

**RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
MINUTES OF THE COMPENSATION AND
BENEFITS COMMITTEE MEETING
HELD SEPTEMBER 14, 2020**

A Committee Meeting of the Compensation and Benefits Committee of the Board of Directors of the Richmond Metropolitan Transportation Authority was held on the 14th day of September 2020 via electronic communication as described below, pursuant to due notice.

Compensation and Benefits Committee Chairman Harvey Hinson and the following Committee members were present and acting throughout the committee meeting, except as noted below: Carlos Brown (Mr. Brown exited the meeting at 10:00 a.m.), Lane Ramsey, and Donald Williams. Also, present were Board Chairwoman Marilyn West (Chairwoman West exited the meeting at 9:40 a.m. and returned at 10:17 a.m.) and Gregory Whirley (Mr. Whirley exited the meeting at 9:45 a.m.). Committee member Aubrey Fountain was absent.

Also in attendance were RMTA staff members Joi Dean, Sheryl Johnson, Leslie Mehta, Leah Moss, Theresa Simmons, and Paula Watson.

There was a quorum throughout the meeting.

Committee Chairman Hinson called the meeting to order at 9:00 a.m.

As Board Secretary, Leslie Mehta conducted a roll call of everyone present at the meeting.

Upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Committee members present and pursuant to Virginia Code Section 2.2-3707 and 3708.2.A.3 of the Freedom of Information Act; Article 3, Section 6 of the RMTA Bylaws; and Governor Northam's adopted amendments to HB 29 and HB 30 concerning electronic meetings, the meeting was held electronically (via audio and/or video conference through Zoom, a remote conferencing service) and recorded in its entirety and maintained and the recording and minutes will be made available to the public in accordance with FOIA rules and by the same method used to provide notice of the meeting. It was held electronically in accordance with Virginia Code Section 54.1-2345 and 44-146.17, and due to Governor Ralph Northam's declaration of a state of emergency on March 12, 2020 (Executive Order Number 51) and subsequent Stay At Home Order on March 30, 2020 (Executive Order Number 55) because of the coronavirus disease pandemic which rendered meeting in person impracticable and unsafe to assemble a quorum in a single location. Members affirmed that the purpose of the remote meeting was to discuss or transact the business statutorily required or necessary to continue operations of the public body and the discharge of its lawful purposes, duties, and responsibilities during this time. As noted above, the electronic meeting was held through Zoom and public notice was given using the same methods as has been customary for other RMTA public body meetings. Moreover, the public notice was provided contemporaneously with the notice sent to members of the Authority and arrangements were made for public access to the meeting through the video conferencing platform Zoom. Additionally, members asserted that this meeting otherwise complied with FOIA rules.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Committee members present affirmatively agreed with the motion.

Upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Committee members present, the Committee minutes of the Authority's meetings held on January 14, 2020; March 10, 2020; April 2, 2020; and the joint meeting with the Operations and Finance Committee of June 4, 2020, were approved as previously distributed.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Committee members present affirmatively agreed with the motion.

Next, Ms. Dean provided her CEO comments. Ms. Dean previewed Staff comments concerning toll collector staffing. Ms. Johnson explained, and Ms. Simmons concurred, that, due

to staffing reconfigurations, there are more employees who seek to return to full time employment (of at least 32 hours weekly) than there are shift hours available at the Authority to work. Staff will review staffing options for those employees and return to the Committee with a proposal.

Next, the meeting turned to outgoing Board Chairman Whirley and current Board Chairwoman West for their CEO Evaluation report for Joi Dean. At the request of the Committee Chairman, the Committee considered a motion to convene in executive session pursuant to Virginia Code §2.2-3711.A(1) of the Virginia Freedom of Information Act as it relates to personnel matters. Such motion was duly moved, seconded and approved by all Committee members noted above as being present.

Mr. Brown, Board Chairwoman West, and Mr. Whirley exited the meeting during executive session.

The Committee reconvened in open session and considered a motion pursuant to Virginia Code §2.2-3712(D) that, to the best knowledge of each Committee member present, (i) only such public business matters lawfully exempted from open meeting requirements, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Committee and that a statement to such effect would appear in the minutes of the meeting. Such motion was duly made, seconded and approved by all Committee members present.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Committee members present affirmatively agreed with the motion.

Chairwoman West reentered the meeting.

Having no further new business, Committee Chairman Hinson adjourned the meeting at 10:26 a.m.