

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
| THURSDAY, APRIL 5, 2018 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, April 5, 2018, at 8:00A.M. in the County Administration Building, First Floor Conference Room, 107 North Kent Street, Winchester, Virginia.

PRESENT: Robert Claytor, John Riley, Doug Rinker, Gary Lofton, Bryan Fairbanks, and Heather McKay

STAFF: Patrick Barker and Donna McIlwee, Frederick County Economic Development Authority, Jay Tibbs, Deputy County Administrator, and Michael Bryan, Attorney

MEETING CALLED TO ORDER: Vice Chairman Riley called the meeting to order at 8:05 a.m.

APPROVAL OF MINUTES

The minutes from the March 1, 2018, meeting were presented.

Upon a motion duly made by Mr. Rinker and seconded by Mr. Fairbanks, the minutes from the March 1, 2018 meeting were approved.

J. Stanley Crockett	Absent
Robert Claytor	Aye
Bryan Fairbanks	Aye
Gary Lofton	Aye
Heather McKay	Aye
John Riley	Aye
Doug Rinker	Aye

TREASURER'S REPORT

Mr. Barker submitted the following report:

Checking Account - Bank of Clarke County as of March 31, 2018 - \$2,610,191.67.
Savings Account - Scott & Stringfellow as of March 31 - \$1,042,539.94.

The Treasurer's Report was approved as submitted by the following recorded vote:

J. Stanley Crockett	Absent
Robert Claytor	Aye
Bryan Fairbanks	Aye
Gary Lofton	Aye
Heather McKay	Aye
John Riley	Aye
Doug Rinker	Aye

SHORT-TERM WORKFORCE CONVERSATION

At the EDA's March meeting, EDA Board expressed a willingness to hear about possible EDA involvement with short-term workforce solutions.

Mr. Barker reviewed the importance of workforce in the competitive economic development environment. As noted in the Area Development Magazine's annual survey of corporate decision makers and site selectors ranking, availability of workforce is often cited as a top factor in how corporations and site selectors decide where to invest. Mr. Barker continued that Frederick County, like other communities across the Commonwealth and the Nation, face a variety of workforce challenges. Low unemployment, coupled with existing demand from existing employers and new economic development projects, creates a significant issue for the short term and beyond.

In response to this top factor, Mr. Barker provided some concepts for EDA Board engagement with short-term workforce needs. Mr. Barker noted that these concepts are envisioned to leverage any EDA financial investment (i.e. Go Virginia), complement existing programs and involve employer participation.

Two concepts involved enhancing/creating a training pool for new and/or incumbent workers, while at the same time creating a pipeline for future workforce via a clear career pathway to high demand occupations, which would include providing educational outreach for students, parents, educators and underemployed individuals. An additional concept would aim to improve the retention and attraction of young adults from regional high schools and universities/community colleges by delivering programs and tactics to overcome to-be identified obstacles and implement talent attraction strategies.

Barker commented that any short-term workforce efforts should be targeted for those occupations most needed and offering an entry level salary of \$36,000 or above. A table of these occupations was provided.



