

Richmond County Industrial Development Authority – Meeting Minutes  
December 15, 2016

Members Present:

William L. Johns, Chairman  
John M. Heaggans  
Russell G. Brown  
Meredith M. Smith  
Deborah G. Bass

Also Present

R. Morgan Quicke, County Administrator  
Deborah Lee  
Hannah Korman

Absent

Stan Terhune  
J. Paul Welch

Chairman Bill Johns called the meeting to order at 7:10 P.M.

County Administrator Morgan Quicke asked for approval of the minutes from the May 3, 2016 meeting.

“On a motion made by Deborah G. Bass and seconded by John M. Heaggans, the Members voted: William L. Johns - aye, John M. Heaggans - aye; Russell G. Brown - aye; Meredith M. Smith – aye; Deborah G. Bass - aye: to approve the minutes from the May 3, 2016 meeting.”

Mr. Quicke welcomed Ms. Deborah Lee and Ms. Hannah Korman from Community Development Institute (“CDI”).

Ms. Deborah Lee advised that CDI is a national organization that comes into communities on a federal grant and takes over Head Start programs. Ms. Lee stated that since the Northern Neck Alliance was dissolving their organization, CDI would take over on a short-term basis until a new entity is awarded the grant funds to run the program. The proposed lease is for a one-year period with a possible one-year renewal. Ms. Lee is in hopes that a monthly rental amount of \$1,100.00 would be agreeable to the members.

Ms. Hannah Korman noted that CDI is a company located in Denver, CO. Their job is to ensure minimal or no change to the Head Start students and families. Ms. Korman noted that CDI will ensure that all services continue as of December 16, 2016 and wants to establish a new lease to have offices in the current location.

Mr. Johns asked if the same staff would be working with CDI as that of Northern Neck Head Start. Ms. Lee advised that a job fair was conducted and CDI offered employment to all existing staff except one individual who did not meet the qualifications.

Mr. Brown asked what happened to the old Northern Neck Head Start. Ms. Korman announced that funding for Northern Neck Head Start was ending on December 16, 2016 and that CDI has been awarded the funding and will continue the services. However, CDI will not be in the location on a permanent basis. Ms. Korman explained that bids will be taken from other entities for the grant funding. The goal, per Ms. Korman, is that a local entity be awarded the grant and run the program. Ms. Korman noted that CDI was currently managing 20 programs across the country.

Mr. Johns asked how CDI managed their success rate. Ms. Lee noted that they have very tight regulations in place and that the Head Start had been contracting with them since 2002. Ms. Lee added that CDI is exempt from Federal reviews due to the impeccable review systems already in place.

Ms. Lee continued to inform the members that the search for replacement of CDI would be ongoing but for now they want continuity – same building, same teacher, same classroom.

Mr. Johns asked if any improvements needed to be made to the building. Ms. Lee advised that she would like to do a walk-through prior to the start of the lease, therefore, new language would need to be added to the proposed lease.

Mr. Heaggans asked if there had been any problems with ingress and egress to the building with bus traffic, etc. Mr. Quicke advised that there is an occasional typical landlord question received, but no further issues.

Ms. Lee noted that at this time the space would only be used for office/meeting space and not a classroom area. The meeting area would allow children that are not in a classroom setting to interact with others on a weekly/monthly basis.

Mr. Johns asked the members if there were any further questions/comments as to the proposed lease.

“On a motion made by John M. Heaggans and seconded by Meredith M. Smith, the Members voted: William L. Johns - aye, John M. Heaggans - aye; Russell G. Brown - aye; Meredith M. Smith – aye; Deborah G. Bass - aye: to approve the proposed lease, as amended, to include a rental payment of \$1,100.00 per month and the insertion of a walk-through clause prior to the beginning of the lease period.”

Meeting was adjourned at 7:35 P.M.