



City of Richmond

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

Minutes

Organizational Development Standing Committee

Monday, December 6, 2021

5:00 PM

Council Chamber, 2nd Floor - City Hall

Committee Members

The Honorable Cynthia Newbille – Chair
The Honorable Ellen Robertson – Vice Chair
The Honorable Andreas Addison – Member
The Honorable Katherine Jordan – Member
The Honorable Ann-Frances Lambert – Member
The Honorable Kristen Larson – Member
The Honorable Stephanie Lynch – Member
The Honorable Michael Jones – Member
The Honorable Reva Trammell – Member (early departure)

Others in Attendance

Joyce Davis, Interim Council Chief of Staff
Haskell Brown, Interim City Attorney
Candice Reid, City Clerk
RJ Warren, Deputy City Clerk

Call to Order

Chair Cynthia Newbille called the meeting to order at 5:39 p.m., and presided.

Approval of Minutes

There were no corrections or amendments to the minutes of the Monday, November 1, 2021 Organizational Development Standing Committee meeting, at 5:00 p.m., and the minutes were approved as presented.

Reports from City Administration, Council Staff and Other Parties

Richmond Retirement System (RRS) Financial and Actuarial Update

Leo Griffin, RRS Executive Director, Kia Johnson, RRS Senior Deputy Director, and William M. Dowd, SageView Consulting Group Managing Principal and Consulting Actuary, provided the committee with a presentation regarding financial and actuarial updates, RRS membership composition, investment rate of return, funded status, and contributions. Mr. Griffin discussed the structure of retirement plans and how certain employees are enrolled in either a defined benefit plan or defined contribution plan.

A copy of the material provided has been filed.

Member Andreas Addison inquired about providing ad hoc cost of living adjustments (COLA), and confirmed that Council had approved only one COLA within the past 13 years. Member Addison stated his concern that the city's retirement plans negatively impact current employee morale and the city's ability to attract new employees.

Mr. Griffin informed members that the Virginia Retirement System (VRS) has COLAs built into the contribution rate of the plan, whereas the city's retirement plan does not have guaranteed COLAs included.

Vice Chair Ellen Robertson inquired if the current benefit packages were sufficient enough to provide employees with reasonable accommodations once retired. Vice Chair Robertson also inquired about the potential to change the city's current retirement plan options to be similar to the VRS, and if the city's current retirement plans were competitive with surrounding counties.

Member Addison stated his preference that the city work to utilize the VRS as the designated retirement plan for city employees.

Chair Cynthia Newbille requested that city administration provide Council with information regarding the option to utilize the VRS as the city's designated retirement plan.

Jeff Gray, Senior Policy Advisor to the Chief Administrative Officer, stated a team was formed to review retirement plan options, and that city administration would provide information and analysis to Council.

Discussion Item

Redistricting Briefing

J. Gerald Hebert, Campaign Legal Center Senior Consultant, discussed with the committee a proposed schedule for the redistricting process for the city of Richmond, and he also addressed certain redistricting criteria included within a draft resolution that would initiate the 2021 decennial redistricting process. Mr. Hebert stated that the 2nd, 3rd, and 6th Council Voter Districts would likely require redistricting due to the data received from the most recent census.

A copy of the material provided has been filed.

Member Reva Trammell stated it was important to keep certain communities intact and to take into consideration the disadvantages that certain neighborhoods experience.

Mr. Hebert stated the items noted by Member Trammell should be taken into consideration during the redistricting process, and he also stated the criteria listed in the draft resolution addresses her concerns.

Member Katherine Jordan inquired if the city was behind schedule regarding the 2021 decennial redistricting process.

Mr. Hebert informed the committee that the city was not behind, as it had to wait for data from the recent census and for the Supreme Court of Virginia to finalize proposed redistricting maps for the Virginia House of Delegates, the Senate of Virginia, and Virginia's representatives to the United States House of Representatives.

Vice Chair Ellen Robertson requested that members carefully review the proposed resolution, as expedited consideration and adoption of the resolution was necessary at the next Formal Council meeting.

Mr. Hebert provided the committee with additional information regarding the five criteria items listed in the draft resolution.

It was the consensus of Council to move forward with preparing redistricting legislation as proposed.

Reports from City Administration, Council Staff and Other Parties (Continued)

Council Chief of Staff Updates

Interim Council Chief of Staff Joyce Davis informed members that the Office of the Council Chief of Staff had provided redistricting information on Council's city website, and that the office was working in collaboration with the Office of the City Attorney regarding necessary steps for the redistricting process. Ms. Davis provided members with an update regarding the proposed budget draft schedule for fiscal year 2023. Ms. Davis also informed members of ongoing efforts between city administration and Council staff regarding the disposition of monuments removed from city owned property. Ms. Davis stated that the Council lobbyist Ron Jordan would be discussing the city's legislative strategy with members soon, prior the start of the next Virginia General Assembly session, and that the city's federal lobbyists, Capital Counsel, LLC, would provide an update to Council at the December 13, 2021 Informal Council meeting. Ms. Davis also provided members with an update on the reimagining of Council agencies process, led by Virginia Commonwealth University, L. Douglas Wilder School of Government and Public Affairs, Performance Management Group (PMG). Ms. Davis informed the committee that PMG would be contacting members regarding the drafting of the Council Chief of Staff job announcement. Ms. Davis further stated that the job announcement for the City Attorney position was scheduled to be re-advertised with a more national scope. Ms. Davis also addressed the renovation process of Council offices in City Hall.

