

**OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION**  
**Executive Committee Meeting**

**Minutes**

January 28, 2010

Pike County Government Center

Waverly, Ohio

Chairman: *Bob Proud*

Vice-Chairman: *Roger Rhonemus*

Treasurer: *Doug Corcoran*

**1. WELCOME AND CALL TO ORDER**

Bob Proud, OVRDC Chairman, called the meeting to order and stated that a quorum was present and welcomed everyone to the Pike County Government Center in Waverly, Ohio. Mr. Proud then asked, Chris Shaffer, newly appointed Assistant Director of the Governor's Office of Appalachia to lead the attendees in the Pledge of Allegiance to the American Flag. Mr. Proud then asked attendees to introduce themselves since this was the first meeting of 2010.

Those in attendance were as follows:

**Executive Committee Members:**

*Russ Brewer, Adams County Member at Large*

*Eugene Collins, Scioto County Minority Representative*

*Doug Corcoran, Ross County Commissioner*

*Jack DeWeese, Fayette County Commissioner*

*Justin Fallon, Gallia County Commissioner*

*Gary Heaton, Highland County Commissioner*

*Rick McNelly, Jackson County Private Sector Representative*

*Jane Murray, Mayor, City of Portsmouth*

*Ken Morrison, Clermont County Member at Large*

*Bob Proud, Clermont County Commissioner*

*Roger Rhonemus, Adams County Commissioner*

*Harry Rider, Pike County Commissioner*

*Charles Stevens, Highland County Private Sector Representative*

*Tom Walton, Proxy for Edmund Armstrong, Jackson County Commissioner*

*Thomas White, Ross County Private Sector Representative*

**Staff:**

*John Hemmings, OVRDC Executive Director*

*Rebecca Banchy-McIlwain, OVRDC Finance Director*

*Sherrie Lanier, OVRDC Development Director*

*Michele Throckmorton, OVRDC Economic Development Coordinator*

*Sharon Clark, OVRDC Administrative Assistant*

**Guests:**

*Gary Abernathy, Representative, Senator Voinovich*

*Blaine Beekman, Pike County Commissioner*

*Betty Bishop, Interim City Manager, City of Greenfield*

*Melissa Clark, Gallia County Economic Development Director*

*Cindy Cunningham, Representative Congressman Zack Space*

*James D. Keels, Gallia County Minority Representative*

*Tony Logan, State Director, USDA Rural Development*

*Chris Shaffer, Assistant Director, Governor's Office of Appalachia*

*Lynn Stevens, USDA Rural Development*

*Ted West, Pike County Commissioner*

**2. APPROVAL OF MINUTES**

Mr. Proud stated that the draft of the November 19, 2009 Executive Committee meeting minutes was mailed to members, along with the meeting notice. He asked for any corrections or additions to the minutes. Mr. Proud then asked for a motion to approve the minutes.

**IT WAS MOVED BY GARY HEATON AND SECONDED BY KEN MORRISON TO APPROVE THE MINUTES OF THE NOVEMBER 19, 2009 EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.**

**3. FINANCE REPORT**

Mr. Proud introduced OVRDC Treasurer, Doug Corcoran. Mr. Corcoran referred to Tab #3 and the November 30, 2009 Balance Sheet which reflected the total assets of \$671,124.07; total liabilities of \$72,773.19 and total equities of \$598,350.88 and a balance of \$0.00. Mr. Corcoran advised a Pre-audit meeting was held today and Mrs. Banchy-McIlwain, OVRDC Finance Director will offer a report under Agenda Item 6c. Mr. Proud asked for a motion to adopt the Finance Report as presented.

**MOTION WAS MADE BY HARRY RIDER AND SECONDED BY CHARLES STEVENS TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.**

**4. DIRECTOR'S REPORT**

John Hemmings, OVRDC Executive Director referred to Tab #4 and highlighted the various sections. Mr. Hemmings advised that In-kind forms will not be included in the Executive Committee Meeting Packets during 2010 meetings.

Mr. Hemmings and Rebecca Banchy-McIlwain, OVRDC Finance Director participated in a webinar regarding "Complying with Ohio Attorney General's Economic Development Accountability Program (EDAP)." OVRDC received an EDAP request from the Attorney General's office to complete an "Annual Awardee Compliance Report" on awards received from ODOD between July 1, 2004 and June 30, 2009. A team approach on research and preparation for our response on 10 projects was conducted and the compliance reports have been completed. He acknowledged the assistance of Rebecca McIlwain, Juanita Bragg and Shannon Nichols in helping with the completion of the compliance reports.

