

Virginia Tobacco Region Revitalization Commission
Full Commission Meeting
DeBusk Veterinary Training Center, 203 Debusk Farm Drive, Ewing, Virginia
May 22, 2024
10:30 a.m.
Meeting Minutes

Commissioners Present

Honorable Frank M. Ruff, Jr., Chair	Delegate Daniel W. Marshall, III
Delegate James W. Morefield, Vice-Chair	Secretary Caren Merrick
Senator Lashrecse D. Aird	Mr. Arthur Moore
Delegate Jonathan E. Arnold	Delegate Israel D. O'Quinn
Mr. Edward Blevins	Honorable William A. Pace
Ms. Gretchen Clark	Senator Todd E. Pillion
Ms. Amanda Cox	Deputy Secretary Jason Powell (for Sec. Cummings)
Mr. Watt R. Foster, Jr.	Ms. Sandy Ratliff
Delegate Thomas A. Garrett, Jr. (Remote)	Mr. Walter H. Shelton
Senator T. Travis Hackworth	Honorable Gary D. Walker
Delegate Terry G. Kilgore	Mrs. Sarah L. Wilson
Deputy Secretary Green (for Secretary Lohr)	

Absent

Mr. Joel Cunningham	Mr. Jay D. Jennings
Mr. Lee "Randy" Everett	The Honorable L. Louise Lucas
Mr. Richard T. Hite, Jr.	

Staff

The Honorable Director James Campos	Mr. Jordan Butler
Deputy Director Stephen Versen	Mr. Jerry Silva
Ms. Stephanie Kim	Ms. Adrian Chapman
Ms. Vicki Humphreys	Ms. Emily Van Pelt
Ms. Sara Williams	Ms. Hannah Franke-Fuller
Ms. Sarah Capps	Ms. Roz Stein

Counsel for the Commission

Ms. Elizabeth Myers

Vice-Chair Morefield opened the Full Commission meeting at 10:41 a.m., then handed introductions to Commissioner Pillion because Ewing, Virginia, is within his local jurisdiction. Pillion welcomed everyone present and gave a brief overview of the veterinary facility in which the Tobacco Commission has invested in the past. Campos called roll. Ruff moved to approve the remote participation of Commissioner Garrett and Deputy Secretary Green, representing Commissioner Lohr; Marshall seconded the motion; all members present voted “aye.”

Kilgore moved to approve the minutes from the previous Full Commission meeting on January 9, 2024; O’Quinn seconded the motion; all members present voted “aye.”

The meeting was opened to public comment, and there was none.

Morefield moved into discussion of the Executive Committee Report. Kilgore moved to accept the administration’s appointment of Campos as TRRC full-time director at his current salary rate. Ruff seconded the motion; all members present voted “aye.”

Kilgore moved to accept the approval of the 15% corpus invasion of the Tobacco Commission’s endowment. Ruff seconded the motion; all members present voted “aye.” Kilgore moved to accept the approval of the Executive Committee’s recommended 2025 Fiscal Year Budget. Hackworth seconded the motion; all members present voted “aye.”

Morefield handed the meeting to Commissioner Aird to discuss the Energy Ingenuity Committee recommendations. Aird moved to accept the motion decided upon in the Committee meeting for grant 4259; Kilgore seconded the motion; all members present voted “aye.” Aird moved to accept the motion decided upon in the Committee meeting for grant 4260; Kilgore seconded the motion; all members present voted “aye.” Aird completed her motions for the Energy Ingenuity Committee and handed the meeting back to Commissioner Morefield.

Morefield handed the meeting to Commissioner Pillion to discuss the Southwest Committee recommendations. Pillion moved to accept the motion decided upon in the Committee meeting for grant 4233; Aird seconded the motion; all members present voted “aye.” Pillion moved to accept the motion decided upon in the Committee meeting for grant 4245; Kilgore seconded the motion; all members present voted “aye” except for Hackworth who voted “nay.” Hackworth moved to accept the motion decided upon in the Committee meeting for grants 4238, 4236, 4246, 4189, 4244, 4232, 4235, 4241, and 4237; Aird seconded the motion; all members present voted “aye.” Hackworth moved to accept the motion decided upon in the Committee meeting for grants 3377 and 3530; Arnold seconded the motion; all members present voted “aye.” Hackworth completed his motions for the Southwest Committee and handed the meeting back to Morefield.

