

A Guide to the Records of the Virginia Liaison Office, 2003-2010 (bulk 2006-2009).

Records of the Virginia Liaison Office,
2003-2010 (bulk 2006-2009).

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Unit Date

2003-2010 (bulk 2006-2009).

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Administrative Information

Acquisition Information

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Records of the Virginia Liaison Office, 2003-2010 (bulk 2006-2009), Accession 44693, State records collection, The Library of Virginia, Archives Branch, Richmond, Va. 23219.

Biographical/Historical Information

The Virginia Liaison Office (VLO) represents the Governor before both Congress and the federal administration, advocating for the Commonwealth's interests in Washington, and monitoring federal developments that affect the state. The Office is responsible for monitoring and tracking federal legislation that is of interest to the Commonwealth and keeping the Governor's Office and state agencies up to date on the status of federal legislation and regulations. The Office is also tasked with influencing the development of federal legislation and regulations by keeping the Virginia Congressional Delegation informed about the Governor's priorities and maintaining contact with Congressional staffs, key federal agency officials and public interest groups. Other duties include alerting state agencies and local government to federal grant opportunities and monitoring the progress of any grant applications, writing or advising on testimony to be presented by the Governor or state agency heads before Congressional committees, resolving administrative issues between state and federal agencies and maintaining liaison with other states and interstate groups. The VLO is also required to report twice a year to the Senate Finance Committee, the House Appropriations Committee and to the Governor's Office on all federal mandates and regulations which may have an effect on the Commonwealth. In addition to this, the VLO also works with interstate and regional organizations in which the Governor participates, such as the National Governor's Association, Southern Governor's Association, Appalachian Regional Commission, Southern States Energy Board, Southern Regional Education Board and the National Capital Region.

During the administration of Governor Timothy Kaine, Alfonso Lopez served as the Director of the Virginia Liaison Office (2006-2010) and Bennett Blodgett served as Deputy Director (2006-2009).

Scope and Content

The Virginia Liaison Office records, 2003-2010 (bulk 2006-2009), are housed in 34 boxes. The collection includes Director's correspondence and subject files, Policy Analyst correspondence and subject files, National Governors Association records, and Southern Governors Association records.

Issues of concern to the Virginia Liaison Office during the Kaine Administration include: American Recovery and Reinvestment Act (ARRA) and transit projects, Base Realignment and Closure (BRAC), Byrne-Justice Assistance Grant (JAG) Program, Chesapeake Bay Revitalization, child care funding, climate change, Community Development Block Grant funding, Dulles Corridor Metro Rail Project, Eastern Shore Broadband, Farm bill, Federal Unemployment Tax Act (FUTA), Fort Monroe, foster care, Homeland Security, housing, land conservation, Medicare and Medicaid, No Child Left Behind Act Reauthorization, REAL ID, State Children's Health Insurance Program (SCHIP), veterans services, Virginia Wounded Warrior Program, Wallops Island Research Park, and the Workforce Investment Act (WIA) and workforce development.

Related Material

OFFICE OF THE GOVERNOR-TIM KAINE

[A Guide to the Governor Timothy M. Kaine Administration Electronic Files, Email, 2002-2010 \(bulk 2006-2009\). The Virginia Liaison Office Electronic Files series](#) documents the electronic communication of the office during the Kaine administration. This series contains 20063 emails in ten (10) subseries. Subseries have been designated for: A. Alfonso Lopez Email, B. Bennett Blodgett Email, C. Eileen Filler-Corn Email, D. Dominic Gabello Email, E. Melinda Glazer Email, F. Aaron Turner Email, G. Kwame Boadi Email, H. Jessica Vasconcellos Email, I. Michele Alexander Email, and J. Mary Kuehler Email. There are no email files for Shaylah Nunn, Federal Policy Analyst. There are 14 protected and confidential emails that are restricted from public access per Code of Virginia, 42-1-78. Types of restricted information may include, but are not limited to: attorney-client communications and personnel information. The [Library of Virginia Email Project - Governor Tim Kaine Portal](#) provides access to the Kaine email collection and includes guides to other Kaine administration records.

The [Governor Tim Kaine Administration Web Archive Collection, 2006-2010](#) contains archived versions of websites for the Governor's Office, his initiative sites, and the sites of his cabinet secretaries. Also included are the related sites for the First Lady (Anne Holton), as well as the Lt. Governor (Bill Bolling), and Attorney General (Bob McDonnell and William C. Mims), two statewide officials elected in the same cycle as Governor Kaine.

The [Timothy M. Kaine Administration \(2006-2010\) Cabinet Weekly Reports Digital Collection](#) contains the weekly reports submitted to the Governor and Chief of Staff by the Governor's Cabinet, including the Secretaries of Administration (Viola Baskerville), Agriculture and Forestry (Robert S. Bloxom), Commerce and Trade (Patrick O. Gottschalk), Commonwealth (Daniel C. LeBlanc, Jan-Mar. 2006 and Katherine K. Hanley (Mar. 2006-2010), Education (Dr. Thomas R. Morris), Finance (Jody Wagner, 2006-2008 and Richard D. Brown, 2008-2010), Health and Human Resources (Marilyn Tavenner), Natural Resources (Preston Bryant), Public Safety (John W. Marshall), Technology (Aneesh Chopra, 2006-2009 and Leonard M. Pomata, 2009-2010), and Transportation (Pierce Homer). Also included are reports by the Assistant to the Governor for Commonwealth Preparedness (Robert Crouch), Office of Constituent Services (Marc Cheatham, 2006-2007

and Amber Amato, 2007-2010), Press Office, Policy Office and Virginia Liaison Office. Reports were submitted each Thursday and placed in a binder for the Governor that he took with him at the end of the day on Friday. A second copy of the report was made for the Chief of Staff. The level of detail varied for each cabinet officer and items of importance were highlighted by staff for the Governor. Each report contains information on legislation, Governor's initiatives/special projects, agency matters/operations, events/agency visits, audits/investigations/compliance, stakeholder issues and pending decisions. Governor Kaine wrote handwritten notes and/or marked-up some reports with post-it notes and requested follow up information from the person submitting the report. Those questions and answers are included in this series. This series provides a weekly account of the issues and policy decisions of the Kaine Administration.

