

MINUTES
Virginia Port Authority Board of Commissioners
Finance and Audit Committee Meeting
September 12, 2022

The Virginia Port Authority (“VPA”) Finance and Audit Committee (“Committee”) held a meeting on September 12, 2022 in the VPA Boardroom, 600 World Trade Center, 101 West Main Street, Norfolk.

Committee Members Present:

James C. Burnett, Chair
Shaza L. Andersen, Vice Chair
Maurice A. Jones (arrived 1:33pm)
David L. Richardson
Aubrey L. Layne, Ex-Officio (arrived 1:58pm)

Board Members Present:

John C. Asbury
Michael W. Coleman
John W. Kirk III
Deborah C. Waters

VPA Staff Present:

Stephen A. Edwards, CEO and Executive Director
Rodney W. Oliver, Chief Financial Officer
Sarah J. McCoy, General Counsel
Ryenne A. Shields, Secretary to the Board
Jeff Underwood, Vice President, Finance
Marissa Blanco, Senior Director, Supply Management
Brianna Barnes, Director, Compliance and Contracts
Laura Langton, Assistant Manager, Financial Reporting

Guests:

Honorable Shep Miller, Secretary of Transportation (arrived at 1:46pm)
Betsy Hedrick, PB Mares
Andrea Nichols, PB Mares

Open Session

Chair Burnett called the meeting to order at 1:14pm and a safety briefing was performed by Stephen Edwards.

Closed Session

At 1:15pm, Chair Burnett requested a motion to go into closed session. The motion was made by Commissioner Andersen as follows:

“I move that the VPA Board’s Finance and Audit Committee convene a closed meeting in accordance with The Virginia Freedom of Information Act, pursuant to the requirements of §2.2-3711(A)(37), and the provisions of §62.1-132.4, to discuss proprietary financial data furnished to the VPA in confidence by Virginia International Terminals, LLC (“VIT”) and the Hampton Roads Chassis Pool II, LLC (“HRCP II”);

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and pursuant to §2.2-3711(A)(6) to discuss the consideration of investment of public funds where competition or bargaining is involved.”

The motion was seconded by Commissioner Richardson and passed by a vote of the Finance and Audit Committee Members as follows:

Ayes: 3 (Burnett, Andersen, Richardson)

Nays: 0

Abstention: 0

Absent During Vote: 1 (Jones)

Absent During Meeting: 0

Certification of Closed Session

At 2:14pm, the Finance and Audit Committee came out of closed session and the following resolution was made by Commissioner Andersen:

“I move the following resolution,

Whereas, the Finance and Audit 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 member 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 resolution was seconded by Commissioner Jones and passed by a roll call vote of the Finance and Audit Committee Members and ex officio members as follows:

Ayes: 5 (Burnett, Andersen, Jones, Richardson, Layne)

Nays: 0

Abstention: 0

Absent During Vote: 0

Absent During Meeting: 0

There were no members of the public present for comment and the meeting adjourned at 2:15pm.

Respectfully submitted,

Ryanne A. Shields
Secretary to the Board