Morefield handed the meeting to Commissioner Marshall to discuss the Incentives & Loans Committee recommendations. Marshall moved to accept the motion decided upon in the

Committee meeting for grant 3177; Kilgore seconded the motion; all members present voted "aye." Marshall moved to accept the motion decided upon in the Committee meeting for the Economic Development Housing Incentive Pilot Program; Kilgore seconded the motion; all members present voted "aye." Marshall moved to accept the motion decided upon in the Committee meeting for the loan to Scott County IDA for development of a hotel; Kilgore seconded the motion; all members present voted "aye." Marshall completed his motions for the Incentives & Loans Committee and handed the meeting back to Commissioner Morefield.

Morefield handed the meeting to Commissioner Cox to discuss the Education Committee recommendations. Cox moved to accept the motion decided upon in the Committee meeting for Workforce Financial Aid grants 4258, 4231, 4252, 4249, 4257, 4250, 4254, 4253, 4255, 4251, and 4256; Ruff seconded the motion; all members present voted "aye." Cox moved to accept the motion decided upon in the Committee meeting for project 3647; Pace seconded the motion; all members present voted "aye." Cox completed her motions for the Education Committee and handed the meeting back to Commissioner Morefield.

Morefield handed the meeting to Commissioner Shelton to discuss the Southern Committee recommendations. Shelton moved to accept the motion decided upon in the Committee meeting for grant 4225; Ruff seconded the motion; all members present voted "aye." Shelton moved to accept the motion decided upon in the Committee meeting for grants 4215, 4223, 4217, and 4220; Pace seconded the motion; all members present voted "aye." Shelton moved to accept the motion decided upon in the Committee meeting for grant 4219; Ruff seconded the motion; all members present voted "aye." Shelton moved to accept the motion decided upon in the Committee meeting for grant 4221; Ruff seconded the motion; all members present voted "aye." Shelton moved to accept the motion decided upon in the Committee meeting for grant 4214; Ruff seconded the motion; all members present voted "aye." Shelton moved to accept the motion decided upon in the Committee meeting for grant 3011; Ruff seconded the motion; all members present voted "aye." Shelton completed his motions for the Southern Committee and handed the meeting back to Commissioner Morefield.

Morefield moved on to the election of the Chair and Vice-Chair of the Commission. Ruff moved to appoint Commissioner Morefield as Vice-Chair of the Commission; Marshall seconded the motion; all members present voted "aye." Marshall moved to appoint Commissioner Ruff as Chair of the Commission; Garrett seconded the motion; all members present voted "aye."

Morefield congratulated Commission Chair Ruff and moved onto other business.

Kilgore wanted to remind the Commission that, while many decisions were made for the localities, the public may not be aware. He wanted to encourage everyone to go out and make

announcements of the decisions so that people and businesses would know where Commission funds were going.

Marshall followed with a question about whether there would be a cheat sheet created with all the motions listed out that Commissioners would have access to.

Pace recommended the use of Facebook as a way to advertise and promote the Commission's initiatives and decisions.

Merrick wanted to add that making announcements on social media is a good suggestion, but specifically for economic development projects; instead of creating a single press release with all the projects listed, it might be helpful to create an individual press release for each project. She elaborated that this would create more awareness for prospective businesses and for established businesses in the Tobacco Commission footprint.

Campos thanked Commissioner Morefield for taking on the role of Acting Chair before the vote for Chair and Vice-Chair took place. He reminded all present of the sheet that outlined the variety of ways the Tobacco Commission funds have been utilized over the years. He thanked everyone for coming out and attending the meeting in Lee and Wise Counties.

Versen let everyone know that the Commission has updated the Briefing Book, and if anyone needed a new one to please reach out. Versen gave the dates that have been set for the Fall Commission meeting on September 25 and 26 in Martinsville. The penciled-in dates for the Winter Commission meeting are January 6 and 7, 2025, in Richmond. That will also be the celebration of the 25th anniversary of the Commission. Versen highlighted the travel voucher in the back of Commissioner booklets and the contributions of Ms. Stein for making this Commission meeting run smoothly.

Campos reminded Commissioners that the 501(c)(3) Foundation will be up and running shortly and that the grant writer position will soon be filled.

Kim updated the group of the change to the itinerary for lunch and the tour of the Veterinary School.

Pace made a motion to adjourn the meeting, which was seconded, and all members present voted "aye." Morefield adjourned the meeting at 11:18 a.m.

