



## Executive Director and Deputy Director Report

October 21, 2019

### Executive Director

- Stafford Board of Supervisors Presentation
- King George Board of Supervisors Presentation
- DPRT/GWRC Meeting to discuss GWRideConnect (with Kate and Leigh)
- Good Jobs Here (September 19 Session)
  - Dr. Jim Johnson – UNC Kennan Flagler School of Business
- Meeting with the Secretary of Public Health (VAPDC)
- Leadership Fredericksburg Kick-Off
- Governor's Summit on Rural Prosperity – 2019 (with Jennifer)
- Meeting with FAMPO – Staffing - multiple
- DHCD Annual Report Submitted
- Vacation
- Regional Census Complete Count Committee (United Way)
- LEPC meeting follow up (regional funding request)
- Meeting with Omni Ride (with Kate)
- Meeting with Dave Cooper – Thurman Brisben Center
- Procurement Manual draft
- Spoke at City of Fredericksburg Economic Development Breakfast
- Call with GO Virginia Region 6 Chair – Fringe and Indirect
- Meeting with Curry Roberts – FRA
- RACSB Hope Starter Breakfast
- Attend CTAC
- Good Jobs Here – Session 2
  - Dr. Lance Gentry – UMW Business
  - Janel Donahue – United Way (ALICE)
- Work with FAMPO staff on Quarterly Report
- Work with FAMPO staff on hiring
- Handle various financial and personnel issues
- UMW Community Engagement Launch (with several staff members)
- Work on Jurisdiction Funding Application
- Work on 5307 funding options

## Deputy Director

- VAPDC Executive Directors Call (for ED)
- CAO meeting (for ED)
- Coastal PDC meeting (for ED)
- Sam's Baby Shower
- Held weekly check-ins for each line of work (with Jen; Sam and Anne Marie; JoAnna, Leigh, and Natalie)
- Sent WIP III Letter
- Started reviewing Admin Assistant applications
- Solicited phone system quotes
- Economic Development
- Drafted letter to State Board
- Processed and submitted remittances
- Environmental Services
- Executed CZM TA contract
- Drafted CZM TA task order
- Attended Section 508 Compliance webinar
- Human Services
- Executed VHDA contract and had Michele set up new grant
- Overviewed APR process (with Sam)
- Participate in VHSP monitoring, work with agencies on response
- Reviewed and approved HUD collaborative application
- Transportation Demand Management
- Participated in monthly GWRC/DRPT call
- Started working on leased parking spaces presentation
- Attend Stafford Infrastructure Committee Meeting
- On-board new staff
- Develop GWRideConnect CMAQ workplan
- Submit Commuter Connections report
- Attend Rural Caucus meeting (South Boston)

## UPCOMING

- Meeting with Micah – Affordable Housing
- Stantec Meeting (Spotsylvania)
- DHCD Community Development Roadshow 2019
- ACES: Oct. 2019 Luncheon: King George reservation
- Jurisdiction Funding Application
- Women's Leadership Colloquium
- Regional Stormwater Managers Meeting
- FAAR/GO Virginia Opportunity Zones
- Regional Discussion on Virginia Outdoors Plan
- Good Jobs Here Session 3
- Regional Planners Session