# VBPD LogoInformational Session

# Meeting Minutes

## June 23, 2022

Meeting Attendance

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Emmetri Beane | Diana Banks | Tara Bethea |
| Brandon Cassady | Ann Bevan | Nia Harrison |
| Parthy Dinora | Phil Caldwell | Teri Morgan |
| Kyle Jones | Frank Carrillo | Linh Nguyen |
| Jocelyn Kilgore | Allison Coles-Johnson | Henry Street |
| Richard Kriner | Alexandra Dixon | Jason Withers |
| Thomas Leach | Dennis Findley |  |
| Rob Matuszak | Samantha Hollins |  |
| Madeline Nunnally | Florence Jones |  |
| Deanna Parker | Molly Korte |  |
| Lindsay Pearse | Sarah Kranz-Ciment |  |
| Vasantha Rayman | Dennis Lites |  |
| Cindy Rudy | Donna Lockwood  |  |
| Theresa Simonds | Rachel Loria |  |
| Nikki Zimmerman | Eric Mann |  |
|  | Olivia Price |  |
| Other: | Eric Raff |  |
| NIna Jeffries | Alexus Smith  |  |
|  | Sarah Taylor |  |
|  | Edmond Turner |  |
|  | Frederique Vincent |  |

## Call to Order/ Opening Remarks

The informational session began at 11:05 a.m. Ms. Morgan, Executive Director, told meeting participants that the meeting is for informational and discussion purposes and that no action would be taken during the meeting. The purpose of the meeting is to review and discuss the Assessment of Information Access recommendations. Feedback and recommendations from the discussion would be provided to the Executive Committee for consideration. Ms. Morgan introduced Ms. Mary Lou Bourne to present the recommendations.

## Assessment Information Access Findings and Recommendations:

Ms. **Bourne reviewed the recommendations related to Available, Accessible and Useful Information. Meeting participants discussed the four recommendations related to this topic and recommended an edit to recommendation number 2 that was recorded on the PowerPoint slide. Miss Emmetri Beane noted that the recommendations are long and without specific knowledge of the terms used can be difficult to understand. Ms. Morgan agreed with Miss Beane said that this has been discussed internally and that plain language explanations of the recommendations will need to be developed.**

**Ms. Bourne reviewed the recommendations related to System Capabilities, Knowledge, Skill and Competency of Staff. Ms. Bourne noted that the name of the topic area is being changed to “system capacity” versus “capabilities.” Board members reviewed and discussed the four recommendations related to this topic and suggested edits to recommendations number 5, 6 and 7 that were recorded on the PowerPoint slides.**

**Ms. Bourne reviewed recommendations related to Key Findings for Process Improvements. Board members reviewed and discussed the nine recommendations related to the topic and suggested edits to recommendations 9 and 15 that were recorded on the PowerPoint slides.**

## **Ms. Morgan noted the time and that Ms. Bourne had another meeting and needed to leave the informational session. There were four additional recommendations to review related to Key Findings for Quality, Accountability and Customer Focus. After brief discussion, Ms. Morgan said that she would email the final four recommendations to Board members who participated today and ask them to email her with any comments or suggestions that they would like to provide to the Executive Committee for their review and consideration by 3:00 p.m. on Friday, June 24.**

## Adjournment

The meeting adjourned at 1:12 pm.