

**Rappahannock-Rapidan Regional Commission
Executive Committee Meeting
December 8, 2021 | 1:00 pm
Prince Michel Vineyard, Leon, VA**

MINUTES

Members Present: *Frederic Catlin, Robert Coiner, Paul McCulla (virtual),
Meaghan Taylor, Greg Woods*

Commission Members Present: *Gary Deal, Debbie Donehey, John Egertson, Ted
Voorhees*

Others Present: *Tracey Gardner (Madison County), Clay Jackson (Madison
County), Chuck Jackson*

Staff Present: *Jennifer Little, Patrick Mauney, Terry Snead*

1. Call to Order

Chair Taylor called the meeting to order at 1:05 p.m. and noted that as a quorum of the Regional Commission was not present, she would convene a meeting of the RRRC Executive Committee for action items. She invited other Commissioners in attendance to participate, but noted that only Executive Committee members would vote on action items.

Chair Taylor thanked Chairman Clay Jackson of the Madison County Board of Supervisors and Tracey Gardner, Director of Tourism and Economic Development, for hosting the Commission in Madison County.

2. Pledge of Allegiance

Chair Taylor led those in attendance in the Pledge of Allegiance.

3. Roll Call

Chair Taylor asked P Mauney to call roll. A quorum of the Executive Committee was confirmed in person. P Mauney stated that Mr. McCulla provided notice to the Chair of a personal matter preventing his attendance in person, and requested ability to participate remotely in accordance with the Commission's remote meeting participation policy. R Coiner moved, 2nd by F Catlin to approve the remote participation by P McCulla. The motion carried unanimously.

4. Adoption of the Agenda

Chair Taylor asked for approval of the agenda. R Coiner asked to add a discussion of an amendment to the charter related to appointment of alternate members as item 11-G. R Coiner moved to approve the amended agenda, 2nd by F Catlin. The motion carried unanimously.

5. Public Comment

Chair Taylor asked for public comment, or if any comments were received prior to the meeting. P Mauney stated that no comments had been received prior to the meeting.

6. Presentations and Special Recognition

7. Adoption of Minutes

a) October 27, 2021

Chair Taylor stated that the minutes would be deferred until the next Commission meeting.

8. Financial Reports

a) ***FY 2022 Agency Audit*

Chair Taylor reminded the committee that the FY 2022 draft audit was reviewed in October and provided in follow-up for review. There were no questions from the committee regarding the audit, and P Mauney voiced his thanks to Terry Snead for her work throughout the year.

R Coiner moved to approve the FY 2022 audit, 2nd by G Woods. The motion carried unanimously.

b) *FY 2022 Year to Date Financial Report*

Chair Taylor asked P Mauney to review the year to date financial report. P Mauney noted that revenues are at 43.5% and expenses at 28.4% of budget through 42% of the fiscal year. He indicated that staff would present an amended budget in February for the Commission to consider.

9. Executive Director's Report

Chair Taylor asked P Mauney to provide his Director's report. P Mauney shared that the Commission has a new Coordinated Entry Specialist as of last week with the hiring of DeAngela Alexander. He also noted that he and Rebecca Wareham have had numerous discussion with partners in the region regarding the need for short and long-term solutions for emergency shelter in the region. A short-term issue is that many hotels have placed a ceiling on the number of rooms that can be utilized for non-congregate emergency shelter and that emergency shelters in the region are at capacity with limited or no options for individuals in the next few months.

P Mauney also provided brief updates on redistricting, the wildfire risk analysis effort, and hazard mitigation plan update.

10. Staff Updates

a) *PDC Housing Development Program*

Chair Taylor asked P Mauney and J Little to provide an update on the PDC Housing Development Program. J Little shared that nine applications were received in response to the proof of concept request by Monday's deadline, totaling \$6.2 million in requested funds. Staff is reviewing the projects submitted to determine additional information needed as part of the full application process.

