

**Minutes of the
BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
July 14, 2025
10:41 AM
Virginia Housing Center
4224 Cox Road
Glen Allen, Virginia**

Members Present

Louie Berbert, Chair
Sylvia Bryant
Cindy Davis (Remote)
Bill Garrett
Lynne Goldberg (Remote)
Jenna Goodman
Keith Johnson
Roger Jones, Vice Chair
Tammy Neale
Hank Osleger
J.M. Snell
Scott Stosser (Remote)
Mark Trostle (Remote)

Members Absent

None

Department of Housing and Community Development (DHCD) staff present for all or part of the meeting:

Maggie Beal, Interim Agency Director
Justin Bell, Assistant Attorney General (Remote)
Jeff Brown, Deputy Director of Building and Fire Regulation
Trisha Lindsey, Policy and Legislative Services Director
Andrew Malloy, Sr. Policy Analyst
Paul Messplay, Code and Regulation Specialist
Florin Moldovan, Code and Regulation Specialist
Sandra Powell, Sr. Deputy Director of Community Development and Housing
Sulaiman Safi, Board Coordinator
Chase Sawyer, Policy Manager

Call to Order

Mr. Berbert, Chair of the Board of Housing and Community Development, called the meeting of the Board to order at 10:41 a.m.

Roll Call

The roll was called by Mr. Sawyer. Mr. Sawyer reported that a quorum was present.

Remote Participation

Mr. Sawyer reported that Ms. Goldberg (personal matters), Ms. Davis (personal matters), Mr. Stosser (personal matters), and Mr. Trostle (personal matters) had been pre-approved by the Chair to participate in the meeting remotely.

A motion was made by Mr. Johnson and seconded by Ms. Goodman to confirm the Chair's decision to approve the remote participation of Ms. Goldberg, Ms. Davis, Mr. Stosser, and Mr. Trostle. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Garrett, Goodman, Johnson, Jones, Neale, Osleger, Snell; NAYS: None).

Mr. Berbert welcomed Ms. Maggie Beal, the new Interim Director of DHCD.

Annual Election of Officers

Mr. Berbert turned the meeting over to Mr. Sawyer. Mr. Sawyer opened the floor for nominations for Chair of the Board. Mr. Jones nominated Mr. Berbert. No other Board members were nominated. Mr. Berbert was elected Chair of the Board by acclamation.

Mr. Berbert opened the floor for nominations for Vice Chair of the Board. Mr. Berbert nominated Mr. Jones. No other Board members were nominated. Mr. Jones was elected Vice Chair of the Board by acclamation.

Public Comment

Mr. Berbert opened the floor for public comment.

After seeing no speakers, Mr. Berbert closed public comment.

Approval of Minutes

A motion was made by Ms. Goodman and seconded by Mr. Jones to approve the minutes of the May 12, 2025 meeting of the Board. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Appointments

Mr. Berbert re-appointed Mr. Jones as Chair and Mr. Snell as Vice Chair of the Codes and Standards Committee. Mr. Berbert re-appointed himself as Chair and Mr. Jones as Vice Chair of the Housing and Community Development Committee. Mr. Berbert reminded the Board that all members of the Board are members

of the Codes and Standards Committee and the Housing and Community Development Committee unless otherwise requested.

Mr. Berbert reaffirmed Mr. Snell's appointment to the Virginia Fire Services Board.

A motion was made by Ms. Goodman and seconded by Mr. Osleger to appoint Mr. Jones to represent the Board on the Virginia Housing board. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Electronic Meeting Policy

Mr. Sawyer presented the Board's remote participation policy and all-virtual meeting policy. Mr. Sawyer reminded the Board that these policies must be approved by the Board annually. Mr. Sawyer informed the Board that no changes have been made to either policy. The Board discussed the remote participation policy and asked questions regarding quorum requirements. Mr. Sawyer stated that a majority of the Board must be physically present for there to be a quorum. A motion was made by Ms. Neale and seconded by Ms. Goodman to approve the Board's remote participation policy as presented. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None). A motion was made by Mr. Jones and seconded by Ms. Neale to approve the all-virtual meeting policy as presented. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Legislative and Regulatory Update

Mr. Sawyer provided an update on the current code development cycle. Mr. Sawyer reminded the Board that it approved Notices of Intended Regulatory Action at its March meeting and that since April 1, cdpVA, DHCD's online building code system, has been open and accepting code change proposals for the 2024 code development cycle. Mr. Sawyer noted that DHCD has hosted Sub-Workgroups and study groups in recent weeks covering various code topics including the Energy Sub-Workgroup, the Statewide Fire Prevention Code (SFPC) Sub-Workgroup, Single Exit Stair Building Study Group, an Expediting Permits and Certificates of Occupancy Study Group, and a Heating and Cooling Study Group. Mr. Sawyer added that the next action from the Board will be to consider the proposals

from the Sub-Workgroups and study groups, likely at the March 2026 meeting. Board members asked questions about the code development schedule and discussed Board member attendance at upcoming general stakeholder meetings.

Virginia Housing Report

Ms. Neale, CEO of Virginia Housing, thanked Mr. Jones for his willingness to serve on the Virginia Housing board and welcomed Ms. Beal. Ms. Neale highlighted the opening of the Affordable and Special Needs Housing (ASNH) grants, since they support the important shared housing goals of DHCD and Virginia Housing.

Fire Services Board Report

Mr. Snell shared that the annual Virginia Fallen Firefighter and Emergency Medical Services Memorial Service in June was a moving event. Mr. Snell highlighted additional funds allocated to the Virginia Department of Fire Programs (VDFP) in the 2025 budget to fund grants supporting local fire departments with equipment needs. Mr. Snell shared that the next VFSB meeting will be in September in Harrisonburg, VA.

Mr. Johnson thanked Mr. Snell for his service on the Virginia Fire Services Board. Mr. Johnson praised Mr. Snell's active participation, responsiveness, and support for the Fire Services.

Report of the Director

Ms. Beal introduced herself as DHCD's new interim director and spoke about her past roles and experience. Ms. Beal highlighted the important work of building code development and the effect it has on businesses throughout the Commonwealth. Ms. Beal shared some staffing updates at DHCD including the agency's search for a new Communications Director. Ms. Beal thanked the Board members for volunteering their time to participate in advancing housing goals. Ms. Beal said she will share updates regarding Private Activity Bonds at the September meeting in light of changes made to federal law.

Unfinished Business

There was no unfinished business to be discussed.

New Business

There was no new business to be discussed.

Board Matters

Board members asked staff to consider providing reference materials to assist with acronyms used in relation to the Board.

Future Meetings

Mr. Sawyer stated that the next meeting of the Board was scheduled for September 8, 2025.

Adjournment

A motion was made by Ms. Neale and seconded by Ms. Goodman to adjourn the meeting. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None). The meeting was adjourned at 11:06 a.m.