

**JAMES CITY COUNTY WETLANDS AND CHESAPEAKE BAY BOARDS
TRAINING SESSION
MINUTES**

Monday, April 11, 2016 at 2 pm

A. MEETING CALLED TO ORDER

The training session was held in the IT Training room in Building F of the County Complex.

B. BOARD ATTENDEES

Charles Roadley
David Gussman
John Hughes
Larry Waltrip

OTHERS PRESENT

County Staff:


Cay Pittman, Information Center Specialist
Michael Woolson, Senior Watershed Planner
Melanie Davis, Secretary to the Board

C. MEETING PURPOSE

Ms. Cay Pittman gave a presentation on the NOVUS Agenda, an online platform for organizing and publishing meeting materials. The Board members were trained on use of the software and Ms. Pittman answered questions pertaining to the software's functionality.

D. ADJOURNMENT


The meeting was adjourned at approximately 4:15 pm.



John Hughes
Wetlands Board Chair



David Gussman
Chesapeake Bay Board Chair



Melanie Davis
Secretary to the Boards