Spring 2024 Tobacco Commission Meeting – Summary of Final Motions

The following tables summarize the actions the Full Commission made at its May 22, 2024 meeting regarding recommendations from the Executive Committee, Energy Committee, Southwest Virginia Committee, Incentives & Loans Committee, Education Committee, and Southern Virginia Committee. The meeting’s final vote was to elect for two-year terms Senator Ruff as Chair and Delegate Morefield as Vice-Chair. These tables will be attached to and made a part of the minutes of the meeting. Unless otherwise noted, all motions were unanimously accepted by the Commission.

Commission Action on Executive Committee Recommendations:

The Commission took the following actions based on the recommendations of the Executive Committee:

Item	Commission Approved Action
Personnel: Approving Director’s Salary	The Commission approved the Governor’s appointment of the Honorable James Campos as full-time Executive Director of the Tobacco Commission at his current level of compensation, for which the Commission will pay 100% of his salary and benefit.
Approval of Corpus Invasion	The Commission approved a 15% corpus invasion of restricted funds.
Approval of FY2025 Budget	The Commission recommended the budget for FY2025 as presented on page FC3 of the board book.

Commission Action on Energy Committee Recommendations:

The Commission took the following actions based on the recommendations of the Executive Committee:

Req #	Organization	Project Title	Requested Amount	Staff Recommendation	Commission Decision
4259	ATIP Foundation, LLC	Planning for Energy Revitalization Project	\$50,000	Approve	The Commission approved grant #4259 for \$50,000 to the ATIP Foundation as described in pages E3 through E4 of the board book.
4260	Halifax County	Hitachi Energy Equipment Upgrades for Increased Productivity in the Energy Sector	\$2,000,000	Table	The Commission approved a loan offer of up to \$1.35M from the Energy Fund for a five-year term to Hitachi for Project #4260, with terms and conditions developed by staff for approval by the Energy Committee.
4261	Brunswick County	LNG Storage Project	\$1,000,000	Table	Tabled
4262	Edtunity Institute	The Next Military EV Education	\$50,000	Approve	Tabled

Southwest Virginia Committee

The Commission took the following actions based on the recommendations of the Southwest Virginia Committee:

Req #	Organization	Project Title	Requested Amount	Recommended Amount	Commission Decision
Agribusiness					
4153	Blue Ridge Plateau Initiative	Blue Ridge Plateau Meat Processing Facility	\$2,500,000	No Award	No Award
4238	Abingdon Feeder Cattle Association	New Beef Builder initiative	\$400,000	\$300,000	Recommended Amount Approved. Participation limited to only those producers who have not received similar cost share support through previous TRRC grants.
4236	Carroll County	Vacuum Cooler-Phase 2 Processing Expansion	\$204,430	\$204,430	Recommended Amount Approved. Reimbursement limited to 25% of payments made during the approved grant period.
4243	Carroll County	Webb Farms Meat Processing Facility	\$139,520	No Award	No Award
4240	Josephine Porter Institute for Applied Biodynamics	Biodynamic Production & Farmer Education Center	\$43,875	No Award	No Award
4246	Washington County	Anderson & Sons Meats and Processing	\$141,377	\$141,377	Recommended Amount Approved to support 25% of new equipment purchases, contingent upon development of a formal business plan.
Business Development					
4239	Town of Pennington Gap	Pennington Gap Multi-Purpose Building Kitchen Incubator	\$515,000	Table	Table
4245	St. Paul Tomorrow, Inc.	Deen Building Redevelopment Project	\$639,730	\$639,730	Recommended Amount Approved. Hackworth opposed
4233	Tazewell Community Foundation	Medical Office Building development and construction	\$700,000	\$450,000	Award of \$450,000, contingent on 1:1 match and that grant funds may not be used for debt retirement.