[A Guide to the Governor Timothy M. Kaine, Executive Office-Governor, Records, 2005-2009.](#) The Governor Timothy M. Kaine, Executive Office-Governor, Records are housed in 45 boxes. The collection is arranged into three (3) series. Series have been designated for: I. Weekly Status Reports; II. State Budget Files; and III. Briefing Binders and Reports. These records include agreements, briefing books, reports, correspondence, memorandums, budget documents, agendas, handouts, invitations, talking points, and speeches. This collection contains the weekly reports, briefing books and budgetary records of Governor Kaine (2006-2010).

[A Guide to the Governor Timothy M. Kaine, Policy Office, Records, 2002-2010 \(bulk 2006-2009\).](#) The Policy Office Records of Governor Timothy M. Kaine are housed in 174 boxes. The collection is arranged into five (5) series. Series have been designated for: I. Decision Briefs; II. Regulations; III. Legislative Files; IV. Executive Orders and Directives; and V. Policy Analyst Files. These records include agendas, decision briefs, correspondence, memorandums, legislative files, briefing books, meeting notes, subject files, reports, talking points and regulations. These records document the legislative and policy priorities of the Kaine administration (2006-2010). This collection also includes records from Governor Mark Warner's administration (2002-2006).

CABINET OFFICES

[A Guide to the Records of the Office of Commonwealth Preparedness, 1989-2009 \(bulk 2006-2009\).](#) The Office of Commonwealth Preparedness records consist of 37 archival boxes and are divided into eight series. Series have been designated for Cabinet Meeting Files, Commonwealth Interoperability Coordinator's Office Initiatives Files, Commonwealth Interoperability Coordinator's Office Subject files, Constituent Correspondence, Correspondence and Supporting Documentation, Homeland Security Files Grant, Meeting Files Preparedness Committees, and Robert P. Crouch Jr. Attorney Files. These records document the work of the Office of Commonwealth Preparedness. The bulk of the records can be found in the Correspondence and Supporting Documentation series related to base closings, campus security, hurricane preparedness, interoperability, the National Capital Region, and various office projects. Included are agendas, correspondence, minutes, newsletters, programs, reports, and surveys. Of note are the Constituent Correspondence and Correspondence and Supporting Documentation series which are invaluable in showing the concerns and interests of citizens, government officials, and other individuals regarding security, terrorism, and various other subjects.

[A Guide to the Records of the Virginia Secretary of Health and Human Resources, 2005-2010.](#) Contains records created and maintained by Secretary of Health and Human Resources, Marilyn B. Tavenner, during the administration of Governor Timothy M. Kaine. The records include incoming and outgoing correspondence with assigned agencies and constituents, subject files, decision memoranda, legislative files, budget material, and records related to activities and special projects.

[A Guide to the Records of the Virginia Secretary of Natural Resources, 1999-2010 \(bulk 2006-2009\).](#) This collection contains the records, 1999-2010 (bulk 2006-2009), of the Office of Secretary of Natural Resources L. Preston Bryant, Jr., during the administration of Governor Tim Kaine. There is correspondence and subject files that relate to Secretary Bryant, the state agencies that he oversees, environmental organizations that operate in Virginia, and projects initiated by Governor Kaine. Legislative files contain material related to bills that were either under the purview of the Secretary of Natural Resources or upon which the Secretary wished to comment. Special programs include correspondence and subject files primarily created by Assistant Secretary of Natural Resources Missy Neff and Deputy Secretary of Natural Resources Nikki Rovner. Finally, there are speeches given by L. Preston Bryant, Jr., at public and private events.

[A Guide to the Records of the Virginia Secretary of Public Safety, 1990, 1992, 1996, 1998-2010 \(bulk 2002-2009\).](#) The Secretary of Public Safety records consists of thirty-eight archival boxes and are divided into six series. Series have been designated for Correspondence-Assigned State Agencies, Correspondence and Supporting Documentation-Office of the Secretary, Decision Memoranda and Briefs, Federal Grant Funding, Legislative Files, and Special Projects and Studies. These records document the activities of the Office of the Secretary of Public Safety, as well as the agencies and boards which fall under its heading, during the gubernatorial terms of Governor Mark R. Warner (2002-2006) and Governor Timothy M. Kaine (2006-2010).

[A Guide to the Records of the Virginia Secretary of Transportation, 2006-2010.](#) The Secretary of Transportation records consist of 52 archival boxes and are divided into 4 series. Series have been designated for Appointment Calendars (I), Constituent Correspondence (II), Legislative Files (III) and Special Projects and Studies (IV). These records document the work of the Secretary of Transportation Pierce Homer

during the Kaine administration and were created or collected, 2006-2009, though some documents in this collection pre-date this time period.

Arrangement

Alphabetical.

Contents List

Director's correspondence and subject files, 2003-2010.

