

MINUTES
HINDS COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BOARD OF TRUSTEES MEETING
JANUARY 29, 2025

Pursuant to Public Notice issued by Secretary-Treasurer, Robert G. Morgan, II, the Regular Board Meeting of the Hinds County Economic Development Authority was held January 29, 2025, at the Authority Office, 125 South Congress Street, Suite 1500, Jackson, MS, and via video conference, at 4:00 p.m. The following were present constituting a quorum:

Trustees Present

Edderek L. (Beau) Cole, President
Vanda M. Brumfield, Vice President
Vincent J. Byrd – *via video conference*
James E. Covington - *via video conference*
Willie A. Jones
Dr. Yolanda D. McElroy – *via video conference*
Jason E. Owens – *via video conference*
Jared W. Turner
LeRoy Walker, Jr.- *via video conference*
Mark Wise

Trustees Absent

Louis P. Wright

Excused Absences

Robert G. Morgan, II, Secretary-Treasurer

Staff Present

Luxie L. Frison, Director of Office Management & Accounting
Kemsye T. Smith, Director of Workforce Development & Asst. Business Development

Staff Absent

None

Consultant

Glenn McCullough, GLM Associates LLC

Attorney Present

Dorian E. Turner

Guest Present

None

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CALL TO ORDER AND APPOINT A RECORDER

President Edderek L. (Beau) Cole called the Regular Board Meeting of the Hinds County Economic Development Authority to order at 4:06 p.m. Luxie L. Frison was appointed to record the minutes and provide hosting services for video conference access to the meeting.

ADOPTION OF THE AGENDA

Upon a motion by LeRoy Walker Jr., seconded by Dr. Vanda M. Brumfield, with all six trustees (Brumfield, Cole, Covington, Jones, McElroy, and Walker) present voting in favor, it was

RESOLVED to approve the agenda as presented.

EXCUSED ABSENCES

Trustee Robert G. Morgan, II's absence was excused by consensus.

APPROVAL OF MINUTES

Upon a motion by Vanda M. Brumfield, seconded by LeRoy Walker, Jr., with all six trustees (Brumfield, Cole, Covington, Jones, McElroy, and Walker) present voting in favor, it was

RESOLVED to approve the December 18, 2024, Regular Board Meeting Minutes, November 20, 2024, Regular Board Meeting Minutes, November 6, 2024, Special Called Board Meeting Minutes, and October 30, 2024, Regular Board Meeting Minutes. (**Attachment Nos. 1 – 4**)

Jason E. Owens joined the meeting via video conference at 4:10 p.m.

Jared E. Turner entered the meeting at 4:10 p.m.

Mark Wise entered the meeting at 4:10 p.m.

FINANCE REPORT

The Finance Report, consisting of a Balance Sheet and Statement of Revenues and Expenses for the period ending December 31, 2024, and Check Detail Report were presented. (**Attachment No. 5**)

Upon a motion by Mark Wise, seconded by Vanda M. Brumfield, with all nine trustees (Brumfield, Cole, Covington, Jones, McElroy, Owens, Turner, Walker, and Wise) voting in favor, it was

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RESOLVED to approve the December 2024 Check Detail Report.

Ms. Frison requested permission to attend the 2025 Society for Human Resources Management (SHRM) Annual Conference in San Diego, CA, July 29 - July 2, 2025.

Upon a motion by LeRoy Walker, Jr., seconded by Yolanda M. McElroy, with eight trustees (Brumfield, Cole, Jones, McElroy, Owens, Turner, Walker, and Wise) voting in favor, it was

RESOLVED to approve Ms. Frison to attend the 2025 Society for Human Resources Management (SHRM) Annual Conference in San Diego, CA, July 29 - July 2, 2025. Mr. Covington abstained from the vote.

PRESIDENT'S BRIEFING

President Cole thanked the staff and trustees who attended the MEC Capital Day and participated in the Legislative Mixer that HCEDA hosted in partnership with other organizations. He also highlighted other upcoming events and encouraged the board's attendance.

In addition, President Cole presented Jared W. Turner a Certificate of Appreciation for his four years of service on the HCEDA Board. Mr. Turner gave remarks.

Vincent J. Byrd joined the meeting via video conference at 4:37 p.m.

ECONOMIC DEVELOPMENT ADVISOR UPDATE

Board Consultant, Glenn McCullough, reported on project updates, meetings, and conferences attended on behalf of the Authority.

**DIRECTOR OF WORKFORCE DEVELOPMENT AND ASST. BUSINESS
DEVELOPMENT DIRECTOR REPORT**

Director of Workforce Development and Assistant Business Development, Kemsye T. Smith, reported on ACT WorkKeys Readiness Certificate testing, Hinds County workforce data, and projects and grant updates. Ms. Smith reported that the next quarterly workforce NEXUS meeting will possibly be held at the end of February or early March 2025 at Jackson State University. In addition, she requested the board's approval to purchase lunch for the meeting at a cost not to exceed \$250.00. Trustee Walker suggested that the board approve the allocation of funds to purchase lunch for the remaining quarterly meetings to be held this year.

