



Photo: New Kent Ordinary

PlanRVA Executive Committee



NOTES

This meeting is open to the public. Members of the public are invited to attend virtually. Please alert PlanRVA staff at PlanRVA@PlanRVA.org if electronic transmission of this meeting fails for the public. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

Check out our complete [Public Participation Guide](#) online to learn about the different ways you can stay connected and involved.

Meetings are also live streamed and archived on our YouTube Channel at [Plan RVA - YouTube](#).

Members of the public are invited to submit public comments either verbally or in writing. Written comments can be submitted through the Q&A/Chat function on Zoom by email to PlanRVA@PlanRVA.org.

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PlanRVA is where the region comes together to look ahead. Established in 1969, PlanRVA promotes cooperation across the region's nine localities and supports programs and organizations like the Richmond Regional Transportation Planning Organization, Central Virginia Transportation Authority, the Emergency Management Alliance of Central Virginia, Lower Chickahominy Watershed Collaborative and Don't Trash Central Virginia.



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AGENDA

PlanRVA Executive Committee
April 10, 2025 – 8:30 a.m.
PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

If you wish to participate in this meeting virtually, please register via Zoom at the following link:
https://planrva-org.zoom.us/webinar/register/WN_wBz9gNGmRGWbSV-TQsqMCQ

Welcome and Introductions *(Dr. McGraw)*

Pledge of Allegiance *(Dr. McGraw)*

Roll Call of Attendees and Certification of a Physical Quorum *(Janice Scott)*

A. Administrative Items

1. Confirmation of Member Participation from a Remote Location *(Dr. McGraw)*

Action requested: motion to confirm that the Chair’s decision to approve or disapprove the member(s) request to participate from a remote location was in conformance with the PlanRVA Commission Policy for Remote Participation of Members and the voice of the remotely participating member(s) can be heard by all persons at the primary or central meeting location (voice vote).

2. Consideration of Amendments to the Agenda *(Dr. McGraw)*

3. Public Comment Period *(Dr. McGraw)*

4. Approval of Meeting Minutes- February 13, 2025 *(Dr. Newbille)* – page 4

Action item: motion to approve the meeting minutes as presented (voice vote).

B. New Business

1. Regional Strategic Plan Update *(Martha Shickle)* – page 7

Information item.

2. Succession Management Plan Update – Staff Continuity and Retention Plan
(Martha Shickle)

Information item

3. FY26 Officer Rotation *(Janice Scott)* – page 11

Discussion item.

4. **Key Imperatives for FY2026 Work Program Priorities** (*Martha Shickle*) – page 12
Action requested: motion to approve Key Imperatives for development of the FY2026 Work Program Priorities.

5. **Future Meeting Topics** (*Martha Shickle*) page 13
Information item.

C. Adjournment – target adjournment time: 9:25 a.m.

Executive Committee Meeting Minutes

February 13, 2025 – 8:30 a.m.

PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

LOCALITY	NAME	X (attended)
Town of Ashland	Dr. Daniel McGraw, Chair	X
Charles City County	Byron Adkins, Treasurer	X
Chesterfield County	Jim Ingle	X
Goochland County	Neil Spoonhower (virtual)	X
Hanover County	Sean Davis	X
Henrico County	Reverend Tyrone Nelson	
New Kent County	Jordan Stewart, Vice Chair	X
Powhatan County	Steve McClung	
City of Richmond	Dr. Cynthia Newbille, Secretary	X

The technology used for the PlanRVA Executive Committee meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

Welcome and Introductions

Chair McGraw called the meeting to order at 8:30 a.m. and welcomed all attendees.

Pledge of Allegiance

The Pledge of Allegiance was led by Chair McGraw.

Roll Call and Certification of a Quorum

Diane Fusco, PlanRVA, took roll call of attendees and certified that a quorum was present.

A. Administration Items

1. Confirmation of Member Participation from a Remote Location

Chair McGraw announced that the following member requested approval to participate remotely: Neil Spoonhower. Reason: personal matter, specifically a scheduling conflict that prevents in-person attendance.

