



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
[www.rva.gov/office-city-clerk](http://www.rva.gov/office-city-clerk)

## Draft Meeting Minutes Organizational Development Standing Committee

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Wednesday, January 8, 2025

5:00 PM

Virtual Meeting

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### Rescheduled Meeting

#### Members Present

The Honorable Cynthia Newbille – Chair  
The Honorable Katherine Jordan – Vice Chair  
The Honorable Sarah Abubaker – Member  
The Honorable Andrew Breton – Member  
The Honorable Kenya Gibson – Member  
The Honorable Stephanie Lynch – Member  
The Honorable Ellen Robertson – Member  
The Honorable Reva Trammell – Member  
The Honorable Nicole Jones – Member

#### Others in Attendance

Laura Drewry, City Attorney  
Candice Reid, City Clerk  
Tabrica Rentz, Deputy City Attorney  
Matthew Slaats, Interim Council Chief of Staff  
RJ Warren, Deputy City Clerk

#### Electronic Meeting Announcement

Deputy City Clerk RJ Warren announced that the meeting was being held by electronic communications means using the Microsoft Teams meeting application in accordance with section 2.2-3708.2 of the Code of Virginia due to the state of emergency declared by Governor Youngkin on January 3, 2025, and the local state of emergency declared by Mayor Avula on January 5, 2025. Deputy City Clerk Warren also stated that notice of the meeting was provided to the public by means of a public information advisory issued on January 7, 2025, and on the city's website in keeping with usual practice.

#### Call to Order

Chair Cynthia Newbille called the meeting to order at 5:27 p.m., and presided.

## Approval of Minutes

There were no corrections or amendments to the minutes of the Monday, December 2, 2024 Organizational Development Standing Committee meeting, at 4:00 p.m., and the minutes were approved as presented.

[CD.2024.381](#) December 2, 2024 - Organizational Development Meeting Minutes

## Reports from City Administration, Council Staff and Other Parties

### Update from the Council President

*Chair Cynthia Newbille requested that Mayor Danny Avula provide the committee with an update regarding the city's loss of water service and efforts to restore service.*

Mayor Danny Avula provided members with information concerning events that disrupted the city's water service, the current state of restoration efforts, and future action to be taken to review what caused the loss of water service.

*Member Stephanie Lynch asked about the probability of the city passing required water quality tests before the city is permitted to lift the boil water advisory.*

Mayor Avula stated that he was informed that it was anticipated that the city's water quality would meet the necessary standards for the boil advisory to be lifted once the city's water service resumes normal operations.

*Chair Newbille stated her appreciation for the mayor and city administration's efforts to restore the city's water service.*

Mayor Avula also provided information on the best ways the public can stay informed about updates to the city's water service restoration efforts.

### Update from the Council Chief of Staff ~ Matthew Slaats, Interim Council Chief of Staff

Matthew Slaats, Interim Council Chief of Staff, provided the committee with an update regarding Council staff operations, and the steps to be taken regarding Council's review of why the city lost water service, and necessary mitigation efforts to prevent any future loss of service.

*Member Ellen Robertson stated that Council should work with the mayor and city administration to determine the cause of the city's loss of water service and to take action necessary to prevent any recurrence.*

*Member Reva Trammell requested that efforts be made to finish renovation of Council offices located in City Hall.*

*Chair Newbille stated that Council leadership and staff would be meeting with city administration to address the renovation progress of Council offices.*

### **Paper(s) for Consideration**

There were no papers for consideration.

### **Discussion Item(s)**

There were no discussion items.

### **Adjournment**

There being no further business, the meeting adjourned at 5:55 p.m.