Mr. Hemmings and Rebecca Banchy-McIlwain, in conjunction with the Adams County Commissioners honored Patty Wilmoth of First State Bank for her service as the OVRDC Loan Review Committee member for Adams County for the past 14 years on December 14, 2009.

Mr. Hemmings met with Steve Carter, Scioto County Economic Development Director, and Ed Hughes, Executive Director of the Counseling Center about the prescription drug problem plaguing the southern Ohio region. He indicated there has been some interest in approaching the problem as a Tri-state region and working with the LDDs in Ohio, West Virginia, and Kentucky as a way to assist in this effort.

Mr. Hemmings said on November 20<sup>th</sup>, Sherrie Lanier, OVRDC Development Director attended a meeting and tour concerning the Fayette County Mega-Site. The meeting was to familiarize elected officials and development officials with the site and Fayette County.

Mr. Hemmings referred to the attachment from the Economic Development Administration (EDA) regarding the changes in the EDA's Investment Priorities. He advised OVRDC has held four county caucus meetings in Scioto, Lawrence, Jackson and Pike counties and this new information was not in the packets since it was not received in our office prior to those meetings. He informed members that the EDA fact sheet will be updated for all of the future caucus meetings.

Mr. Hemmings referred to the attachment from the Economic Development Administration (EDA) concerning the Community Trade Adjustment Assistance Opportunity Program. He stated that his research identified only Highland and Fayette Counties as eligible areas particularly the Cities of Hillsboro, Greenfield, and Washington Court House. Planning grants are at 75% and implementation grants are 95% EDA funded.

Mr. Hemmings referred to the attachment about the Save the Dream Ohio foreclosure prevention program and the news article about the Ohio House of Representatives voting to authorize regional transportation innovation authorities. Mr. Hemmings stated that he may discuss this more at the next Executive Committee meeting after he has a chance to review the legislation.

## 5. OLD BUSINESS

### a. ARC/EDA FY' Project Status

Mr. Proud introduced Michele Throckmorton, OVRDC Economic Development Coordinator. Mrs. Throckmorton referred to Tab #5a and advised the projects submitted to GOA are: **Area Development:** Hillsboro WWTP Expansion and Bypass Elimination (Highland County), Portsmouth Water Systems Upgrade (Scioto County), Coalton Village and Coal Township Wastewater Improvements (Jackson County), and Frankfort Water System Improvements (Ross County). **Distressed County:** Pike Hospital Diagnostic/Medical Equipment Project (Pike County). Concerning the Economic Development Administration, she stated that the Hillsboro WWTP Expansion and Bypass Elimination (Highland County) is not being funded by EDA.

### b. Corridor Study Update

Mr. Proud introduced Sherrie Lanier, OVRDC Development Director. Mrs. Lanier referred to Tab #5b. She advised the Corridor Study has been completed and a hard copy will be provided to each of the counties along the corridor. Copies in DVD format will also be available and the report will be posted on our website. She indicated the major purpose of the study and planning effort was to maximize the economic development potential of the SR32/US50 and US 35 corridor to create new jobs in southern and southeastern Ohio and that this study and plan is the first major comprehensive overview economic study of the SR32/US50 and US 35 Corridors since they were completed in Ohio. It provides comprehensive base level data and maps, which the region must have to plan for the future economic development of the corridor. Mrs. Lanier advised based on the analysis conducted that the following recommendations are proposed:

1. Creation and maintenance of a regional website for marketing available industrial sites and buildings.
2. Continued dialogue between business and education officials.
3. Proactive land use planning implemented.

4. Development of a corridor access plan.

Mr. Proud stated, "If you don't plan growth, it will plan you."

c. Connecting Appalachia Update

Mr. Hemmings advised he has been notified that the "Connecting Appalachia" application was unsuccessful in obtaining Round 1 Broadband Stimulus Funds through the US Department of Commerce, National Telecommunications and Information Administration (NTIA). He indicated this project was supported by our OVRDC's CEDS Committee and by resolutions from the majority of the OVRDC counties. Cindy Cunningham of Congressman Space's Office advised that the congressman was disappointed the application was not funded, but is in contact with the Governor's Office regarding pursuing broadband for Southern Ohio.

Mr. Hemmings indicated the Southern Ohio Health Care Network (SOHCN) will possibly apply for Round 2 funding (a middle-mile coverage proposal) and he will find out more about that next week through a conference call with Tom Reid, the consultant to SOHCN.

Mr. Hemmings advised that he expressed his concern to Senator Brown's staff at a recent meeting, along with the directors of Buckeye Hills-Hocking Valley Regional Development District and the Ohio Mid-Eastern Governments Association.