Chair McGraw announced his approval of the request to participate remotely.

On motion duly made and seconded, the members of the Executive Committee voted to confirm that the Chair’s decision to approve the request to participate from a remote location was in conformance with the PlanRVA Policy for Remote Participation of Members; and, the voice of the remotely participating member could be heard by all persons at the primary or central meeting location (voice vote).

The quorum was updated to show the presence of the remote members.

2. Agenda Amendments / Approval

There were no requested amendments to the agenda.

3. Public Comments

There were no public comments received or requests to address the Committee.

4. Approval of Meeting Minutes – November 14, 2024

On motion by Cynthia Newbille, seconded by Byron Adkins, the members of the PlanRVA Executive Committee voted to approve the meeting minutes as presented (voice vote).

B. New Business

1. Resolution naming Partnership for Housing Affordability as implementation Partner for Virginia Housing Grant

Martha Shickle explained the resolution request and offered to answer any questions.

Ms. Shickle disclosed details of her role as Chair of the Board of Directors for Partnership for Housing Affordability. It was noted that this disclosure will also be made as part of the recommendation to the Full Commission.

On motion by Cynthia Newbille, seconded by Jim Ingle, the members of the PlanRVA Executive Committee voted to recommend Commission adoption of resolution authorizing the Executive Director to execute an MOU with PHA to administer a grant award from Virginia Housing.

2. FY2025 Key Imperatives Update

Ms. Shickle provided this update and noted it is intended to provide a high-level overview of year-to-date progress in meeting goals within the FY2025 Key Imperatives approved by the Commission as part of the annual work program and budget.

Key points include the following:

- PlanRVA is mostly on track for completing the current goals.
- Details about work in meeting the imperative to “Support Member Jurisdictions through Local Planning Assistance”. A summary of the regional projects with local impact and specific requests from localities for support on various projects was provided.
- Projects in Ashland, Hanover and Henrico have not yet been identified.

3. PlanRVA's Mission Alignment with 2025 Federal Priorities (Martha Shickle)

Ms. Shickle provided this update and noted staff continues to process information from the new presidential administration regarding federal priorities and actions associated with a handful of recently issued Executive Orders. Very little information

has been communicated from our federal partner agencies, though we are seeing signs of changes that significantly impact our programs and the agency.

Staff has identified several areas where it is believed current programs/projects are at risk of posing short-term (FY2025/2026) financial implications and longer-term programmatic implications. As of Wednesday, February 12, 2025, the grant awards for developing the region's Comprehensive Climate Action Plan and Comprehensive Economic Development Strategy are no longer showing in our grants portal. The EPA and EDA fund these projects. Staff has reached out to grant reps for each agency and are coincidentally scheduled to meet with the EDA representative this afternoon. The total awards for these two projects are close to \$2mm and include consultant contracts. Staff has been in close contact with legal counsel to advise on the situation. Staff is also conferring with other grantees with these same awards in Virginia and our national association, NADO.

Committee members discussed the funding cuts and the need to explore other funding streams. There was discussion about possibly convening a special meeting of the full Commission once more information is learned so that the Commission can take formal action.

There was discussion about the need to fulfil the obligations of the contracts PlanRVA is currently in and how those obligations can be met if the funding is stopped.

4. FY2026 Key Imperatives

This item was tabled until the next Executive Committee meeting.

5. Staff Continuity and Succession Management Plan Update

This item was tabled until the next Executive Committee meeting.

C. Adjournment

Chair McGraw adjourned the meeting at approximately 9:34 a.m.

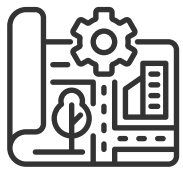
Pathways to the Future: 2025-2030

Regional Strategic Vision:

This Strategic Plan covers the area within Virginia’s planning district #15, comprised of the Town of Ashland, the City of Richmond, and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan. This region has a deep and complex history, a beautiful landscape threaded with rivers and communities of many kinds, and within them, the people who choose to live, work, or travel here.

