



COMMONWEALTH of VIRGINIA

Virginia Passenger Rail Authority Board

Tiffany Robinson
Chairperson

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Richmond, Virginia 23219

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MINUTES

Virginia Passenger Rail Authority Personnel and Compensation Committee Meeting

Tuesday, October 28, 2025, · 9:30 am

In person Meeting

The Virginia Passenger Rail Authority Personnel and Compensation Committee Board held an in-person meeting on Tuesday, October 28, 2025, at 9:30 a.m.

MEMBERS PRESENT

Beth Rhinehart, Personnel and Compensation Committee Chair
Charlie Payne, Personnel and Compensation Committee Vice Chair
Sandy Bushue, Personnel and Compensation Committee member
Tiffany Robinson, VPRA Board Chair
Thelma Drake, VPRA Board Vice Chair

MEMBERS PARTICIPATING VIRTUALLY

Neal Crawford, Personnel and Compensation Committee member

MEMBERS ABSENT

Cynthia Lawrence, Personnel and Compensation Committee member

VIRGINIA PASSENGER RAIL AUTHORITY STAFF

Joan Verbonitz, Michael Westermann, Mary Estelle Douglas, Jonathan Capek

GUESTS/OTHERS PRESENT

Susan Spears, VPRA Board Member

CALL TO ORDER

Beth Rhinehart called the meeting to order at 9:32 a.m.

MOTION TO APPROVE PREVIOUS MEETING MINUTES

Because the current P&C Committee members were not a part of the previous P&C Committee in June 2024, and did not attend that meeting, no motion was made nor vote taken with respect to the minutes from the June 2024 meeting.

CLOSED SESSION

Beth Rhinehart asked for a motion to move into a closed session.

Charlie Payne made the following motion:

"I move that the Personnel and Compensation Committee convene in a Closed Session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the purpose of discussing prospectively the potential terms of a revised employment contract between the board and executive director, and that legal counsel and the VPRA chief administrative officer attend the Closed Session because their presence is deemed necessary and will aid the committee in its consideration of these matters."

Thelma Drake seconded it. The motion was carried unanimously, with the vote in favor cast by Beth Rhinehart, Charlie Payne, Sandy Bushue, and Neal Crawford, Tiffany Robinson, and Thelma Drake.

RECONVENED IN OPEN SESSION

Beth Rhinehart reconvened the open session meeting. Upon reconvening the meeting, Charlie Payne made the following statement:

"We are now going to take a roll call vote, and I ask that each member indicate their agreement with the following:

To the best of my knowledge, during the Closed Meeting, the only matters heard, discussed, or considered were those matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only those public business matters as were identified in the motion by which the Closed Meeting was convened."

The roll was then called, with all members indicating their agreement with the statement. Those indicating agreement were Beth Rhinehart, Charlie Payne, Sandy Bushue, and Neal Crawford, Tiffany Robinson, and Thelma Drake.

ADJOURNMENT

Beth Rhinehart adjourned the meeting at 10:17 a.m. All presentations to the Personnel and Compensation Committee and meeting video can be found at [Virginia Passenger Rail Authority - YouTube](#)

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VPRA BOARD MEMBER REQUEST TO CHAIRPERSON FOR REMOTE PARTICIPATION

I, Neal Crawford hereby notify the chairperson of my intent to, and do hereby
(Name)
request to, participate remotely from home using electronic communication
(Remote Location)
means during the public meeting of VPRA P+C scheduled on
(VPRA Board, or name of VPRA committee)
12-28-25 for the following reason:
(Date)

- ☐ I have a temporary or permanent disability or other medical condition that prevents my physical attendance; or
- ☐ a medical condition of a member of my family requires me to provide care that prevents my physical attendance; or
- ☒ my principal residence is more than 60 miles from the meeting location; or
- ☒ I am unable to attend the meeting due to a personal matter, which is
work conflict
(Identify with specificity the nature of the personal matter)

This request is (for the chairperson to select):

- ☒ APPROVED
- ☐ DENIED

This form constitutes the record of notice, request, and approval or disapproval required for remote participation pursuant to Va. Code § 2.2-3708.3 and shall be recorded in the corresponding minutes of the VPRA Board or the name of the VPRA committee.

Signed by:
Tiffany Robinson
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Chairperson Signature

¹ Remote participation based on a "personal matter" may not exceed the greater between two times and 25% of meetings, in each case, during a specific calendar year with respect to a specific public body. Meetings of the full VPRA Board and meetings of each committee will be measured independently.