



Process Improvement Steering Committee

January 28, 2026, at 3 p.m.
City Hall, Building 1, Room 3008
2401 Courthouse Drive

Meeting Minutes

Attendance

Members Present

Brad Martin - *Chair*, Tuck Bowie - *Vice Chair*, Billy Almond, Bill Coley, Stacy Cummings - *Councilmember*, Mike Eason, Bruce Johnson, Clenise Platt, Donna Turner, Sarah Welch

Members Absent

Joash Schulman - *Councilmember*

City Staff Present

Peter Wallace – *Chief Information Officer*, Ed Feeney - *City Liaison*, Susan Salafranca - *Recorder*

Welcome and Call to Order

Chairman Martin welcomed members and called the meeting to order at 3:01 p.m.

Approval of Minutes

A motion to approve the November meeting minutes was made by Larry Dotolo and seconded by Bruce Johnson. The motion passed unanimously.

New/Ongoing Business

- **Budget**
 - Members discussed the budget process and next steps for departments to be reviewed in FY27, FY28, and FY29.

Old Business

- **Standby Pay Project Update**
 - Executive Report was posted to VBgov.
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- **Stormwater Project Update**

- With the project now complete, the committee suggested a review be conducted on a quarterly basis. Councilmember Cummings will follow up with City Manager.

Announcements

Next meeting will be held on Wednesday, February 25, 2026, at 3:00 p.m.

Adjournment

Meeting adjourned at 4:05 p.m.

Called to order by
Brad Martin, chair
Process Improvement Steering Committee

Minutes prepared by
Susan Salafranca, recorder
Information Technology