



Minutes
Southwest Virginia Higher Education Center
Board of Trustees Meeting
December 14, 2023

Call to Order

Chairman Todd Pillion called the meeting to order and requested of those participating in the meeting via Zoom that they mute their lines unless speaking.

The roll was called by Secretary Steve Ahn. A quorum was not present in person.

Board Members/Designees Present:

Steve Ahn, Secretary – in person
Olivia Bailey – in person
Delegate Jason Ballard – via Zoom
Theresa Burriss (Emory & Henry) – in person
Bret Danilowicz (Radford) – in person
Donna Henry (UVA Wise) – in person
Adam Hutchison (VHCC) – in person
Scott Kemp (SCHEV) – via Zoom
Melissa Lubin (UVA) – via Zoom
Delegate Israel O’Quinn – in person
Senator Todd Pillion, Chair – in person
Delegate Sam Rasoul – in person
Susan Short (Virginia Tech) – via Zoom
Paula Song (VCU) – in person
Sophie Chafin Vance – in person

Board Members/Designees Absent:

Esther Bolling	David Olive (Bluefield) (Ex-Officio)
April Crabtree	Keith Perrigan, Vice Chair
Senator Travis Hackworth	Karen Shelton
Brian Hemphill (ODU)	Donna Stanley (VCCS)
Delegate Will Morefield	

Others Present in Person or via Zoom:

Adia Ahn (Citizen)	Dante Lee (HEALS)
Amanda Baldwin-Estep (Radford)	David Maloney (Wolf Hills Toastmasters)
James Blevins (SWVHEC)	David Matlock (SWVHEC)
Jodi Carlsen (VCU)	Sean McMurray (Wellspring)
Angela Cvetkovski (ODU)	Michael Robinson (ALHGS)
Mike Davidson (HEALS)	Joy Rumley (SWVHEC)
Austin Dierks (SWVHEC)	Jan Stout (VCU)
Lisa Ghidotti (Radford)	Courtney Stringer (Wellspring)
Gary Hearl (SWVHEC Foundation)	Adam Tolbert (SWVHEC)
Hannah Hietala (SWVHEC)	Sonia Vanhook (SWVHEC)
Kathy Hietala (SWVHEC)	

Approval of Minutes

A vote was taken to approve the minutes of the June 8, 2023 meeting, with a motion for approval by Delegate O’Quinn, seconded by Sophie Chafin Vance, and unanimous approval of those present in person and via Zoom. However, lacking a quorum present in person, minutes of the June 8, 2023, meeting could not be officially approved; therefore, the vote must be taken again at the June 13, 2024 board meeting.

Special Presentation by Wellspring Foundation

Sean McMurray, Executive Director, and Courtney Stringer, Director of Engagement, presented a ceremonial check representing \$300,000 awarded by the Wellspring Foundation to the Southwest Virginia Higher Education Center Foundation for expansion of the simulation lab.

Acknowledgment of Outgoing Board Members

The following board members whose terms had ended were acknowledged for their service and extended appreciation by the Chair on behalf of the board:

- Lennie Gail Mitcham
- Hannah Ingram

Welcome New Board Members

The following new board members were introduced and welcomed to the board:

- Olivia Bailey
- April Hamby Crabtree

Executive Director's Report

Executive Director David Matlock's report included the following important matters:

- Financial Report: An update on the FY24 budget was presented, with Mr. Matlock noting that the Center is on track to meet all budgeted items. Notable budget items included the following:
 - Employee Benefit Appropriation for state-mandated employee raises
 - Carryforward Non-General Fund Revenue of just over \$2 million.
 - Non-General Fund Revenue generated of nearly \$600,000 to date.
 - At nearly halfway through FY24, the Center expects to exceed the revenue budgeted total.
 - On the expense side, Mr. Matlock anticipates coming in on or under budget in most categories, with one notable exception being Utilities. Although nearly a quarter million dollars was budgeted for Utilities, Matlock expects the budget will be exceeded by approximately \$10,000.
- Regional Simulation Lab Update: Mr. Matlock was joined by Joy Rumley as he delivered an update on the regional simulation lab partnership venture and displayed ceremonial checks representing financial support received for the lab from the following sources:
 - \$300,000 – Wellspring [previously announced];
 - \$300,000 – Appalachian Regional Commission;
 - \$25,000 – Food City;
 - \$25,000 – A. Linwood Holton Governor's School;
 - \$100,000 – SW VA Higher Education Center Foundation;
 - \$100,000 – Ballard Health;
 - \$50,000 – The United Company Foundation;
 - \$600,000 – Tobacco Commission;
 - \$1.5 million – Total.

Mr. Matlock commended Ms. Rumley's work that helped secure the funding.

Mr. Matlock also announced a financial bequest recently received from the estate of a close friend of his who had passed away in 2023. The bequest to the Center's Foundation of \$97,886.85 is for the creation of scholarships for both a male and a female in the Center's VCU Nurse Anesthesia program.

During Matlock's announcement of financial support received, Gary Hearl, the Center Foundation's chair, arrived and joined Matlock and Rumley for the remainder of the presentation. At the conclusion, Mr. Matlock invited Mr. Hearl to share his remarks with the board. Mr. Hearl expressed appreciation, recognized the Center's and Foundation's

importance to the area, and noted the exciting and mutually beneficial results of collaborations such as those Matlock had reported on.