Extent

Extent: 3.85 cubic feet (11 boxes)

Scope and Content

This series includes the correspondence and subject files of Alfonso Lopez, Director of the Virginia Liaison Office, 2006-2010, and also includes some holdover files from the the previous Director , Jan Faircloth, 2002-2005. These files are arranged alphabetically by topic and include correspondence, the majority with the Virginia Congressional Delegation, but also with federal and state officials, as well as event briefing materials, grant information, legislation, meeting materials (agendas, briefs, notes, minutes, supporting documents), policies and procedures, presentations, promotional materials, proposals, publications, reference materials, reports, statistical and issue summaries, and transcripts.

Director Alphonso Lopez, 2006-2010.

American Recovery and Reinstatement Act, 2009.

Box 1

Folder 1

Appalachian Regional Commission, 2006.

Box 1

Folder 2

Appropriations FY2009, 2008.

Box 1

Folder 3

Appropriations FY2010, 2008-2009.

Box 1

Folder 4

Areva Enrichment Facility Project, 2007-2009.

Box 1

Folder 5

Army Corps of Engineers projects (FY2009), 2006-2009.

Box 1

Folder 6

Base Realignment and Closure (BRAC), 2006-2007.

Box 1

Folder 7

Birthplace of Country Music Cultural Heritage Center, 2005-2007.

Box 1

Folder 8

Black Bear Solid Waste Facility, 2006.

Box 1

Folder 9

Boucher, Repr., meeting - Daniel Boone Interpretive and Visitors' Center, 2009.

Box 1

Folder 10

Chesapeake Bay Commission - Recommendations, 2006-2007.

Box 1

Folder 11

Chesapeake Crescent, 2007.

Box 1

Folder 12

Climate, 2008-2009.

Box 1

Folder 13

Climate Change, 2007-2009.

Box 1

Folder 14

Climate Change, 2009.

Box 1

Folder 15

Climate Change - Global, 2007.

Box 1

Folder 16

Climate Change - State Climatologist, 2006.

Box 1

Folder 17

Coal and Mining, 2006-2007.

Box 1

Folder 18

Commercial Fish and Shellfish Technologies (CFAST), 2007-2008.

Box 1

Folder 19

Commonwealth Preparedness, 2005-2007.

Box 1

Folder 20

Council on Virginia's Future, 2006.

Box 2

Folder 1

Covanta Energy, 2007.

Box 2

Folder 2

Disaster Mitigation, 2008.

Box 2

Folder 3

Dam Rehabilitation and Repair Act, 2008.

Box 2

Folder 4

Dominion Power Lines, 2006.

Box 2

Folder 5

Ducks Unlimited - Chesapeake Bay, 2006.

Box 2

Folder 6

Dulles Corridor Metro Rail Project (#1), 2006-2008.

Box 2

Folder 7

Dulles Corridor Metro Rail Project (#2), 2006-2009.

Box 2

Folder 8

Dulles Corridor Metro Rail Project (#3), 2007-2008.

Box 2

Folder 9

Dulles Corridor Metro Rail Project - Extension to Whiele Avenue, 2007.

Box 2

Folder 10

Dulles Greenway, 2007-2008.

Box 2

Folder 11

Eastern Shore Broadband, 2007.

Box 2

Folder 12

Economic Stimulus Package, 2008-2009.

Box 2

Folder 13

Education, 2006-2007.

Box 2

Folder 14

Energy Future, America's, undated.

Box 2

Folder 15

Executive Leadership Retreat of Governor Timothy M. Kaine - Briefing binder, 2006 Jan 6.

Box 2

Folder 16

FAA Reauthorization - Reagan National Airport, undated.

Box 3

Folder 1

Farm Bill, 2006-2007.

Box 3

Folder 2

Farm Bill, 2008.

Box 3

Folder 3

Farm Bill - Congressional Research Service (CRS) Reports, 2005-2006.

Box 3

Folder 4

Farm Bill - Federal Farm Policy, 2006.

Box 3

Folder 5

Farm Bill - Renewable Energy, 2001-2007.

Box 3

Folder 6

Farm Bill - USDA Hearing, 2005.

Box 3

Folder 7

Farm Bill - Virginia Workgroup, 2007.

Box 3

Folder 8

Federal Disaster Relief, 2006.

Box 3

Folder 9

Federal Issue Primer, 2009.

Box 3

Folder 10

Federal Mandate Reports, 2006-2009.

Box 3

Folder 11

Federal Unemployment Tax (FUTA) - Virginia Employment Commission (VEC), 2005-2007.

Box 3

Folder 12

FEMA and disasters, 2006.

Box 3

Folder 13

Financial Regulatory Reform, 2009.

Box 3

Folder 14

Ford Plant, 2006.

Box 3

Folder 15

Fort Belvoir, 2006-2007.

Box 3

Folder 16

Fort Monroe, 2008.

Box 3

Folder 17

Foster Care, 2007-2008.

Box 3

Folder 18

Franklin City - Flooding, 2006.

Box 3

Folder 19

General Motors - Rolls Royce, 2009.

Box 4

Folder 1

Great Dismal Swamp, 2007.

Box 4

Folder 2

H1N1 Flu, 2009.

Box 4

Folder 3

H-2B Guest Worker Program, 2008-2009.

Box 4

Folder 4

Hanover County - I95 / Lewistown Interchange, 2007.

Box 4

Folder 5

Hatcheries - Wytheville and Paint Bank, 2006.

Box 4

Folder 6

Health Care Reform, 2009.

Box 4

Folder 7

Health IT Council, 2008.

Box 4

Folder 8

Health Policy Issues, 2006-2009.

Box 4

Folder 9

High Speed Rail, 2006-2009.

Box 4

Folder 10

Homeland Security, 2007.

Box 4

Folder 11

Homeland Security - Governor's meeting with U.S. Secretary of Homeland Security Michael Chertoff - Briefing binder, 2007 Mar 27.

