

**GENEDGE ALLIANCE
Board of Trustees Meeting
Friday, March 15, 2019**

Weyers Cave, VA

Members Present

Dr. John A. Downey
Mr. Doug Frost
Mr. Aviv Goldsmith
Ms. Marilyn Hanover
Dr. Brian Hemphill
Mr. John Mead
Mr. Rick Gagliano
Mr. Wesley Reid
Dr. Wayne P. Stilwell

Members Absent

Dr. Makola Abdullah (Rep)
Mr. Ed. Albrigo
The Hon. Brian Ball
Dr. John Dever (Rep)
Mr. Marc Foglia
Ms. Tamea Franco
Dr. Tiffany McKillip Franks (Rep)
Mr. Roy C. Irvine
Mr. Jeff Jaycox
Mr. David Lohr
Mr. Abdelkarim Moharram
Mr. Kevin Mumpower

Representative Present

Representative Absent

Dr. Jaime Camelio

Others Present: Mr. Josh Dawson, Mr. Bill Donohue, Ms. Cindy Glisson, Mr. Charles Harris (rep for Dr. Franks), Dr. Stu Harris (rep for Dr. Dever), Ms. Flora Hezel (Attorney General), Dr. Dan Roberts (rep for Dr. Abdullah), Ms. Valerie Simpson, Mr. James Smith, Ms. Stephanie Surret (SVAM Center of Excellence), Mr. Sam Wolford and Mr. Dean Young.

~Call to Order~

Dr. Stilwell, called the meeting to order at 11:05 a.m. He welcomed everyone and thanked them for attending.

~Approval of Minutes~

Dr. Stilwell asked the board members to review the minutes from the December 7, 2018 meeting. Dr. Stilwell next asked for any additions, corrections, changes, or discussion to the minutes. With there being no changes, Ms. Hanover made a motion to accept the minutes, Dr. Downey properly seconded and the minutes were approved.

~Financial~

Mr. Dawson began by reviewing the Operating Metrics YTD FY19 (eight months) perspective. Gross bookings were \$1,895,852. Gross billings totaled \$1,961,588. Net billings were \$817,108. Backlog was \$1,786,633 and net cash position was \$1,312,337.

Mr. Dawson next reviewed the bookings by program and billings by program. He then discussed the proposal pipeline stating that the number of proposals is 122, number of contracts is 81 and the number of new manufacturers is 39 all for FY19 (eight months).

Mr. Dawson concluded by informing the board members of the new procurement procedures stating that GENEDGE has been working on two new procurement procedures with the goal of expediting our current procurements with VCCS Shared Services Center.

Dr. Stilwell asked for a motion to adopt the proposed procurement sole source contracting and request for proposal procurement policies. Mr. Goldsmith requested some changes be made to the signatory requirements referenced in the procurement policies, which was discussed and accepted for inclusion. The policy was then introduced to the floor as amended for execution by the GENEDGE Business Manager for internal use and implementation by GENEDGE's staff to ensure compliance with the Virginia Public Procurement Act. A motion was made, properly seconded and approved.

~ HR Committee Update, Organizational Climate Survey~

Mr. Frost reviewed the GENEDGE Culture Study with the board stating that VCU Performance Management Group (VCU-PMG) conducted the study of all GENEDGE employees. The set of observations and recommendations was reviewed using a summary document provided to the Board of Trustees.

Mr. Frost concluded by discussing the recommendations of improvement for GENEDGE from VCU-PMG.

~Regional Growth Advisor Development~

Mr. Donohue introduced Mr. Sam Wolford. Mr. Wolford began by giving the board members background information on the Heart Project, Helping Coal Impacted Businesses, one business at a time.

Next, Ms. Stephanie Surrett concluded by stating the purpose of the Heart Project and who the team members are. She informed the board members that Roundtables are being held with impacted businesses. She stated that twenty-two roundtables were completed and eight more have been scheduled. They are looking to serve 213 companies with an estimated attendee count of 280.

~Operations Update~

Ms. Glisson began by informing the board members that the Hampton Roads office opened February 1.

Next, Ms. Glisson reviewed the GENEDGE Strategy bold steps, metrics and goals and gave the board members a goal status update.

Ms. Glisson concluded by presenting the NIST Survey Impact Metrics for the 3rd Quarter to the board members.

~Federal / State Funding & Initiatives~

Mr. Donohue began by informing the board of Federal Richmond Manufacturing activity stating that each index is a diffusion index and is equal to the percentage of responding firms reporting increases minus the percentage reporting decreases, with results based on responses from 80 out of 110 firms that were surveyed.

Next, Mr. Donohue reviewed the VCCS – Philpott Manufacturing Extension Partnership state budget success. He referred to budget item 213 #1c. This amendment provides additional general fund support for the A.L. Philpott Manufacturing Extension Partnership to allow GENEDGE to provide full state coverage.

Mr. Donohue then thanked the GENEDGE team that was formed that visited every General Assembly member's office. And he thanked the Marketing team for supported this effort.

Next, Mr. Donohue thanked the GENEDGE board members for communicating with every member of the House of Appropriations and Senate Finance.

Mr. Donohue concluded by informing the board members that GENEDGE received the NIST Renewal & consideration for the five year option.

~Other Business / Public Comment / Adjournment~

Dr. Stilwell asked for new business and public comment. There being none, the meeting was adjourned.