

## AG E N D A

Virginia Port Authority (VPA) Board of Commissioners  
PUBLIC MEETING - Session 402  
Tuesday, September 22, 2020 – 9:00 AM

---

Electronic Meeting – +1(351) 222 2275 - Conference Code: #63998897  
Guest Pin: 445656

### Call to Order by Chairman John G. Milliken

### Roll Call and Identification of All Electronic Participants

*This electronic meeting is assembled during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location to discuss or transact the business statutorily required or necessary to continue operation of the public body in accordance with Item 4-0.01.g of Chapter 1283 of the 2020 Amendments to the 2019 Appropriation Act.*

- I. **Motion to convene an electronic meeting** in accordance with requirements of Item 4-0.01.g of Chapter 1283 of the 2020 Amendments to the 2019 Appropriation Act, to discuss or transact the business statutorily required or necessary to continue operation of the Virginia Port Authority.

- A. Discussion on the factual basis for the motion

*Pursuant to Item 4-0.01.g of Chapter 1283 of the 2020 Amendments to the 2019 Appropriation Act, this Board is convening to discuss statutorily required information that will cover budget, operations reports, and vital resolutions that are necessary to transact the business of the Virginia Port Authority.*

- B. Vote on the motion and roll call of Board Members

- II. **Chairman's Welcome – Monica Sturgis, New Chief Human Resources Officer, VPA**

- III. **Approval of Minutes**

Approval of the minutes of the VPA Board of Commissioners electronic (Zoom) meetings held July 28, 2020.

- IV. **Reports of Committees**

- A. **Executive Committee – John G. Milliken, Chairman**

1. Report of Executive Committee - Chairman Milliken

- B. **Finance and Audit Committee – Faith B. Power, Committee Chair**

1. Report of Finance and Audit Committee – Chair Power

2. VPA and Virginia International Terminals LLC (VIT) Consolidated Financial Reports for the Month Ended July 31, 2020 – Rodney W. Oliver, Chief Financial Officer

3. Review of FY21 Budget Update and Consideration of Resolution 20-15, approving the VPA FY21 Consolidated Budget – Nina Malone, Principal Economist
4. Consideration of Resolution 20-16 authorizing financing under a Master Equipment Lease Program (MELP) for the purchase of ship-to-shore cranes and additional terminal operating equipment – Mr. Oliver
5. Presentation of Administrative Services and Compliance Reports – Matthew Barnes-Smith, Chief Administration Officer
  - a. Consideration of Resolution 20-17, authorizing the adoption of the Procurement and Capital Outlay Manual in accordance with Section 2.2-4343 of the Code of Virginia of 1950 as amended
6. Report by Chief Development and Public Affairs Officer – Cathie Vick
  - a. Consideration of Resolution 20-18, authorizing reappropriation of Aid to Local Ports (ALP) Funding (FY21) to the Town of Saxis

**C. Growth and Operations Committee – Val S. McWhorter, Committee Chair**

1. Report of Growth and Operations Committee – Chair McWhorter
2. Sales Report – Thomas D. Capozzi, Chief Sales Officer, Virginia International Terminals, LLC (VIT)
3. Report on Safety, Operations and Update on Projects – Kevin Price, Chief Operations Officer, VIT

**V. Report by Chief Innovation Officer – Joseph Ruddy**

**VI. Report by Chief Marketing Officer – James (Jay) Stecher**

**VII. Report by Chief Human Resources Officer – Monica Sturgis, and General Counsel - Sarah McCoy**

**VIII. Report by CEO/Executive Director - John F. Reinhart**

**IX. Unfinished Business**

**X. New Business**

**XI. Other Business, Opportunity for Public Comment, and Adjournment**