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**Lower Cape Fear Water & Sewer Authority**

Personnel Committee Meeting Minutes

March 9<sup>th</sup>, 2026

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Chairman Phillips called to order the Personnel Committee Meeting on March 9<sup>th</sup>, 2026, at 8:15 a.m. The meeting was held at the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

**Present:** Damien Buchanan, Patrick DeVane, Harry Knight, and Scott Phillips

**Present by Virtual Attendance:** None

**Absent:** Chakema Clinton-Quintana,

**Staff:** Tim Holloman, Executive Director; Matthew Nichols, General Counsel; Sam Boswell, COG; and Danielle Hertzog, Financial Administrative Assistant

**Guests:** Jorgen Holmberg, Computer Warriors; Director Wayne Edge, and Director Jerry Groves

**Discussion**

Chairman Phillips requested a review of the LCFWASA Board Member Remote Participation Policy and Procedure. He recommended removing Section C, Part 8, which requires a roll-call voice vote. Following discussion, this matter will be presented to the full Board for consideration.

**Motion:** Director Knight **MOVED**; seconded by Director DeVane, recommend removing Section C, Part 8, from the Remote Participation Policy and Procedure, eliminating the requirement for a roll-call voice vote at the March Board Meeting. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**ADJOURNMENT**

There being no further business, Chairman Phillips adjourned the meeting at 8:25 a.m.

Respectfully Submitted,



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Tim Holloman, Executive Director