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**AGENDA**  
**PlanRVA Executive Committee**  
**April 13, 2023 – 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\\_oVPRL8IHS62kBb6jFpdGVQ](https://planrva-org.zoom.us/webinar/register/WN_oVPRL8IHS62kBb6jFpdGVQ)

**Welcome and Introductions** *(Davis)*

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

**1. Administration**

**a. Confirmation of Member Participation from a Remote Location** *(as needed/Davis)*

**Action requested (if there are member requests to participate remotely):** 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).

**b. Public Comments** *(Davis)*

**2. Agenda Amendments / Approval** *(Davis)*

**Action requested:** motion to approve the agenda as presented (voice vote).

**3. Approval of March 9, 2023, Meeting Minutes** *(McGraw)* – page 3

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

**4. Personnel Discussion** *(Davis)*

**Discussion item:** Employee Compensation Goals- FY2023 Recognitions and FY2024 Salary Adjustments.

**5. Closed Session** *(Gregory)*

**Action requested:** motion to enter a closed session pursuant to FOIA Sect. 2.2-3711(A)(29) to discuss a contract involving the expenditure of public funds.

**6. FY2024 Officer Election Discussion – continuation of current rotation or formation of Nominating Committee** *(Davis)* – page 5

**Action requested:** motion to recommend the Commission elect officers for FY2024 based on the current rotation or form a Nominating Committee.

**7. Adjournment – target adjournment time: 8:45 a.m.**

**Executive Committee Meeting Minutes**

**March 9, 2023 – 8:00 a.m.**

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

<b>LOCALITY</b>	<b>NAME</b>	<b>X (attended)</b>
Charles City County	William Coada	X
Chesterfield County	Christopher M. Winslow	
City of Richmond	Dr. Cynthia Newbille	X
Goochland County	Charlie Vaughters	X
Hanover County	Sean Davis, Chair	X
Henrico County	Reverend Tyrone Nelson	
New Kent County	Patricia Paige	X
Powhatan County	Michael Byerly, Vice Chair	X
Town of Ashland	Dr. Daniel McGraw, 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](#). Virtual participation of this meeting by members of the Executive Committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

**1. Welcome and Introductions**

Chair Davis called the meeting to order at approximately 8:12 a.m.

**a. Roll Call and Certification of a Quorum**

Janice Firestone, Program Manager, took roll call of attendees and certified a quorum was present.

**2. Request for Approval of December 8, 2022, December 15, 2022, and February 9, 2023, meeting minutes**

Cynthia I. Newbille made a motion, seconded by Patricia A. Paige, to approve the meeting minutes as presented. The motion was approved (voice vote).

**3. Meeting Times - Executive Committee and Full Commission Meetings**

Chair Davis opened a discussion about alternate meeting times for the Committee and Full Commission.

On motion by Michael Byerly, seconded by Patricia A. Paige, the members of the PlanRVA Executive Committee voted to move the meeting start time to 8:30 a.m. (voice vote).

It was noted that the matter will be addressed with the full Commission with a recommendation to change the start time of those meetings to 9:30 a.m.

#### **4. FY2024 Health Insurance Update**

Ms. Shickle provided this update regarding staff exploration following last month's presentation. She noted that the local choice enrolment period is coming up. The recommendation is to continue with that program for FY24 and continue to explore other options for future years. There was a concurrence by committee members to remain with the current program.

#### **5. FY2024 Annual Work Program Priorities**

Ms. Shickle provided an overview of the timeline and invited suggestions from Committee members for priorities in FY24. Committee members discussed current priorities and possible additional regional priorities. Committee members also suggested and reviewed several additional options for PlanRVA to provide assistance to local governments, such as front office support, serving as a clearinghouse across the jurisdictions for information sharing, local ordinance review, providing recommendations to localities for implementation of regionally beneficial programs and ideas. Ms. Shickle also reported on Title VI compliance.

This item will be on next month's agenda including recommendations.

#### **6. Adjournment**

Chair Davis adjourned the meeting at 8:59 a.m.

**Proposed Rotation - PlanRVA Officers**

**FY2024**

**Chair**

City of Richmond – Levar M. Stoney

**Vice Chair**

Goochland County – Neil Spoonhower

**FY2025**

**Chair**

Goochland County

**Vice Chair**

Hanover County

**FY2026**

**Chair**

Hanover County

**Vice Chair**

New Kent County

**FY2027**

**Chair**

New Kent County

**Vice Chair**

Henrico County

**FY2028**

**Chair**

Henrico County

**Vice Chair**

Powhatan County

**FY2029**

**Chair**

Powhatan County

**Vice Chair**

Town of Ashland

**FY2030**

**Chair**

Town of Ashland

**Vice Chair**

Charles City County

**FY2031**

**Chair**

Charles City County

**Vice Chair**

Chesterfield County