Box 4

Folder 12

Hot Lanes - I95/395/495, 2007-2009.

Box 4

Folder 13

Housing, 2007-2008.

Box 4

Folder 14

Housing - Governor's Housing Forum, 2009.

Box 4

Folder 15

Housing - Governor's Housing Forum - Briefing binder, 2009 June 8.

Box 4

Folder 16

HUBZones, 2006-2007.

Box 5

Folder 1

Immigration, 2006-2007.

Box 5

Folder 2

Jefferson Labs, undated.

Box 5

Folder 3

Journey Through Hallowed Ground National Heritage Act, 2005-2007.

Box 5

Folder 4

Journey Through Hallowed Ground Partnership - Briefing for Gov. Kaine, Gov. Ehrlich and Mayor Williams, 2006 July 14.

Box 5

Folder 5

Limited English Proficiency (No Child Left Behind), 2007.

Box 5

Folder 6

Line Item Veto Legislation in the 109th Congress, 2006.

Box 5

Folder 7

Local Public Assistance Cost Allocation Plans (LPACAP), 20.

Box 5

Folder 8

Low-Income Home Energy Assistance Program (LIHEAP), 2005-2007.

Box 5

Folder 9

Mayport, 2006-2009.

Box 5

Folder 10

Medicaid, 2005-2007.

Box 5

Folder 11

Medicaid, 2007-2008.

Box 5

Folder 12

Mines, Minerals and Energy, Dept. of, 2006.

Box 6

Folder 1

National Capital Region - Homeland Security Senior Policy Group, 2006.

Box 6

Folder 2

National Capital Region - Leader's Meeting - Briefing binder, 2006 July 14.

Box 6

Folder 3

National Capital Transportation Amendments, 2005-2006.

Box 6

Folder 4

National Guard, 2008.

Box 6

Folder 5

National Interest Electric Transmission Corridor (NIETC), 2007.

Box 6

Folder 6

Natural Resources, 2006-2007.

Box 6

Folder 7

Northern Virginia Transportation Commission, 2009.

Box 6

Folder 8

Oceana, 2006.

Box 6

Folder 9

Out-of-State Waste, 2006.

Box 6

Folder 10

Outer Continental Shelf Drilling, 2006-2007.

Box 6

Folder 11

Outlying Landing Field (OLF), 2007-2008.

Box 6

Folder 12

Port Authority, 2006.

Box 6

Folder 13

Port Facilities, 2006.

Box 6

Folder 14

Potomac Appalachian Transmission Highline (PATH), 2009.

Box 6

Folder 15

Presidential Inauguration, 2009.

Box 6

Folder 16

Property Insurance, 2007.

Box 6

Folder 17

Public Private Partnerships, 2006-2008.

Box 6

Folder 18

Public Safety, 2006.

Box 6

Folder 19

Race to the Top (Education), 2009.

Box 6

Folder 20

REAL ID, 2006-2008.

Box 6

Folder 21

Recovery Act, 2009.

Box 6

Folder 22

Reformulated Gasoline (RFG), 2006.

Box 6

Folder 23

Renewable Fuel Standard, 2008.

Box 6

Folder 24

Rolls Royce, 2007.

Box 6

Folder 25

Southwest Virginia Power Station, 2006-2007.

Box 7

Folder 1

Southwest Virginia Veterans Cemetery, 2007.

Box 7

Folder 2

State Children's Health Insurance Program (SCHIP), 2007.

Box 7

Folder 3

Statewide Agencies Radio System (STARS), 2007.

Box 7

Folder 4

Task Force for the Prevention of Gangs, Mayor's (Chesapeake), 2007.

Box 7

Folder 5

Telecommunication Bill, 2006.

Box 7

Folder 6

Temporary Bridge - Advance Mills, Albemarle County, 2008.

Box 7

Folder 7

Tourism - Capt. John Smith Trail, 2006.

Box 7

Folder 8

Tourism - Virginia Coal Heritage Trail, undated.

Box 7

Folder 9

Trade Adjustment Assistance (TAA), 2007.

Box 7

Folder 10

Transportation, 2006-2009.

Box 7

Folder 11

Transportation, Housing and Urban Development (THUD), 2009.

Box 7

Folder 12

Tribal Recognition, 2006-2008.

Box 7

Folder 13

Tribal Recognition, 2006-2009.

Box 8

Folder 1

Tropical Storm Ernesto, 2006.

Box 8

Folder 2

USDA - Farm Service Agency closings, 2006.

Box 8

Folder 3

Urban Area Security Initiative, 2006-2007.

Box 8

Folder 4

Veterans Affairs, 20.

Box 8

Folder 5

Virginia Information Technologies Agency (VITA), 2006.

Box 8

Folder 6

Virginia-Israel Cooperation Agreement, 2008.

Box 8

Folder 7

Virginia Tech, 2007.

Box 8

Folder 8

Virginia Tech - Energy Efficiency, 2007-2008.

Box 8

Folder 9

Voting Rights Act (VRA), 2006.

Box 8

Folder 10

Wallops Island, 2006-2009.

Box 8

Folder 11

Warner, Mark, 2008.

Box 8

Folder 12

Washington Metropolitan Area Transit Authority (WMATA), 2008.

Box 8

Folder 13

Wittman, Robert J., 2008.

Box 8

Folder 14

Wolf, Frank R., 2006-2008.

Box 8

Folder 15

Workforce Investment Act (WIA), 2006-2007.

Box 8

Folder 16

Yong Shu Li, 2007.

Box 8

Folder 17

Director Jan Faircloth, 2002-2005.