Sites and Infrastructure					
4189	LENOWISCO Planning District Commission	Speculative Data Center Building at Project Intersection	\$656,416	\$656,416	Recommended Amount Approved contingent on no fund disbursement until a prospect has committed to the site.
4244	Industrial Development Authority of Dickenson County	Red Onion Industrial Park Development	\$848,420	\$848,420	Recommended Amount Approved.
Tourism					
4232	City of Bristol	Pre-engineering/ Feasibility Study for Mendota Trail - Downtown Bristol Connector	\$70,000	No Award	Commission approved award of \$70,000.
4235	Friends of Southwest Virginia	Southwest Virginia Creative Economy and Tourism Development Initiative	\$250,000	\$150,000	Commission approved award of \$250,000.
4241	City of Galax	The Rex Theater Revitalization	\$50,000	\$50,000	Recommended Amount Approved to support up to 50% of contractual expenses, contingent on Grant Director's approval of final consultant contract.
4242	City of Galax	2024 TCG Galax Small Convention Center Study	\$50,000	No Award	No Award
4234	Mountain Empire Community College	Mountain Empire Community College Outdoor Amphitheater	\$250,000	No Award	No Award
4237	Round the Mountain: Southwest Virginia's Artisan Network	Southwest Virginia Artisan Marketing & Development Initiative	\$100,000	\$100,000	Recommended Amount Approved contingent upon Grant Director's approval of an updated line-item detail budget and the development of project specific outcomes.

The Commission took action on one project extension and modification from the Southwest Virginia Committee:

Item	Commission Approved Action
Carroll, Grayson, Galax Regional Industrial Facility The Wired Road Connector Project (#3377)	The Commission approved a final extension for project #3377 to August 31, 2024.
Grayson County Connect Grayson (#3530)	The Commission approved a one-year extension for Project #3530 through May 31, 2025

Incentives & Loans Committee

The Commission took the following actions based on the recommendations of the Incentives & Loans Committee:

Item	Commission Approved Action
Henry County - RTI Martinsville, Inc. (3177)	The Commission approved staff’s recommendation to modify the performance agreement for TROF project #3177 to permit the acceptance of reported costs (as evidenced by receipts of capital purchases) of M&T and TPP towards the Company’s taxable asset obligation as verified in writing by the local Commissioner of Revenue.
Economic Development Housing Incentive Pilot Program	The Commission approved the Economic Development Housing Incentive Pilot Program as presented on pages 40 and 41 of the board book.
Project Delta	The Commission approved a loan to the Scott County IDA of up to the lesser of \$5,985,000 or 90% of total project costs, at an interest rate of 2.5% through the Commission’s Community and Business Lending program for construction of a 70-room, branded hotel. The Commission approved delegating authority to the Executive Director to finalize the loan agreement based on the conditions of the term sheet provided by the Virginia Resource Authority in 2022 for this project.

Education Committee

The Commission took the following actions based on the recommendations of the Southern Virginia Committee:

Workforce Financial Aid Applications: 2024-25 School Year:

The Commission approved All WFA applications subject to the following conditions:

- **Matching Funds:** Grantees must provide at least dollar-for-dollar matching funds.
- **Documentation Requirements:**
 - Grantees must report, on an individual student basis, the full distribution of all financial aid and/or other funding used to meet that student’s financial responsibility. This documentation may be marked “confidential” to protect student privacy, and the Commission asks that any other sensitive data (such as social security numbers, student health, or disability status, etc.) be redacted. Grantees are expected to work with the college’s financial aid office to track scholarship commitments through the People Soft system.
 - Grantees must report the program/major for each scholarship recipient for TRRC staff to validate eligibility under the approved category.
- **Dual Enrollment:** Dual Enrollment funding will be limited to regional high school program offerings at community college facilities. These scholarship funds will be limited to Advanced Manufacturing and Information Technology career programs. At least fifty percent 50% match must be provided toward Dual Enrollment tuition and fees.
- **Credential Testing Fees:** Support is limited to students enrolled in for-credit STEM-H and Advanced Manufacturing programs who qualify at or below the 500% poverty level. This funding will support 50% of the fees for the first testing attempt for the student, and for one attempt per student per credential. Support is limited to third-party certifications that are required for the student to be eligible for employment in their field. Total support for this purpose is limited to \$24,000 for Tier I institutions and \$10,000 for Tier II.
- **Poverty Level Income Requirements:** Grantees will limit scholarships for G3 Eligible and Non-G3 Eligible

for credit programs to students with family income up to 500% of Poverty Level for their family size (see below). Grantees must work with the college’s financial aid office to verify income eligibility and to track scholarship commitments through the People Soft system.

- **Final Reimbursement:** Grantees **must** submit a final reimbursement request no later than October 31st following the end of the academic year.

