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**BRIGHTER
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**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
SEPTEMBER 16, 2022**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, September 16, 2022, at 8:30 A.M. in the IDA Conference Room.

RE: MEMBERS PRESENT: Those in attendance at the time the meeting was called to order include Mr. Rick Harrell, Mr. Robert Bates, Mr. Jeremy Satterfield, Mrs. Nancy Pool, and Dr. Nettie Simon-Owens.

RE: MEMBERS ABSENT: Mr. Jeremy Catron and Mr. Ryland Clark.

RE: OTHERS PRESENT: Mrs. Kristy Johnson – IDA Executive Director, Ms. Blair Jeffress – IDA Operations Manager, and Ms. Miranda Baines – Gazette Virginian

RE: MEETING CALLED TO ORDER: Mr. Rick Harrell called the meeting to order at 8:30 a.m. It was determined that a quorum was present with five members in attendance.

RE: APPROVAL OF AGENDA: Mrs. Nancy Pool made a motion to approve the agenda, seconded by Mr. Jeremy Satterfield, and duly carried by the Board.

RE: READING AND APPROVAL OF MINUTES: Ms. Blair Jeffress mentioned that she made a few changes to the minutes. Dr. Nettie Simon-Owens made a motion to approve the July 28, 2022 and August 19, 2022 meeting minutes with changes, seconded by Mrs. Nancy Pool and duly carried by the Board.

RE: REQUEST TO ENTER INTO CLOSED SESSION: Motion was made by Mr. Jeremy Satterfield seconded by Mr. Robert Bates, and duly carried by the Board that the Board go into closed session pursuant to Virginia Code Section 2.2-3711. That the purposes which are to be the subject of said executive or closed meeting shall be as follows:

- To discuss a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the businesses or industry's interest in locating or expanding facilities in the community, pursuant to Virginia Code Section 2.2-3711.A.5.
- To discuss real estate matters, Virginia Code Section 2.2-3711.A.3.
- To discuss personnel matters, pursuant to Virginia Code Section 2.2-3711.A.1.
- To discuss the award of a public contract involving the expenditure of public funds, including interviews of bidder or offerors, and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board pursuant to Section 2.2-3711 A. 29. of the Code of Virginia (1950), as amended.





REQUEST TO RETURN TO REGULAR SESSION

Upon motion by Mrs. Nancy Pool, seconded by Mr. Jeremy Satterfield then duly carried by the Board, that the body return to regular session.

CERTIFICATION

Upon motion by Mrs. Nancy Pool and seconded by Dr. Nettie Simon-Owens the Board voted to take a roll call certifying that to the best of the member's knowledge (i) only public business matters lawfully exempt from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard discussed or considered in the meeting by the public.

Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mrs. Pool, Yes
Mr. Bates, Yes
Mr. Satterfield, Yes

RE: Action Taken on Items in Closed Meeting

None

RE: Reports of Standing Committees and Officers

A. Finance Committee

Current Financials

Mrs. Nancy Pool presented the August 2022 financial reports to the Board. She stated that everything appears to be on schedule. She mentioned that payment to JE Burton for the upfit at Daystrom that was made in August.

Ms. Jeffress mentioned that she made a date correction on the financial report.

Mrs. Pool made a motion to approve the August 2022 financial reports, seconded by Mr. Bates, and duly carried by the Board.

B. Prospects & Properties Committee

Mr. Satterfield stated that the committee met on September 9, 2022. He stated that they reviewed the IDA's target sectors. He reviewed other organization's target sectors that are similar to the Halifax IDA. Mr. Satterfield mentioned a comment from the strategic planning team about broadening the existing target sectors for the IDA.

Mr. Satterfield reviewed the previous years targeted sectors. He stated that the IDA staff and the committee established new targeted sectors from the feedback received from the strategic plan and asked the Board to review the presented sectors.