Tony Logan, the new State Director for USDA Rural Development said an Ohio/Michigan meeting will be held next week in Dearborn, Michigan to discuss Round 2 funding and he urged participation from "Connecting Appalachia" representatives.

Mr. Hemmings also advised that Connect Ohio will be holding a Providers Opportunity Meeting on February 12<sup>th</sup> to share information on its recent broadband mapping efforts with private broadband carriers so that the private carriers might take an interest in applying for Round 2 Broadband Stimulus Funds to add some service areas in the state.

d. Economic Recovery Coordinator Contract

Mr. Hemmings advised this item was tabled last month and that he met with the Tri-County Economic Recovery Advisory Committee yesterday to discuss the continuation of the Economic Recovery Coordinator contract with Rafeal Underwood. Mr. Hemmings explained that it was approved to recommend continuing the Economic Recovery Coordinator contract with Rafael Underwood contingent upon the receipt of the EDA Economic Adjustment Assistance program grant award. Mr. Hemmings advised that the contract annual amount was recommended to remain at \$80,000 and would be prorated if the grant award indicated an end date of December 31, 2010.

**A MOTION WAS MADE BY GARY HEATON AND SECONDED BY CHARLES STEVENS TO APPROVE THE RECOMMENDATION OF THE TRI-COUNTY ECONOMIC RECOVERY ADVISORY COMMITTEE TO CONTINUE THE ECONOMIC RECOVERY COORDINATOR CONTRACT WITH RAFAEL UNDERWOOD AT AN ANNUAL AMOUNT OF \$80,000 AND THE AMOUNT BE PRORATED IF THE GRANT AWARD END DATE IS DECEMBER 31, 2010 CONTINGENT ON THE RECEIPT OF THE EDA ECONOMIC ADJUSTMENT PROGRAM GRANT AWARD. THE MOTION CARRIED.**

e. Follow-Up on Ohio EDA Economic Development Representative

Mr. Hemmings advised as requested at the last Executive Committee meeting in November, he sent a letter to legislators advising them how important the Ohio EDA Economic Development Representative's position is to our Southern Ohio Area. He also sent a letter of commendation to the former Ohio Economic Development Representative, Bob Hickey who retired January 2, 2010. Mr. Hemmings advised that EDA is reposting the Ohio Economic Development Representative position, since all applicants from the first posting of the job EDA Economic Development Representative were rejected.

7. NEW BUSINESS

Nominating Committee Report

Mr. Proud introduced James Keels from Gallia County, Chairman of the OVRDC Nominating Committee. Mr. Keels advised the Nominating Committee met at 11:30 a.m. on January 28, 2010. Members present included himself, Jack DeWeese (Fayette County), Eugene Collins (Scioto County), Margery Paeltz (Brown County) participated by phone, and Sherrie Lanier, OVRDC Development Director. Mr. Keels then presented the slate of officers chosen during this meeting which are to be considered during the March 2010 Full Commission Meeting. They are: Bob Proud, Clermont County Commissioner as Chairman, Roger Rhonemus, Adams County Commissioner as Vice Chairman and Doug Corcoran, Ross County Commissioner as Treasurer. Mr. Proud asked for a motion to accept the slate of officers.

**A MOTION WAS MADE BY RICK MCNELLY AND SECONDED BY JUSTIN FALLON TO ACCEPT THE NOMINATING COMMITTEE REPORT OF THE SLATE OF OFFICERS FOR 2010-2011 TO BE PRESENTED FOR CONSIDERATION DURING THE MARCH 24, 2010 FULL COMMISSION MEETING. THE MOTION CARRIED.**

b. 2010 OVRDC Annual Budget Approval

Mr. Proud introduced Rebecca Banchy-McIlwain. Mrs. Banchy-McIlwain referred to Tab #6b which contained the Annual Budget for Ohio Valley Regional Development Commission for Fiscal Year January 1, 2010-December 31, 2010. Mrs. Banchy-McIlwain provided an overview of six (6) projects funded by our investment partners, the Economic Development Administration, the Appalachian Regional Commission, USDA Rural Development and a sub-award from Ohio University. The total budget for 2010 is \$821,312. Mr. Proud asked for a motion to approve the Annual Budget.

