

Board of Game and Inland Fisheries  
Education, Planning and Outreach Committee  
Meeting Minutes  
4000 West Broad Street, Board Room  
Richmond, Virginia 23220

October 12, 2011 @ 2:00pm

**Present:** Mr. Brent Clarke, Board Chairman, Mr. James W. Hazel, Committee Chairman; Committee Members: Mr. F. Scott Reed and Mr. Randy Kozuch, Board members Mr. Curtis Dixon Colgate and Mr. Leon Turner; **Absent:** Ms. Mary Louisa Pollard; **Executive Director:** Mr. Robert "Bob" W. Duncan; **Chief Operating Officer:** Mr. Matt Koch; **Senior Leadership Team:** Mr. Lee Walker, Mr. Larry Hart and Mr. David Whitehurst.

[\(Listen: Call to Order and Welcome\)](#)

The Chairman called the meeting to order and thanked Mr. Clarke, Mr. Colgate and Mr. Turner for their attendance today. The Chairman noted for the record that a quorum was present and a closed session would be called.

**Approval of July 7, 2011 Meeting Minutes:** [\(Listen\)](#) The Committee Chairman called for a motion to approve the minutes of the July 7, 2011 meeting. **Mr. Reed made the following motion: Mr. Chairman I hereby move the minutes be approved as submitted: Motion Seconded by Mr. Kozuch. Ayes: Hazel, Kozuch and Reed.**

**2012 Legislative Update:** [\(Listen\)](#) Mr. Matt Koch, Chief Operating Officer, provided the Committee with an update on the 2012 Legislative Proposals. A discussion was held by the Board Chairman, Committee, Director and Staff.

The Committee Chairman thanked Mr. Koch for his report.

**Public Comments Non-Agenda Items:** [\(Listen\)](#) The Committee Chairman called for Public Comment on Non agenda items. Hearing none, he moved forward with the agenda.

**Initial Review of the Board Governance Manual:** [\(Listen\)](#) The Committee Chairman and staff held a discussion on the revision and process to the Board Governance Manual.

**Media Services Quarterly Report:** [\(Listen\)](#) Mr. Lee Walker presented the Media Services Quarterly Report. A discussion was held by the Board Chairman, Committee, Director and Staff. The Committee Chairman thanked Mr. Walker for his report.

**National Archery in the Schools Program (NASP)/Explorer Bow Program:** [\(Listen\)](#) Ms. Karen Holson, Outdoor Education Development Supervisor, gave an update on the NASP Program and the Explorer Bow Program. Ms. Holson invited the Board Chairman and Committee to attend the State Championship Tournament to be held in February 2012.

**Director's Comments/Other Business:** ([Listen](#)) Mr. Duncan reported on the following activities:

- Update on the Kill Permit Report
- K9 Fundraiser
- Outdoor Event at Fort Eustis
- Outdoor Road Map

**Chairman's Remarks:** ([Listen](#)) The Chairman thanked everyone for their reports. The Chairman stated that he had conducted 2 youth hunting days and had received lots of positive comments on the new iPhone HuntFishVA app.

**Closed Session:** ([Listen](#)) The Chairman called on Mr. Reed for a motion to move into closed session. Mr. Reed made the following motion:

**CLOSED MEETING MOTION**  
**October 12, 2011**

**Mr. Chairman,**

***I hereby move that the Education Planning, and Outreach Committee convene a closed meeting pursuant to Section 2.2-3711.A.1 of the Code of Virginia for discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Department of Game and Inland Fisheries specifically regarding the performance of the Director.***

***This closed meeting will be attended only by members of the Education, Planning and Outreach Committee. However, pursuant to Section 2.2-3712(F), the Committee requests, the Board Chairman and other members of the Board present at the Committee Meeting today to attend this closed meeting as it believes their presence will reasonably aid the Committee in its consideration of the performance of the Director for this Closed Meeting.***

***Motion seconded by Mr. Kozuch. Ayes: Hazel, Reed and Kozuch***

The Chairman called on Mr. Reed for the Certification of the Closed Session ([Listen](#)). Mr. Reed made the following certification:

***Certification of Closed Meeting***  
***October 12, 2011***

***WHEREAS, the Education, Planning, Outreach Committee of the Board of Game and Inland Fisheries has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and***

**WHEREAS, Section 2.2-3712.D of the Code requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;**

**NOW, THEREFORE, BE IT RESOLVED that the Board of Game and Inland Fisheries hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.**

**The Committee Chairman called on the Board Secretary to conduct a voice roll call vote of the Closed Session:**

**Hazel - Aye  
Reed - Aye  
Kozuch - Aye  
Clarke - Aye  
Colgate - Aye  
Turner - Aye**

**This completes the roll call. Thank you.**

**Next Meeting Date:** The Committee Chairman stated the next meeting would be announced.

**Adjournment:** ([Listen](#)) The Committee Chairman called for a motion to adjourn. Mr. Reed made the following motion: Mr. Chairman, I hereby move the meeting be adjourned. Motion seconded by Mr. Reed.

Respectfully submitted,

Beth B. Drewery, Secretary  
Board of Game and Inland Fisheries