To serve this region and its people, the Commission has identified a Vision for the future that it seeks to achieve through regional planning activities and coordinated and collaborative efforts.

The following five interconnected themes together constitute our Vision Statement for the region.



- **Strategic and Resilient Infrastructure.** A region with infrastructure and systems designed and maintained to protect and enhance individual and community health and well-being.



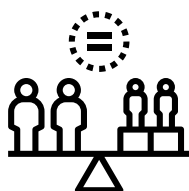
- **A Healthy Environment.** A region with thriving ecosystems - healthy watersheds, clean air, fruitful working lands, flourishing habitats, and communities that are located and planned in ways that recognize the connections between environmental health and human health and well-being.



- **Attainable Housing.** A region with diverse housing stock that makes attainable housing options for everyone that are safe, comfortable, resource-efficient, and built in coordination with available or planned infrastructure and services.



- **A Strong Economy.** A region with a diverse and resilient economic base, an educated and skilled workforce, employment that enables workers to meet their family needs, and communities with the physical, structural and social conditions to support and attract employers, workers and visitors.



- **Opportunity and Choice for Everyone.** A region that engages and collaborates with all voices and creates pathways to success through access to jobs, housing, infrastructure and services, quality education, a healthy environment, and other elements that allow all individuals and families to thrive.



Pathways to the Future: 2025-2030 Regional Strategic Vision:

The Commission will work together to plan for achieving this Vision by compiling, updating, or developing regional “core” plan documents addressing the key planning areas outlined in the Code of Virginia (transportation, housing, economic development, and environmental management) and others identified as priorities for the region. Core plans developed by PlanRVA will use data to depict the region's existing conditions and analyze them to explore options for moving forward.

The information and analysis in the core plans will inform regional goals, objectives, and strategies, which together will form a more detailed map for achieving our Vision. Input from the community to each core plan developed by PlanRVA will guide the process.

Over time, and as the region moves forward, the Commission will track progress in achieving the regional vision and goals with emphasis on the core plans developed by PlanRVA.

