



## **MEETING MINUTES**

### **JOINT MEETING ECONOMIC DEVELOPMENT AUTHORITY & BOARD OF SUPERVISORS**

**Bedford County Administration Building  
Ground Floor Training Room  
122 E. Main Street  
Bedford, VA 24523**

**October 11, 2022  
5:30 p.m.**

#### **Economic Development Authority:**

##### **Present:**

Vicki Gardner - Dist. 2; Wyatt Walton - Dist. 3; Matthew Braud - Dist. 4; Kristy Milton - Dist. 5; James Robertson (Chairman) - Dist. 6; Jim Messier, Chairman - Dist. 7

**Absent:** David Wells – Dist. 1

#### **Board of Supervisors:**

##### **Present:**

Mickey Johnson – Dist. 1; Edgar Tuck - Dist. 2; Charla Bansley - Dist. 3; John Sharp (Chairman) - Dist. 4; Tommy Scott, Chairman - Dist. 5; Bob Davis – Dist. 6; Tammy Parker - Dist. 7

**Staff Present:** Pam Bailey - EDA Secretary; Robert Hiss - County Administrator; Holley Scheffel; Business Programs Coordinator; Patrick Skelley - County Attorney

**Guests:** Mary Zirkle, Town of Bedford; Shelley Basinger, Bedford County Public Information Officer

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Board of Supervisors Chairman John Sharp welcomed everyone to the joint meeting and introduced EDA Chairman Jimmy Robertson. Chairman Robertson shared he hoped that this joint meeting could occur more than once a year where visionary leadership could be shared more regularly between the two boards. Brief introductions of new staff were made to include Shelley Basinger, Bedford County Public Information Officer, and Holley Scheffel, Business Programs Coordinator.

Ms. Bailey gave a presentation about the mission of the EDA, a detailed overview of the past year's accomplishments, a review of business and expansion visits and touchpoints with Bedford businesses, and the forecast looking ahead. She also shared information about a recent Agriculture & Forestry Industries

Development Fund (AFID) grant that was awarded to Bramble Hollow Farm, a successful and rewarding partnership with Liberty University's School of Business and the Civic Recharge Program, and upcoming opportunities for new and expanding Disc golf courses.

Also covered in her presentation were notable data and demographic information about the region. She touched on the need for additional childcare facilities in the county, the expansion of broadband for both residents and businesses, and the marketing she is using to promote the County's business parks. This also included information on the Virginia Business Ready Sites Program and the grant that she is seeking to assist in the development of Phase 2 of the New London Business and Technology Center.

She shared information about the County's Strategic Plan and its goals and focus areas. Ms. Bailey shared that her office is responsible for areas that include small businesses, workforce development, and tourism. Those goal areas include:

- Support school choice and all options for learning
- Increase public-private partnerships for workforce development
- Expand Economic Development Authority Strategy
- Create a redevelopment plan for Montvale
- Expand Tourism Initiatives/Tourism Zone
- Work toward the redevelopment of Body Camp and Montvale School Sites

A brief overview was also given regarding the Town of Bedford and target areas for its Strategic Plan. Three essential projects are the primary focus of the Town including a business-class hotel and an industrial center. The Town is also working to acquire the former WINOA property and hopes to close on this parcel by the end of 2022. The intention of this project is to repurpose the building so that it can function as a regional workforce training center.

Mrs. Scheffel shared that she is working with the local public school system. Part of her role includes working with staff from the Bedford County Public Schools' Career and Technical Education Department as well as Susie G. Gibson's Science and Technology Center. The goal of the Bedford ONE program is to connect students with learning more about local Bedford businesses to help students explore different careers. She also discussed opportunities for internships with business partners. She is also investigating the process required in order to secure a Youth Registered Apprenticeship in Bedford County. This program is offered by the Department of Labor and Industries (DoLI).

A brief discussion was held about the programs and opportunities offered at Susie G. Gibson. Questions were asked about how the Bedford ONE Program operates and how students receive information on upcoming tours. Ms. Scheffel noted that she primarily works with Career Coaches at each of the three high schools to promote the industry tours within the base schools. However, Staunton River High School and Liberty High School have been without a Career Coach since the beginning of this school year. As a result, there has been low participation from each of those schools. The Career Coach is a CVCC employee and CVCC does the hiring for those positions. That position is not currently posted with the College as of the date of this meeting.

The joint meeting adjourned at 6:46 p.m.

The EDA members remained in the Training Room for a short regular monthly meeting.



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**ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA**  
**Bedford County Administration Ground Floor Training Room**  
**122 E Main Street**  
**Bedford, VA 24523**  
**October 11, 2022**  
**6:45 p.m.**

**Economic Development Authority:**

**Present:** Vicki Gardner (District 2); Wyatt Walton (District 3); Matthew Braud (District 4); Kristy Milton (District 5); Jimmy Robertson (District 6); Jim Messier (District 7)

**Absent:** David Wells (District 1);

**Staff Present:** Pam Bailey – EDA Director; Holley Scheffel – Business Programs Coordinator; Patrick Skelley – County Attorney; Robert Hiss – County Administrator

**(1) CALL TO ORDER**

Chairman Robertson called the meeting to order at 6:45 pm.

**(2) CLOSED SESSION**

**A motion was made by Mr. Walton, and a second by Mr. Braud, to enter a closed session.**

*Closed Session pursuant to Section 2.2-3711 (A) (5). Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community.*

*Closed Session pursuant to Section 2.2-3711 (A) (8). Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.*

**A motion was made by Mr. Braud, and a second by Mr. Walton, to come out of the closed session.**

**(3) ADJOURNMENT**

**6:57**

**APPROVED:**

  
**Chairman**

  
**Secretary**