- Annual Report: Mr. Matlock was delighted to present Trustees with the Center's first annual report, a goal he was pleased to have achieved, and he again commended Joy Rumley for her work to produce it.

Before concluding his presentation, Mr. Matlock introduced Adam Tolbert—now *Dr. Adam Tolbert*—the Center's Senior Director of Administration, who he was happy to announce had recently attained a doctoral degree.

Before beginning his presentation, Dr. Tolbert also praised Joy Rumley, who had been hired nearly a year ago to be a grant writer, but who it was soon realized possesses multiple valuable skillsets and who has quickly become a great asset to the Center. By example, he lauded the annual report Trustees had just received.

HR/Administration Report

Adam Tolbert, Senior Director of Administration, then reported on the following matters:

- Personnel Update:
 - New Hires
Matthew Thompson, *IT & Event Support Technician*
Ed Morgan, *COA Coordinator*
Kaylee Jackson, *Event Operations Specialist*
Jordan Blevins, *Facilities Management Technician*
Louden Cummins, *Event Operations Specialist*
 - Departures/Changes
Doug Viers, *Audio Visual Support Tech*
Jeff Webb, *Chief Technology & Operations Officer*
Jordan Blevins, *Event Operations Specialist*
Taylor Dierks, *Event Operations Specialist*
Ramsey White, *COA Director*
- Conflict of Interest Filing Reminder

A. Linwood Holton Governor's School Update

Dr. Michael Robinson, Director, provided an illuminating report about the Governor's School, including the variety and scope of educational opportunities it offers to qualifying, academically talented high school students in the 36 school, 17 school division region it serves.

SW VA Healthcare Excellence Academy Laboratory School (HEALS) Update

Dante Lee, Executive Director, and Mike Davidson, Assistant Director, delivered an update on the new lab school that included these notable matters:

- \$200,000 planning grant accepted and approved by VA DoE.
- Dante Lee selected as HEALS Executive Director.
- Mike Davidson hired as HEALS Assistant Director.
- HEALS to serve students from Bristol, VA, Washington, Smyth and Wythe public schools. Fifty sophomore students were selected from the four collective divisions to take dual enrollment, healthcare specific courses from the A. Linwood Holton Governor's School, Virginia Highlands Community College, Wytheville Community College or Emory & Henry College.
- HEALS Governing Board held first meeting. Members of the board:
 - Mr. David Matlock, SW VA Higher Education Center
 - Dr. Mike Robinson, A. Linwood Holton Governor's School
 - Dr. Adam Hutchison, VHCC
 - Dr. Lou Fincher – Chair, Emory and Henry
 - Dr. John Wells, Emory and Henry
 - Dr. Dennis Carter - Vice Chair, Smyth County Public Schools
 - Dr. Keith Perrigan, Washington County Public Schools
 - Dr. Wesley Poole, Wythe County Public Schools
 - Dr. David Scott, Bristol, VA Public Schools
 - Mr. Dante Lee, Ex Officio
 - Mr. Mike Robinson, Ex Officio
- Student-Parent orientation was held on November 27, 2023.
- HEALS Implementation Grant to be submitted to VA DoE in December 2023. A budget request of \$5.1 million over the next five years is planned, with Emory and Henry committed to sustaining the program thereafter.

Wolf Hills Toastmasters Update

David Maloney, a member of the Wolf Hills Chapter of Toastmasters International, presented an informative and entertaining report relating his motivation for joining and experience as a member of the Toastmasters International chapter located at the SW VA Higher Education Center and overseen by Sonia Vanhook, the Center's Director of Educational Outreach.

VCU Bridge Recruitment Program Update

Jan Stout, VCU Bridge Coordinator and Recruiter, reported on the work she does to help community college students who wish to transition to four-year schools but don't know how to get there. Ms. Stout's role is to inform and assist students in creating a pathway, whether it be professional development, completing an application, navigating higher education websites, etc. The goal ultimately is for students to attain the education and credentialing that will allow them to obtain jobs in healthcare and positively impact the region by addressing the critical healthcare shortage.

Ms. Stout introduced Dr. Paula Song, Interim Dean for the College of Health Professions at Virginia Commonwealth University, who is a designee to the Center's Board of Trustees. Dr. Song expressed her delight in being in Abingdon for the first time to attend the meeting. She conveyed VCU's excitement about the bridge recruitment program, citing it as critically important for what the university hopes to do in terms of meeting the healthcare workforce needs across the Commonwealth and the nation.

Appointment of Officer Nominating Committee

Chairman Pillion announced the appointment of the following members to serve as the Officer Nominating Committee:

- Olivia Bailey, Citizen Member
- Jason Ballard, Legislative Member
- Adam Hutchison, Education Member

Public Comments

No public comments were received.

Closing Remarks

In his closing remarks, Chairman Pillion thanked Mr. Matlock and everyone who had made presentations, as well as HirEd staff and academic partners for all that they do for the Center and for southwest Virginia as a whole.

Mr. Matlock noted as a point of order that due to the lack of a quorum present in person at the meeting, minutes of the June 2023 board meeting would need to be approved at the June 2024 meeting.

Trustees were requested to hold **Thursday, June 13th** for the next scheduled full board meeting.

A motion to adjourn was requested. **Donna Henry made the motion; the motion was seconded by Theresa Burriss, and the meeting was duly adjourned.**

A complete recording of the meeting may be accessed at:
<https://www.youtube.com/watch?v=zQekwruSRJw>