

**Southside Network Authority  
Summary Minutes of May 15, 2020**

The May 15, 2020 meeting of the Southside Network Authority was called to order by the Chair at 2:00 PM. The meeting was held electronically via WebEx pursuant to Governor Northam's Executive Order 53 issued on March 23, 2020 and Executive Order 61 issued on May 8, 2020 prohibiting all public and private in-person gatherings of 10 or more individuals due to the COVID-19 pandemic. Chair Vitale asked Mr. Robert Crum, HRPDC Executive Director, to conduct a roll call to determine Authority members' attendance and asked that others participating in the meeting be introduced and identified. The following were in attendance:

**Southside Network Voting Members in Attendance:**

Susan Vitale, Chair, CH  
Andria McClellan, Vice Chair, NO  
Daniel Jones, PO  
Patrick Roberts, SU  
Rosemary Wilson, VB

**Southside Network Authority Alternate Voting Members in Attendance:**

Ken Beam, SU\*  
Scott Fairholm, CH  
Peter Wallace, Virginia Beach\*  
Catheryn Whitesell, NO

**Other Participants:**

Ellen Bergren, CH\*  
Debra Bryan, VB  
Karla Carter, SU  
Andrew Fox, NO  
Mike Lockaby, Guynn, Waddell, Carroll & Lockaby, P.C.

*\*Indicates late arrival or early departure.*

**Public Comment**

There were no public comments.

**Closed Session**

Chair Vitale asked Mr. Crum to read the motion for the Authority to enter into a closed session for the purpose of discussing a potential short list of firms to be considered for the final design work for the Southside Fiber Ring.

Mr. Crum read the following motion into the record for the Authority:

*“Move to enter into closed session, pursuant to Subsection A.29 of Section 2.2-3711 of the Code of Virginia, 1950, as amended, for the purposes of discussion of the award, terms, or scope of a public contract. The Authority deems it necessary, as specified by the Virginia*

*Freedom of Information Act, that the following non-members be present during closed meeting: Authority member locality legal representatives, Chief Administrative Officers, and Chief Information Officers as well as HRPDC staff members Kelli Arledge, Logan Grimm, Cynthia Mulkey, Robert Crum, Danetta Jankosky and Tiffany Smith.”*

Mr. Daniel Jones Moved that the Authority proceed into closed session for the purpose of discussing a short list of firms to be considered for the final design work for the Southside Fiber Ring; seconded by Ms. Andria McClellan.

Roll call vote:

Ms. Vitale	Yes
Ms. McClellan	Yes
Mr. Jones	Yes
Mr. Roberts	Yes
Ms. Wilson	Yes

The Motion Carried.

*Mr. Wallace, Ms. Bergren and Mr. Beam joined the meeting.*

The Authority proceeded into closed session.

### **Return to Open Session**

The Authority reconvened into open session. Mr. Crum read the following motion into the record for the Authority:

*“Move that the Board of Directors certify, by roll call vote, pursuant to Subsection D of Section 2.2-3712 of the Code of Virginia, 1950, as amended, that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Directors.”*

Ms. McClellan Moved to certify that only public business matters lawfully exempted from open meeting requirements as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting; seconded by Ms. Wilson.

Roll call vote:

Ms. Vitale	Yes
Ms. McClellan	Yes
Mr. Jones	Yes
Mr. Roberts	Yes
Ms. Wilson	Yes

The Motion Carried.

## Closed Session

Chair Vitale requested Mr. Crum read the following motion into the record to return to closed session to discuss the hiring of an Interim Executive Director for the Authority:

*“Move to enter into closed session, pursuant to Subsection A.1 of Section 2.2-3711 of the Code of Virginia, 1950, as amended, for the purposes of the discussion, consideration or interviews of prospective candidates for employment as Executive Director of the Authority. The Authority deems it necessary, as specified by the Virginia Freedom of Information Act, that the following non-members be present during closed meeting: Authority member locality legal representatives, Chief Administrative Officers, and Chief Information Officers as well as HRPDC staff members Robert Crum, Kelli Arledge, Logan Grimm, and Cynthia Mulkey.”*

## Return to Open Session

The Authority reconvened into open session. Mr. Crum read the following motion into the record for the Authority:

*“Move that the Board of Directors certify, by roll call vote, pursuant to Subsection D of Section 2.2-3712 of the Code of Virginia, 1950, as amended, that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Directors.”*

Ms. McClellan Moved to certify that only public business matters lawfully exempted from open meeting requirements as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting; seconded by Mr. Jones.

Roll call vote:

Ms. Vitale	Yes
Ms. McClellan	Yes
Mr. Jones	Yes
Mr. Roberts	Yes
Ms. Wilson	Yes

The Motion Carried.

Chair Vitale asked Mr. Crum to read the names of the firms selected to be interviewed by the Authority for the final design work for the Southside Fiber Ring. Mr. Crum named the following firms recommended by the Authority for interviews after review of the proposals submitted in response to the Authority's Request for Proposals (RFP):

- Columbia Telecommunication Corporation
- Global Technical Systems
- Magellan Advisors
- ex2 Technology
- Kimley-Horn

Chair Vitale called for a motion. Ms. Wilson Moved to approve the named firms for interviews for consideration for the final design work for the Southside Fiber Ring; seconded by Ms. McClellan.

Roll call vote:

Ms. Vitale	Yes
Ms. McClellan	Yes
Mr. Jones	Yes
Mr. Roberts	Yes
Ms. Wilson	Yes

#### The Motion Carried.

Chair Vitale thanked the participants for their time in reviewing the Proposals.

#### **Old/New Business**

There was no old or new business.

#### **Adjournment**

With no further business to come before the Southside Network Authority, the meeting adjourned at 4:16 PM.