

VIRGINIA HOUSING DEVELOPMENT AUTHORITY

MINUTES OF THE SPECIAL MEETING OF THE EXECUTIVE COMMITTEE
HELD ON FEBRUARY 28, 2024

Pursuant to the call of the Committee Chair and notice duly given, the meeting of the Executive Committee of the Board of Commissioners of the Virginia Housing Development Authority (“Virginia Housing”) was held on February 28, 2024, at the Love & Happiness Room of the Quirk Hotel, 201 W. Broad Street, Richmond, Virginia.

COMMITTEE MEMBERS PRESENT:

Thomas A. Gibson, IV, Chair
Nathalia Artus, Vice Chair
David L. Richardson
William C. Shelton
Sarah B. Stedfast

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Fred W. Bryant, Chief Counsel
Lisa Watson, Managing Director of Human Resources
Elizabeth Zessman, Heidrick & Struggles
Laura Leigh Neville, Heidrick & Struggles

The special meeting of the Executive Committee was called to order by Chair Gibson at approximately 8:45 AM on February 28, 2024. The members of the Committee listed above as being present at the meeting were present at that time and remained present throughout the meeting.

The Committee, staff and representatives from Heidrick & Struggles discussed general, high-level matters regarding the recruitment and interview process for candidates for the position of Chief Executive Officer (CEO).

A motion that the Executive Committee convene in closed session, in accordance with Section 2.2-3711.A.1 of the Code of Virginia, for the discussion, consideration, and interview of prospective candidates for the position of CEO and further that Ms. Watson, on behalf of Virginia Housing, and Elizabeth Zessman and Laura Leigh Neville, on behalf of Heidrick & Struggles, who were deemed necessary to be present or would reasonably aid the Committee in its consideration of the aforesaid topic, be present during the closed session was duly made, seconded and approved by the affirmative vote of the Commissioners present.

Having completed the aforesaid discussion, consideration, and interviews of prospective candidates for the position of CEO, the Committee reconvened in open session and Mr. Bryant rejoined the meeting. At Mr. Bryant’s request, each Commissioner certified, by roll call vote, that to the best of his or her knowledge, only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and only such business matters as

were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting by the Commissioners.

There being no further business, the meeting was adjourned at approximately 1:58 PM on February 28, 2024.