



Executive Committee

AGENDA

October 10, 2019

8:15 a.m.

James River Board Room

Call to Order

Certification of a Quorum

1. Minutes for the July 11, 2019 Meeting (Tab 1)

Minutes from the regularly scheduled July 11, 2019 meeting are included for review.

Requested Action: Motion to approve the July 11, 2019 meeting minutes.

2. Closed Session to discuss personnel matters: Executive Director's Performance Evaluation (Tab 2)

Requested Action: Motion to enter a closed session to discuss a personnel matter pursuant to VA Code.

Documentation of the samples collected from other regional councils were shared electronically prior to the July meeting and discussed briefly. Members requested additional time to review the materials. No additional comments were received following the July meeting.

Requested Action: Motion to approve an instrument for evaluation of the Executive Director and to set a time by which the evaluation will be complete.

3. Charter and Bylaws Revision Update (Tab 3)

Eric Gregory will provide an overview of the recommended revisions to the Commission's Charter and Bylaws document. An overview of the sections recommended for revision have been reviewed during previous meetings in FY2019.

Requested Action: Motion to forward the recommended revisions to the Full Commission for review at the November 14, 2019 regular meeting. The recommended changes should be circulated among the local government legal counsel prior to the next meeting.

4. FY2020 Meeting Schedule and Topics (Full Commission Meeting Package Tab 4)

Staff has prepared a draft schedule for review and approval. Ms. Shickle will review the October Commission full meeting agenda as well.

Requested Action: Motion to approve the draft schedule and to direct the Executive Director to coordinate the topics for future meetings.

5. Other Business

Commissioners may bring any other matter forward for discussion.

6. Adjourn

Targeted Adjournment is 8:50 am.