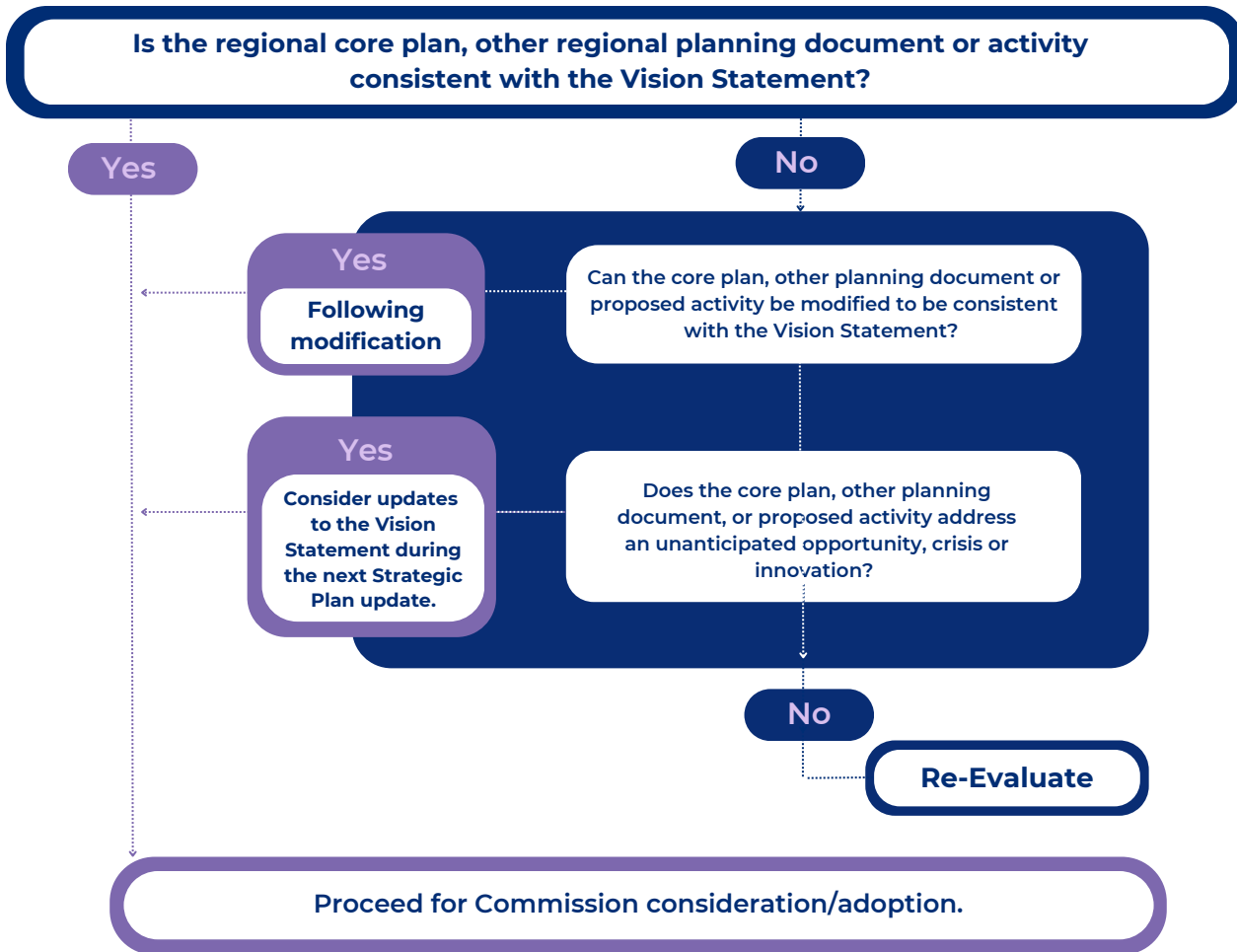
Each year the Commission will:

- Review and adopt updated versions of the core plans developed by PlanRVA, as needed, and review the status of each plan (preparing to update, update in progress, implementation, etc.).
 - Plan review and adoption will include a review of the community input summaries in each plan.
 - Plan review and adoption will include consideration of how the specific plan goals are informed and will feed into the overall vision for the region.
- Review progress on and guide upcoming regional planning and programmatic activities as PlanRVA’s core plans are implemented.
- Develop/update (if needed) metrics pertinent to the vision's elements and review the data results for these metrics.

Pathways to the Future: 2025-2030

Regional Strategic Vision:

Upon adoption of this Strategic Plan, the Commission will consider the Vision in its deliberations and actions, as illustrated below.



In developing the Vision, plans and processes, the Commission acknowledges that plans and progress at the regional level both feed into and draw upon the work of each member locality and of many partners across the region.

As work aligned with the regional Vision takes place across the localities and in coordination with regional partners in fiscal years 2025-2030, PlanRVA will continue to fulfill its supporting role to convene representatives to build relationships and capacity across the region; provide technical assistance; serve as a liaison between local, state and federal governments; and implement services when requested by members.



March 31, 2025

Dear Local Government Administrators and Managers of the Richmond Region,

Consistent with the Code of Virginia section 15.2-4209, staff at PlanRVA have prepared a draft regional strategic plan vision statement, **Pathways to the Future: 2025-2030 Regional Strategic Vision** (enclosed) that will be considered for adoption by the Richmond Regional Planning District Commission on June 12, 2025.

To promote the goals outlined in Virginia Code to promote orderly and efficient development, the Regional Strategic Plan for the Richmond Region will comprise a series of core component plans that address subjects of regional importance including transportation, economic development, hazard mitigation, and environmental management, the combination of which seek to achieve the vision set forth in the Regional Strategic Plan vision statement, Pathways to the Future. We believe this is the most efficient way to comply with the Code requirements and avoid duplication of effort with member localities and other regional partners.

