

Minutes
Executive Committee Meeting
Board of Directors of the Virginia Economic Development Partnership Authority
December 10, 2025
3:00 p.m. – 4:30 p.m.

901 East Cary Street
James Center One, Board Room – 9th Floor
Richmond, VA 23219

Welcome and Call to Order

The meeting was called to order at 2:47 p.m. by Chair John Hewa. A quorum was present.

In-Person Committee Members: Secretary Stephen Cummings, Rick Harrell, John Hewa, Nick Rush, Secretary Juan Pablo Segura, Steven Stone

Absent Members: Mimi Coles, Will Sessions

Other Board Members present: Todd House, Pace Lochte, Connie Loughhead

Public Comment Period

Chair Hewa solicited public comments. There were none.

Approval of Minutes for June 11, 2025 Meeting

Chair Hewa asked for approval of the minutes from the June 11, 2025, Committee meeting. Upon motion by Mr. Rush, seconded by Secretary Segura, the motion was unanimously approved.

President's Report

Jason El Koubi, President and CEO, presented a brief summary of the President's Report and indicated that he would present a fuller presentation at the Board meeting on December 11, 2025. A copy of the President's Report is available in the Committee meeting materials.

Electronic Meeting Policy

Upon approval by Mr. Rush, seconded by Secretary Segura, the Finance and Audit Committee unanimously approved continuation of its current electronics meeting policy, which allows for the use of electronic meetings to the full extent authorized by the Virginia Freedom of Information Act (FOIA). Subsection D of Section 2.2-3708.3 of the Code of Virginia requires any public body that wishes to meet electronically to annually adopt an electronic meetings policy.

LEAD VEDP

Mr. El Koubi introduced Ms. Leah Huber, Learning & Development Manager. Ms. Huber discussed her instrumental role in the development and implementation of the LEAD VEDP program (*Listen, Empower, Adapt, and Develop*), which has become a key initiative supporting employee growth, leadership development, and organizational performance. Ms. Huber reported that 27 employees have graduated from the program since its inception two years ago and noted that the program has significantly strengthened participants' confidence, leadership capabilities, and overall effectiveness.

Ms. Huber introduced Jacqueline Harris, Events Director, Marketing & Communications, who successfully graduated from the LEAD VEDP program. Ms. Harris stated that the program was both challenging and transformative, pushing her beyond her comfort zone and enhancing her communication skills while strengthening her overall performance at VEDP.

Closed Meeting

A motion was made by Mr. Stone and seconded by Secretary Segura to convene a closed meeting to discuss elements of VEDP's Strategic Plan, Marketing Plan, and Operational Plan pursuant to Subdivision A 50 of §2.2-3711 of the Code of Virginia, which allows for the discussion of such activities that would reveal to Commonwealth's competitors for economic development projects the strategies intended to be deployed, thus adversely affecting the financial interests of the Commonwealth.

The motion was unanimously approved.

Certification of Closed Meeting

After the Committee reconvened in open meeting, Counsel certified the closed meeting via a roll call vote:

Do you certify that to the best of your knowledge, (i) only public business matters lawfully exempted from the open meeting requirements of FOIA were discussed in the closed session, and (ii) only such matters as were identified in the motion to go into the closed session were heard, discussed, or considered during the closed meeting?

Upon the vote:	Ms. Coles	Not present
	Secretary Cummings	Aye
	Mr. Harrell	Aye
	Mr. Hewa	Aye
	Mr. Rush	Aye
	Secretary Segura	Aye
	Mr. Sessoms	Not present
	Mr. Stone	Aye

Next Meeting and Adjournment

The next meeting of the Executive Committee will be held March 18, 2026. There being no further business, the meeting was adjourned at 4:25 p.m.