Mrs. Johnson explained the chart presented to the Board and stated that the chart represented ten years of data by target sector. She stated that aerospace, auto, and wood should be classified as manufacturing based on the data compiled by the IDA staff. She explained that most of the leads and visits were classified as manufacturing and general manufacturing. Mrs. Johnson mentioned that in 2021 the IDA had 34 leads. She stated that this is a testimony to how much attention is brought in from owning a shell building.

Dr. Simon-Owens inquired about the inclusion of processing manufacturing and automotive.

Mrs. Johnson stated that all of the automotive projects are primarily metals. She explained that processing manufacturing would fall under value added agriculture. She mentioned that the established sectors will not affect the IDA's activities except when developing a specific site.

Mr. Harrell stated that rail plays a huge role in larger scale manufacturing companies and the County has a limited amount available for manufacturers.

Mrs. Johnson stated that some statistics show that 50% of companies need rail or natural gas. She mentioned that there is a small percentage that require both.

Mrs. Pool inquired about the IDA buildings that use natural gas.

Mrs. Johnson stated that building one in the SVTP uses natural gas, along with VEC, and Daystrom.

Mr. Satterfield made a motion to adopt the 2023 targeted sectors, seconded by Dr. Simon-Owens and duly carried by the Board.

Mr. Satterfield presented the design and engineering services RFP scope of work.

Mr. Harrell inquired about the percentage of companies who need a 35-foot ceiling height.

Mrs. Johnson stated that the amount of request received is for 30 feet or less. She explained that the verbiage in the RFP will give the IDA some flexibility as far as ceiling height.

Mr. Satterfield stated that the P&P committee discussed it may be beneficial to start off with gravel floor and then customize the building for the needs of the company.

Mrs. Johnson stated that this design will give us more flexibility to build according to the needs of the new or existing business. She mentioned that the desire of the IDA is to build a cost-efficient building.

Mr. Simpson inquired about the benefits of an open-ended contract to reduce the need to procure another contractor in the future.

Mrs. Johnson stated that this issue has been discussed and it was decided that a closed ended contract was a better decision for budgeting purposes.

Mr. Simpson explained that it may be beneficial to add a sentence that states multiple shell buildings may be built under this contract. He expressed that this may also help with future partnerships with the Towns.

Mrs. Johnson stated that adding that this contract may be used to build multiple shell buildings will help achieve multiple goals.

Mr. Satterfield presented the site identification RFP for review.

Dr. Simon-Owens stated that the targeted sectors discussed previously will be part of the focus of the site study.

Mr. Satterfield mentioned that one of the goals of this study is to have at least five sites that are considered a tier 4 or 5 under VEDP's requirements.

C. Executive Committee

Mr. Harrell stated that the committee will meet soon to discuss the strategic plan, by-laws, and policies and procedures manual.

D. Executive Director Report

Mrs. Johnson stated that since the last visit the IDA has responded to three RFI's, participated in two site visits, four regional events, and five community and industry events. She mentioned that she has participated in the SOVA task force biweekly calls, the small business and entrepreneur work group for the strategic plan, a virtual site selector guild with SVRA members. Mrs. Johnson stated that each consultant knew about the Berry Hill mega site and when the region markets the site, they market the IDA buildings as well. She mentioned that it is more impactful when the IDA represented on a regional scale instead of just Halifax County. She stated that the consultants present considers a \$100 million project a small project.

Mrs. Johnson stated that she participated in the GoVa Controlled Environment Ag meeting and the Halifax County Ag Development Committee meeting. She mentioned that she learned of a few items during the meeting in which the IDA can assist.

She mentioned that she attended the Community Wide Strategic Plan Implementation Committee meeting at the VIR. She stated that the team got an opportunity to tour VIR and attend a reception. She stated that this opportunity helped individuals become aware of the VIR's presence in the community.

Mr. Simpson added that during the bus ride he noticed that some individuals weren't aware that the VIR had an industrial park and all of the different attributes of the VIR.

Mrs. Johnson stated that she presented to the Board of Supervisors at their last meeting.