Committee members asked how many jurisdictions were included in the proofs of concept. J Little indicated that projects were in four counties, with several within towns.

P Mauney stated that staff would coordinate with the Executive Committee to review applications and expected a recommended funding plan to be presented at February's Commission meeting.

b) Long Range Transportation Plan

Chair Taylor asked P Mauney to update on the Long Range Transportation Plan. P Mauney reminded those present that a draft update was presented in April and that staff has conducted additional outreach with local staff and VDOT partners to have a final draft in place. He indicated that a press release inviting public comment and review would go out in early January and that the plan would be presented for adoption in February or April prior to the next round of Smart Scale.

11. New Business

a) RRRC 2021-2024 Title VI Plan

Chair Taylor asked P Mauney to review item 11A, the RRRC Title VI Plan. P Mauney stated that the Commission has had an adopted Title VI Plan since 2014 and that Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Commission staff has worked with partners at the Department of Rail and Public Transportation (DRPT) and Virginia Department of Transportation (VDOT) to ensure that the RRRC Title VI Plan meets the criteria and guidance from each organization. He further stated that the plan must be adopted to ensure that the Commission remain eligible for various funding programs currently supporting staff activities.

R Coiner moved to approve the 2021-2024 Title VI Plan, 2nd by F Catlin. The motion carried unanimously.

b) RRRC application to DRPT for FY 2023 Commuter Assistance Program Operating and Technical Assistance grants

Chair Taylor stated that item 11B would be deferred until the next Commission meeting.

c) RRRC application to DRPT for FY 2023 Section 5310 Mobility Management and Operating grants

Chair Taylor stated that item 11C would be deferred until the next Commission meeting.

d) 2022 Regional Legislative Priorities

Chair Taylor introduced the 2022 regional legislative platform and noted that the platform is solely focused on the Rappahannock-Rapidan region this year and has seen some changes as a result. The committee members held a brief discussion on the legislative priorities, including the grocery sales tax issue, and whether formal endorsement was necessary. P Mauney noted that Eldon James would use the priorities in his work in Richmond on behalf of Fauquier County and the region, as Fauquier County is the contract holder with Mr. James, and also stated that local governments have in the past provided endorsement, though it is not a requirement.

e) Compensation Report

Chair Taylor stated that item 11E would be deferred until the next Commission meeting.

f) Formation of Nominating Committee

Chair Taylor stated that the Executive Committee typically serves as a nominating committee for developing a slate of officers for terms beginning each March, but she also welcomed additional Commissioners to serve on the nominating committee. R Coiner moved to approve the Executive Committee serving as the nominating committee, with the proviso that other Commissioners could add themselves as desired, 2nd by F Catlin. The motion carried unanimously.

g) Charter Discussion

Chair Taylor asked R Coiner to lead discussion on considering amendments to the Charter. R Coiner noted that the Commission has not struggled to have a quorum, but was disappointed that there was no quorum for the full Commission at this meeting. He stated that he would like to look into amending the charter to allow local governments to name alternates who could attend, with full voting privileges, if the appointed member was unable to attend a Commission meeting.

G Deal stated his opposition to naming alternate members, noting that that may water down attendance and that leaders in the region should be committed to this and other boards if they accept the appointment.

Chair Taylor agreed, but wondered about the possibility of limiting alternates to a certain number of meetings per year. F Catlin suggested limiting the number of alternates that could attend each meeting.

F Catlin moved to have R Coiner determine interest from other Commissioners in amending the charter to report back at a future meeting, 2nd by P McCulla. The motion carried.

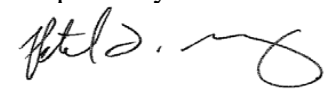
12. Regional Roundtable

Committee members and others present shared information of note from their communities.

13. Adjourn

Upon motion by F Catlin, 2nd by G Woods, the meeting adjourned the meeting at 2:08 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director