Amtrak, 2002-2003.

Box 9

Folder 1

Atlantic Intercoastal Waterway (AIWW), 2004.

Box 9

Folder 2

Biotechnology Partnership, 2003.

Box 9

Folder 3

Birthplace of Country Music Museum, 2004-2005.

Box 9

Folder 4

Chesapeake Bay, 2005.

Box 9

Folder 5

Chesapeake Bay Commission - Advisory Committee, 2005.

Box 9

Folder 6

Chesapeake Bay Hill visits, 2005.

Box 9

Folder 7

Children's Hospice International, 2005.

Box 9

Folder 8

Clean Drinking Water Systems, 2002-2003.

Box 9

Folder 9

Clean Water State Revolving Fund, 2004.

Box 9

Folder 10

Combs, C. Donald - Eastern Virginia Medical School, 2002.

Box 9

Folder 11

Community College System, 2002-2003.

Box 9

Folder 12

Council of State Community Development Agencies (COSCDA), 2005.

Box 9

Folder 13

Disaster Declaration - Letter to President Bush, 2004.

Box 9

Folder 14

Education Data Partnership, 2005.

Box 9

Folder 15

Elizabeth River Project, 2003-2005.

Box 9

Folder 16

Federal Mandate Reports, 2004-2006.

Box 9

Folder 17

Fisheries Conservation, Wildlife and Oceans Subcommittee - Oversight Hearing on Chesapeake Bay in Your Community: A Restoration Plan, 2004.

Box 10

Folder 1

Gang Growth in Virginia (Bob Crouch), 2004.

Box 10

Folder 2

Gang of Five and Congressional Advisory Council meeting (Chesapeake Bay Foundation), 2004 Mar.

Box 10

Folder 3

GMMB - Maternal and Child Health Programs, 2005.

Box 10

Folder 4

Health Care Reform, 2003-2005.

Box 11

Folder 7

Health Coverage Tax Credits, 2004.

Box 10

Folder 5

Homeland Security, 2005.

Box 10

Folder 6

Justice Assistance Grant Programs (JAG), 2005.

Box 10

Folder 7

Maritime Security, 2005.

Box 10

Folder 13

NASA - New Spaceship, 2005.

Box 10

Folder 8

National Arboretum, 2005.

Box 10

Folder 9

National Center for Integrated Systems Technology, undated.

Box 10

Folder 10

National Governor's Association Conference, 2004 Feb.

Box 10

Folder 14

National Governor's Association Conference, 2004 July.

Box 10

Folder 15

National Governor's Association Conference, 2005 Feb.

Box 10

Folder 16

Natural Resources - State Wildlife Grants, 2005.

Box 10

Folder 11

Nature Conservancy requests, 2004.

Box 10

Folder 12

Non-Native Oysters, 2003.

Box 10

Folder 17

Prepositioned Equipment Program, 2004.

Box 10

Folder 18

REAL ID, 2005.

Box 11

Folder 1

Southern Governors' Association - Conference, 2004 Sept.

Box 11

Folder 2

Unfunded Mandate Reform Act, 2003.

Box 11

Folder 3

U.S. Airways, 2002.

Box 11

Folder 4

Virginia Employment Commission - Unemployment Compensation, 2005.

Box 11

Folder 5

Visa H-2B, 2005.

Box 11

Folder 6

Policy Analyst files, 2005-2010.

Extent

Extent: 4.55 cubic feet (13 boxes)

Scope and Content

This series includes the reference and research files of multiple federal policy analysts in the Virginia Liaison Office. These files are arranged alphabetically by topic and include briefing materials, correspondence, fact sheets, federal appropriation requests, legislation, presentations, promotional/informational materials, notes, publications, reports, and testimony before Congress. Policy Analysts included Aaron Ver (2005 Dec-2007), Dominic Gabello (2007 Jan-2008 Feb), Shaylah Nunn (2007-2009), Melinda Glazer (2008 Feb-2009 June), Aaron Turner (2009 May-Nov), and Kwame Boadi (2009 Oct-2010 Jan).

Air quality, 2006.

Box 12

Folder 1

Air quality - Particle Pollution briefing, 2006.

Box 12

American Association of Port Authorities, undated.

Box 12

Folder 3

American Youth Policy Forum / Youth Development Institute, 2008.

Box 12

Folder 4

Attorney General, U.S., 2008.

Box 12

Folder 5

Benton Foundation - National Broadband Strategy, 2007-2008.

Box 12

Folder 6

Boeing, 2009.

Box 12

Folder 7

Base Realignment and Closure (BRAC), 2008-2009.

Box 12

Folder 8

Business Activity Tax Simplification Act (HR 5267), 2008.

Box 12

Folder 9

Byrne / Justice Assistance Grant (JAG) Program, 2008.

Box 12

Folder 10

Campus Security, 2007.

Box 12

Folder 11

Capital Beltway Proposal, 2007.

Box 12

Folder 12

Center for American Progress, 2008.

Box 12

Folder 13

Chesapeake Bay, 2007-2009.

Box 12

Folder 14

Chesapeake, Virginia - Transportation and Public Safety, 2008.

Box 12

Folder 15

Chesapeake's Healthy and Environmentally Sound Stewardship of Energy and Agriculture Act (CHESSEA), 2007.

Box 12

Folder 16

Clean Watershed Act, 2006.

Box 13

Folder 1

Climate Change, 2007-2008.

Box 13

Folder 2

Climate Change, 2007-2008.

Box 13

Folder 3

Congressional Black Caucus - Annual Legislative Conference, 2008.

Box 13

Folder 4

Congressional Research Service Reports (Environmental), 2006.

