PlanRVA Commission Meeting Minutes
March 9, 2023 – 9:00 a.m.
PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

Members Present (A = Alternate)

<table>
<thead>
<tr>
<th>Town of Ashland</th>
<th>Goochland County</th>
<th>New Kent County</th>
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</thead>
<tbody>
<tr>
<td>Brent Chambers</td>
<td>Charlie Vaughters (virtual)</td>
<td>X John Lockwood (A)</td>
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<tr>
<td>Dr. Daniel McGraw</td>
<td>Neil Spoonhower</td>
<td>Patricia Paige, Treasurer</td>
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<td>Kathy Abbott (A)</td>
<td>Hanover County</td>
<td>Amy Pearson</td>
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<td></td>
<td>Sean Davis, Chair</td>
<td>X</td>
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<tr>
<td>Charles City County</td>
<td>Canova Peterson</td>
<td>X Powhatan County</td>
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<tr>
<td>Byron Adkins</td>
<td>Faye Prichard (A)</td>
<td>Michael Byerly, Vice Chair</td>
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<tr>
<td>William Coada (virtual)</td>
<td>Charlie Waddell</td>
<td>X Steve McClung</td>
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<tr>
<td>Chesterfield County</td>
<td>Randy Whittaker</td>
<td>Bobby Hall</td>
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<tr>
<td>Kevin Carroll</td>
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<td>X</td>
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<tr>
<td>Dr. Mark Miller</td>
<td>X Henrico County</td>
<td>City of Richmond</td>
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<td>Tim Davey</td>
<td>Gregory Baka</td>
<td>X Andreas Addison</td>
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<td>Gloria Freye</td>
<td>Tyrone Nelson</td>
<td>Ann-Francis Lambert</td>
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<tr>
<td>James Holland</td>
<td>Patricia O’Bannon (virtual)</td>
<td>X Stephanie Lynch</td>
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<tr>
<td>Jim Ingle</td>
<td>Frank Thornton</td>
<td>Dr. Cynthia Newbille</td>
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<td>Chris Winslow</td>
<td>Melissa Thornton</td>
<td>Rodney Poole</td>
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<td>Ellen Robertson (A)</td>
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<td>Jacob Giovia</td>
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The technology used for the PlanRVA Commission 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 PlanRVA YouTube Channel. Virtual participation of this meeting by members of the Commission 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 9:10 a.m.

   a. Pledge of Allegiance
   The Pledge of Allegiance was led by Chairman Davis.

   b. Roll Call of Attendees and Certification of a Quorum
   Janice Firestone, Program Manager, called the roll for attendance and certified that a quorum was present.

   Confirmation of Member Participation from a Remote Location
   Chair Davis asked remote participants to request approval and state their reason for participating remotely. The following members requested approval to participate remotely:

   Town of Ashland
   Brent Chambers
   Dr. Daniel McGraw
   Kathy Abbott (A)
   Charles City County
   Byron Adkins
   William Coada (virtual)
   Chesterfield County
   Kevin Carroll
   Dr. Mark Miller
   Tim Davey
   Gloria Freye
   James Holland
   Jim Ingle
   Chris Winslow
   Henrico County
   Dr. Mark Miller
   Tim Davey
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   Gloria Freye
   James Holland
   Jim Ingle
   Chris Winslow

   New Kent County
   John Lockwood (A)
   Patricia Paige, Treasurer
   Amy Pearson
   Sean Davis, Chair
   Powhatan County
   Charlie Waddell
   Steve McClung

   Hanover County
   Canova Peterson

   City of Richmond
   Tim Davey
   Ann-Francis Lambert
   Patricia O’Bannon (virtual)
   Frank Thornton
   Melissa Thornton
   Andreas Addison
   Greg Baka
   Tyrone Nelson
   Dr. Cynthia Newbille
   Rodney Poole
   Ellen Robertson (A)
   Jacob Giovia

   Richmond
   City of Richmond
   Andreas Addison
   Greg Baka
   Dr. Cynthia Newbille
   Ellen Robertson (A)
   Jacob Giovia

   Powhatan County
   John Lockwood (A)
   Patricia Paige, Treasurer
   Amy Pearson
   Sean Davis, Chair

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• William Coada. Reason: personal matter, specifically a scheduling conflict that prevents his attendance in-person.
• Patricia O’Bannon. Reason: personal matter, specifically a scheduling conflict that prevents her attendance in-person.
• Charlie Vaughters. Reason: personal matter, specifically a scheduling conflict that prevents his attendance in-person.

