

COMMITTEE MEMBERS PRESENT:

David Ross, Board Member
Larry K. Pritchett, Treasurer
Debbie Williams, Commissioner of Revenue
Mark Cole, Deputy County Administrator
Mary Sorrell, Finance Director



OTHER STAFF MEMBERS PRESENT:

Jessica Towell, Grants Accounting Technician
Justin Young, Deputy Sheriff's Office
Rich Maidenbaum, Deputy Chief Information Officer

Budget Adjustment and Appropriation of the FY 2017 Virginia Circuit Court Records Preservation Program Grant Award

Jessica Towell, Grants Accounting Technician, explained that the Clerk's office had submitted a grant application under the Virginia Circuit Court Records Preservation Program to request funds to hire a consultant to provide conservation treatment for six volumes of records including reformatting of original records to digital images. This project provides for future protection of the original records while allowing public access through digital records. All of the items planned for treatment had been pulled from public accessibility due to deteriorating conditions.

On January 20, 2017, the Clerk of the Circuit Court received notification of the grant award in the amount of \$2,599 for conservation treatment of one deed book from the 19th century. The Clerk accepted the award on January 31, 2017. There is no local match requirement and no ongoing costs associated with the award.

On a motion by Mr. Pritchett, seconded by Mr. Ross and passed unanimously, the Finance Committee recommended acceptance of the grant award and approval of the associated budget amendment and appropriation.

Acceptance and Budget Adjustment for the 2018 Virginia Department of Health Child Safety Seat Check Station Coordinator Grant Award

Justin Young, Deputy Sheriff, explained that the Virginia Department of Health (VDH) offers a grant opportunity to implement a Child Safety Seat Check Station Coordinator Program which would focus on promoting proper safety seat restraint use for children until they transition to the vehicle safety belt. The program is designed to increase risk perception and correct usage of child restraints among parents and caregivers through outreach and education, providing proper installation education, and addressing the barriers that prohibit access to safety devices.

He explained that the Spotsylvania County Sheriff's office has been a Child Seat Safety Check Station for the past five years and that VDH has requested that the Spotsylvania County Sheriff's Office be a Regional Coordinator for their Northern Virginia Safety Seat Check Station Coordinator Program. The assigned coverage area includes Frederick County, Clarke County, Warren County, Loudoun County, Fairfax

County, Prince William County, Fauquier County, Rappahannock County, Madison County, Orange County, Stafford County, Spotsylvania County, Culpeper County and the embedded cities and townships.

Check Stations would be established in various locations so that citizens can go to have their child safety seats inspected and receive child passenger safety information. Additionally, the Coordinator will conduct certification and re-certification for Child Passenger Safety Technicians.

The grant award is \$17,000 a year, with the option for an additional four (4) annual renewals. The Sheriff's proposed budget for the first year of this program includes \$15,590 in equipment expenses that will be necessary to conduct these safety checks to include a 6'x14' enclosed trailer, a vehicle topper with accompanying materials, assorted child safety seats for the safety seat check certification courses, child passenger safety certification training dolls, stands for highways signs, 48"x48" fold-up highway directional signs, and folding chairs to provide seating at certification courses and check stations. An additional \$1,410 is budgeted for travel expenses related to the Lifesavers National Highway Safety Priorities Conference, the largest gathering of highway safety professionals in the United States. All grant funded travel must adhere to the Commonwealth of Virginia's Travel Policy. There is no local match requirement and no on-going costs associated with this grant award.

On a motion by Ms. Williams, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended acceptance of the grant and approval of the associated budget amendment and appropriation.

Other Business:

Ms. Sorrell distributed the Finance Committee meeting schedule for CY 2018.

ADJOURNMENT

Ms. Sorrell adjourned the meeting.