Draft themes of the Regional Strategic Vision were discussed with the PlanRVA Commission during 2024 and early 2025. This letter is to inform you of the following planned upcoming activities:

- April 10, 2025: PlanRVA Commission Executive Committee Review and Update of the Regional Strategic Plan.
- June 12, 2025: PlanRVA Commission consideration of Regional Strategic Plan adoption.

A copy of the Regional Strategic Vision is enclosed for your review. This document sets forth a Vision for the region with five interconnected themes, a process to guide Commission consideration of regional plans and activities, and an approach for tracking progress. This document will serve to integrate our region’s major collective planning efforts, including the Long-Range Transportation Plan and the Hazard Mitigation Plan.

Code of Virginia section 15.2-4209 states that before adoption of a regional strategic plan, local governing bodies shall make recommendations to the planning district commission on or before the date of the hearing with respect to the effect of the plan within its locality. Should your locality’s governing body wish to provide recommendations, and I can be of assistance in this process, please contact me at martha@PlanRVA.org or 804.924.7030. I would also be happy to add this topic to the agenda for the CAO and Local Administrators Spring Meeting scheduled for May 30, 2025, if desired.

Sincerely,

Martha Shickle
Executive Director, PlanRVA

Enclosure
CC: PlanRVA Executive Committee Members

PlanRVA Executive Committee Meeting

April 10, 2025

Staff Report - FY26 Election of Officers

Background:

The members of the FY25 Nominating Committee reviewed the historic rotation/election of officers since 2017 and recommended the following rotation to most effectively meet the objective of a reasonable opportunity for each locality to chair the Commission every nine or so years:

- FY2025: Ashland
- FY2026: New Kent
- FY2027: Charles City
- FY2028: Richmond
- FY2029: Henrico
- FY2030: Goochland
- FY2031: Chesterfield
- FY2032: Hanover
- FY2033: Powhatan

Based on this rotation, the officers for FY26 would be the representatives from these localities:

- Chair: New Kent
- Vice Chair: Charles City
- Treasurer: Richmond
- Secretary: Henrico

Discussion item.

FY2026 Key Imperatives - Proposed



Update & Implement Regional Strategic Plan

RVA Rising
Core & Supporting Plan Development & Implementation



Offer Local Planning Assistance

Programmatic Support & Project Management
Grant Writing & Management



Drive Data, Research & Analysis

Regional Indicators
Best Practices Research Lab



Convene the Region

Community Engagement & Partnership Development
Special Events & Outreach



Ensure Compliance & Agency Sustainability

Member & Commissioner Engagement
Talent & HR, Financial Sustainability
Program Development



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Please indicate your level of agreement with the following statements.

Q1: PlanRVA is effective at identifying important regional issues

open ended response to elaborate: _____

Q2: My locality is engaged satisfactorily by PlanRVA in regional planning efforts

Strongly Disagree Disagree Neutral Agree Strongly Agree

open ended response to elaborate: _____

Q3: PlanRVA is responsive to requests for services from its member localities

Strongly Disagree Disagree Neutral Agree Strongly Agree

open ended response to elaborate: _____

Q4: I know who to connect with at PlanRVA if my locality needs support on a specific project or issue

Yes/No

Q5: PlanRVA staff are effective at forming professional working relationships with locality staff and organizations in the region

Strongly Disagree Disagree Neutral Agree Strongly Agree

open ended response to elaborate: _____



e: PlanRVA@PlanRVA.org
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Q6: PlanRVA provides quality communications about current projects and planning efforts through blogs, newsletters, and social media

Strongly Disagree Disagree Neutral Agree Strongly Agree

open ended response to elaborate: _____

Q7: I would like PlanRVA to provide additional support, services, or outreach to my locality.

Yes/No with open open-ended response to elaborate: _____
