

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.