

**COMMITTEE MEMBERS PRESENT:**

Larry Pritchett, Treasurer
Kevin Marshall, Board Member
Mark Cole, Deputy County Administrator
Bonnie Jewell, Assistant County Administrator/Chief Financial Officer

OTHER COUNTY STAFF MEMBERS PRESENT:

Jay Cullinan, Fire Chief
Mike Grubb, Battalion Chief
J. Woodard, Sheriff's Office First Sergeant
Erika Snodgrass, Sheriff's Office Program Assistant
Rich Maidenbaum, Deputy Chief Information Officer
Lindsay Leach, Community Engagement & Tourism Manager
Lily Eghtessad, Tourism Marketing & Museum Coordinator
Annette D'Alessandro, Grants Manager
Julie Elliott, Budget Manager

New Business:**Convert Part-Time IT Support Specialist I to Full-Time**

Rich Maidenbaum, Deputy Chief Information Officer, explained that the County-wide Mobile Device Management and Multifactor Authentication initiatives are being rolled out and will require staff to provide hands-on assistance to users across the organization. As such, staff is requesting the conversion of a part-time position to full-time in support of the continued high levels of customer service and related volumes for the IT Service Desk and to allow staff to take on these additional workloads.

The \$30,566 cost differential between the part-time and full-time position will be absorbed in the existing Information Services budget. Though there is no added budget for this request, only the Board of Supervisors may change budgeted FTE counts and this request is increasing the IS FTE count by 0.37 FTEs.

On a motion by Mr. Cole, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the budget adjustment to increase the position to full-time.

Budget Adjustment Decreasing Local Funding in Favor of State Grant Funding

Bonnie Jewell, Assistant County Administrator for Finance & Services, reported that the County has been a grant recipient of the Virginia Sexual and Domestic Violence Victim Fund for the past 16 years. Throughout this time, these funds have been primarily used to partially pay the salary of a full-time Assistant Commonwealth Attorney while working on VSDVVF-eligible cases.

As part of the development of the FY 2022 budget, grantees were notified by Department of Criminal Justice Services (DCJS) that if funding were approved for FY 2022, it would be available only for the first six months of the fiscal year – a \$22,500 reduction for Spotsylvania. Consequently, the County's Budget staff reduced the assumed FY 2022 grant revenue from the original estimate of \$45,000 to \$22,500 and included an additional \$22,500 of local funds to maintain the full-time Assistant Commonwealth Attorney position within the budget. On May 20, 2021, more than a month after the County had adopted its FY 2022 budget, staff was notified that VSDVVF grant funding in FY 2022 would remain at \$45,000.

The conditions of the grant include a requirement that grant funding not be used to replace local funds for the same purpose. Given the circumstances, staff discussed the potential for a waiver of this requirement with DCJS personnel and were advised that the request could not be approved. However, the Board of Supervisors authorized the Chair to send a letter on the Board's behalf to the Criminal Justice Services Board asking that it take action to allow the requested waiver. We have received a favorable response in this particular circumstance and are now able to increase the budget for grant revenue by \$22,500 and decrease the budget for local funding by \$22,500. The budget adjustment presented accomplishes such.

On a motion by Mr. Marshall, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended approval of the budget adjustment.

Budget Adjustment & Appropriation for Firehouse Subs Grant

Mike Grubb, Battalion Chief, reported that the Firehouse Subs Public Safety Foundation has selected FREM as a recipient of one of its FY 2022 grants. If the grant is approved by the Board, FREM will receive \$12,978 towards the purchase of a rescue raft, an inflatable boat, a motor, and associated accessories for FREM's Swift Water Rescue Team (SWRT). This equipment will enhance the capabilities of the SWRT. The total cost for these items to include shipping is \$13,278. FREM will reallocate \$300 from its existing FY 2022 budget to cover this cost. There is no ongoing requirement to fund the program after the grant award expires. The award will expire on March 1, 2022.

On a motion by Mr. Pritchett, seconded by Mr. Marshall and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

Budget Adjustment & Appropriation for Internet Crimes Against Children Task Force Grant

Erika Snodgrass, Sheriff's Office Program Assistant, explained that The Department of Criminal Justice Services (DCJS) has selected the Virginia State Police (VSP) to oversee the Northern Virginia/District of Columbia (NOVA/DC) Internet Crimes Against Children (ICAC) Task Force. The program requires existing task forces to develop multijurisdictional, multiagency responses to internet crimes against children and provides funding and other support to law enforcement agencies as a means to help them acquire and develop specialized knowledge, personnel, and equipment.

VSP received funding through DCJS to provide for reimbursement of expenses associated with investigations and prosecutions of internet crimes against children. The VSP has appropriated a sub-award of \$14,000 to the Spotsylvania County Sheriff's Office. The Sheriff's Office has opted to spend these funds on overtime and associated fringe benefits. All expenses associated with this project are specifically and exclusively related to the NOVA/ICAC Task Force's overall mission of combating internet crimes against children. There is no local match requirement and no requirement to continue to fund the program after the grant award expires.

On a motion by Mr. Pritchett, seconded by Mr. Marshall and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

Grant Application Request for Spotsylvania County Museum

Lindsay Leach, Community Engagement & Tourism Manager, explained that the Spotsylvania County Museum wishes to submit a competitive grant application requesting \$15,816 to enhance visitors' experience through augmented reality exhibits and new museum panels. The Museum would like to pursue this funding in order to obtain a two-year subscription for augmented reality technology, 10 handheld computers and the associated cases and chargers, equipment storage, printing of new exhibit panels, hiring of re-enactors, advertising, and an unveiling event.

If approved, the Museum will strive to make its exhibits more accessible to visitors to include children, individuals with learning disabilities, and visually impaired guests by implementing an augmented reality experience. This technology will allow the Museum to bring displays and information panels to life by embedding videos, graphics, audio and animation into already existing museum displays, ultimately transforming the visitors' experience into an interactive one.

Award announcements will be made in August 2022. If awarded, grants will have to start on September 1, 2022 and may be carried out until August 31, 2024. The application deadline is November 15, 2021. There is no local match requirement. If awarded, there will be an ongoing annual cost of approximately \$1,500 after the award expires for the augmented reality technology subscription.

On a motion by Mr. Marshall, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended approval of the grant application request.

Other Business:

Next Finance Committee Meeting

The next Finance Committee meeting is scheduled for Thursday, November 18, 2021, at 3:30 PM in the Code Compliance conference room at the Merchant Square building.

Adjournment:

Ms. Jewell adjourned the meeting.