FREDERICK COUNTY TOP 2 YR OCCUP. BY NEED w/ ENTRY SALARY \$36,000 +

Title	Total NEED	Entry Level	Experienced	Education Requirement	Training Requirement
Lending (NFCU)	265	\$55,600	\$55,600	4C	Moderate-term OJT
Contact Center (NFCU)	100	\$45,100	\$45,100	HS	Short-term OJT
General and Operations Managers	89	\$48,000	\$139,500	4C	None
ISD (NFCU)	83	\$94,600	\$94,600	CC	Moderate-term OJT
Elementary School Teachers, Except Special Education	61	\$40,900	\$63,500	4C	None
Business Operations Specialists, All Other	58	\$55,700	\$79,300	4C	None
First-Line Supervisors of Production and Operating Workers	53	\$36,900	\$70,700	HS	None
First-line Supervisors of Construction Trades and Extraction Workers	51	\$41,500	\$67,100	HS	None
Industrial Machinery Mechanics	49	\$41,000	\$59,600	HS	Long-term OJT
Accountants and Auditors	48	\$41,000	\$88,500	4C	None
Secondary School Teachers, Except Special and Career/Technical Education	46	\$38,600	\$71,100	4C	None
Electricians	42	\$36,300	\$58,700	HS	Apprenticeship
Managers, All Other	33	\$71,600	\$123,900	4C	None
Management Analysts	32	\$54,300	\$107,600	4C	None
Middle School Teachers, Except Special and Career/Technical Education	30	\$37,700	\$69,100	BS	None
Loan Officers	28	\$37,400	\$97,100	BS	Moderate-term OJT
First-Line Supervisors of Mechanics, Installers, and Repairers	27	\$46,100	\$80,700	HS	None
Financial Managers	25	\$78,400	\$173,500	BS	None
Construction Managers	25	\$74,200	\$212,300	BS	Moderate-term OJT
Human Resources Specialists	24	\$40,200	\$81,300	BS	None
Farmers, Ranchers, and Other Agricultural Managers	23	\$55,200	\$84,400	HS	None
First-Line Supervisors of Helpers, Laborers, and Material Movers, Hand	23	\$42,900	\$63,600	HS	None
Teachers and Instructors, All Other	22	\$36,600	\$57,100	4C	None

Source: JobsEQ with 2017 Frederick County Announcements

Mr. Fairbanks inquired if the GO Virginia project guidelines require that the 2 localities be adjoining, which he feels would be beneficial.

Mr. Rinker, in referring to the slide which showed top occupations needed in 2 years, asked if there was any way to focus just on those positions more difficult to fill. Mr. Barker stated he felt we needed to keep our focus on specific groups.

Mr. Riley asked Mr. Barker what a measurable success would be in his opinion. Mr. Barker's reply was that employers are finding better qualified employees. Mr. Fairbanks stated a pipeline is more important because employers can train new employees.

Mr. Lofton questioned if the EDA is moving in the right direction and asked the status of partnering with local schools and LFCC to provide training for specific industries. He feels the genesis is at the school level.

Mr. Claytor feels LFCC Workforce Solutions is doing a good job providing what is needed but high schools are uninformed.



Heather McKay stated she felt parents and students are not well informed of opportunities locally and educating them is key.

Mr. Lofton stated that schools need to be a stronger partner in this effort. If they are not engaging students like we think they should, we may need to get into the schools and find someone who will.

Mr. Barker remarked that our area is not alone in this problem---two other regions are grappling with same problems.

Mr. Rinker suggested leveraging with Dowell J. Howard.

Mr. Barker stated that LFCC has training classes but a lack of students. The deadline for submission of possible GO Virginia projects is in June, and he asked the Board if staff was heading in the right direction.

Mr. Riley asked Board members if they would like local educators to react to and discuss our concerns at a future Board meeting.

Mr. Claytor stated students are not aware of local employment opportunities and schools are not creating pathways for them.

After discussion, the consensus was to invite someone from the Frederick County School System to a future meeting.

JOINT MEETING WITH BOARD OF SUPERVISORS

Mr. Barker reported that the annual discussion and review with the BOS has been scheduled for April 25, 5:30-6:30 p.m., and presented a proposed agenda. He plans to have someone from VDEP present a 10-15 minute program on their overall view of trends in economic development.

Mr. Riley stated we need feedback from the BOS—if we are headed in the wrong direction, we need to know.

Mr. Rinker remarked that we need to know what areas to focus on from the ranking slide shown at our March meeting. Mr. Riley stated we need to add local land use decisions among local agencies to that chart. Mr. Clayton felt VDOT issues should be added, too.

Mr. Barker stated staff will pick several topics from the ranking slide, provide background and send to the BOS.



Mr. Lofton suggested the list be condensed before sending to the BOS. He also stated he would like to see some action from this year's meeting. He suggested it would be nice to show more results of what the EDA has accomplished. Also, it would be informative to see what industries or industry type decided not to locate here and the reason why.

SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY

Mr. Lofton introduced new Board member, Heather McKay, who represents agribusiness. She was welcomed to the Board by other members.

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned. (8:55 A.M.)

Stan Crockett
Chairman

Kris Tierney
Secretary

