Thursday, we need to wrap our arms
4 around this. I don't want us to throw out money just to be
5 throwing out money. Some of this may, maybe we've gotten
6 some of that in place. I don't know what you all plan on doing,
7 but I just think we need to take our time. I personally feel, I
8 just don't know that I can get my arm around this. Right now, I
9 can't, I don't think I have gotten my arms around all this
10 because --

11 SENATOR RUFF: As Chairman of the Education
12 Committee, I would agree. I can't see how we can come to any
13 conclusions or I can't conclude we'll come to any decision. I
14 think we may be able to, I think we can decide whether it
15 matches or doesn't match what we want to do, I don't think we'll
16 be able to come a conclusion --

17 DELEGAGE KILGORE: Well, Frank, one concern I have
18 representing the hardest hit areas in Southwest Virginia, one of
19 the main focuses would be in Abingdon, located in Abingdon.
20 Washington County is doing a lot better than the rest of
21 Southwest Virginia as relates to job training, and I hope we take
22 that into consideration in some of those areas. But those folks
23 down there and then people in Lee County are not going to drive
24 to Abington for training. I think Senator Carrico would agree
25 with me on that, that's not in the cards.

1 I agree with Don, we need to spend our time
2 evaluating this very carefully and make the right decision. The
3 state, if we ever get a budget passed, that's going to come, we
4 need to look at this, and we've got to do it right. And we've done
5 workforce training, and Kathy has been studying that since she's
6 been in the legislature. We're still just making baby steps, so
7 hopefully we'll take our time on this.

8 SENATOR CARRICO: I think other folks in Southwest,
9 we've got a big area to consider, with just one.

10 DELEGATE MARSHALL: My problem is that I don't
11 know what I know about this, but the things I hear from the
12 General Assembly all the time is that Workforce is spread across
13 20-some different agencies and a half a dozen different
14 secretaries. I know the community colleges, at least in my area,
15 are trying to train people. I don't know if we're trying to reinvent
16 the wheel, and that's my concern. I know this is a lot of money,
17 and I want to make sure that we get a return on that
18 investment.

19 DELEGATE KILGORE: I just want to give a nod to
20 Secretary Jones. How about that?

21 SECRETARY JONES: You're right about the geographic
22 frame of Workforce Development, and we're going to work on
23 that, that's for sure.

24 DELEGATE BYRON: Mr. Chairman, just a brief
25 comment in regard to what both Danny and Frank and both of

1 them have served on the Workforce Council, and, yes, we heard
2 about a lot of fragmentation in areas that need to be addressed
3 with Workforce development and training. A lot of that goes
4 back to, and federal funds involved that have so many strings
5 attached to them and how that money is supposed to be spent in
6 certain areas of population that need or meet skills.

7 But I would like to explore, if you want to talk about
8 return, Mr. Chairman, I'd like to see the possibility of looking into
9 and investing some money into a pilot program. I'm talking
10 about a massive need for broadband, something mildly created
11 by the scholarships that would go to certification. That would
12 allow the workers to be able to use those funds to help certify
13 themselves in training that would travel with them in the Tobacco
14 Region to get them immediately to work. We already have some
15 of these things out there, and maybe we need to put together
16 some type of model or help put them immediately in training into
17 the community.

18 DELEGATE KILGORE: All right, Tim, anything else?

19 MR. PFOHL: That's all we have.

20 DELEGATE KILGORE: The next thing I have, I guess
21 we don't have anything.

22 Are there any public comments, anyone in the
23 audience like to make a public comment? Anyone out there in
24 the public have a comment? All right, hearing none, I hear a
25 motion that we adjourn.

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All right, we're adjourned.

PROCEEDINGS CONCLUDED.

