

**Administrative Affairs Committee – Special Meeting
March 29, 2011 10:15 am
Virginia Department of Transportation
701 VDOT Way, Charlottesville, Virginia 22911**

MEETING MINUTES

Members Present:

Woody Herring – Chairman
Adan Rangel
Richard Metz

Mark Sawyers
Roy Boswell
Lynwood Butner – Designee, Commissioner of the
Department of Motor Vehicles

Member Absent:

Andres Alvarez – Designee, Commissioner
of the Department of Agriculture and
Consumer Services

Staff Present:

Marc Copeland
Barbara Drudge

Meeting Called to Order:

The meeting was called to order at 10:15 am.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

Mr. Sawyers made a motion to approve the draft minutes from the March 25, 2011 Committee meeting, and Mr. Rangel seconded the motion. The motion passed unanimously.

Executive Session:

A motion was made by Mr. Metz and seconded by Mr. Butner at 10:19 am to go into a closed session in accordance with Section 2.2-3711.A.1. of the Code of Virginia, to discuss, consider, and interview prospective candidates for employment.

The Administrative Affairs Committee reconvened in open session at 12:55 pm. Mr. Metz made a motion stating that only matters exempt under Virginia Code Section 2.2-3711.A.1. relating to the discussion, consideration, and interviewing of prospective candidates for employment were held during the closed meeting, and Mr. Sawyers seconded the motion. Roll call by the Administrative Affairs Committee to accept the above statement was unanimous.

Mr. Butner made a motion to present at the next scheduled Board meeting their three recommendations for the Compliance Specialist positions, contingent upon the results of the background checks, and Mr. Sawyers seconded the motion. All were in favor.

Additional Public Comments:

There was no additional public comment.

Other Business:

Mr. Copeland provided a time line of the Virginia Interactive negotiations, restated the charge from the Board, adding that Virginia Interactive had indicated some flexibility with its proposals to the Board. Mr. Herring indicated he was not inclined to recommend the current proposal to the Board. Mr. Metz indicated that the Committee had invested a lot of time in the project, that a Board member provided his recommendation for its use as a State agency representative, and that we should continue to negotiate. Mr. Butner suggested having Virginia Interactive come back with an offer, and noted the matter cannot be dismissed without negotiation.

Mr. Boswell asked about the result if the Board did not approve the proposal. Mr. Copeland indicated it would disrupt compliance efforts, may result in overtime pay, and could result in having to hire temporary employees in order to manually process the upcoming renewal applications.

Mr. Herring asked Mr. Copeland to try to obtain a counter offer from Virginia Interactive and to report to the Committee.

Adjournment:

Mr. Sawyers made a motion to adjourn, Mr. Metz seconded the motion, and it passed unanimously. The meeting adjourned at 1:47 pm.