**IT WAS MOVED BY TOM WHITE AND SECONDED BY ROGER RHONEMUS TO APPROVE THE ANNUAL BUDGET FOR FISCAL YEAR JANUARY 1, 2010-DECEMBER 1, 2010. THE MOTION CARRIED.**

c. Audit Committee Report

Mr. Proud introduced Rebecca Banchy-McIlwain, OVRDC Finance Director. Mrs. Banchy-McIlwain advised she and members of the Audit Committee met today with the auditors from Whited Seigneur Sams & Rahe. She explained the audit process and indicated the audit report will be presented at our May 27, 2010 Executive Committee meeting for final approval. One of the items to be completed is the Board related party questionnaire. The questionnaire is designed to obtain information about transactions between Ohio Valley Regional Development Commission and any related parties. She gave all members of the Executive Committee the related party letter, there are 3 questions to be answered and must be signed and dated and then returned to her sealed in the envelope provided and they will be mailed to our auditors. We are

expecting a 100% response rate and certainly appreciate everyone's cooperation. The letters to the Executive Committee members not in attendance today will be mailed out this week.

d. 2009 CEDS Project Addition

Mr. Hemmings referred to Tab #6d and reported that OVRDC would like the approval of the Executive Committee to add the Fayette County Memorial Hospital (Fayette County) Project to the 2009 CEDS Economic Development Administration project priority list. The scope of work in this project includes significant upgrades to Fayette County Memorial Hospital by renovating the existing Emergency Room to be able to accommodate industrial accidents. Over the past 16 months, Fayette County has lost a number of potential industrial customers willing to locate their operations in the area because the Emergency Room is too small and ill-equipped to handle a large industrial disaster should one take place.

**MOTION WAS MADE BY GARY HEATON AND SECONDED BY DOUG CORCORAN TO ADD THE FAYETTE COUNTY MEMORIAL HOSPITAL PROJECT TO THE CEDS ECONOMIC DEVELOPMENT ADMINISTRATION PRIORITY PROJECT LIST. THE MOTION CARRIED.**

e. OVRDC EDD Performance Evaluation

Mr. Hemmings referred to Tab #6e and the letter from the U.S. Department of Commerce, Economic Development Administration (EDA) regarding the August 2009 performance evaluation of Ohio Valley Regional Development Commission. Mr. Hemmings stated the evaluation found OVRDC in compliance and meeting applicable performance standards as per EDA regulations and requirements.

f. Executive Session

Mr. Proud advised the evaluation of the OVRDC Executive Director will be tabled and will be discussed at a Personnel Committee Meeting on March 24, 2010. He then requested a motion to enter into Executive Session.

**A MOTION WAS MADE BY KEN MORRISON AND SECONDED BY CHARLES STEVENS TO GO INTO EXECUTIVE SESSION, THE MOTION CARRIED.**

The Executive Committee reconvened into regular session. Mr. Proud advised that Mr. Hemmings had received and shared a letter from Rebecca Banchy-McIlwain stating her intent to retire effective June 1, 2010 and her last official work day at OVRDC will be May 31, 2010, and asked for a motion for the Executive Committee to accept the letter.

**MOTION WAS MADE BY GARY HEATON AND SECONDED BY HARRY RIDER TO ACCEPT THE RETIREMENT LETTER OF REBECCA BANCHY-MCILWAIN AS OVRDC FINANCE DIRECTOR EFFECTIVE JUNE 1, 2010 WITH HER LAST OFFICIAL WORK DAY BEING MAY 31, 2010. THE MOTION CARRIED.**

Mr. Proud asked for a motion to authorize the OVRDC Executive Director to post the position of Finance Director in compliance with OVRDC Bylaws and OVRDC Operations and Personnel Policies Manual internally and externally at the same time.

**A MOTION WAS MADE BY JUSTIN FALLON AND SECONDED BY DOUG CORCORAN TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO POST THE POSITION OF FINANCE DIRECTOR IN COMPLIANCE WITH THE OVRDC**

**BYLAWS AND THE OVRDC OPERATIONS AND PERSONNEL POLICIES MANUAL INTERNALLY AND EXTERNALLY AT THE SAME TIME. THE MOTION CARRIED.**

Mrs. Banchy-McIlwain said she certainly has appreciated the opportunity to serve the district for the past 36 years, the majority of her life, and will now serve her husband and her family. She indicated she will continue to serve until her retirement date.

7. **ANNOUNCEMENTS**

Mr. Proud referred to the January Announcement Section and reminded members of the Full Commission Banquet and Meeting to be held March 24<sup>th</sup> in Pike County at the Pike County Career Technology Center.

8. **OVRDC MEETINGS**

Mr. Proud advised the next Executive Committee Meeting is scheduled for 1:30 pm, Thursday, February 25, 2010 at the Pike County Government Center.

9. **ADJOURN AND INKIND**

There being no other business, Mr. Proud asked for a motion to adjourn.

**MOTION WAS MADE BY HARRY RIDER AND SECONDED BY RICK MCNELLY TO ADJOURN THE JANUARY 28, 2010 EXECUTIVE COMMITTEE. THE MOTION CARRIED.**

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John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

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Bob Proud, Chairman