

**Hampton Roads  
Chief Administrative Officers (CAO) Meeting**

**WEDNESDAY, JANUARY 5, 2022  
11:30 AM**

**Norfolk Botanical Garden  
Garden Auditorium  
6700 Azalea Garden Road, Norfolk, VA**

**I. Call to Order**

**II. Approval of Agenda**

**III. Approval of Minutes**

The Summary Minutes from the November 3, 2021 CAO Committee meeting are attached for the Committee's consideration and approval.

**IV. Public Comment**

Members of the public will be provided an opportunity to address the CAO Committee. Comments should be limited to three minutes per speaker.

**V. Hampton Roads Express Lanes Network Update – Appointment of Executive Oversight Committee**

Christopher Hall, Virginia Department of Transportation (VDOT) District Engineer, will provide a brief update to the CAO Committee on the Hampton Roads Express Lanes Network development and construction schedule. In addition, Mr. Hall will review the proposed Traffic Management Plan that is to be implemented during the construction process.

To ensure ongoing locality input during the construction process for the Express Lanes Network, Mr. Hall will request that the CAOs from key localities appoint members to an Executive Oversight Committee. This Committee will be responsible for meeting with and providing input to VDOT on an ongoing basis as traffic management and logistic decisions are made through the construction of this project.

**VI. Legislative Update/Discussion**

The Executive Director will lead a discussion with the CAO Committee on the upcoming General Assembly session, including a review of the following topics:

- Regional Greenhouse Gas Initiative (RGGI)
- HRPDC/HRTPO Regional Legislative Agenda Items

In addition, CAO Committee members will be asked to share information on legislative items of interest from their locality.

## **VII. Discussion of Need for a Legislative Affairs Position at the HRPDC**

For the past six years, the HRPDC and HRTPO have adopted a regional legislative agenda to convey to the General Assembly and Federal Delegation issues of regional significance that should be addressed on behalf of the Hampton Roads region. The 2022 Regional Legislative Agenda was approved at the October HRPDC/HRTPO Board meetings, and a brochure summarizing the region's legislative priorities was distributed to the HRPDC and HRTPO Boards at their November meetings and presented to the Hampton Roads Caucus on December 14. Over 200 copies of the HRPDC/HRTPO Regional Legislative Agenda have been distributed to State and Federal representatives and staff, community stakeholders and other interested parties.

At present, regional legislative efforts at the HRPDC are largely coordinated by the Executive Director. The HRPDC Chair has requested that the CAO Committee discuss whether the FY 2023 Budget for the HRPDC should consider the addition of a Legislative Affairs position at the HRPDC. The responsibilities of this position would be similar to those of the locality legislative affairs positions, but at a regional level. Duties would include but not be limited to the following:

- Working with the HRPDC/HRTPO Regional Legislative Committee to develop the regional legislative agenda
- Coordinating efforts among the legislative liaisons from the region's localities
- Representing the region during the General Assembly session in Richmond
- Monitoring Federal and State legislative activities and proposed legislation on an ongoing basis and reporting to the CAO Committee, Board, Executive Director and HRPDC staff on potential impacts and opportunities for our region
- Establishing and maintaining relationships and partnerships at the Federal and State levels
- Identifying Federal and State funding opportunities for our region

Two approaches have been discussed to provide these services at the HRPDC:

- The addition of a legislative services staff position at the HRPDC
- Acquiring the services of an on-call consultant

The Executive Director will introduce this item, and request input from the CAO Committee on a potential recommendation for consideration by the HRPDC.

**VIII. Update from the Hampton Roads Alliance**

Doug Smith, President and CEO of the Hampton Roads Alliance, will provide the Committee a brief overview on the work of the Hampton Roads Alliance, including an update on the work of the CAO Subcommittee on a potential regional marketing effort.

**IX. Other Business**

The Executive Director will propose a schedule with corresponding meeting locations for the CAO Committee for calendar years 2022-2023.

**X. Adjournment**