



**Executive Committee
GoToMeeting Virtual Meeting
Meeting Minutes
May 14, 2020
8:15 a.m.**

Members Present

<u>LOCALITY</u>	<u>NAME</u>	X (attended)
Charles City County	William Coda	
Chesterfield County	Christopher M. Winslow	
City of Richmond	Dr. Cynthia Newbille	X
Goochland County	Neil Spoonhower	
Hanover County	Sean Davis, Secretary	
Henrico County	Tyrone Nelson, Chair	X
New Kent County	Patricia Paige, Treasurer	
Powhatan County	Larry J. Nordvig	X
Town of Ashland	Dr. George Spagna, Chair	X

Others Present

Eric Gregory.....Hefty, Wiley & Gore, PC

Staff Present

Martha Heeter.....Executive Director
 Terry Eckhout..... Director of Finance
 Diane Fusco.....Office Manager
 Sidd Kumar..... Project Coordinator
 Chet Parsons.....Director of Transportation

The PlanRVA Executive Committee meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by GoToMeeting 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](#).

Call to Order

Chairman Nelson called the PlanRVA Executive Committee meeting to order at approximately 8:30 a.m.

Attendance Roll Call & Certification of a Quorum

Ms. Heeter read an opening statement for Electronic Meetings.

Diane Fusco, Office Manager, took attendance by roll call.

Ms. Heeter reported a quorum was not present. She confirmed that under advice from counsel, the committee can be updated on matters on the agenda, but no action may be taken. Mr. Gregory confirmed this is the case.

Ms. Heeter stated much of the agenda for the Executive Committee was a review of the Commission meeting agenda. She asked Mr. Gregory to provide an update on the Charter Amendments.

Charter Amendments

Mr. Gregory reported on progress with the local jurisdictions on Charter Amendments under consideration – centrally located office, “super vote” provision allowing elected official members of the commission to be allowed to cast multiple votes, alternate members being allowed to cast one vote, and the position and rotation of the Commission Chair. He noted other items were clerical considerations and corrections that would be worked on as well.

Mr. Gregory said the next step would be to circulate another draft, based upon input received to date, to the Commission and the draft would be circulated over the summer. Chairman Nelson asked Mr. Gregory to bring this back up at the next Executive Committee meeting.

Chairman Nelson asked Ms. Heeter about the consent agenda items. The preference is to keep the items in the consent agenda to minimize the number of roll calls needed.

Dr. Spagna noted he had a correction for the Commission meeting minutes. Mr. Nordvig noted he would have to abstain from voting on the minutes as he was unable to connect for the last meeting, so he would agree to remove minutes from the consent agenda.

Dr. Newbille stated she was fine with removing minutes from the consent agenda items.

Ms. Heeter gave an overview of the last Finance committee meeting and information Ms. Eckhout will review during full Commission meeting. She mentioned potential head count needs and bringing this topic up to the full Commission. She agreed to work with Ms. Eckhout to develop a more detailed recommendation prior to further discussion.

Adjourn

Chairman Nelson adjourned the meeting at approximately 8:55 a.m.