



City of Richmond

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

Minutes

Organizational Development Standing Committee

Tuesday, September 7, 2021

5:00 PM

Council Chamber, 2nd Floor - City Hall
(Virtual Meeting)

Committee Members

The Honorable Cynthia Newbille – Chair
The Honorable Ellen Robertson – Vice Chair
The Honorable Katherine Jordan – Member
The Honorable Ann-Frances Lambert – Member
The Honorable Kristen Larson – Member (late arrival)
The Honorable Michael Jones – Member (early departure)

Absent

The Honorable Andreas Addison – Member
The Honorable Stephanie Lynch – Member
The Honorable Reva Trammell – Member

Others in Attendance

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

Call to Order

Chair Cynthia Newbille called the meeting to order at 5:06 p.m., and presided.

Electronic Meeting Announcement

Deputy City Clerk RJ Warren, in accordance with Ordinance No. 2020-093, adopted April 9, 2020, as most recently amended by Ordinance No. 2021-181, adopted June 28, 2021, announced the meeting would be held through electronic communication means. Mr. Warren stated notice of the meeting was provided to the public through a public information advisory issued on September 1, 2021, and through Legistar on the city website in accordance with usual practice. He also stated members of the public were encouraged to provide comments in writing prior to the meeting and all comments received prior to 10:00 a.m., on Tuesday, September 7, 2021, were provided to committee members. Mr. Warren indicated that members of the public who signed up to speak and provide comment would be called to speak at the appropriate time.

Citizen Speaker Guidelines

Upon the Chair's request, Deputy City Clerk RJ Warren provided citizen speaker guidelines.

Agenda Amendments

Vice Chair Ellen Robertson moved to amend the agenda as follows:

RES. 2021-R030

To express the Council's intent, to the extent authorized by law, to prioritize the appropriation of any funds received by the City, whether from the United States government, the Commonwealth of Virginia, or otherwise, provided pursuant to the American Rescue Plan Act of 2021 and the proposed American Jobs Plan of 2021.

To be continued to Monday, October 4, 2021 Organizational Development Standing Committee

There were no comments or discussion and the **motion to amend the agenda was seconded and approved:** Ayes 5, Jordan, Lambert, Jones, Robertson, Newbille. Noes None. Larson had not yet arrived.

Approval of Minutes

There were no corrections or amendments to the minutes of the Tuesday, July 6, 2021 Organizational Development Standing Committee meeting, at 5:00 p.m., and the minutes were approved as presented.

Member Kristen Larson joined the meeting at 5:10 p.m.

Consideration of Appointments to Boards, Commissions and Similar Entities

Pamela Nichols, Senior Assistant City Clerk, reviewed board vacancies for the committee's consideration.

Vice Chair Ellen Robertson moved to forward the following reappointment applications to Council with the recommendation to approve:

Board Name	Criteria for Appointment	Applicant Name
Audit Committee (7 members)	Business Community Representative – Reside or work in the city	Roger Boeve (reappointment)
Human Rights Commission (13 members)	City Resident	Josie Mace (reappointment)
		Jennifer Moon (reappointment)
		Santa Sorenson (reappointment)
		Riqia Taylor (reappointment)

The motion was seconded and approved: Ayes 6, Jordan, Lambert, Larson, Jones, Robertson, Newbille. Noes None.

A copy of the material provided has been filed.

Reports from City Administration, Council Staff and Other Parties

Review of General Assembly Session – 2021 Special Session and 2022 Session

Ron Jordan, Council Lobbyist, Advantus Strategies, and Laura Bateman, Council Lobbyist, Advantus Strategies, provided the committee with an update regarding recent activity of the Virginia General Assembly during its 2021 Special Session related to the Commonwealth of Virginia's updated

budget and the American Rescue Plan Act of 2021 (ARPA). Mr. Jordan and Ms. Bateman also provided information regarding how action taken by the General Assembly during its Special Session, will impact the city and potential city projects related to ARPA funding. *A copy of the material provided has been filed.*

Member Katherine Jordan requested that members be made aware of specific ARPA funding opportunities that require the city to submit an application in order to receive funding.

Member Kristen Larson inquired if city administration planned to designate anyone to specifically review and submit applications for the receipt of ARPA funding, and also plan for the use of received funding.

Acting Chief Administrative Officer Lincoln Saunders stated certain staff were designated to address ARPA funding applications, available grant funding applications and receipt of funding. Mr. Saunders also stated that the Department of Human Services recently issued a job announcement for a grant manager.

Mr. Jordan and Ms. Bateman addressed the upcoming 2022 Virginia elections, and stated that election results would have an impact on the upcoming 2022 General Assembly Session and upcoming Commonwealth of Virginia budget. Mr. Jordan also provided information regarding the recent Commonwealth of Virginia budget surplus, which included requirements that certain portions of the surplus be allocated to a rainy day fund and other allocation requirements. Mr. Jordan also requested that Council provide funding requests by the end of September 2021, so that he and Ms. Bateman could begin facilitating requests with members of the Governor of Virginia's Office and members of the Virginia General Assembly.

