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## Meeting Minutes December 10, 2012 ~ Lawson Conference Room

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**MEMBERS PRESENT:** Wallace Arnold, Scott Arnott, Charlene Clark, Chris Jacobson, William Lewis, Susan Rotkis, Scott Seymour

**STAFF PRESENT:** Bruce Sturk (Executive Director), Vanessa Valdejuli (Senior Deputy City Attorney), Annette Oakley (Clerk)

**COUNCIL LIAISON:** Will Moffett, Chris Snead

**GUEST PRESENT:** Leslie Fuentes (Information Technology), Bonnie Brown (City Attorney's Office), John Gately (MAC), Robert Brauchle (Daily Press), Doug Allen (Joint Base Langley-Eustis), Laura Bateman (Legislative Liaison) - Conference Call

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**CALL TO ORDER:** Chairman Jacobson welcomed everyone and called the meeting to order at 1:02 p.m. Annette Oakley called the roll.

**APPROVAL OF MINUTES:** Chairman Jacobson stated the minutes from the October 8, 2012 meeting were distributed and if there were no changes, called for a motion to approve.

**ACTION:** A motion was made by Scott Seymour to accept the October minutes as written. William Lewis seconded the motion. A roll call vote was taken, which resulted as follows:

Ayes: Arnold, Arnott, Clark, Jacobson, Lewis, Seymour  
Nays: None  
Absent: Egert, Rotkis, Stephens  
Abstain: None

**REPORTS & BRIEFINGS:** Mr. Sturk stated due to some of the member's schedules, he recommends we move one of the business items to the front of the agenda for discussion, which is an action item pertaining to the VOICCE pilot project.

**ACTION:** A motion was made by William Lewis to adjust the agenda to move the VOICCE, Inc. item to the top of the agenda. Wallace Arnold seconded the motion. A roll call vote was taken, which resulted as follows:

Ayes: Arnold, Arnott, Clark, Jacobson, Lewis, Seymour  
Nays: None  
Absent: Egert, Rotkis, Stephens  
Abstain: None

VOICCE, Inc. – Mr. Sturk stated, as background information, that the City of Hampton had engaged in a pilot project through a Homeland Security Grant about two and a half years ago called VOICCE (Virginia Operational Integrated Cyber Center of Excellence). Through the City of Hampton’s memorandum of agreement and working relationships, we hired a consultant, Zel Technologies, who performed the pilot project effort. He stated we have come to a point in time where the project has been deemed successful, but because of lack of resources or funding to continue its efforts, we have to dissolve the project. The VOICCE Board of Directors met and passed a resolution to dissolve VOICCE, Inc. Mr. Sturk stated, since the HFADA oversaw the initial project, appointed the Board of Directors, and was an extension of the City and pursuant to the federal grant receipt; we wanted to give a brief recap of the program. He also stated there will be a resolution that will be presented for the HFADA to accept the assets and activities that VOICCE produced. He introduced Leslie Fuentes who was one of the Board of Directors, and has been very involved in the project. He stated the VOICCE BOD was very gracious in their time and service, and that the VOICCE efforts were very well received across the Commonwealth and local communities, but it boiled down to lack of resources to pursue its continuation. Mr. Arnott gave a briefing on VOICCE, which is on file.

Mr. Arnott stated the project allowed an increase in cyber awareness and the data will be archived and available through the HFADA.

*Note: Susan Rotkis arrived at 2:10 p.m.*

Chairman Jacobson inquired about residual assets. Mr. Arnott stated there are no physical assets; hardware. Chairman Jacobson inquired about virtual assets. Ms. Valldejuli stated the vulnerability assessment study has to remain with Hampton’s Information Technology Department and exempt from disclosure under FOIA. All assets will be transferred to the HFADA as part of the Articles of Incorporation. However, the sensitive vulnerability asset will remain with I.T. and Mr. Sturk, as the Executive Director, will make sure that the things which can be put on the HFADA website, will be placed on the website. Mr. Arnott stated there were two vulnerability studies; incident responses and investigations, including an FBI investigation, which was done regionally and is tens of thousands of pages. Mr. Arnold stated he would like to see us keep this; to not preside over its death, but preside over its life. He stated this is still too important. Mr. Sturk agreed and stated we have the framework in place and the assets will remain in the HFADA ownership, so at some point in time, if there is a resurgence of interest, we might get resources to reignite the efforts. We will continue to keep this on our radar as cyber continues to be a major national security item of interest threat.

Mr. Seymour inquired if there was a specific reason given by Homeland Security as to why they could not re-up the funding. Mr. Sturk stated it’s his understanding that the initial grant was in the year of the earmarking and after that went away; they (DHS) felt uncomfortable providing an extended grant that had any connections to an earmark. He stated the fiscal budget is not good at all and Homeland Security was being asked to cut back on their budgets, therefore there were no resources available. He stated we are not closing the door, but we do need to take care of some housekeeping to move forward. Ms. Valldejuli stated we have to legally wind down the corporation and have it cease existence. Mr. Seymour suggested, once we pass the resolution, that we should establish a committee for the oversight of VOICCE.

Mr. Lewis stated the entire Virginia Delegation was for this, but then when Homeland Security wasn't going to include it in their budget, VOICCE was not able to continue. As far as the earmark, this is the type of project that cuts across political lines; it's for everybody. He stated there are some entities that have expressed interest and when he spoke with Verizon, discussed their charitable giving to include VOICCE, but hasn't had the chance to flush that out. However, he feels there is still some opportunity to do some things with more concentrated efforts. Chairman Jacobson inquired if there were some charitable contributions, such as Verizon, would it be non profit. Mr. Arnott stated no, it would have to be for profit.