Req #	Organization	Project Title	Request Amount	Commission Approved Award Amount
Southern Virginia				
4258	Brightpoint Community College Foundation	2024-25 Tobacco Region Scholarship at Brightpoint Community College	\$85,000	\$85,000
4231	Central Virginia Community College Educational Foundation, Inc.	CVCC Workforce Financial Aid 2024-2025	\$240,000	\$240,000
4252	Danville Community College Educational Foundation, Inc.	DCC Educational Foundation Workforce Financial Aid 2024-2025	\$240,000	\$240,000
4249	Patrick & Henry Community College Foundation	P&HCC 2024-2025 Workforce Financial Aid	\$240,000	\$240,000
4257	Southside Virginia Community College Foundation	Investing in Southside Students	\$240,000	\$240,000
4250	Virginia Western Community College Educational Foundation	Workforce Financial Aid and Community College Access Program for Franklin County	\$100,000	\$100,000
Southwest Virginia				
4254	Mountain Empire Community College	MECC Works	\$240,000	\$240,000
4253	New River Community College Educational Foundation	Floyd County ACCE (Access to Community College Education) Program	\$90,000	\$90,000
4255	Southwest Virginia Community College	2024-2025 Tobacco WFA Scholarship Grant	\$240,000	\$240,000
4251	Virginia Highlands Community College Educational Foundation	Virginia Highlands Community College - Workforce Financial Aid FY25	\$240,000	\$240,000

4256	Wytheville Community College	Wytheville Community College Forging Futures Scholarship Program	\$240,000	\$240,000
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The Commission took action on one project extension and modification from the Education Committee:

Item	Commission Approved Action
Southside Virginia Community College Foundation Expansion of Industrial Technology Programs (#3647)	The Commission approved an extension to May 31, 2025.

Southern Virginia Committee

The Commission took the following actions based on the recommendations of the Southern Virginia Committee:

Req #	Organization	Project Title	Requested Amount	Recommended Amount	Commission Decision
Agribusiness					
4216	County of Bedford	Wellfarm Meats' Tucker Terrace Processing Equipment	\$286,141	Table	Table
4222	Buckingham Cattlemen's Association	Parking expansion of the BCA BARN facility and Beef Hub	\$90,000	Table	Table
4225	Central Virginia Planning District Commission	CVPDC Agribusiness Marketing Development Planning Grant	\$20,000	\$10,000	Recommended Amount Approved, contingent on award of AFID Planning Grant.
Business Development					
4215	Town of Bedford	Business Development Center Feasibility Study	\$40,000	\$40,000	Recommended Amount Approved for no more than 50% of third-party consultant costs for professional services.
4223	Lynchburg Regional Business Alliance	Lynchburg Regional Marketing Grant 2024	\$95,600	\$95,600	Recommended Amount Approved for 50% of \$191,000 contract for economic development branding campaign.
4217	Sussex County	Sussex & Waverly Business District Revitalization	\$33,100	\$33,100	Recommended Amount Approved contingent on matching funds from Sussex County and Town of Waverly.
4220	VT Foundation Operating as Reynolds Homestead	Planning Grant for Reynolds Homestead Food-based Business Incubator	\$90,000 \$75,000	\$75,000	Recommended Amount Approved.

Sites and Infrastructure					
4212	County of Bedford	New London Phase 2.1	\$1,107,500	Table	Table
4218	Campbell County	Seneca Commerce Park Lot L Grading Project	\$250,000	Withdrawn	No Action
4226	Franklin County	Increasing Sewer Capacity for Summit View Business Park, Franklin County	\$1,500,000	Table	Table
4219	Pittsylvania County	Southern Virginia Megasite Natural Gas Gate Engineering and Permitting Loan	\$2,000,000	\$500,000	Recommended Amount Approved, if needed, for 50% of required VBRSP Match funding and contingent on approval of detailed cost estimate
4221	Prince Edward County	Prince Edward County HIT Park Access Road Phase 1	\$442,005	\$442,005	Recommended Amount Approved contingent on securing matching funds and DEQ approving a permit for the new regional Water Treatment Plant at Sandy River Reservoir.
4224	Sussex County	Sussex Megasite: Infrastructure Planning & Design	\$1,929,372	Table	Table
Tourism					
4214	Town of Lawrenceville	Heritage Trail Park Connector Project	\$91,951	\$91,951	Recommended Amount Approved contingent on the second VDOT award being approved to complete funding for the project.

The Commission took action on one project extension and modification from the Southern Virginia Committee:

Item	Commission Approved Action
Danville-Pittsylvania Regional Industrial Facility Authority Water System Improvements Phase II (Virginia System) / Berry Hill (#3011)	Commission approved final extension to September 30, 2025