

**Minutes
Personnel Committee Meeting
Board of Directors of the Virginia Economic Development Partnership Authority
December 12, 2024
8:15 A.M.**

**901 East Cary Street
James Center One, 9th Floor – Monroe Room
Richmond, VA 23219**

Welcome and Call to Order

The meeting was called to order at 8:15 a.m. by Committee Chair John Hewa, who noted that a quorum was present.

In-Person Committee Members: Secretary Caren Merrick, Stephen Edwards, Rick Harrell, John Hewa, Will Sessoms

Public Comment Period

Chair Hewa solicited public comments. There were none.

Approval of Minutes for June 13, 2024, Meeting

Chair Hewa asked for approval of the minutes from the June 12, 2024, Committee meeting. A motion was made by Mr. Sessoms and seconded by Mr. Edwards and the motion was unanimously approved.

Closed Meeting

A motion was made by Mr. Sessoms and seconded by Mr. Edwards to move into a closed meeting. The motion shown below was unanimously approved by the members:

I move that the Personnel Committee convene a closed meeting to discuss personnel issues pursuant to Subdivision A 1 of §2.2-3711 of the Code of Virginia, which allows for the discussion of the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific employees of the Board. Chair Hewa invited Mr. El Koubi to stay for a portion of the closed meeting.

Certification of Closed Meeting

After the Committee reconvened in open meeting, Ms. Wallmeyer read the following certification followed by a roll call vote:

Do you certify that to the best of your knowledge, (i) only public business matters lawfully exempted from the open meeting requirements of FOIA were discussed in the closed session,

and (ii) only such matters as were identified in the motion to go into the closed session were heard, discussed, or considered during the closed meeting?

Upon the vote:	Secretary Merrick	Aye
	Mr. Edwards	Aye
	Mr. Harrell	Aye
	Mr. Hewa	Aye
	Mr. Sessoms	Aye

Next Meeting and Adjournment

The next meeting of the Personnel Committee has not yet been set. There being no further business, the meeting was adjourned.