

The Virginia Indigent Defense Commission
Policy and Procedure Committee Meeting
1604 Santa Rosa Road, Suite 200
Richmond, Virginia 23229
March 10, 2020

The meeting was called to order at 10:10am by Committee Chair, David Walker. Other Commission members in attendance were Professor Henry Chambers and Karl Hade. Committee member not in attendance was Delegate Christopher Collins. Administrative staff included Executive Director, David Johnson; Deputy Director, Maria Jankowski; and Office Manager, Diane Zubke.

With three Commission members present quorum requirements have been met.

The first order of business is approval of the agenda and minutes.

Mr. Hade moved to approve the agenda. Professor Chambers seconded the motion. The motion carried.

Mr. Hade made a motion approving the previous meeting minutes. Professor Chambers seconded the motion. The motion carried.

The next order of business is the proposed VIDC policy changes.

The first proposed draft is the Remote Access Policy.

There was discussion regarding VPN and IDC owned laptops that will be used remotely and using only trusted, secure network locations.

The second proposed draft is the Recognition Policy.

The committee was advised the proposed policy formalized the current practice.

Mr. Hade made a motion to recommend to the full Commission to adopt the two proposed policy additions. Professor Chambers seconded the motion. The motion carried.

There was no further business.

Mr. Hade moved to adjourn. Professor Chambers seconded the motion. The motion carried.

Respectfully Submitted:

Approved By:

Diane D. Zubke, Office Manager

David J. Johnson, Executive Director