

A Guide to the Virginia Secretary of Commerce and Trade, Correspondence and subject files, 1994-1997

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1994-1997

A Collection in the Library of Virginia 35873

Library of Virginia

2003

History

Processed by: Carl Childs

Title Statement

A Guide to the Virginia Secretary of Commerce and Trade, Correspondence and subject files, 1994-1997

Subtitle: Commerce and Trade, Secretary of, Correspondence and subject files, 1994-1997

Collection: 35873

Author: Description Services Staff

Publication Statement

File size: 16 KB

Date: © 2003 By the Library of Virginia.

Publisher: Library of Virginia

[Conditions of Use](#)

Profile Description

Creation: Machine-readable finding aid derived from Word. Created by Paige Neal 28 July 2003

Language Usage: Description is in English

Revision Description

Feb 14, 2004 PUBLIC "-//Library of Virginia//TEXT (US::Vi::vi00610::A Guide to the Virginia Secretary of Commerce and Trade, Correspondence and subject files, 1994-1997)//EN" "vi00610.xml" converted from EAD 1.0 to 2002 by v1to02.xsl (sy2003-10-15).

Feb 27, 2004 converted to conform to eadVIVA.dtd by vivastrict.xsl

2014-01-08 Converted to schema conforming EAD by dtd2schema.vh.xsl.

Descriptive Summary

Accession number

35873

Language

English

Creator

Virginia Secretary of Commerce and Trade

Physical Characteristics

3.35 cubic feet

Physical Location

State Records Collection, Secretary of Commerce and Trade (Record Group 137)

Repository

Library of Virginia

Administrative Information

Access Restrictions

There are no restrictions.

Use Restrictions

There are no restrictions.

Acquisition Information

Transferred from the Office of the Secretary of Commerce and Trade, 22 June 1998.

Preferred Citation

Virginia Secretary of Commerce and Trade, Correspondence and subject files, 1994-1997. Accession 35873, State Records Collection, The Library of Virginia, Richmond, Virginia.

Biographical/Historical Information

The office of the Secretary of Commerce and Resources was established in 1972 and was responsible for the areas of economic development and natural resources. In 1986 this secretariat was dissolved and split into two separate offices, the Secretary of Economic Development and the Secretary of Natural Resources. In 1994 the name of the office was changed from the Secretary of Economic Development to the Secretary of Commerce and Trade.

The Secretary of Commerce and Trade is appointed by the governor and serves as a member of his cabinet. The Secretary of Commerce and Trade's chief responsibility is to manage the direction of several state agencies that are concerned with the development of commerce and economic development throughout the Commonwealth. Agencies reporting to the Secretary of Commerce and Trade include: Department of Agriculture and Consumer Services; Department of Business Assistance; Department of Economic Development; Department of Labor and Industry; Department of Mines, Minerals, and Energy; Virginia Employment Commission; Virginia Housing Development Authority; Department of Professional and Occupational Regulations; Department of Housing and Community Development; Milk Commission; Department of Minority Business Enterprise; Department of Forestry; Virginia Racing Commission; Virginia Resources Authority; and the Virginia Tourism Corporation.

Robert T. Skunda was appointed Virginia Secretary of Commerce and Trade by Governor Governor George Allen in December 1993. Secretary Skunda, a native of Michigan, graduated from the University of Michigan with a BA in Architecture and an MA in Urban Planning. Secretary Skunda is a past president of the Fairfax County Chamber of Commerce and past chairman of the Virginia Chamber of Commerce. Directly prior to being appointed Secretary of Commerce and Trade, Skunda was managing principal in the architectural and engineering planning firm of Dewberry and Dove. Robert Skunda resigned as Secretary of Commerce and Trade November 1, 1997, when he was appointed president and chief executive officer of the Virginia Biotechnology Research Park.

Scope and Content Information

The records of the Secretary of Commerce and Trade are organized into the following series: I. Correspondence of the Secretary, 1994-1997; II. Opportunity Virginia, 1994-1997; III. Base Retention and Defense Adjustment (BRADA), 1994-1996; and IV. Community Development Block Grants, 1994-1997.

Series I. Correspondence of the Secretary, 1994 Jan-1997 Oct. This series contains incoming and outgoing correspondence on a variety of subjects. Arranged chronologically.

Series II. Opportunity Virginia, 1994-1997. This series contains records documenting Governor George Allen's Opportunity Virginia initiative and includes correspondence, reference files, press releases, speeches, meeting records, maps, newsletters, videos, reports and studies related to economic development. The initiative was launched to promote economic growth and prosperity across the Commonwealth of Virginia. Arranged by subject or economic development region.

Series III. Base Retention and Defense Adjustment (BRADA) Commission, 1994-1996. This series contains records documenting the role of the Commonwealth of Virginia in potential military base closings within the state, and includes correspondence, reference files, reports, memoranda, meeting records, and state and federal publications pertaining to defense installation conversion and economic adjustment for affected sites. Arranged by subject.

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