Mrs. Johnson mentioned that she participated in the Southern Virginia Regional Alliance's Workforce Summit. She stated that this was a regional effort with the support of GoVirginia through the Bridge to Recovery SoVa Task Force. She stated that there were 13 Halifax organizations and businesses represented. She expressed that there were a lot of great things happening as a result of this event and a lot of forward thinking to prepare for the future.

Dr. Simon-Owens stated that the director of the SVHEC's IT academy sat on the panel at the Housing Summit. She mentioned that two other staff members attended the Summit, and they enjoyed their experience.

Mrs. Johnson stated that the IDA and other partners are working together for Manufacturing Day on October 7, 2022. She stated that the IDA, Halifax County

Chamber of Commerce, Southern Virginia Higher Education Center, R.I.S.E Collaborative, and Halifax County Public Schools are sponsoring the day as a whole. She stated that the day will start with Coffee and Commerce at the SVHEC and some of the 11th graders will tour some of the manufacturers in the community. Mrs. Johnson stated that the industries participating in the tour include Huber, NOVEC, RTP, Presto, Hitachi, Annin, and TMI. She mentioned that the day will end at Hitachi State Park where lunch will be served.

Dr. Simon-Owens stated that her team would like the employers to come by the Innovation Center at SVHEC where they will be showcasing the advanced technology lab along with the workforce training programs. She mentioned that these programs are credential based.

Mrs. Johnson stated that she will be attending several meetings over the next few weeks. She mentioned that these meetings include the Site Selectors Guild Reception in Richmond, VA, the VEDA meeting in Lynchburg, VA, and the coalition meeting for the southside brownfields meeting through the PDC.

She mentioned that the Tobacco Commission will be in Halifax the first week in October for a meeting at Berry Hill and a reception to follow at Factory Street Brewery. She stated that the IDA and the Chamber of Commerce will be hosting a HR roundtable in early October. She also mentioned that the Governor will be hosting a Rural Prosperity Summit.

Mrs. Johnson stated that the construction at Daystrom is nearly finished. She stated that there are a few projects that are happening at the same time. She mentioned that the loading dock will be installed in the next few weeks. She explained that once they get the clearance from the building inspection, Hitachi can start to move in. She mentioned that the IDA is on budget for the project.

RE: Old Business:

Mrs. Johnson stated that a draft copy of the strategic plan has been provided to the Board for review. She stated that the IDA staff has made some minor changes to formatting.

RE: New Business:

A. Open Comment Period

- Mr. Robert Bates: None
- Mrs. Nancy Pool: None
- Mr. Satterfield: He thanked the IDA staff for organizing the P&P committee meeting. He stated that the meeting was very productive, and it allowed the committee to get a lot accomplished. He mentioned that hosting a meeting at the Sova Innovation Hub for the regular Board meeting and possibly a tour. He mentioned that the SOVA Innovation Hub hosted a meeting with all Halifax County Public School principals.
- Dr. Simon-Owens: She mentioned that the Virginia Department of Health Department of Health Equity has two new staff members. She stated that this department is responsible for providing the administration for the Henrietta Lacks Commission. Dr. Simon-Owens stated that she is working together with commissioners to identify a time to meet this year. She mentioned that one of the goals of the Commission is to honor Henrietta Lacks' legacy in a physical way



within the region. She mentioned that this initiative is a part of the community wide strategic plan and is important to the community.

- Mr. Harrell: He reminded everyone about the art gala fundraiser for The Prizery.

RE: PUBLIC COMMENT:

None

RE: NEXT MEETING DATE:

The IDA will hold a regular meeting on October 21, 2022, at 8:30 A.M. in the Halifax IDA conference room.

RE: ADJOURNMENT:

Motion to adjourn was made by Mr. Jeremy Satterfield seconded by Mrs. Nancy Pool and then duly carried by the Board.

Respectfully Submitted:

Mrs. Kristy Johnson, IDA Executive Director

Acknowledged:

Mr. Rick Harrell, Chair