

**Hampton Roads Planning District Commission (HRPDC)
Chief Administrative Officers Meeting
Summary Minutes of June 2, 2021**

The Chief Administrative Officers (CAO) Committee Meeting was called to order at 11:30 a.m. by Mary Bunting, Hampton City Manager and Chair of the CAO Committee. Ms. Bunting noted that pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the health, safety, and welfare of the Committee members, staff, and general public, the meeting was being held electronically via Zoom. Mr. Crum noted that the Zoom access information was published with the agenda for use by Committee members and the general public. He also noted that the meeting was being recorded and was required to complete essential business on behalf of our region.

The following members of the CAO Committee were in attendance:

Mary Bunting, Chair	Hampton
Amanda Jarratt	Franklin
Mike Johnson, Vice-Chair	Southampton County
Angel Jones	Portsmouth
Randy Keaton	Isle of Wight County
Al Moor	Suffolk
Mark Bellamy for Neil Morgan	York County
Melissa Rollins	Surry County
William Saunders	Windsor
Michael Stallings	Smithfield
Carol Steele	Gloucester County
Scott Stevens	James City County
Randy Wheeler	Poquoson

Others in Attendance

Robert Crum, HRPDC/HRTPO
Keith Cannady, HRPDC
Pavithra Parthasarathi, HRTPO
Greg Grootendorst, HRPDC
John Harbin, HRPDC
Katie Cullipher, HRPDC
Kelli Arledge, HRPDC
Ron Carlee, Old Dominion University
Michele Gowdy, Virginia Municipal League
Mark Geduldig-Yatrofsky, Portsmouth Resident
Diane Kaufman, Senator Kaine's Office
Drew Lumpkin, Senator Warner's Office
Caleb Smith, Representative Luria's Office
Peter Stephenson, VRSA

Approval of Agenda and Meeting Minutes

Ms. Bunting asked if there were any additions or revisions to today's agenda or the Summary Minutes from the May 5, 2021 meeting. Ms. Bunting noted that since there were no changes, that the roll call vote for approval of the Agenda and Meeting Minutes could occur together, and also serve as a roll call for CAO Committee members present for today's meeting.

Mr. Wheeler from Poquoson made a motion to approve both the Agenda for today's meeting and the May 5, 2021 meeting minutes. A second was provided by Ms. Jarrett from Franklin. Mr. Crum proceeded to call the roll call vote:

Mary Bunting, Chair	Hampton	Yes
Amanda Jarratt	Franklin	Yes
Mike Johnson, Vice Chair	Southampton County	Yes
Angel Jones	Portsmouth	Yes
Randy Keaton	Isle of Wight County	Yes
Al Moor	Suffolk	Yes
Mark Bellamy for Neil Morgan	York County	Yes
Melissa Rollins	Surry County	Yes
William Saunders	Windsor	Yes
Michael Stallings	Smithfield	Yes
Carol Steele	Gloucester County	Yes
Scott Stevens	James City County	Yes
Randy Wheeler	Poquoson	Yes

The motion passed unanimously

Public Comment Period

Ms. Bunting asked if there were any members of the public who wanted to address the CAO Committee today. She recognized Mr. Mark Geduldig-Yatrofsky, a resident from Portsmouth.

Mr. Geduldig-Yatrofsky addressed the CAO Committee and stressed the value and benefits of holding public meetings virtually. He noted that virtual meetings allow more people to attend and participate in these meetings without needing to invest time into commuting to and from these meetings. He also noted that virtual meetings can be recorded, and reach a larger audience. He urged the CAO Committee to consider a hybrid meeting approach beginning with the July 7th CAO Committee meeting where some members can be present and others can attend and participate virtually.

Regional Recycling Discussion

Ms. Bunting asked Mr. Crum to introduce this item. Mr. Crum noted that an HRPDC staff team has been meeting with staff representatives from the region's localities to discuss challenges and opportunities related to recycling in the Hampton Roads region. Mr. Crum and Mr. Grootendorst noted that policy changes by the Government of China have significantly impacted worldwide markets for recyclable materials. They noted that this disruption to the

recycling market, coupled with limited recycling options in Hampton Roads, has required several localities to engage in difficult decisions regarding solid waste management.

Mr. Grootendorst noted that on April 14th, HRPDC staff convened a meeting of key staff from member jurisdictions to engage in a discussion on the current state of recycling in Hampton Roads. The majority of the meeting focused on shared experiences that have occurred since China's policy change. During the meeting, the locality staff discussed the unknown future of recycling, the shrinking number of recycling options available to Hampton Roads jurisdictions, and opportunities for regional collaboration on recycling efforts. Mr. Grootendorst introduced a team of locality staff representatives that were present to brief the CAO Committee.

