

Meeting Minutes  
Board Orientation  
7870 Villa Park Drive  
Henrico, VA 23228

Present: Catherine Claiborne, **Chairwoman**, Mr. Robert W. "Bob" Duncan, **Director**; **Senior Leadership Staff**: Mr. Gary Martel, Mr. Tom Guess, Mr. Darin Moore, Major Brian Young, Mr. Lee Walker, Mr. David Whitehurst.

New Board Members: Dr. Mamie Parker, Mr. Brian Vincent, Mr. Brian Ball, Mr. Ryan Brown

In accordance with the Board Governance Manual and the Education, Planning, and Outreach Committee Charter, Ms. Catherine Claiborne and Mr. Bob Duncan conducted the New Board member Orientation. The Agenda is below:

**Agenda**

Board Member Orientation  
July 19, 2017  
10:00 am

**Session I**

10:00 am Welcome New Board Members at Front Lobby  
Mr. Bob Duncan/Mrs. Angie Goff

10:15 am Introductions and Organizational Structure Overview  
Mr. Bob Duncan, Mr. Gary Martel, Mrs. Frances Boswell

**Session II**

11:00 am Governance Policies, Legislative Committee Structure/Function/FOIA  
Mr. Tom Guess

11:15 am Planning & Finance  
Mr. Darin Moore

11:30 am Law Enforcement  
Major Brian Young

11:45 am DGIF Identification Pictures and DGIF Badge  
Mr. Lee Walker/Mr. Robert Schmidt (Lee Walker's Office)

12:00 pm Lunch and DGIF AWFA Video

1:00 pm Wildlife Resources Bureau  
Mr. David Whitehurst

1:15 pm	Outreach – Public Information and Customer Service Mr. Lee Walker
1:30 pm	Conclusion and Questions
1:45 pm	Board Room and Office Tour