

MINUTES OF THE MEETING OF THE
GOVERNANCE COMMITTEE MEETING
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT 600 EAST BROAD STREET, 5TH FLOOR
IN RICHMOND, VIRGINIA
ON WEDNESDAY, JULY 10, 2024, 5:30 P.M.

Committee Members in Attendance

Kyle Elliott, Committee Chair
Barrett Hardiman
Gregory Lewis

Committee Members in Attendance Virtually

Charlene Pitchford

Other Commissioners in Attendance Virtually

Eddie Jackson

RRHA Staff

Steven Nesmith, Chief Executive Officer
Kim Cole, Chief of Staff
Tonise Webb, Associate Lead Counsel
Michael Kelly, Chief Operating Officer (virtual)

Call To Order

Chair Kyle Elliott called the meeting to order at 5:30 p.m. A quorum was established.

Citizen Comment Period

No citizens were signed up to speak.

Approval of Minutes

The Minutes from the May 8, 2024 *Governance Committee Meeting* were approved.

***Motion: (Lewis/Hardiman) Move to approve the Minutes from the
May 8, 2024 Governance Committee Meeting***

Motion Carried Unanimously

Absent: Pitchford

Note: Commissioner Charlene Pitchford arrived at the meeting at 5:37 p.m. after the minutes were voted on.

Remote Participation

Charlene Pitchford participated in the July 10, 2024 Governance meeting remotely due to a business meeting at the City of Richmond, Virginia.

Motion: (Hardiman/Lewis) Move to allow Charlene Pitchford to participate in the July 10, 2024 Governance Committee Meeting remotely.

Motion Carried Unanimously

RRHA Travel Policy

Associate Lead Counsel Tonise Webb informed the Committee that RRHA's Travel Policy is being updated to comply with Federal Travel Regulations. Commissioner Elliott recommended that the Committee approve the Travel Policy and send it to the to the full Board of Commissioners for approval.

Motion: (Hardiman/Lewis) Move to approve RRHA's Travel Policy with changes.

Motion Carried Unanimously

2025 Board of Commissioners Budget

Executive Administrative Assistant, Priscilla Jackson provided a brief update on the Board of Commissioner's budget. Funding has been allocated for four Commissioners to attend various conferences during this budget year and to pay for parking while attending board and committee meetings and other RRHA related business at 600 East Broad Street.

Board of Commissioners Mandatory Board Training

Chief Operating Officer Michael Kelly reminded the Commissioners that the HUD comprehensive monitoring review of compliance activities included an observation regarding board governance, specifically board training. A discussion was held about Commissioner taking HUD's Lead the Way training program as a way of addressing the observation around board

training. The Lead the Way training program is a free, online, self-paced training that is specifically designed for Commissioners.

Action Item:

Chair Elliott asked staff to e-mail the link to the Commissioners for the Lead the Way training.

Closed Session

At 5:55 p.m., Commissioner Hardiman asked to go into Closed Session and read the following motion:

I move that we go into closed meeting to discuss the performance of an RRHA employee as permitted by Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act.

Motion: (Hardiman/Lewis) Move to go into Closed Session.

Motion Carried Unanimously

Absent: Pitchford

Note: Commissioner Pitchford left the Closed Session and rejoined the session at 6:05 p.m.

At 6:30 p.m., the Board of Commissioners came out of Closed Session.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Governance Committee (the “Committee”) of the Board of Commissioners of Richmond Redevelopment and Housing Authority convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act.

WHEREAS, Section 2.2-3712(D) of the Code of Virginia of 1950, as amended requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

Motion: (Hardiman/Lewis) Move to come out of Closed Session

Motion Carried Unanimously

Adjournment

There being no further business, the meeting adjourned at 6:30 p.m.