

FINAL Meeting Minutes

Education, Planning, and Outreach Committee
Board of Wildlife Resources
7870 Villa Park Drive, Board Room
Henrico, VA 23228

October 22, 2025
3:00 pm

Present: Ms. Laura Walters, **Chair**, Mr. Parker Slaybaugh, Mr. Woody Woodall, Ms. Marlee Dance, Mr. Lynwood Broaddus; **Board members present:** Mr. Jon Cooper, Mr. George Terwilliger, Mr. James Edmunds, Mr. James Macklin, Mr. Will Wampler; **Executive Director:** Mr. Ryan Brown; **Deputy Directors:** Ms. Becky Gwynn and Mr. Darin Moore; **Director's Working Group:** Ms. Stacey Brown, Mr. George Braxton, Ms. Shelby Crouch, Mr. Michael Lipford, Mr. Bob Smet, Mr. Paul Kugelman

The Committee Chair called the meeting to order at 3:15 pm and welcomed everyone to the meeting. The Chair noted for the record that there was a quorum present for the meeting.

Approval of the August 20, 2025, Meeting Minutes: The Chair called for a motion to approve the August 20, 2025, Committee meeting minutes. Mr. Broaddus made a motion to approve the minutes of the August 20, 2025, committee meetings. It was seconded by Ms. Dance.
Ayes: Walters, Slaybaugh, Woodall, Dance, Broaddus

Public Comment – Non-Agenda Item: The Chair called for Public Comments on Non –Agenda Items. Hearing none, she continued with the meeting.

Inclusive Excellence Report for 2025: The Chair called on Mr. George Braxton for a Report.

Mr. Braxton gave a Report on the Inclusive Excellence Report for 2025.

After comments and questions, The Chair thanked Mr. Braxton for his Report.

Governance Manual, Code of Ethics and Conduct, and Committee Charter Reviews: The Chair called on Mr. Aaron Proctor for a Review Update.

Mr. Aaron Proctor gave a Review of the Governance Manual, Code of Ethics and Conduct, and Committee Charters for a 3-year Update.

After comments and questions, the Chair thanked Mr. Proctor for his Review Updates.

The Chair made a motion, I move that the Education, Planning, and Finance Committee approve staff recommendations for the Governance Manual, Code of Ethics, and Conduct and the five Committee Charter Reviews. It was seconded by Mr. Wampler and Mr. Slaybaugh. Ayes: Walters, Slaybaugh, Woodall, Dance, Broaddus

Outreach Division Update: The Chair called on Mr. Bob Smet for an Outreach Division Update.

Mr. Smet reported the events that Outreach Division have organized and participated in:

- Staff and volunteers participated in Outdoor Expo - thanked Mr. Brian Moyer for organizing this event
- State Fair - Thanked all volunteers and Courtney Hallacher who organized all the days and nights with volunteers
- DWR Archery LIVE is open and Green Top is a Sponsor
- Called on Mr. David Moore who spoke about meeting landowners and hunters
- Gave an update on the E-Store
- Gave an update on Explore the Wild
- Staff will be attending the VACo Conference in Hot Springs, VA

The Chair thanked Mr. Smet for his Division update.

Director's Report: The Chair called on Mr. Ryan Brown for his Director's Report.

- Thanked all the staff for staffing and organizing all the events
- Thank you, Ms. Walters, for getting us involved in VACo
- Continues to be impressed the work of Outreach

The Chair thanked Mr. Brown for his report.

Chair's Report: The Chair congratulated the Outreach Division on all their projects and staffing and hard work and wanted them to know the Board appreciates all their hard work for the Department.

Additional Business/Comments:

The Chair asked if there was any further business or comments, hearing none, she announced the next EPO meeting would Wednesday, January 21, 2026, and adjourned the meeting at 3:30 pm.

Respectfully submitted,
/s/ Frances Boswell