

**Minutes
Personnel Committee Meeting
Board of Directors of the Virginia Economic Development Partnership
June 8, 2023
8:15 a.m.**

**901 East Cary Street
James Center One, 8th Floor – Monroe Room**

Call to Order

The meeting was called to order at 8:17 a.m. by Chair John Hewa, who noted that a quorum was present.

Committee Members Present: Chair John Hewa, Carrie Chenery, Stephen Edwards, April Kees, and Marianne Radcliff

Other Board Members: Bill Hayter

VEDP staff present: Nicole David and Lisa Wallmeyer

Welcome and Public Comment Period

Chair Hewa thanked the Committee members for the productive discussion at the last meeting on June 7, 2023.

Chair Hewa asked for public comments. There were none.

Approval of Minutes for 06/02/23 & 06/07/23

Chair Hewa asked for a motion to approve minutes from two prior Committee meetings, which took place on June 2, 2023 and June 7, 2023. Ms. Chenery made a motion to approve both sets of minutes. Mr. Edwards seconded the motion, and the motion was unanimously approved.

Closed Meeting

The Personnel Committee went into closed session Pursuant to Subdivision A 1 of §2.2-3711 of the Code Virginia, which allows for the discussion of the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific employees of the Board.

A motion was made by Mr. Edwards, seconded by Ms. Chenery, and unanimously adopted by the members.

Back in Open Meeting, Certification of Closed Meeting – Followed by a Roll Call vote:

Upon the vote:	Mr. Hewa	Aye
	Ms. Chenery	Aye
	Mr. Edwards	Aye
	Ms. Kees	Aye
	Ms. Radcliff	Aye

Next Steps

Mr. Hewa stated that the Personnel Committee has completed an extensive performance evaluation for VEDP's President and CEO, including surveys to partners, discussions with General Assembly members, and other solicitations for feedback on Mr. El Koubi's performance.

Mr. Hewa said the Committee commends Mr. El Koubi's excellent performance over the past year, and the role that he has played in leading VEDP. Mr. Hewa said the Committee also discussed performance goals and metrics for the President and CEO for Fiscal Year 2024. He said the Committee's recommendations were unanimous.

Mr. Hewa made a motion to recommend to the Board that the Chair of VEDP's Board of Directors be authorized to complete the President and CEO's performance evaluation and finalize the performance metrics for the President and CEO for Fiscal Year 2024, including any necessary compensation adjustments for Fiscal Years 2023 and 2024. Ms. Radcliff seconded the motion and the motion passed.

Adjournment

There being no further business, Chair Hewa adjourned the meeting at 8:40 a.m.

Respectfully submitted,

Nicole David
Acting Recording Secretary