

**MINUTES**  
**Virginia Port Authority Board of Commissioners**  
**Executive Committee Meeting**  
**March 26, 2018**

The Virginia Port Authority (“VPA”) Executive Committee (“Committee”) held a meeting on March 26, 2018, in the VPA’s Conference Room, 600 World Trade Center, Norfolk, Virginia.

The following were then in attendance:

Executive Committee Members Present:

John N. Pullen, VPA Vice Chairman  
Jennifer D. Aument  
Alan A. Diamonstein, Chair/Growth and Operations Committee  
F. Blair Wimbush, Chair/Finance and Audit Committee

Members Absent:

John G. Milliken, VPA Chairman

Board Members Present:

Faith B. Power  
Kim Scheeler  
Louisa M. Strayhorn  
Deborah C. Waters

VPA Staff:

John F. Reinhart, CEO and Executive Director  
James Bibbs, Chief Human Resources Officer  
Sarah McCoy, General Counsel  
Carla Welsh, Director, Creative Services & Brand Management  
Debra J. McNulty, Secretary to the Board

Vice Chairman Pullen called the meeting to order at 5:00 p.m. and asked for a motion to go into closed session.

**Motion for Closed Session**

Motion was read by Mr. Diamonstein as follows:

“I move that the Executive Committee go into closed session in accordance with The Virginia Freedom of Information Act, pursuant to the requirements of §2.2-3711(A)(1), the personnel exemption, to review and consider the Executive Director’s confidential CY2018 draft performance metrics; and to discuss a personnel matter; and pursuant to the requirements of §2.2-3711(A)(37), and the provisions of §62.1-132.4, to discuss confidential proprietary and financial information and data furnished to the VPA relating to the strategic growth and operation of the Port’s terminal facilities.”

The motion was seconded by Ms. Aument.

**Open Session**

At 5:50 p.m., the Executive Committee came out of closed session and the following motion was read by Mr. Wimbush:

“WHEREAS, the Executive Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Committee certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter 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 by which the closed meeting was convened were heard, discussed or considered by the Committee.”

The motion was seconded by Ms. Aument.

A roll call vote of the Executive Committee members, certifying the closed session, was conducted as follows:

Ayes: 4 (Aument, Pullen, Wimbush)

Nays: 0

Absent During Vote: 1 (Diamonstein, Milliken)

Absent During Meeting: 1 (Diamonstein, Milliken)

There were no public comments and the meeting adjourned at 5:50 p.m.

Respectfully submitted,



Debra J. McNulty  
Secretary to the Board