

**MINUTES**  
**Virginia Port Authority Board of Commissioners**  
**Growth Committee Meeting**  
**September 12, 2022**

The Virginia Port Authority (“VPA”) Growth 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:**

John C. Asbury, Chair  
Michael W. Coleman, Vice Chair  
Eva Teig Hardy  
Aubrey L. Layne, Ex-Officio

**Committee Members Absent:**

Jason El Koubi

**Board Members Present:**

James C. Burnett  
John W. Kirk III  
David L. Richardson  
Deborah C. Waters

**VPA Staff Present:**

Stephen A. Edwards, CEO and Executive Director  
Cathie J. Vick, Chief Development and Public Affairs Officer  
Sarah J. McCoy, General Counsel  
Ryenne A. Shields, Secretary to the Board

**Virginia International Terminals, LLC Staff Present:**

Ashley Fisher, Vice President, Strategy  
Amanda Nelson, Vice President, Growth

**Guests:**

Honorable Shep Miller, Secretary of Transportation

**Open Session**

Chair Asbury called the meeting to order at 3:40pm.

**Closed Session**

At 3:41pm, Chair Asbury requested a motion to go into closed session. The motion was made by Commissioner Coleman as follows:

“I move that the VPA Board’s Growth 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 information and data furnished to the VPA in confidence, including but not limited to customer and cargo contracts, agreements, or information, ship tally sheets, ship manifests, information relating to tonnages and cargoes, annual budgets; as well as metrics, analyses, and data relating to its health and safety program and terminal throughput activity, including gate, rail, and chassis usage, information technology initiatives; and pursuant to §2.2-3711(A)(5), to discuss prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding

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its facilities in the community; and pursuant to §2.2-3711(A)(6), to discuss or consider the investment of public funds relating to strategic growth initiatives and projects, where competition or bargaining is involved, where, if made public initially, the financial interests of the VPA would be adversely affected.”

The motion was seconded by Commissioner Hardy and passed by a roll call vote of the Growth Committee Members and ex officio members as follows:

Ayes: 4 (Asbury, Coleman, Hardy, Layne)

Nays: 0

Abstention: 0

Absent During Vote: 1 (El Koubi)

Absent During Meeting: 1 (El Koubi)

**Certification of Closed Session**

At 5:00pm, the Growth Committee came out of closed session and the following resolution was made by Commissioner Coleman:

“I move the following resolution,

Whereas, the Growth 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 Hardy and passed by a roll call vote of the Growth Committee Members and ex officio members as follows:

Ayes: 4 (Asbury, Coleman, Hardy, Layne)

Nays: 0

Abstention: 0

Absent During Vote: 1 (El Koubi)

Absent During Meeting: 1 (El Koubi)

There were no members of the public present for comment and the meeting adjourned at 5:02pm.

Respectfully submitted,

Ryanne A. Shields  
Secretary to the Board