Box 13

Folder 5

Constituent Correspondence - IQ Mail, 2008.

Box 13

Folder 6

Constituent Correspondence - IQ Mail instructions, undated.

Box 13

Folder 7

Criminal Justice Services, Dept. of, 2008.

Box 13

Folder 8

Defense - U.S. Fleet, 2009.

Box 13

Folder 9

Defense Appropriations FY2010, 2009.

Box 13

Folder 10

Disability Assistance and Memorial Affairs hearing (House Committee on Veterans' Affairs), 2008.

Box 13

Folder 11

District of Columbia, 2007-2009.

Box 13

Folder 12

Economic Recovery, 2009.

Box 13

Folder 13

Education, 2006-2008.

Box 13

Folder 14

Education, 2008.

Box 14

Folder 1

Education - American Youth Policy Forum, 2009.

Box 14

Folder 2

Education - Child and School Nutrition, 2008-2009.

Box 14

Folder 3

Education - Child Nutrition Act of 1966, 2008.

Box 14

Folder 4

Education - Green School Construction (HR 3021), 2008.

Box 14

Folder 5

Education - High School Graduation Outcomes bill (Rahm), 2008.

Box 14

Folder 6

Education - P16 Council, 2008.

Box 14

Folder 7

Education - Rural Schools (HR3058), 2008.

Box 14

Folder 8

Education - Student Loan Market Crisis, 2008.

Box 14

Folder 9

Education - Student Loans (FFELP and Sallie Mae), 2009.

Box 14

Folder 10

Education - Student Loans and FERPA, 2008.

Box 14

Folder 11

Education Funding - American Recovery and Reinvestment Act, 2009.

Box 14

Folder 12

Election Working Group, 2008.

Box 15

Folder 1

Election Working Group, 2008.

Box 15

Folder 2

Energy Efficiency - Sustainable and Renewable Energy (HR 6049), 2008.

Box 15

Folder 3

Energy Efficiency and Conservation, 2006.

Box 15

Folder 4

eStem bill, 2008.

Box 15

Folder 5

Farm Bill, 2007.

Box 15

Folder 6

Federal Unemployment Tax Act (FUTA) / Virginia Employment Commission (VEC), 2007.

Box 15

Folder 7

Federal Workers Compensation, 2008.

Box 15

Folder 8

Federally Chartered Banks, 2008.

Box 15

Folder 9

FEMA - Appropriation, 2009.

Box 15

Folder 10

FEMA / Homeland Security, 2009.

Box 16

Folder 1

Financial Services Regulatory Reform, 2009.

Box 16

Folder 2

Foreclosure Prevention, undated.

Box 16

Folder 3

Foster Care, 2008.

Box 16

Folder 4

Future Combat Systems, 2009.

Box 16

Folder 5

Government Finance Officers Association, 2008.

Box 16

Folder 6

Governor Kaine's Proposed Budget FY2008-2010 - Briefing, 2007 Dec 17.

Box 16

Folder 7

Grant Award Notices - Dept. of Justice, 2009.

Box 16

Folder 8

H1N1 Flu, 2009.

Box 16

Folder 9

Health Insurance Reform, 2007-2008.

Box 16

Folder 10

Health Insurance Reform, 2009.

Box 16

Folder 11

Health Insurance Reform - Generic drugs, 2008.

Box 17

Folder 1

Higher Education, 2007.

Box 17

Folder 2

Highlands Action Program, undated.

Box 17

Folder 3

Homeland Security, 2007.

Box 17

Folder 4

HOT Lanes, 2008.

Box 17

Folder 5

Housing Finance Agencies (HFA), 2009.

Box 17

Folder 6

Immigration, 2007.

Box 17

Folder 7

Immigration - Visas, 2008.

Box 17

Folder 8

Immigration - Visas, 2009.

Box 17

Folder 9

Inauguration, 2009.

Box 17

Folder 10

Inmate request, 2008.

Box 17

Folder 11

International Benchmarking, 2008-2009.

Box 17

Folder 12

Justice Center - Reentry Programs and Second Chance Act, 2007.

Box 17

Folder 13

Justice for All Act, 2008.

Box 17

Folder 14

Lewiston Interchange (Hanover County), 2007.

Box 18

Folder 1

Mad Cow Disease / Creutzfeldt-Jakob Disease, 2008.

Box 18

Folder 2

Metropolitan Washington Airports Authority / Dulles, 2008.

Box 18

Folder 3

Military Mission Growth, 2008.

Box 18

Folder 4

Miscellaneous, 2007-2009.

Box 18

Folder 5

Miscellaneous - Notes (Aaron), undated.

Box 18

Folder 6

National Aeronautics and Space Administration - Ares I-X Flight Test, 2009.

Box 18

Folder 7

National Aeronautics and Space Administration - FAA - Commercial Space Flight, 2008.

Box 18

Folder 8

National Aeronautics and Space Administration - Langley Research Center, 2008-2009.

Box 18

Folder 9

National Aeronautics and Space Administration - Mid-Atlantic Regional Spaceport (MARS), 2008-2009.

Box 18

Folder 10

National Aeronautics and Space Administration - Miscellaneous, 2008-2009.

Box 19

Folder 1

National Governors Association, 2007-2009.

Box 19

Folder 2

National Governors Association - Awards, 2007.

Box 19

Folder 3

National Governors Association - Education, Early Childhood and Workforce Committee, 2008-2009.

Box 19

Folder 4

National Governors Association - Federal-State Partnership, 2008.

Box 19

Folder 5

National Governors Association - Forum on College and Career Readiness, 2008.

Box 19

Folder 6

National Governors Association - Innovation America, 2006.