Ms. Kristi Rines, Recycling Coordinator for Virginia Beach, Mr. Earl Sorey, Director of Public Works for Chesapeake, and Mr. David Magnant, Executive Director of the Virginia Peninsula Public Services Authority, briefed the CAO Committee on the current state of recycling in Hampton Roads, the barriers and challenges that exist and opportunities for collaboration among the region's localities.

Following this briefing, Ms. Bunting asked Mr. Crum to conduct a roll call of the various CAO Committee members. Mr. Crum proceeded to ask each CAO in attendance to provide an update on recycling in their locality and any opportunities for regional collaboration. Some highlights of this roundtable discussion included the following:

- Concern was raised that recyclable materials that are processed at waste-to-energy facilities are not considered or counted towards locality goals for recycling by the State.
- Owens Illinois has reached out to discuss the potential for a glass processing plant in James City County. Interest was expressed in whether this potential facility could serve as an opportunity for the region.
- CAOs noted that residents expect the materials that they sort for recycling to make their way to recycling markets. Other uses such as using these materials as liners for landfills are not consistent with resident goals for recycling.
- Domestic markets are beginning to develop, but not quickly enough.
- There is a lot of support among local residents to continue recycling.
- There is concern that if recycling is stopped, it could be difficult to re-establish these programs.
- Several CAOs believe there are benefits to exploring regional collaboration opportunities.

After the locality roll call, the CAO Committee agreed to form a Recycling Subcommittee that could meet to discuss recycling challenges and discuss opportunities for regional collaboration. The Subcommittee would report its recommendations back to the full CAO

Committee. The Committee agreed that Mr. Crum would send a request to the CAO Committee asking for volunteers for this Subcommittee.

Impact of Virginia Marijuana Laws on Human Resource Issues

Mr. Crum introduced Ms. Allison Myers, Director of Human Resources for the City of Chesapeake. Mr. Crum noted that at last month's CAO Committee meeting, members indicated that the Committee should discuss the new marijuana laws in Virginia, and the potential impact on locality human resource management practices. Several CAOs indicated that a sharing of information on potential approaches to address these issues would be helpful.

Ms. Myers reviewed a PowerPoint presentation providing background information on several items including the following:

- HB 1862 – Employee Protections; Medicinal Use of Cannabis
 - Prohibits employers from discharging, disciplining, or discriminating against an employee's lawful use of cannabis oil pursuant to a valid written certification issued by a practitioner for the treatment or to eliminate the symptoms of the employee's diagnosed condition or disease.
 - Does not restrict an employer's ability to take any adverse employment action for any work impairment caused by using cannabis oil or to prohibit possession during working hours.
 - Does not require an employer to commit any act that would cause the employer to be in violation of federal law.
- HB 2312 – Marijuana Legalization of Simple Possession
 - Eliminates criminal penalties for simple possession of marijuana.
 - Possession of up to one ounce is legal for people age 21 and older.
 - Employees can still be disciplined for being under the influence while at work or using marijuana off duty if the use does not fall under the medical cannabis oil employment protection statute.
 - Federal law has not changed and still considers marijuana a banned substance.
- City of Chesapeake
 - Sent out Citywide communication to all employees.
 - Creating a flyer communicating what changes specifically mean to employees.

- Educate all supervisors and managers on upcoming changes and inform them to contact human resources with questions.
- Updating City Substance Abuse Policy.

Following Ms. Myers's presentation, the CAO Committee thanked her for the briefing. Many members noted that this information was very beneficial and complimented Ms. Myers for taking the initiative to share this information. CAO Committee members asked if Ms. Myers could share the flyer that would be distributed to City Staff and she agreed to share this information. A conversation also occurred about the need to provide information to new hires and to learn from case law examples from other States.

CAO Committee Roll Call

Mr. Crum recommended, due to the time, that in-lieu of the locality roll call he could send a survey to the CAO Committee members collecting information on the following questions:

- How is your locality planning on utilizing your American Recovery Plan (ARP) monies from the federal government?
- Is your locality staff all back working in person, or is there still staff teleworking in your locality?
- Should our July 7 CAO Committee meeting be held virtually or in-person?

The CAO Committee members agreed to respond to a survey to provide this information.

Other Business

Mr. Crum reminded CAO Committee members that if they have any topics they would like to discuss at future CAO meetings, to please let him or Ms. Bunting know.

Adjournment

There being no further business to come before the CAO Committee, the meeting was adjourned at approximately 12:45 p.m.

Respectfully Submitted,

Robert Crum
Recording Secretary