



**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY
FINANCE COMMITTEE**

**MINUTES OF ACTION MEETING
Zoom Meeting
May 12, 2021**

Members Present:

Jurisdiction/Agency	Member	Present	Absent
Chesterfield County	Kevin P. Carroll, (CVTA Vice Chair)	x	
Hanover County	W. Canova Peterson Vice Chair	x	
Henrico County	Frank J. Thornton (CVTA Chair)	x	
City of Richmond	Mayor Levar M. Stoney, Chair	x	
Commonwealth Transportation Board	Carlos M. Brown	x	

Others Present:

Debbie Baicy Chesterfield County
 Matt Harris..... Chesterfield County
 Jimmy Sanderson..... Davenport
 Ty Wellford Davenport
 Eric Gregory Hefty Wiley & Gore
 Todd Eure..... Henrico County
 Martha Heeter PlanRVA
 Chet Parsons..... PlanRVA
 Nicole Mueller PlanRVA

The Central Virginia Transportation Authority (CVTA) Finance Committee meeting was by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available at www.youtube.com/c/PlanRVA.

CALL TO ORDER

The Central Virginia Transportation Authority (CVTA) Finance Committee Chair Mayor Levar M. Stoney presided and called the May 12, 2021 CVTA Finance Committee action meeting to order at 8:30 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator for the RRTPO at PlanRVA, took attendance by roll call and certified that a quorum was present.

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections the May 12, 2021 agenda was approved by acclamation as presented.

2. Approval of April 14, 2021 CVTA Finance Committee Action Meeting Minutes

On motion of Frank J. Thornton, seconded by Kevin P. Carroll, the CVTA Finance Committee unanimously approved the minutes of the April 14, 2021 meeting by acclamation as presented (voice vote).

OLD BUSINESS

6. Draft FY 2022 Support Services Memorandum of Understanding (MOU)

A summary of the draft FY22 Memorandum of Understanding (MOU) for Support Services between the CVTA and PlanRVA was presented.

On motion of W. Canova Peterson, seconded by Kevin P. Carroll, the Central Virginia Transportation Authority (CVTA) Finance Committee unanimously recommended CVTA approval of the following resolution as presented:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Finance Committee forwards the draft FY 2022 Support Services Memorandum of Understanding (MOU) with a recommendation to approve.

Jurisdiction/Agency	Member	Aye	Nay	Abstain
Chesterfield County	Kevin P. Carroll	x		
Hanover County	Vice Chair W. Canova Peterson	x		
Henrico County	Frank J. Thornton	x		
City of Richmond	Chair Levar M. Stoney	x		
Commonwealth Transportation Board	Carlos M. Brown	x		
TOTAL		5		

10. Follow Up from April CVTA Meeting and Discussion

Chairman Stoney facilitated a follow up discussion of the information provided during the April CVTA meeting: *Future of CVTA, Regional Projects Investment and Staffing*.

The committee looked at the organizational structure and staffing of the Northern Virginia Transportation Authority and the Hampton Roads Transportation Accountability Commission to help inform future staffing levels for the Authority. A discussion took place on the staffing needs of the CVTA and the hiring process timeline.

On motion of Carlos M. Brown, seconded by Frank J. Thornton, the Central Virginia Transportation Authority (CVTA) Finance Committee recommended CVTA approval of the following resolution as presented (3-Y 2-N; see voting record table):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Finance Committee recommends to direct staff to develop job descriptions for an Executive Director, an Executive Assistant, and such other roles as are deemed appropriate with the objective to fill these roles within the next six months.

Jurisdiction/Agency	Member	Aye	Nay	Abstain
Chesterfield County	Kevin P. Carroll		x	
Hanover County	Vice Chair W. Canova Peterson		x	
Henrico County	Frank J. Thornton	x		
City of Richmond	Chair Levar M. Stoney	x		
Commonwealth Transportation Board	Carlos M. Brown	x		
TOTAL		3	2	

Quorum and Voting: A quorum shall consist of a majority (3) of the Committee members. Approval of recommendations shall require an affirmative vote of a majority of the members present.

NEW BUSINESS

12. FY 2022 Insurance Coverage Renewal

Staff requested authorization to initiate the renewal for coverage in FY2022.

On motion of W. Canova Peterson, seconded by Carlos M. Brown, the Central Virginia Transportation Authority (CVTA) Finance Committee unanimously recommended CVTA approval of the following resolution as presented:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Finance Committee authorizes staff to initiate the the FY 2022 Insurance Coverage Renewal.

Jurisdiction/Agency	Member	Aye	Nay	Abstain
Chesterfield County	Kevin P. Carroll	x		
Hanover County	Vice Chair W. Canova Peterson	x		
Henrico County	Frank J. Thornton	x		
City of Richmond	Chair Levar M. Stoney	x		
Commonwealth Transportation Board	Carlos M. Brown	x		
TOTAL		5		

OTHER BUSINESS

15. Next CVTA Finance Committee Meeting

The next action meeting will be held on June 9, 2021, beginning at 8:30 a.m. in Richmond, Virginia.

16. Adjournment

Chairman Stoney adjourned the meeting at 10:42 a.m. on May 12, 2021.

CAP/nm