Box 19

Folder 7

National Governors Association - Public Safety, 2008-2009.

Box 19

Folder 8

National Governors Association - National Guard, 2009.

Box 19

Folder 9

National Governors Association - State Summit on Innovative Transportation Funding and Financing, 2008.

Box 19

Folder 10

National Governors Association - Transportation, 2008.

Box 19

Folder 11

National Guard, 2007.

Box 20

Folder 1

National Guard, 2008-2009.

Box 20

Folder 2

Natural Gas Decoupling, 2006.

Box 20

Folder 3

Newport News Wastewater, 2007.

Box 20

Folder 4

No Child Left Behind, 2008.

Box 20

Folder 5

No Child Left Behind - Final Regulations Briefing, 2008.

Box 20

Folder 6

Offshore Drilling, 2006-2009.

Box 20

Folder 7

Organization for Economic Cooperation and Development (OECD), 2007.

Box 20

Folder 8

Outlying Landing Field (OLF), 2007.

Box 20

Folder 9

Pre-K Act (HR 3289), 2008.

Box 20

Folder 10

President's Budget FY2008, 2007.

Box 20

Folder 11

Privacy, undated.

Box 20

Folder 12

Public Safety (miscellaneous), 2009.

Box 20

Folder 13

Radden - 80th Birthday Request, 2008.

Box 20

Folder 14

Radford Army Ammunition Plant, 2008.

Box 20

Folder 15

REAL ID, 2005-2008.

Box 20

Folder 16

REAL ID, 2006.

Box 21

Folder 1

REAL ID, 2007.

Box 21

Folder 2

REAL ID / PASS ID, 2000.

Box 21

Folder 3

REAL ID - Regulations, 2007.

Box 21

Folder 4

Renewable Energy, 2006.

Box 21

Folder 5

Rolls Royce - Joint Strike Fighter Engine, undated.

Box 21

Folder 6

Safe Prisons Communications Act, 2009.

Box 21

Folder 7

Soldier Casualties, 2006.

Box 21

Folder 8

Southern Governors' Association, 2007-2009.

Box 21

Folder 9

Statewide Agencies Radio System (STARS), 2007.

Box 21

Folder 10

Teach for America, 2008.

Box 21

Folder 11

Tobacco Control Act (HR 1108), 2008.

Box 21

Folder 12

Trade, 2006-2007.

Box 21

Folder 13

Transportation briefing, 2007.

Box 21

Folder 14

Transportation - American Recovery and Reinvestment Act (ARRA), 2009.

Box 22

Folder 1

Transportation - Amtrak / Rail transportation, 2008-2009.

Box 22

Folder 2

Transportation - Appalachian Development Highway System, 2009.

Box 22

Folder 3

Transportation - Federal Aviation Authority (FAA) Act, 2009.

Box 22

Folder 4

Transportation - High Speed Rail, 2007-2009.

Box 22

Folder 5

Transportation - HOT Lanes, 2008-2009.

Box 22

Folder 6

Transportation - Jackson Gateway Interchange (Spotsylvania County), 2008.

Box 22

Folder 7

Transportation - Kerley testimony to House Transportation and Infrastructure Committee (bridges), 2007.

Box 22

Folder 8

Transportation - Lewiston Road Interchange (Hanover County), 2007.

Box 22

Folder 9

Transportation - Miscellaneous, 2009.

Box 22

Folder 10

Transportation - National Infrastructure Development Bank, 2009.

Box 22

Folder 11

Transportation - PrePass, 2009.

Box 22

Folder 12

Transportation - REAL ID, 2006-2007.

Box 22

Folder 13

Transportation - Reports and presentations, 2008-2009.

Box 23

Folder 1

Transportation - Research and Development (HR 2569), 2009.

Box 23

Folder 2

Transportation Reauthorization and Donor Equity, 2007-2009.

Box 23

Folder 3

Transportation Security Administration (TSA) authorization, 2009.

Box 23

Folder 4

Trends in International Mathematics and Science Study, 2007-2008.

Box 23

Folder 5

Trust for Public Land (Jamestown), 2006.

Box 23

Folder 6

Veterans Center (VCU), 2007.

Box 23

Folder 7

Virginia Center for Policing Innovation, undated.

Box 23

Folder 8

Virginia National Guard, 2008-2009.

Box 23

Folder 9

Virginia Tourism Corp., 2007-2008.

Box 23
Folder 10

Virginia Sesquicentennial of the American Civil War Commission, 2007.
Box 23
Folder 11

Water Protection and Reinvestment Act (WPRA) (HR 3202), 2009.
Box 24
Folder 1

Watergate Condominiums, 2009.
Box 24
Folder 2

White House Clean Energy Economy Forum, 2009.
Box 24
Folder 3

Women in Government Relations, 2008.
Box 24
Folder 4

Workforce Development, 2007.
Box 24
Folder 5

Workforce Investment Act, 2006-2007.
Box 24
Folder 6

Youth Build USA, 2008.
Box 24
Folder 7

Congressional Delegation Briefings, 2006-2009.

Extent

Extent: 1.05 cubic feet (3 boxes)

Scope and Content

This series includes Congressional Delegation Briefing binders and Federal Priority binders. The Virginia Liaison Office (VLO) assists in influencing the development of federal legislation by keeping the Virginia Congressional Delegation informed about the Governor's policy and budget concerns. The Governor and his Cabinet meet annually with the Virginia Congressional Delegation to discuss these major legislative and regulatory priorities. The Congressional Delegation Briefing binders and Federal Priority binders are developed by the VLO in conjunction with the Governor and his Cabinet, and are distributed to meeting participants. The binders are organized by Cabinet area or topic and include federal issues of importance to the Commonwealth. Each priority includes information related to priority number, Virginia goals, request details, federal funding requested, appropriate Congressional Committee or Sub-Committee, background information, and impact of Virginia. This series may also include correspondence, presentations, procedures, and speeches.

