

**Minutes  
Personnel Committee Meeting  
Board of Directors of the Virginia Economic Development Partnership Authority  
September 18, 2025  
8:15 a.m.  
The Hotel Madison, Madison Conference Room  
710 S. Main St., Harrisonburg, VA 22801**

**Welcome and Call to Order**

The meeting was called to order at 8:15 a.m. by Committee Chair Will Sessoms. A quorum was present.

Committee Members Present: Stephen Edwards, Bill Hayter, Todd House, April Kees, Secretary Juan Pablo Segura, Will Sessoms

Committee Members Absent: Rick Harrell, Connie Loughhead

Other Board Members Present: John Hewa

**Public Comment Period**

Chair Sessoms solicited public comments. There were none.

**Approval of Minutes for September 11, 2025, Meeting**

Chair Sessoms asked for approval of the minutes from the September 11, 2025, Personnel Committee meeting. Upon motion by Ms. Kees, seconded by Mr. Edwards, the motion was unanimously approved.

**Approval of Electronic Meetings Policy**

Upon approval by Ms. Kees, seconded by Mr. Hayter, the Personnel 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.

**Closed Meeting**

A motion was made by Mr. Hayter and seconded by Mr. Edwards for the Personnel Committee to convene a closed meeting to discuss personnel issues pursuant to Subdivision A 1 of §2.2-3711 of the Code of Virginia, which allows for the discussion of the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific employees of the Board.

The motion was unanimously approved by roll call vote.

### **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:	Mr. Sessoms	Aye
	Mr. Edwards	Aye
	Mr. Harrell	Not present
	Mr. Hayter	Aye
	Mr. House	Aye
	Ms. Kees	Aye
	Ms. Loughhead	Not present
	Secretary Segura	Aye

### **Next Meeting and Adjournment**

The next meeting of the Personnel Committee has not yet been scheduled. There being no further business, the meeting was adjourned at 8:40 a.m.