Chair Davis announced his approval of the requests to participate remotely.

On motion by W. Canova Peterson, seconded by Cynthia I. Newbille, the PlanRVA Commission voted to confirm that the Chair's decision to approve the members' 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 members 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.

c. Public Comments
   There were no public comments received or requests to address the Commission.

2. Agenda Amendments/Approval
   On motion by Michael Byerly, seconded by Patricia A. Paige, the members of the PlanRVA Commission voted to approve the agenda as presented (voice vote).

3. Approval of February 9, 2023, Meeting Minutes
   On motion by Cynthia I. Newbille, seconded by Charlie Waddell, the members of the PlanRVA Commission voted to approve the meeting minutes as presented (voice vote; Michael Byerly, W. Canova Peterson and Daniel McGraw abstained).

4. Standing Committee and Other Reports
   a. Executive Committee & Chairman's Report
      Chair Davis reported that the Executive Committee took action to move the meeting start time to 8:30 a.m. and the committee is recommending that the full Commission meetings be moved to 9:30 a.m.

      Gregory Baka arrived at approximately 9:20 a.m.

      On motion by Jim Ingle, seconded by Gloria Freye, the members of the PlanRVA Commission voted to change the PlanRVA Commission meeting start time to 9:30 a.m. (voice vote).

      Chair Davis also reported on staff's recommendation to remain with the Local Choice program for FY24 and continue to explore other options for future years. There was a concurrence by commissioners to remain with the current program.

      Martha. Shickle, Executive Director, reported on the Executive Committee’s discussion on the FY2024 Annual Work Program Priorities.
Ms. Shickle also reviewed the additional options for PlanRVA to provide assistance to local governments that were suggested, including front office support, serving as a clearinghouse across the jurisdictions for information sharing, local ordinance review and providing recommendations to localities for implementation of regionally beneficial programs and ideas. This will be brought to the full Commission in May.

Kevin P. Carroll arrived at approximately 9:25 a.m.

Chairman Davis acknowledged Greta Ryan and announced her retirement later this month. Ms. Shickle commended Greta on her contribution to PlanRVA and noted some of her achievements.

b. Audit, Facilities & Finance Committee Report
Ms. Shickle provided this report and noted that the committee is scheduled to meet again April 25, 2023.

c. Public Outreach & Engagement Committee Report
Tim Davey, Committee Chair, reported that the committee is scheduled to meet again March 23, 2023.

Ms. Shickle reported on the newly created agenda cover sheets and upcoming events.

d. Executive Director’s Report
   I. FY2023 Key Imperatives Update
Ms. Shickle provided this update and reported on progress that has been made on the key imperatives over the last several months.

   II. Intergovernmental and Environmental Reviews
Ms. Shickle noted that the reviews were included in the agenda packets. PlanRVA is required to track the information in the reports and submit it to the state.

5. Special Program – Emergency Management Update
Katie Moody, PlanRVA, provided an overview of the Emergency Management Alliance and its current programs, efforts, an overview of grant fund usage, the alliance’s new website and some particular achievements over the past years.

Jess Robison, Alliance Chair, and Bill Lawson, Vice-chair, reported on some of the issues the Alliance is facing and described how it handles challenges. Chair Robison noted the importance of networking and teamwork throughout the region.

William Coada left the meeting (connection was lost) at approximately 10:20 a.m.

Commissioners had comments and questions. Chair Robison provided details on how the alliance is prepared to handle emergencies around the country and world should they occur in this area. A schedule of upcoming exercises will be put together and provided to the Commission.
It was noted that the Emergency Management Alliance will be invited to participate in the ongoing scenario planning project.

6. **Adjourn**
Chair Davis adjourned the meeting at 10:28 am.