

MINUTES OF A SPECIAL MEETING OF THE COMMISSIONERS
OF RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT VIRGINIA CROSSINGS CONFERENCE RESORT
1000 VIRGINIA CENTER PARKWAY, GLEN ALLEN, VIRGINIA
ON FRIDAY, MAY 11, 2007

The Commissioners of Richmond Redevelopment and Housing Authority (“RRHA”) met in special session at the Virginia Crossings Conference Resort, 1000 Virginia Center Parkway, Glen Allen, Virginia, on May 11, 2007, at 9:00 a.m.

Chairman Brian K. Jackson, Esq. called the meeting to order at 9:05 a.m. and upon roll call, the following were present:

Brian K. Jackson, Esq., Chairman

J. Russell Parker, III, Vice Chairman

Elliott M. Harrigan

Marilyn B. Olds

Sheila Hill-Christian

Guenet M. M. Beshah, Esq.

Cindy A. Mims

And the following were absent:

None

Also present:

Mr. Anthony Scott, Executive Director

Ms. Doris Jackson-Crocker, Assistant to Executive Director

Ms. Cassandra Scarborough, Deputy Executive Director of Administration

Mr. Kenneth Francis, Deputy Executive Director of Technology, Planning & Research

Mr. Lee Householder, Acting Deputy Executive Director of Community Revitalization

Mr. Garland Curtis, Acting Deputy Executive Director of Community Revitalization

Mr. Steven Benham, Acting Deputy Executive Director of Affordable Housing

Ms. LaTanja Davenport, Internal Auditor

Ms. Gwen Corley-Creighton, Facilitator

Opening Remarks – Chairman of the Board

Commissioner Brian Jackson welcomed everyone to the second day of the Board/Staff Retreat. He said the discussion for this meeting would focus primarily on: 1) Review and Strategies “Plan” from Day 1 (May 10, 2007) and 2) Performance Plans Review for the Internal Auditor and the Executive Director.

Citizens Information Period

Commissioner Jackson stated that there were no citizens present to speak during the Citizens Information Period; therefore, he proceeded to the next order of business.

RETREAT WORK SESSION:

Day 2 Retreat Overview – Chairman of the Board

Chairman Brian Jackson requested that the facilitator of the retreat, Ms. Gwen Corley-Creighton of Corley-Creighton Associates, lead the discussion for the next portion of the agenda.

Getting To Know You II

Ms. Gwen Corley-Creighton thanked Chairman Jackson and asked each person to comment on the major highlights of Day 1. The comments were made as follows:

- ◆ *Commissioner Guenet Beshah:* Commissioner Beshah noticed how engaged everyone was – emotional passion on the mission and purpose. The Board was engaged and committed to the time. She also thanked Commissioner Hill-Christian for her vision and investment in the Strategic Plan.
- ◆ *Commissioner Sheila Hill-Christian:* Commissioner Hill-Christian stated that she could only take credit for carrying the message. She only asked people what they thought and saw that it was possible. Because of some of their ideas, the stakeholders, staff, etc., it was pulled off. She has not lost focus and is still on point.
- ◆ *Commissioner Marilyn Olds:* Commissioner Olds stated that she gained sensitivity from Commissioners Mims and Beshah from what was shared by them. She is ready to move to the next steps and assist the residents in being prepared.

