

AGENDA

Virginia Port Authority (VPA) Board of Commissioners Executive Search Committee Meeting

Friday, April 3, 2026 – 9:00 a.m.

Meeting Location:

Waterside Conference Room, 600 World Trade Center, 101 West Main Street, Norfolk

Executive Search Committee Members

John W. Kirk, III	Board Chair
James C. Burnett	Board Vice Chair
Aubrey L. Layne	Commissioner

1. **Open Session** – Call to Order, Chair Kirk
2. Safety Briefing – Vice Chair Burnett
3. **Closed Session** – Motion to convene a closed meeting in accordance with The Virginia Freedom of Information Act, pursuant to the requirements of §2.2-3711(A)(1), to discuss assignment, appointment, promotion and performance of employees of a public body.
4. Vote on the motion
5. **Open Session** – Certification of closed session
6. **Notice pursuant to VA Code §2.2-3712.B** – Notice is hereby given that closed meetings of the VPA Board of Commissioners Search Committee will be held for the purpose of interviewing candidates for the role of CEO and Executive Director at undisclosed locations within 15 days of this notice.
7. Opportunity for public comment
8. Adjourn

CLOSED SESSION LANGUAGE

VPA Board Executive Committee

Closed Meeting – April 3, 2026

TO CONVENE CLOSED MEETING:

“I move that the VPA Board’s Executive Search Committee to a convene a closed meeting in accordance with The Virginia Freedom of Information Act, pursuant to the requirements of §2.2-3711(A)(1), to discuss assignment, appointment, promotion and performance of employees of a public body.”

[Motion] [Second needed] [Voice Vote]

CERTIFICATION AFTER CLOSED MEETING:

“I move the following resolution,

Whereas, the Executive Search Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

Whereas, §2.2-3712 of the Code of Virginia requires a certification that such closed meeting was conducted in conformity with Virginia law;

Now, therefore be it resolved, that the committee member certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter were discussed in the closed meeting to which this certification resolution applies, 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 by the Committee.”

[Motion] [Second needed] [Roll Call Vote]

Committee Members:

___ Chair Kirk

___ Vice Chair Burnett

___ Commissioner Layne