



**ELECTRONIC  
Administration and Finance Committee Meeting  
Tuesday, January 17, 2023  
6:00 p.m.**

**PLEASE NOTE: This is an ELECTRONIC MEETING held pursuant to and in accordance with Section 2.2-3708.2 of the Code of Virginia.**

**Agenda**

- I. Opening Comments/Announcements – Commissioner Blount, Chair
- II. General Counsel’s Comments regarding Electronic Meetings
- III. Minutes from the November 15, 2022 Meeting
- IV. Citizens’ Comment Period
- V. Old Business
  - Update on Closing Out 2021 Audit and Start of 2022 Unaudited Submission – Shannon Sterling
- VI. New Business
  - A. 1<sup>st</sup> Quarter FY 2023 Financials – Shannon Sterling
  - B. Agency Vacancies /Section 3 Hires – Priscilla Bartee
  - C. IT Updates – Jackie Salaam-Hicks
  - D. Procurement Reporting – Art Walker
    1. **Res. #1** - Fairfield Fire Restoration Contract Modification No. 1 Contract No. 2022-06
    2. **Res. #2** – Underground Pipe Replacement
    3. **Res. #3** – Contract Modification No. 4 Contract No. 2012-44
    4. **Res. #4** – A & E Services Increase for AKF Group
  - E. MBE, WBE and Section III Reporting – Art Walker
- VII. Next Committee Meeting Date: February 2023 (TBD)

**(\*Note:** *All meetings will continue to be virtual, until further notice.***\*)**

**SPECIAL NOTES FOR ELECTRONIC MEETINGS:**

Members of the public may participate in this meeting in real-time (except during closed session) through either of the following methods:

On any Internet-enabled device, navigate to <https://meet.goto.com/227540485>

- at the scheduled meeting time.
- On any telephone, dial [+1 \(571\) 317-3122](tel:+15713173122) at the scheduled meeting time and enter access code **227-540-485#**. For audio pin, press #.

To register to speak during the **Citizens' Comment Period**, please visit <https://fs23.formsite.com/rrhaforms/form1/index.html>. Timely registration in accordance with RRHA's Bylaws is required. Registered speakers must attend the meeting through GoToMeeting or by phone to deliver comments. Written comments will not be accepted in advance. **The deadline to sign up to speak is noon, January 17, 2023.**