- ◆ *Steve Benham:* Mr. Benham believed that Day 1 set the stage for going forward – being emotional and being part of a team can lead to only one thing – doing things better.
- ◆ *Ken Francis:* Mr. Francis stated that the acceptance of the Board will lead to an easier business plan.
- ◆ *Commissioner Russ Parker:* Commissioner Parker appreciated the fact that more thought is being given to the resident issue.
- ◆ *Lee Householder:* Mr. Householder stated that the strategic plan is alive and well. It is great to have the support and concern of the Board. This proves that it starts at the leadership level and triggers down – know you are supported.
- ◆ *LaTanja Davenport:* Ms. Davenport recognized that leaders are involved with the revitalization of Richmond and that there is compassion during this process.
- ◆ *Cassandra Scarborough:* Ms. Scarborough said she would have to give credit to involvement in the strategic plan to communities, CDCs, residents, and others. Everyone “touched it” and saw their finger prints in it and stayed on course. Most compelling, they had the buy in of the Board and staff.
- ◆ *Garland Curtis:* Mr. Curtis saw an opportunity to see a lot of change in leaders which led to a change in direction. He is very pleased and still focused on the strategic plan process.
- ◆ *Anthony Scott:* Executive Director Scott said coming to the organization he had the road map and was given the opportunity to take it to the next level. Although he did most of the talking in the Strategic Plan presentation on Day 1, it was staff working for months to pull it together. He is excited about where we are going. All of Day 1 was positive and the whole experience was excellent.
- ◆ *Commissioner Cindy Mims:* Commissioner Mims said that she found just about everything about Day 1 positive. She got to know staff better and is in the right place. Commissioner Mims stated, “I am in it until we get it where

we need to be. We are all on the same side.”

- ◆ *Commissioner Elliott Harrigan:* Commissioner Harrigan said we need to be mindful that this will be very challenging and there is a sense of urgency. Regarding our duties to these communities, we cannot continue to provide financial support for them and the City. There are some misunderstandings and break-downs in communication. The benefits could get lost in the noise.
- ◆ *Chairman Brian Jackson:* Chairman Jackson stated that throughout Day 1 and in many of the meetings, the nature of “our charge” as an agency was discussed. He stated, *“We have not stopped being an agency with compassion and acting as a temporary landlord. How do we dig ourselves out of what was intended to lead to self-sufficiency/independency? There is enough fault for everyone to absorb pieces. Our biggest challenge indirectly is related to housing. We will face the emotional side, compassion, change. However, with proper training, education and opportunities – change is possible. We need to be creative, e.g., seek help from the city, federal government, partners, etc. We will have to take the lead. Staff has the Board’s support. The Board has wisdom, eagerness and experience to share with staff. We should take advantage of it.”*

Outcome of Retreat

There was a significant amount of discussion regarding communication with the residents and compassion for them. Specifically, it was agreed that the communication should be honest, fair and timely. It is important to determine what the residents want to know.

As a result of the Board/Staff retreat held on May 10-11, 2007, the Board decided on the following actions:

- ◆ Write a letter to City Council regarding the expectations of a Commissioner, i.e., their role, job description, and information regarding conflicts of interest. This will be in place before a new Commissioner is nominated to the Board.
- ◆ Present a proposal to the Board for a communication strategy, with internal and external focus, by the June Board Meeting. A committee could be

assigned to implement the strategy. The Chairman will meet with the Executive Director regarding this.

- ◆ Schedule work sessions for the first three strategies at the June Board Meeting. The Chairman will initiate this.

Closed Session

Commissioner Jackson stated that it would be necessary to go into closed session at 10:45 a.m. to discuss personnel matters. Commissioner Beshah read the following:

“I move that we go into closed meeting to consult with legal counsel regarding specific personnel matters pertaining to the Internal Auditor and Executive Director performance plan reviews with Richmond Redevelopment and Housing Authority as permitted by Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act.”

Commissioner Beshah moved adoption, which was seconded by Commissioner Mims and upon roll call the following voted “Aye”:

Commissioners Jackson, Parker, Harrigan, Hill-Christian, Beshah, Mims, and Olds

And the following voted “Nay”:

None

And the following abstained:

None

Commissioner Harrigan read the following Certification of Closed Meeting:

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Commissioners of the Richmond Redevelopment and Housing Authority (the “Board”) convened a closed meeting on May 11, 2007 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(B) of the Code of Virginia of 1950, as amended, requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this

certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Commissioner Beshah moved adoption, which was seconded by Commissioner Mims and upon roll call the following voted “Aye”:

Commissioners Jackson, Parker, Harrigan, Hill-Christian, Beshah, Mims, and Olds

And the following voted “Nay”:

None

And the following abstained:

None

The meeting officially reconvened at 12:28 p.m.

There being no further business and upon unanimous vote, the meeting adjourned at 12:30 p.m.

Chairman

Executive Director/Secretary-Treasurer