

Renal Disease Council Quarterly Meeting

June 1, 2023, 11:00 AM-1:00 PM

Meeting Location:

LaPrade Public Library; Meeting Room B
9000 Hull Street Rd., North Chesterfield, VA 23236

ZOOM Meeting Registration

<https://www.zoomgov.com/meeting/register/vJlsdOCqj0iHGAQoNRcw7nl3BmMKER07fw>

Meeting registration is required

Meeting Minutes

In-Person

Pavan Annamaraju

Renee Bova-Collis

Ted Chambers

Kelly Cline

Stephen Huebner

Anthony Reed

Jamie Rickman

Franco Musio

Idris Yakubu

Guests

Craig Markva

Allen Gernhardt

Staff

Heather Board

Virtual

Paul T Conway

Christopher West

Absent

Dave Prakash

Daniel Rakowski

Stephen Anderson

I. CALL TO ORDER AND WELCOME

Paul T. Conway, Chair, called the meeting to order and shared remarks pertaining to development of the legislation and council, the purpose of the Council and the responsibilities of the Council per the Code of Virginia.

II. COUNCIL ADMINISTRATION

Heather Board conducted the roll call of Council members. It was determined that a physical quorum was present. Council members proceeded to share introductions including their connection to renal disease and motivation to serve. Heather Board reviewed the meeting agenda.

III. PUBLIC COMMENT PERIOD

The Council opened the meeting to public comment. No one from the public was in attendance and no written comments had been submitted.

IV. COUNCIL BUSINESS

Alan Gernhardt, Executive Director of the FOIA Council, presented on FOIA requirements with respect to the operation and meeting of the Council. Mr. Gernhardt shared that additional resources and written guidance could be accessed on the FOIA Council website: [Virginia Freedom of Information Advisory Council](#). Mr. Gernhardt responded to the questions of several Council members seeking further clarification about creating unintended meetings and responding to FOIA requests. Heather Board shared that an email specifically for the Council was being developed to facilitate information sharing in accordance to Virginia FOIA law. Mr. Gernhardt encouraged Council members to communicate with Heather via the Council email and refrain from directly emailing other members.

Paul T. Conway reviewed the proposed By-laws and electronic meeting policy with members. There were no questions or edits proposed. Heather Board then raised the topic of the upcoming meeting schedule. The members agreed that they would prefer to meet four times in 2023. This would result in three additional meetings occurring in July, September and December. It was determined that the July meeting would require a physical quorum to approve the by-laws and electronic meeting policy. It would be determined at a later date if the September or December meeting would be virtual.

Paul T. Conway proposed that the first Council responsibility to address is the requirement to develop a Renal Disease Council Website. This website would be housed as a micro-site within the Virginia Department of Health website. Heather Board shared the Rare Disease Council website as an example. Members agreed to provide Ms. Board with headshots and biographies as well as potential resources. Ms. Board agreed to compile these items and share a draft version of the Renal Disease Council website at the next meeting for discussion

and further refinement by the Council.

V. Other Business

No other business was identified and the meeting adjourned at 1:15pm.

DRAFT