

BOARD/STAFF MEETING MINUTES SUMMARY
August 31, 2016
10:00am
Board Conference Room

Chairman Painter called the meeting to order at approximately 10:03 a.m.

Attendance: Chairman Jeff Painter; Commissioner Judy Napier; Commissioner Henry Marsh; Travis Hill, Chief Operating Officer/Secretary to the Board; Debra Corley, Director of Procurement and Support Services; Ron Dew, Director of Logistics; Patrick Griffin, Director of Hearings, Appeals and Judicial Services; Becky Getting, Director of Communications; Susan Johnson, Director of Real Estate & Facilities Management; Wilson Jones, Director of Retail Operations; John Shiffer, Director of Marketing; Shawn Walker, Director of Enforcement, Compliance, LRM & Administrative Services; Crystal Stephenson, Director of Human Resources; Barry Wenzig, Director of Finance; Nannette Williams, Director of Internal Audit; Paul Williams, Interim Chief Information Officer Eddie Wirt, Chief Communications and Research Officer; and Joan Stromberg, Administrative Specialist

Guest: Lisa Staup, Financial Management Services, ABC Chairperson for the 2016-2017 CVC Campaign

Absent: Chris Curtis, Deputy Secretary to Board; Paul Van Lenten, Chief Financial Officer; Ryant Washington, Special Policy Advisor for ABC Law Enforcement

Chairman Painter moved to approve the minutes from the August 17, 2016 Board meeting. Commissioner Marsh seconded the motion and with all in agreement, the minutes were approved.

New Business (10)

Chairman Painter motioned to approve the new business items. Commissioner Marsh seconded the motion, and with all in agreement, the 10 new business items were approved.

- Approval (for the record) to recruit/hire for Position #00156, Senior Q/A Analyst, Vacant full time position, Information Technology
- Approval (for the record) to recruit/hire for Position #00223, Lead Software Engineer, Vacant full time position, Information Technology
- Approval (for the record) to relocate the Staunton Regional Enforcement Office, Enforcement
- Approval (for the record) to renew the lease for Store 155, Hayes, York River Crossing, Facilities/Retail Operations
- Approval (for the record) to renew the lease for S313, Fredericksburg, Chancellor Center, Facilities/Retail Operations
- Approval (for the record) to renew the lease for S240, Waverly, Route 460, Facilities/Retail Operations

- Approval (for the record) to renew the lease for Store 052 Strasburg, Strasburg Shopping Center, Facilities/Retail Operations
- Approval (for the record) to renew the lease for S101, Richmond, 3100 West Broad Street, Facilities/Retail Operations
- Approval (for the record) to recruit/hire for a Computer Consulting position through Computer Aid, September 1, 2016-January 31, 2017, RQ020669, Information Technology
- Approval (for the record) to approve additional funds to carry the Sonitrol contract through December, 2016, RQ020597, Sonitrol of Greater Richmond, Inc., security for ABC stores, Facilities/Retail Operations

Directors Reports

Each director presented an overview of their division's various projects, progress and other updates on specific programs.

Public Comment: None to report

Comments from the Board

Commissioner Napier - Commissioner Napier acknowledged that ABC won the Business Intelligence Award. The award will be given at the COVITS presentation next Wednesday, September 7. Commissioner Napier will be attending and advised that anyone that was part of this should try to attend. Eddie indicated that Hallie will be gathering the names of those that took part in the project and get that information to the Board. Commissioner Napier also thanked everyone involved for their hard work and time they put in to the project.

Commissioner Napier spoke about the upcoming CVC campaign, and asked that everyone participate if they can, and any division that is not already represented on the committee, to please try to find someone that can give their time to the cause.

Lisa Staup, Financial Management Services, 2016-17 CVC Chairperson – Commissioner Napier introduced Lisa to the attendees. Lisa went over some of the tentative highlights of the campaign for this year, spoke of the events they are planning: jersey day, food drive, coats for kids, car wash, baked potato luncheon, casual day buttons to name a few. The campaign will run from September 2016 through May 2017. The committee will meet every Monday and advise the agency of any updates.

Commissioner Henry Marsh – Commissioner Marsh spoke about the Virginia Foundation for Healthy Youth and their purpose. There seems to be more student activity and involvement currently with the foundation than in the past. He advised that the education section should keep them in mind and be aware of what they are doing in the community. Chairman Painter advised that ABC Education Section and Commissioner Marsh stay updated on any programs or projects that might be beneficial to both.

Chairman Painter – Chairman Painter thanked everyone involved in getting the McLean store opened. He indicated that this particular store in McLean is the location that the Governor and First Lady shop and they were very pleased with the new look of the store.

Unfinished Business – None to report

Adjournment: With no further business to discuss, Chairman Painter moved that the Board meeting adjourn, Commissioner Marsh seconded the motion, and with all in agreement (Painter, Napier and Marsh) the Board adjourned at 10:50 a.m.