



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
www.rva.gov/office-city-clerk

## Meeting Minutes - Final Governmental Operations Standing Committee

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Tuesday, March 15, 2022

4:00 PM

Council Chamber, 2nd Floor - City Hall

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### Special Meeting

#### Committee Members and Staff in Attendance

The Honorable Kristen Nye – Chair  
The Honorable Katherine Jordan – Vice Chair

Debra Bowles, Assistant City Clerk  
Haskell Brown, Interim City Attorney  
Joyce Davis, Interim Council Chief of Staff  
Jamie Isley, Boards and Commissions Administrator  
Candice Reid, City Clerk

#### Absent

The Honorable Michael Jones – Member

#### Call to Order

Chair Kristen Nye called the meeting to order at 4:05 p.m., and presided.

#### Chamber Emergency Evacuation Announcement

Upon the Chair's request, Assistant City Clerk Debra Bowles provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

#### Discussion Item(s)

##### Boards and Commissions Appointment Process

*Chair Kristen Nye stated that the purpose of the special meeting was to review Council's current boards and commissions appointment process of.*

Boards and Commissions Administrator Jamie Isley provided an overview of the current boards, commissions and similar entities. Ms. Isley stated that currently, there are fifty active boards and a total of 504 board seats. Ms. Isley also stated that the majority of the boards are advisory boards, and that the Land Use, Housing and Transportation Standing Committee oversees the majority of committee assigned boards. The presentation included information

regarding committee assignments and city and noncity residency data. Ms. Isley reviewed the quarterly application process and city legislation that defines board assignment and classification, board abolishment, member terms and the annual reporting process.

City Clerk Candice Reid addressed the committee regarding Council's eight year term limit and 365 day reapplication period, stating that members may consider re-evaluating these policies.

Administrator Isley highlighted specific recommendations and considerations regarding appropriate assignments to standing committees, consolidation of boards and commissions with similar objectives, the attendance policy and member removal process. Ms. Isley also highlighted administrative considerations regarding the establishment of new boards and commissions, member compensation, and information regarding communication strategies. Ms. Isley also reviewed the mayoral appointment process.

*Vice Chair Katherine Jordan expressed concern regarding the appointments of persons who are not city residents, and she also suggested having a conversation regarding stipends. She also asked about the authority to remove inactive boards.*

Interim City Attorney Haskell Brown responded to Vice Chair Jordan, stating that a Council appointed board can be abolished and the City Charter provides guidance to remove a board member. Mr. Brown also stated that Council's board requirements have limited terms and member requirements specific to certain boards.

*Chair Kristen Nye summarized next steps by stating a review of RES. 2011-R64-68 regarding board and commission assignments to Council standing committees, should be completed. Chair Nye also requested a report of member term limits in other localities, and a review of ORD. 2017-100, which addressed the annual reporting process. Chair Nye suggested a survey be completed of stakeholders to receive data specific to areas of concern. Ms. Nye requested that an updated report be provided at the April 27, 2022, Governmental Operations Standing Committee meeting.*

*Vice Chair Jordan requested that the report also include stipend amounts and inactive boards.*

*A copy of the following presentation has been filed.*

[CD.2022.108](#) March 15, 2022, Boards and Commissions Presentation

**Attachments:** [20220315 - Gov Ops - Presentation](#)

## Adjournment

*There being no further business, the meeting adjourned at 5:08 p.m.*