



EXECUTIVE COMMITTEE MEETING

Tuesday May 21, 2024

5:30 p.m. Virtual Meeting

Attendance: William Irwin, Kirk Waite, Barclay Morris, Sarah Hadd, Andy Alling, Lori Ruple, Peter Zamore, Catherine Dimitruk (staff)

Chair W. Irwin called the meeting to order at 5:32 PM.

1. Adjustments to the Agenda

There were no adjustments to the agenda.

2. Executive Director Updates

C. Dimitruk updated the committee on the legislative session to date, the ADU pilot, the energy plan and hiring.

3. Healthy Roots Collaborative MOU

The Committee reviewed the draft MOU for Healthy Roots to shift to CVOEO as a program under their umbrella. C. Dimitruk reported that the HRC advisory committee recommended it with some minor changes. W. Irwin noted some minor editorial corrections. B. Buermann moved to recommend the MOU to the Board of Commissioners. S. Hadd seconded. Motion carried. Committee members noted it was well drafted- C. Dimitruk credited C. Porcaro.

4. Internal Procedures

C. Dimitruk briefed the committee on the draft internal procedures which incorporate B. Remmers new role, make permanent some changes made during COVID, and incorporate the new project management system. K. Waite noted that the finance committee had reviewed a draft and were supportive of the new procedures. B. Buermann moved to approve the internal procedures. S. Hadd seconded. Motion carried. Thanks expressed to B. Remmers for her work on the new procedures.

5. May Board meeting

The committee discussed potential agenda items including the energy plan, reaffirming local determinations of energy compliance and potential speakers.

6. Commissioner and staff announcements

S. Hadd reported that Fairfax adopted the bylaw modernization and Official map last night. C. Dimitruk reported that the nominating committee will meet prior to the June Board meeting.

The meeting adjourned at 6:30 p.m.