A copy of the material provided has been filed.

Ron Jordan, Council Lobbyist, Advantus Strategies, provided members with information regarding a timeline of action to be taken related to Council's legislative strategy for the upcoming 2022 Virginia General Assembly session.

Member Ann-Frances Lambert stated her concerns with recent information regarding the Virginia Department of Education's Local Composite Index (LCI) for school funding.

Mr. Jordan provided information addressing how the state decided the recent LCI and how it would impact funding for Richmond Public Schools. Mr. Jordan stated Council should wait for the release of Governor Ralph Northam's proposed budget for 2022, before final conclusions are made regarding school budgeting.

Member Andreas Addison stated his concerns with the city's inability to tax certain real estate owned by non-taxable entities such as the Commonwealth of Virginia State Government, Virginia Commonwealth University (VCU), and VCU Health.

Member Katherine Jordan stated her concerns with the requirement that the city match the state's contribution regarding the recently announced pay raises for school teachers. Member Jordan inquired if the state could cover the full amount of the proposed pay raise.

Mr. Jordan informed the committee that the Code of Virginia requires localities match the state's contribution.

Member Michael Jones inquired about asking certain entities in the city for payment in lieu of taxes (PILOT) to offset the lack of real estate taxes received.

Mr. Jordan informed the committee that only buildings that are the seat of government can be assessed for real estate value, and that only that property can be addressed when seeking PILOT. Mr. Jordan stated that buildings dedicated to higher education or healthcare cannot be included in any request.

Interim Council Chief of Staff Joyce Davis provided the committee with additional information regarding items to be addressed by Council. Ms. Davis stated that Council agencies had submitted budget proposals, and that the proposals would be circulated to Council prior to upcoming budget deliberations. Ms. Davis provided members with a summary of action taken regarding the Task

Force on the Establishment of a Civilian Review Board, and she addressed next steps to establish a civilian review board.

Member Reva Trammell recommended that review of the recommendations offered by the Task Force on the Establishment of a Civilian Review Board be referred to the Organizational Development Standing Committee, to allow for review and discussion by all members of Council.

Chair Cynthia Newbille agreed, and she stated that action would be taken to have the matter addressed by the Organizational Development Standing Committee.

Member Andreas Addison stated he was concerned that Council was not fully organized and prepared to review and address the city's upcoming budget.

Interim Council Chief of Staff Joyce Davis informed the committee that the Office of the Council Chief of Staff was in the process of hiring additional budget analysts to assist with the upcoming budget.

Member Katherine Jordan inquired about the status of the city's study of the proposed pay plan for public safety officers.

Jeff Gray, Senior Policy Analyst to the Chief Administrative Officer, informed members that city administration was still working with an outside consultant regarding review. Mr. Gray stated he would inquire if additional information was available to share with Council.

Member Kristen Larson informed members that she participated in a meeting with public safety representatives, city administration and the outside consultant regarding the proposed pay plan. Ms. Larson stated it was a productive meeting.

Member Jordan stated her concerns with staffing shortages in both city administration and Council agencies, and she informed members that she believed action should be taken now to fill current vacancies.

Chair Cynthia Newbille stated the consultants from Virginia Commonwealth University, L. Douglas Wilder School of Government and Public Affairs, Performance Management Group (PMG), would be reaching out to members soon to gather information before issuing the job announcement for the Council Chief of Staff position.

Vice Chair Ellen Robertson stated it was important that the study of the proposed public safety officer pay plan be completed prior to the start of budget deliberations.

Member Reva Trammell left the meeting at 7:42 p.m.

Member Michael Jones stated it was important that Council determine the goals and vision of a new Council Chief of Staff prior to hiring, to ensure an efficient onboarding process. Mr. Jones also requested that staff review separating Council office funds from a councilor's district funds. Mr. Jones informed members that he did not believe the cost of communication efforts to constituents should be paid for with a councilor's district funds, and that costs should instead be categorized as a Council office expenditure.

Member Jordan inquired about seeking assistance from the Office of Public Information and Engagement regarding Council's website and communication efforts.

Consideration of Appointments to Boards, Commissions and Similar Entities

There were no appointment/reappointment items for consideration.

Reports of Standing Committees

There were no reports for consideration.

Papers for Consideration

There were no papers for consideration.

Adjournment

There being no further business, the meeting adjourned at 8:03 p.m.