Upon a motion by LeRoy Walker, Jr., seconded by Vanda Brumfield, with nine trustees (Brumfield, Byrd, Cole, Jones, McElroy, Owens, Turner, Walker, and Wise) voting in favor, it was

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RESOLVED to authorize Ms. Smith to purchase lunch for the four (4) quarterly NEXUS meetings to be held this year at a cost not to exceed \$1,000.00. Funds will be paid from account #675 (Marketing/Recruitment/Networking).

Mr. Covington abstained from the vote.

President Cole asked that Ms. Smith extend an invitation to the Hinds County Board of Supervisors to attend the Workforce NEXUS meetings and add remarks from the HCEA Board President to the agenda.

MDA Amended and Restated Grant Agreement

Ms. Smith reported that MDA granted the Authority's one year extension request to expend the remaining grant funds in the amount of \$87,000.00, and requested that the trustees approve the (MDA) Amended and Restated Grant Agreement that allows the Authority until 2026 to expend the remaining funds on clearing and grubbing.

Upon a motion by Vanda M. Brumfield, seconded by Mark Wise, with all ten trustees (Brumfield, Byrd, Cole, Covington, Jones, McElroy, Owens, Turner, Walker, and Wise) voting in favor, it was

RESOLVED to approve the MDA Amended and Restated Grant Agreement.
(Attachment No. 8)

Waggoner Engineering, Inc. Task Order Form

Ms. Smith reported that the cultural studies analysis for the Wynndale Industrial Park was last completed in 2007 and that this date exceeds the deadline for use. Consequently, MDA has requested an updated cultural studies analysis, which is proposed to be provided by Waggoner Engineering, Inc. as set out in Task Order No. 1-A. **(Attachment No. 9)**

Upon a motion by Edderek L. (Beau) Cole, seconded by Mark Wise, with seven trustees (Brumfield, Cole, Jones, McElroy, Owens, Walker, and Wise) voting in favor, and three trustees (Byrd, Covington, and Turner) voting against it, it was

RESOLVED to approve the Waggoner Engineering, Inc. Task Order No. 1-A in the amount of \$34,825.00.

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COMMITTEE REPORTS

PERSONNEL COMMITTEE REPORT

Willie A. Jones, Committee Chair, reported that the committee met to discuss the executive director job search process and summarized the “Process for Search and Hiring of the Executive Director for Hinds County Development Authority: Personnel Committee Key Discussion Points” provided to the board (**Attachment No. 10**).

After discussion and upon a motion by Vanda Brumfield, seconded by LeRoy Walker, with all ten trustees (Brumfield, Cole, Covington, Jones, McElroy, Byrd, Turner, Covington, Owens, and Wise) present voting in favor, it was

RESOLVED to approve a budget of \$5,000.00 for outreach and advertising activities (funds to come from budget line 780) in connection with the executive director search.

After further discussion and upon a motion by Mark Wise, seconded by Willie A. Jones, with eight trustees (Brumfield, Cole, Covington, Jones, McElroy, Byrd, Turner, and Wise) present voting in favor, and two trustees (Covington and Owens) voting against, it was

RESOLVED to approve a salary range of \$125,000 - \$165,000 for the executive director position.

Upon further discussion and upon a motion by LeRoy Walker, Jr., seconded by Yolanda D. McElroy, with nine trustees (Brumfield, Cole, Jones, McElroy, Byrd, Turner, and Wise) present voting in favor, and one trustee (Covington) voting against, it was

RESOLVED to approve the search process as presented by the Personnel Committee.

OLD BUSINESS

Mr. Willie Hammons will be invited to the next meeting to present his proposal to purchase a parcel of land in one of HCEDA’s industrial parks.

NEW BUSINESS

MEDC Legislative Conference

Upon a motion by LeRoy Walker, Jr., seconded by Mark Wise, with all ten trustees (Brumfield, Cole, Covington, Jones, McElroy, Byrd, Jones, Walker, Turner, and Wise) present voting in favor, it was

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RESOLVED to authorize Ms. Frison to register four attendees (Kemsye T. Smith, Glenn McCullough, Willie A. Jones, and Yolanda D. McElroy) for the MEDC Legislative Conference on February 5-6, 2025, at the Westin Hotel in Jackson MS.

ADJOURNMENT

There being no further business, and upon a motion by Vanda M. Brumfield, seconded by Mark Wise, with all ten trustees (Brumfield, Byrd, Cole, Covington, Jones, McElroy, Owens, Turner, Walker, and Wise) voting in favor, it was

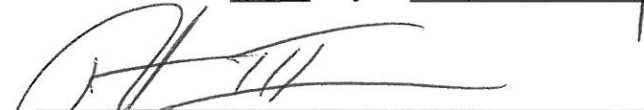
RESOLVED to adjourn the meeting at 6:22 p.m.

**Hinds County Economic Development
Authority
Hinds County, Mississippi**



Edderek L. (Beau) Cole, President

ATTEST this 26th day of February 2025.



Robert G. Morgan, II, Secretary-Treasurer