

**COMMITTEE MEMBERS PRESENT:**

Larry K. Pritchett, Treasurer  
Debbie Williams, Commissioner of Revenue  
Mary Sorrell, Finance Director  
Paul D. Trampe, Board Member

**OTHER STAFF MEMBERS PRESENT:**

Bonnie Jewell, Budget Manager  
Annette D'Alessandro, Grants Manager  
Gail Crooks, Director Social Services  
First Sergeant Greg Carter, Sheriff's Office

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**Appropriation & Budget Amendment for FY 2018 Revised School Budget Figures Based on Final Revenue Projections**

Bonnie Jewell, Budget Manager, explained that subsequent to the Board's adoption of the FY 2018 Budget on April 4, 2017, the Schools adjusted several of their revenue projections to include use of the School's health insurance reserve to fund health insurance costs as part of their FY 2018 Adopted Budget.

Staff is requesting the Board's approval of a budget adjustment and appropriation to revise the County's adopted budget to match with the School's Adopted budget. Ms. Jewell explained that the practice of refining revenue projections as part of the School's Adopted budget and staff's request to adjust the County's Budget to reflect those revised projections, is something that typically occurs on an annual basis.

There is no change in the assumption of local transfer to the Schools, which remains at the County's adopted budget level of \$124,075,315 for FY 2018.

On a motion by Dr. Trampe, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the FY 2018 budget amendment and appropriation to reflect the School's revised FY 2018 budget.

**Authorization of Funding for Two Additional Department of Social Services Workers**

Gail Crooks, Director of Social Services, explained that the State's FY 2018 budget, adopted after the approval of Spotsylvania's FY 2018 Budget, included increased funding for staffing and operations of some local departments of social services. With this increase, Spotsylvania received an additional allocation in base staffing and operations funding resulting in a reduction of local funds required in the amount of \$125,404.

DSS is requesting that \$111,379 of this revenue remain within DSS to fund the hire of two additional DSS workers, a Family Services Worker to expand capacity with Adult Services/Adult Protective Services (AS/APS), and a Training Specialist to support Eligibility operations; both with effective hire dates of September 1, 2017. Both of these positions were identified during the FY 2018 Budget process as necessary to

address critical issues facing the agency and were part of the department presentation to the Board on February 21, 2017.

Ms. Crooks explained that the need for the Family Services Worker for the AS/APS unit is driven by the significant increase in the population being served by that unit and corresponding increases in case volume.

The request for the Training Specialist for the Eligibility Unit is in response to four critical concerns within the Eligibility Unit:

- New workers require concentrated training and high levels of direct supervision of case work;
- Policy changes/systems changes require on-going training of staff;
- Case troubleshooting is a time-intensive activity inhibiting the success of worker and agency; and
- Short-term and long-term vacancies in the Eligibility unit create additional workloads for staff and introduce increased opportunity for error.

Dr. Trampe asked if there was physical space in the Social Service's office for these two additional workers. Ms. Crooks replied that she had enough space for two additional workers and that the addition of those two workers would mean that 100% of her space was occupied.

Mr. Pritchett asked if her request included funding for office furniture and equipment. Ms. Crooks explained that one employee would occupy a vacant cubicle, requiring no additional office furniture. She explained that she had included funding for furniture for the other employee and she included funding for equipment for both.

On a motion by Mr. Pritchett, seconded by Ms. Williams, and passed unanimously, the Finance Committee recommended approval of the funding for two additional Social Services Workers and the associated budget amendments and appropriations.

#### **Other Business:**

#### **Request to Accept the 2017-18 School Resource Officer Grant Award for Spotswood Elementary School**

First Sergeant Greg Carter explained that the County recently received notification from the Department of Criminal Justice Services (DCJS) of the award of a grant to Spotsylvania County for implementation of a SRO at Spotswood Elementary School.

The addition of an SRO at Spotswood Elementary School will bring the number of SRO's at elementary schools to three. The first two elementary school SROs were grant funded positions placed at Courtland Elementary and Brock Road Elementary.

First Sergeant Carter explained that the decision to place the next SRO at Spotswood Elementary was based on discussion of staff from both the Sheriff's Office and the Schools and was driven by Spotswood Elementary School's campus style setting, which is located in an open area.

First Sergeant Carter explained that this grant will provide \$31,915, and based on the local composite index the required local match is \$18,085. However, it is estimated that an additional \$13,297 will be needed above the local match to cover the additional costs associated with personnel, and \$8,440 will be needed for overtime, training, equipment, supplies, and vehicle repairs. Therefore the total local portion for the SRO is estimated to be \$39,822. The Sheriff's Office is able to provide \$4,901 from asset forfeiture for one time operational costs and anticipates that they can absorb the remaining \$34,921 from their FY18 Adopted Budget

These grants are awarded on a competitive basis for one year beginning July 1, 2017 and ending June 30, 2018. Successful SRO programs can request annual continuation funding in ensuing years for a maximum of four years of grant funding. Approval of one grant does not guarantee funding awards in subsequent years. Grant funds cannot be used to supplant local funds.

Because we only recently received notification of the grant award, staff did not have time to complete the documents in time for the Finance Committee meeting; however staff did provide draft documents for the Finance Committee's review.

First Sergeant Carter explained that the Sheriff's Office would like to add this item to the Board of Supervisor's August 8, 2017 agenda to give sufficient time to hire the position in time for the School start date of September 5, 2017.

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

### **ADJOURNMENT**

Ms. Sorrell adjourned the meeting.