Mr. Arnold inquired why we have to dissolve the project. Ms. Valdejuli stated we have to dissolve it because it's not functioning and the City is not prepared to fund it. Ms. Rotkis inquired if the assets reside in the I.T. Department and there is other interest to get things moving again, is there some opportunity to do so. Ms. Valdejuli stated the Hampton FADA can receive other resources and can use the assets that are not sensitive.

Chairman Jacobson inquired about keeping the assets; would it be kept on a CD. Ms. Valdejuli stated if anything is in hard copy, such as the CD, the Hampton FADA Executive Director can keep them. There is no requirement to detail how the assets will be transferred, but that if you are going to use them, they have to be used for public purposes. Ms. Valdejuli suggested the HFADA get control of the assets, then look at what it would like to do in the future. The VOICCE Board of Directors has dissolved VOICCE and the Hampton FADA would accept the assets.

Chairman called for a motion to adopt the resolution for the Hampton FADA to accept assets of VOICCE, Inc.

**ACTION ITEM:** Wallace Arnold made the motion to adopt the resolution. William Lewis seconded the motion. A roll call vote was made, which resulted as follows:

Ayes: Arnold, Clark, Jacobson, Lewis, Rotkis, Seymour  
Nays: None  
Absent: Egert, Stephens  
Abstain: Arnott

A copy of the resolution is on file.

Chairman Jacobson called for a motion to establish a committee to oversee VOICCE assets and look for new ventures.

**ACTION ITEM:** Scott Seymour made the motion. Wallace Arnold seconded the motion. A roll call vote was taken, which resulted as follows:

Ayes: Arnold, Clark, Jacobson, Lewis, Rotkis, Seymour  
Nays: None  
Absent: Egert, Stephens  
Abstain: Arnott

Chairman Jacobson appointed Scott Arnott and Wallace Arnold to the committee. He appointed Mr. Arnott to serve as the committee chair.

Overview of COIA & FOIA – Ms. Valdejuli gave a brief presentation of COIA and FOIA. A copy of the information was distributed to members and is on file.

### Local Federal Area Updates:

- Langley Air Force Base – Mr. Sturk gave the following highlights regarding Langley Air Force Base:
  - We received a letter that was sent to Delegate Gordon Helsel from the Missions Support Group, Colonel Chisonhall, stating the concern and need for a resolution of the Clear Zone as it pertains to LAFB and the safety of citizens. The letter will be introduced into the General Assembly, with a copy to the Governor.
  - The IDA, under the direction of the City Manager, has been able to move forward on a couple of appraisals of parcels inside the clear zone based on discussions we've had with a willing seller.
  - There is a meeting today of the Virginia Military Advisory Council at Joint Base Langley-Eustis, where Craig Quigley will be talking to Secretary Suit regarding the Clear Zone. He stated the support of Delegate Helsel, Laura Bateman and the City, is very much appreciated.
  
- NASA Langley Update – Mr. Sturk gave the following highlights regarding NASA:
  - He attended a two-day Creativity & Innovative Course at NASA. The course was very interesting and partnership opportunities have expanded from that collaborative effort.
  - NASA representatives attended the recent Civic Leaders Community Breakfast that the City Manager and Mayor sponsor. NASA is interested in helping veterans transition from the military to other employment, such as NASA, and would like to have discussions with the MAC and HFADA.
  
- Hampton Veterans Medical Center (HVAMC) - Mr. Sturk gave an update on the HVAMC:
  - Ms. Sturk will meet with HVAMC this Friday at 10:30 to discuss future actions regarding the Salvation Army Homeless Transitioning Sheltering Program.
  
- Veterans Care Center – Mr. Sturk gave an update on the Veterans Care Center:
  - The State of Department of Veteran Services is still looking in Hampton Roads for the center and is pursuing two areas; Fort Monroe and the former Virginia School for the Deaf and Blind. There will be a meeting to discuss these areas. The City supports a Veterans Care Center, but not at Fort Monroe.
  
- Hampton Military Affairs Committee (MAC) – John Gately gave a brief update on Military Affairs Committee activities:
  - There will be an internment for Colonel Lee Lewis at Arlington National Cemetery at 9:00 a.m. on December 26, 2012.
  - Spoke at the recent Community Leaders Breakfast.
  - The MAC is furthering its efforts with other agencies, such as Salvation Army and USO, on veteran's services.
  - The Passing of the Keys ceremony was held at Fort Monroe on November 30, 2012. The Governor and First Lady were present.
  - Attended a briefing by Dr. Debra Vick at HVAMC.
  - Participated in the Veterans Priorities Workshop, facilitated by Ann Bane.

- Working with Peninsula Town Center, which has a great interest in reaching out to the military, particularly in the Hampton community.
- MAC hosting quarterly workshops/presentations in the coming year.

*\*Note: Scott Seymour left the meeting at 3:12 p.m. and Wallace Arnold left the meeting at 3:15 p.m.*

UNFINISHED  
BUSINESS: No Report

OTHER BUSINESS: No Report

NEW BUSINESS: Mr. Sturk stated on January 14-16, 2013, he will be attending the Association of Defense Communities (ADC) Conference in Texas. The conference will be in reference to military installations, shared services, potential BRAC, etc. He stated this conference coincides with the next HFADA meeting; therefore he will be unable to attend the January meeting.

Mr. Sturk stated, as a reminder, the January meeting is the annual meeting where members vote on new officers.

ADJOURNMENT: There being no further business, Chairman Jacobson adjourned the meeting.

Submitted by,

Mark J. Stephens  
Secretary/Treasurer

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