

**BOARD FOR BRANCH PILOTS COMMITTEE  
MEETING AGENDA  
February 16, 2021  
Waterside Meeting Room  
Norfolk, Virginia**

**\*\*In Person with Virtual Access\*\***

1. Call to Order
2. Safety Evacuation Instructions
3. Public Comment Period
4. Approval of Agenda
5. Review of Counsel's Legal Advice
6. Conflict of Interest Forms/Travel Vouchers
7. Adjourn

**NEXT BOARD MEETING SCHEDULED FOR MARCH 12, 2021 AT 10:30 A.M.**

\*Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the *Code of Virginia*.

\*Persons desiring to participate in the meeting and requiring special accommodations or interpretive services should contact the Department at (804) 367-8514 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

## VIRTUAL BOARD MEETING INSTRUCTIONS



### Board for Branch Pilots Committee Meeting Public Participation in February 16 Virtual Meeting

---

#### AUTHORITY | Virtual Meeting

---

Access to the Perimeter Center, where DPOR board meetings are normally held, is closed to the public as a result of the COVID-19 pandemic. The meeting will be conducted in accordance with applicable provisions of the Freedom of Information Act (Chapter 37 of Title 2.2 of the Code of Virginia) and Item 4-0.01 of the 2020-2022 Appropriations Act.

---

#### ACCESSING THE MEETING | Google Meet

---

Members of the public may observe the meeting via the Google Meet platform using this link: <https://meet.google.com/tof-zhhd-sfk>

The public can also listen to the meeting via audio by calling the number below and entering the access code (PIN):

**Phone number:** 385-393-4879

**PIN:** 800 838 457#

---

#### PUBLIC COMMENT | Registration Required

---

Members of the public who would like to provide comments to the Board during the public comment period must notify the Board in advance of the meeting in order to be registered. Please email the Board at [branchpilots@dpor.virginia.gov](mailto:branchpilots@dpor.virginia.gov) by 12:00 noon on February 12, 2021, and provide your name and email address. You will receive an email confirmation once your registration is complete.

#### Providing Public Comment

- Members of the public who have registered to provide comment can do so after having their names announced during the public comment period.
- Commenters will be limited to 5 minutes.
- Participants are asked to call from a location without background noise.
- The public comment period is an opportunity to provide comments to the Board. If a member of the public has questions of the Board or needs information, please email your inquiry to the Board office at the email address above so that staff can handle it appropriately.

## VIRTUAL BOARD MEETING INSTRUCTIONS

- At the close of the public comment period, all public participants' connections to the meeting will be muted, and they will only be able to view and listen to the meeting.
- Feedback on this electronic meeting can be provided to the FOIA Council on the **Electronic Meetings Public Comment Form** available at:  
<http://foiacouncil.dls.virginia.gov/sample%20letters/welcome.htm>.

---

### DURING THE MEETING | Broadcast Interruption

---

Should an interruption of the broadcast occur during the meeting, please email [bonnie.davis@DPOR.Virginia.gov](mailto:bonnie.davis@DPOR.Virginia.gov) or call 804-367-8514.

The Board and staff appreciate your patience as we work through any challenges associated with a virtual meeting.

The safety of all participants is of utmost concern during these unprecedented times and we look forward to resuming in-person meetings once it is safe to do so.