Reports of Standing Committees

There were no reports from standing committees.

Papers for Consideration

There were papers for consideration.

Discussion Item

Resumption of In-Person Council Meeting

Chair Cynthia Newbille requested that City Clerk Candice Reid provide members with an update regarding preparations and steps moving forward for the resumption of in-person meetings in the Council Chamber.

City Clerk Candice Reid provided members with information regarding mitigation and security measures taken to maximize compliance with public health guidance aimed at preventing the spread of COVID-19. Ms. Reid stated that such measures taken include the installation of plastic barriers between members, establishment of audience limits and social distancing requirements, and sanitation efforts. Ms. Reid also provided information regarding virtual participation options available to the public, Council and city staff. Ms. Reid also confirmed that video of Council standing committee meetings will be provided to the public. Ms. Reid further provided members with information on requirements regarding virtual participation by members through electronic communication means, and she requested that any members inform her of a desire to participate in a meeting virtually at least one day prior to the meeting, due to necessary preparations.

Member Kristen Larson inquired if it was necessary for Council to take action to lessen the receipt of paper copies of submitted materials.

Chair Cynthia Newbille ensured that a quorum of Council would be present for the resumption of in-person meetings at the upcoming September 13, 2021 Formal Council meeting. Chair Newbille also addressed concerns regarding the requirement of masking by individuals in the Council Chamber during Council meetings.

Interim City Attorney Haskell Brown informed members that masking could be required, and he stated that Council may want to approve a motion at its upcoming meeting to establish such a requirement.

Member Larson requested information regarding masking requirements in City Hall. Ms. Larson suggested that masking be required throughout City Hall, if Council was to establish a requirement within the Council Chamber.

Member Michael Jones confirmed plans regarding the seating of the public, staff and media within the Council Chamber.

Retreat Priorities and Council Committee Crossover

Vice Chair Ellen Robertson provided members with information regarding the priorities established at Council's recent member retreat. Vice Chair Robertson stated she was meeting with Council standing committee chairs to discuss how certain priorities could be addressed by individual committees. Vice Chair Robertson also stated a future work session of Council may be necessary to fully implement steps to address priorities.

Council Chief of Staff Update

Interim Council Chief of Staff Joyce Davis provided members with an update regarding facility maintenance and repairs within the third floor of City Hall. Ms. Davis also provided an update regarding monument dispositions in the city and the upcoming process for the redistricting of Council Voter Districts. Ms. Davis further stated that the Task Force for the Establishment of a Civilian Review Board would provide a presentation to Council regarding recommendations at the September 13, 2021 Informal Council meeting.

Steve Taylor, Council Policy Analyst, provided members with additional information regarding disposition of certain monuments in the city.

Interim City Attorney Haskell Brown informed members that outside legal counsel would brief Council at the next Organizational Development Standing Committee meeting on October 4, 2021, regarding the redistricting of Council Voter Districts.

Closed Session

At 6:33 p.m., Member Kristen Larson moved that the Organizational Development Standing Committee hold a closed meeting pursuant to section 2.2-3711(A)(7) of the Virginia Freedom of Information Act to receive a briefing from and consult with legal counsel both employed and retained by the City regarding actual litigation commenced by the City against drug manufacturers and distributors of opioids because such briefing and consultation in an open meeting would adversely affect the City's litigating or negotiating posture.

The motion was seconded and approved: Ayes 6, Jordan, Lambert, Larson, Jones, Robertson, Newbille. Noes None.

Member Michael Jones left the meeting at 7:00 p.m.

Member Kristen Larson motioned to exit closed session. The motion was seconded and approved: Ayes 5, Jordan, Lambert, Larson, Robertson, Newbille. Noes None.

Members reconvened in open session at 7:19 p.m.

CERTIFICATION OF CLOSED MEETING

September 7, 2021

WHEREAS, the Organizational Development Standing Committee has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Organizational Development Standing Committee that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE,
BE IT RESOLVED:

That the Organizational Development Standing Committee hereby certifies that to the best of each member's knowledge (i) only public matters lawfully exempt from open meeting requirements by Virginia law were discussed in the closed meeting to which this certifying 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 Organizational Development Standing Committee.

WITNESS the following vote of committee members, as recorded by Candice D. Reid, City Clerk:

CERTIFYING:

Cynthia I. Newbille, Chair
Ellen F. Robertson, Vice Chair
Katherine L. Jordan
Ann-Frances Lambert
Kristen N. Larson

DECLINING TO CERTIFY:

Adjournment

There being no further business, the meeting adjourned at 7:21 p.m.