

MINUTES OF THE VIRTUAL MEETING OF THE
GOVERNANCE COMMITTEE MEETING
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD VIA GOTOMEETING
ON WEDNESDAY FEBRUARY 12, 2025, 5:30 P.M.

Committee Members in Attendance

Kyle Elliott, Chair
Barrett Hardiman
Charlene Pitchford

Absent

Gregory Lewis
Harold Parker, Jr.

Other Commissioners in Attendance

Marika McCray

RRHA Staff in Attendance

Steven Nesmith, Chief Executive Officer
Mike Kelly, Chief Operating Officer - virtual
Patrick Baisi, Associate Counsel
Kimberly Cole, Chief of Staff
Tonise Webb, Associate Lead Counsel & Chief Compliance Officer

Call To Order

Chair Elliott called the meeting to order at 5:42 p.m. A quorum was established.

Citizens Comment

No citizens were signed up to speak.

Approval of Minutes

The Minutes from the September 11, 2024 *Governance Committee Meeting* were approved.

***Motion: (Hardiman/Pitchford) Move to approve the Minutes from the
September 11, 2024 Governance Committee Meeting***

Absent: Lewis, Parker

Motion Carried Unanimously

Voluntary Compliance Agreement (VCA) Policy and Procedure

Associate Lead Counsel Tonise Webb provided an update on the following Voluntary Compliance Agreement Policy and Procedures. The following items were discussed.

Effective Communication Policy and Procedure. This is a new policy that HUD has required RRHA to create under VCA to ensure that we are communicating our policies and processes to all applicants, residents and voucher participants. This policy outlines Auxiliary Aids and Services to enable persons with disabilities to have an equal opportunity to participate in and enjoy the benefits of programs or activities conducted by RRHA.

Revised Reasonable Accommodation Policy and Procedure. The purpose of this policy is to ensure that no qualified individual with a disability should, only because of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This policy will be maintained on RRHA's website and at all property management offices.

Service and Assistance Animal Policy and Procedure. RRHA shall allow service and assistance animals to those applicants and participants with a disability. RRHA commits to grant service and assistance animals, unless doing so would create an undue financial and/or administrative burden or result in a fundamental alteration of the relevant program.

2025 Board Standing Committee Meeting Schedule

The Governance Committee discussed various ways to reduce the number of board standing committee meetings in an effort to ensure that the meetings are held as efficiently as possible. The following suggestions were discussed:

1. Schedule a formal in-person committee meeting one month and schedule a virtual informal informational committee meeting the next month.
2. Stack the committee meetings; schedule two committee meetings per night.
3. Alternate committee meetings; schedule two committee meetings one month and two committee meetings the next month.
4. Hold committee meetings during the day.

The Governance committee will make a recommendation to the full Board of Commissioners during their March meeting regarding the proposed suggestions to reduce the number of committee meetings.

The major items that the Governance committee were tasked with handling have been completed; therefore, the committee has agreed to meet quarterly on the second Wednesday of the month instead of bi-monthly.

Adjournment

There being no further business, the meeting adjourned at approximately 6:34 p.m.