

Northumberland County Economic Development Commission
Meeting: November 19, 2024
6-8 pm

1. Meeting was called to order at 6:00 PM
2. Roll Call. In attendance were Commissioners: Dr. Karen Pica, Melissa Carter, Dan Corder, and Maurice Johnson; Staff: Drew Basye and Robert Bullard. Jon Kost from Planning Commission.
3. Agenda Review. The agenda was reviewed and approved. Mr. Corder motioned for approval and Mr. Johnson second.
4. Review of Meeting Notes: The minutes for the EDC's October 2024 meeting were reviewed by the commissioners. Mr. Corder motioned for approval Ms. Carter second the motion and the Commissioners approved the minutes.
5. Commissioners' Corner
 - a) Mr. Corder – District 1 –
 - i. Callao Brewery is installing a brick oven pizza in their facility.
 - ii. Old Sinclair Repair building acquired by an individual running a landscaping business,
 - b) Ms. Stuart – District 2 – No updates, not in attendance
 - c) Ms. Carter – District 3 – No updates
 - d) Pica – District 4 – No updates (see current projects)
 - e) Mr. Johnson – District 5 – No updates
6. Executive Director Items –
 - a) Goals – end of week
 - b) EXPO
 - c) Howland School
 - d) Grant for Spring Expo
 - e) Main Street – re-visited (NNEC 250) – Tier 1 Exploring Main Street, 2 Mobilizing Main Street, and 3 – Advancing Virginia Main Street
 - i. Motion for Executive Director to pursue grants for Main Street made by Dan Corder, seconded by Melissa Carter. Motion approved.
7. County Administrator Corner
 - a) APB – they are closing in on wrapping up the VATI project. Should be done end of calendar year.
 - b) Working on completing contracts for APB

8. Current Projects

- a) Strategic Action Plan EXEC DIR goals
- b) On hold with Strat Plan until Planning Commission's Comprehensive Plan is released
- c) Reached out to the Chamber of Commerce to obtain information on how their funding is laid out.
- d) Chamber establishing job board electronically.
- e) Jan 29 – 12:00 PM – 4:00 PM Univ Mary Washington Virginia Talent and Opportunities Program. EDC will host the session and invite businesses. She will provide flyers to us so we can send them to the business. It will be hosted in the Tavern.
- f) Career Expo in the spring – two tracks
 - i. In school job fair – businesses looking for summer hire.
 - ii. Combine Career Expo with a Heritage Fair – demonstrations of different skills and trades within the county. Have them come in and do demonstrations. (Drew) – consider partnering with Bay Consortium and pursue the virtual reality tool and work with local trade schools.
- g) RETRO on the EXPO
 - i. More lead time to reach out to businesses.
 - ii. Getting public notices out timely and in many mediums.
 - iii. Reach out to the non-participating businesses and get input on what they are seeking when you address the upcoming Spring event.
 - iv. Find out reporting requirements for grant money.

9. New Business

- a) Is there a need to visit the other County boards and review the progress made?
- b) A motion to cancel the December meeting was made by Mr. Corder and seconded by Mr. Johnson. The motion was approved.

10. Citizen Engagement. No input

11. Adjournment. A motion to adjourn was made by Mr. Corder and Ms. Carter second the motion. The adjournment was approved, and the meeting ended at 6:52 PM.