



**Executive Committee
Zoom Virtual Meeting
Meeting Minutes
November 12, 2020
8:15 a.m.**

Members Present

<u>LOCALITY</u>	<u>NAME</u>	X (attended)
Charles City County	William Coad	
Chesterfield County	Christopher M. Winslow, Vice-Chair	X
City of Richmond	Dr. Cynthia Newbille	X
Goochland County	Neil Spoonhower, Chair	X
Hanover County	Canova Peterson, Treasurer	X
Henrico County	Tyrone Nelson	X
New Kent County	Patricia Paige	X
Powhatan County	Larry J. Nordvig, Secretary	X
Town of Ashland	Mr. Daniel McGraw	X

Others Present

Eric Gregory.....Hefty, Wiley & Gore, PC
 Janet Lawson Hanover County
 Vaughan Crawley Henrico County

Staff Present

Martha Heeter..... Executive Director
 Terry Eckhout..... Director of Finance
 Diane Fusco.....Office Manager

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 Zoom 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 Spoonhower called the PlanRVA Executive Committee meeting to order at approximately 8:15 a.m.

Attendance Roll Call & Certification of a Quorum

Chairman Spoonhower read the opening statement for Electronic Meetings.

Ms. Fusco took attendance by roll call and confirmed a quorum of the body was present.

Closed Session

Chairman Spoonhower indicated the Executive Committee would be moving in to closed session and asked members to use the additional Zoom link provided to access the closed session.

Mr. Gregory read aloud the following motion to convene in a closed session.

I move that the Executive Committee convene in a closed session pursuant to Virginia Freedom of Information Act Section 2.2-3711 (A) (1), for the purpose of discussing personnel matters concerning the performance of specific public officers, appointees, or Commission employees; and pursuant to FOIA Section 2.2-3711 (A) (8) for purposes of discussion and consultation with legal counsel retained by the agency concerning these personnel matters during which all recording of the meeting will cease.

On motion of Mr. Peterson, seconded by Mr. McGraw the Executive Committee agreed to convene in a closed session; the motion was carried unanimously.

Conclusion of Closed Session

At conclusion of the closed session, Ms. Fusco polled the Commissioners present for affirmation of the following statement:

Do each of you vote to certify that, to the best of your knowledge, only public matters lawfully exempted from open meeting requirements and that only such public business matters as were identified in the motion by which the closed session was convened, were heard, discussed, or considered?

Name	Aye	Nay	Abstain	Absent
Peterson	X			
McGraw	X			
Nelson	X			
Nordvig	X			
Newbille	X			
Paige				X
Spoonhower	X			
Winslow	X			

Chairman Spoonhower agreed to carry over the remaining agenda items to next month. Mr. Gregory said charter revisions would be reviewed at the full commission meeting.

Adjourn

Chairman Spoonhower adjourned the meeting at approximately 9:10 a.m.

DRAFT