

**MINUTES**  
**JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**

**February 18, 2025**  
**4:00 PM**

---

**A. CALL TO ORDER**

Ms. Meredith called the meeting to order at 4 p.m.

**B. ROLL CALL**

Lynn Meredith, Vice Chair  
Vince Campana  
Joe Stanko

Absent:

Ellen Smith Gajda, Chair  
Rebecca Mulvain  
Brandon Nice  
William Turner

Also Attending:

Christopher Johnson, Economic Development Authority (EDA) Secretary  
Beth Cook, Assistant Director, Economic Development  
Jeff Wiggins, EDA Fiscal Agent  
Barbara Null, Board of Supervisors' Liaison to the EDA  
Bobby Perkins, Director of Manufacturing, Skilled Trades and Transportation for Virginia Peninsula Community College (VPCC)  
John Hill, Guest

Ms. Meredith proposed moving New Business, Virginia Peninsula Community College Trades Center Update, to the first item on the Agenda to allow additional time for Directors to arrive and establish a quorum. Hearing no objections, Ms. Meredith amended the Agenda.

Mr. John Hill, a walk-in guest arrived at 4:02 p.m.

**C. NEW BUSINESS**

1. Virginia Peninsula Community College Trades Center Update

Mr. Johnson introduced Mr. Bobby Perkins, Director of Manufacturing, Skilled Trades and Transportation for VPCC, to provide an update on the VPCC Trades Center in Toano.

Mr. Perkins updated the EDA on the status of the VPCC Trades Center in Toano. He stated it opened in 2023 with help from a \$1.1 million U.S. Department of Labor (DOL) grant and support from all Virginia Peninsula municipalities. The programs currently offered include welding, carpentry, facility maintenance, CNC machining, and masonry. Since the Toano facility started, there have been 262 student enrollments, and out of those enrollments, 212 students have completed the program, and 36 students have not completed the program but will complete it. He also stated that 57% of University graduates remain in Virginia while 78% of VPCC graduates stay local once they have credentials. In 2024, the VPCC Trades Center U.S. DOL grant concluded. The funds to sustain the center's operation are program enrollments, local funds, and other sources. Mr. Perkins also stated that the building where

the VPCC Trades Center is located is under a 5-year lease agreement and after this lease agreement is up, VPCC would like to own the next space the Trade Center occupies. In 2025, VPCC plans to add an electrical program, marine trades training welding cohort, and expand its partnership with WilliamsburgJames City County Public Schools. VPCC would also like to grow other community programs in trades, healthcare, hospitality, and culinary.

Mr. Campana asked about the number one and two programs offered at the VPCC Trades Center.

Mr. Perkins stated that welding and carpentry were the number one and two programs offered at VPCC Trades Center.

Mr. Stanko asked how many manufacturers would benefit from the programs offered at, VPCC Trades Center.

Mr. Johnson stated that there are big-name manufacturers and others in James City County ranging from one to 36. He also stated that it is important that VPCC, James City County EDA, and the Office of Economic Development get the word out to the manufacturers about the programs offered by the VPCC Trades Center. This will help fill job vacancies and instructor positions with retirees who might want to work part-time.

Ms. Null asked if VPCC Trades Center goes to the high schools to recruit for the programs.

Mr. Perkins stated that Patrecia Gary, VPCC's Trades Center Coordinator, goes to the high schools and the VPCC Trades Center also has the high schools come to its facility or Manufacturing Days.

Ms. Meredith asked what the average age of the students enrolled in the programs are.

Mr. Perkins stated that the average age of the students enrolling is 18-30.

## 2. Walk-in Guest - John Hill

Mr. Johnson asked our guest to introduce himself.

The walk-in guest, John Hill, stated his name and informed us that he is a new citizen of the area from Nashville, Tennessee. He is a business owner with three out-of-state nonprofits. He attended today's meeting to learn about the area and make connections.

## **D. APPROVAL OF MINUTES**

### 1. Minutes Adoption - December 17, 2024

Mr. Johnson noted that the absence of a quorum would prevent the ability to consider a motion to approve the December 17, 2024, meeting minutes. He stated that the December 17, 2024, meeting minutes would be considered at the March 18, 2025, EDA Meeting.

## **E. FINANCIAL REPORTS**

### 1. December 2024 and January 2025 Financial Reports

Mr. Johnson noted no motions could be made on the December 2024 and January 2025 Financial Reports due to an absence of a quorum. These items would be considered at the March 18, 2025, EDA Meeting.

## **F. CLOSED SESSION**

There was no Closed Session.

**G. OLD BUSINESS**

There was no old business.

**H. LIAISON REPORTS**

There were no liaison reports.

**I. DIRECTOR'S REPORT**

Mr. Johnson referred to the report in the Agenda Packet

**J. UPCOMING DATES OF INTEREST**

Hampton Roads Alliance Annual Meeting - Thursday, February 27, 2025, from 3-5:30 p.m.  
at Christopher Newport University.

**K. ADJOURNMENT**

A motion to Adjourn was made by Vince Campana; motion Passed.

AYES: 3 NAYS: 0 ABSTAIN: 0 ABSENT: 4

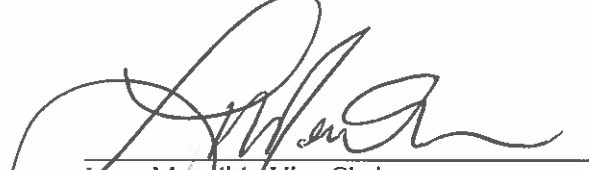
Ayes: Meredith, Campana, Stanko

Absent: Gajda, Mulvain, Nice, Turner

1. Adjourn until March 18, 2025

At approximately 4:58 p.m., Ms. Meredith adjourned the Authority.

  
\_\_\_\_\_  
Christopher Johnson, Secretary  
Economic Development Authority

  
\_\_\_\_\_  
Lynn Meredith, Vice Chair  
Economic Development Authority