Briefing (binder), 2006 Mar 27.
Box 25
Folder 1

Briefing (binder), 2006 Mar 27.

Box 25

Folder 2

Correspondence, 2006.

Box 25

Folder 3

Presentation - FY 2007 Federal Priorities, 2006 Mar 27.

Box 25

Folder 4

Briefing (binder), 2007 Feb 12.

Box 25

Folder 5

Correspondence, 2007.

Box 25

Folder 6

Event briefing, 2007.

Box 25

Folder 7

Procedures, 2007-2009.

Box 25

Folder 8

Briefing, 2008 Feb 4.

Box 26

FY 2009 Federal Priorities (part I), 2008.

Box 26

Folder 2

FY 2009 Federal Priorities (part II), 2008.

Box 26

Folder 3

FY 2009 Federal Priorities (part III), 2008.

Box 26

Folder 4

Briefing, 2009 Feb 9.

Box 27

Folder 1

Event briefing, 2009.

Box 27

Folder 2

FY 2010 Federal Priorities, 2009.

Box 27

Folder 3

FY 2010 Federal Priorities, 2009.

Box 27

Folder 4

National Governors Association, 2006-2009.

Extent

Extent: 1.4 cubic feet (4 boxes)

Scope and Content

The National Governors Association (NGA) files include meeting materials prepared by the NGA and event briefing binders prepared by the Virginia Liaison Office. Meeting materials include agendas, background information, correspondence, legislation, and policy position papers related to bi-annual NGA meetings. Event briefings include the daily conference schedule for the Governor and event briefing forms with meeting and conference session details, including logistics, attendance and background information. This series does not include the event briefing for the 2009 Winter meeting.

The National Governors Association is the nonpartisan, collective voice of the nation's governors and helps governors to identify priorities and work collectively on issues of public policy and governance at the national and state level. Governors meet twice yearly to discuss common issues and challenges and promote action on national priorities. The winter meeting, held in Washington, D.C., focuses on state-federal priorities. The annual meeting, held in a different state each summer, focuses on state and intergovernmental issues. The NGA maintains four standing committees: Economic Development and Commerce; Education, Early Childhood and Workforce; Health and Human Services; and Natural Resources, to allow governors to examine and develop policy and address key national issues; and also creates special ad hoc task forces to focus on high priority issues for states.

Meeting materials (NGA) - Winter meeting, 2006 Feb.

Box 28

Folder 1

Event briefing (VLO) - Winter meeting, 2006 Feb.

Box 28

Folder 2

Event briefing (VLO) - Summer meeting, 2006 Aug.

Box 29

Folder 1

Event briefing - Winter meeting, 2007 Feb.

Box 29

Folder 2

Meeting materials (NGA) - Winter meeting, 2007 Feb.

Box 29

Folder 3

Event briefing (VLO) - Summer meeting, 2007 July.

Box 30

Folder 1

Event briefing (VLO) - Winter meeting, 2008 Feb.

Box 30

Folder 2

Event briefing (VLO) - Summer meeting, 2008 July.

Box 31

Folder 1

Event briefing (VLO) - Summer meeting, 2009 July.

Box 31

Folder 2

Meeting materials and organization information (NGA), 2008-2009.

Box 31

Folder 3

Southern Governors Association, 2006-2009.

Extent

Extent: 1.05 cubic feet (3 boxes)

Scope and Content

The Southern Governors Association (SGA) files include Annual Meeting and Staff Advisory Committee (SAC) briefings prepared by the SGA, event briefing binders prepared by the Virginia Liaison Office (VLO), and subject files. Annual Meeting and SAC briefings include agendas, background information, correspondence, issue briefs, and policy position papers related to the meetings. Event briefings include the daily conference schedule for the Governor and event briefing forms with meeting and conference session details, including logistics, attendance and background information. Subject files (Council of State Governments and Climate Change Initiative) include correspondence, agreements, best practices, presentations reports, and white papers.

The Southern Governors Association (SGA), founded in 1934, represented the common interests of Southern chief executives and provided a mechanism for promoting their concerns. SGA was a nonpartisan forum for exchanging ideas, data, information and expertise on issues of importance to southern states. SGA was officially dissolved on June 30, 2016.

Event briefing (VLO) - Annual meeting, 2006 July.

Box 32

Folder 1

Legislative briefing and Staff Advisory Committee Retreat (SGA), 2007 Jan.

Box 32

Folder 2

Event briefing (VLO) - Annual meeting, 2007 Aug.

Box 32

Folder 3

SGA 75th Anniversary Commemoration briefing (SGA) - Planning, 2006 July.

Box 32

Folder 4

Staff Advisory Committe Retreat (SGA), 2008 Jan.

Box 33

Folder 1

Event briefing (VLO) - Annual meeting, 2008 Aug.

Box 33

Folder 2

Meeting briefing (SGA) - Annual meeting, 2008 Aug.

Box 33

Folder 3

Meeting briefing (SGA) - Annual meeting, 2009 Aug.

Box 33

Folder 4

SGA and Council of State Governments, 2008-2009.

Box 34

Folder 1

SGA - Climate Change Initiative, 2007-2009.

Box 34

Folder 2

SGA - Climate Change Initiative, 2009.

Box 34

Folder 3

SGA - Climate Change Initiative, 2009.

Box 34

Folder 4

SGA - Climate Change Initiative, 2009.

Box 34

Folder 5