



COMMITTEE MEMBERS PRESENT:

Greg Cebula, Board Member
Paul D. Trampe, Board Member
Larry K. Pritchett, Treasurer
Debbie Williams, Commissioner of Revenue
Mark Cole, Deputy County Administrator
Mary Sorrell, Finance Director

OTHER STAFF MEMBERS PRESENT:

Ed Petrovitch, Deputy County Administrator
Annette D'Alessandro, Grants Manager
Richard Zinky, Senior Financial Analyst
Ben Loveday, Deputy Utilities Director
Elizabeth Scott, Captain Sheriff's Office
Tracy Edwards, Sheriff Program Assistant
Brad Quann, Procurement Manager
Bonnie Jewell, Budget Manager

Award Acceptance and Budget Adjustment for the 2016 Federal Grant Award for Partial Payment of Jail's Cost to Incarcerate Criminal Aliens

Annette D'Alessandro, Grants Manager, explained that the U.S. Department of Justice's Bureau of Justice Assistance (BJA) administers the State Criminal Alien Assistance Program (SCAAP), in conjunction with the Bureau of Immigration and Customs Enforcement and Citizenship and Immigration Services, Department of Homeland Security. SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period. A grant request was submitted, based on the qualified incarcerations for the previous year and the grant was awarded at \$7,182.

She explained that there is no local match requirement for the grant award and no on-going requirement to fund this award if discontinued. The funds will be passed on to the Rappahannock Regional Jail to offset their correctional officer salaries as directed in the grant.

On a motion by Mr. Cebula, seconded by Ms. Williams, and passed unanimously, the Finance Committee recommended approval of the proposed budget amendment and appropriation.

Acceptance and Budget Adjustment for the FY17 Edward Byrne Justice Assistance Grant Award, Naloxone for Law Enforcement Agencies

Annette D'Alessandro, Grants Manager, explained that the Spotsylvania County Department of Fire, Rescue and Emergency Management and the Spotsylvania County Sheriff's Office have worked in collaboration with the Operational Medical Director (OMD) to prevent brain injuries and deaths as a result of overdoses caused by opioids which include prescription painkillers and street drugs. She explained that in accordance with the Code of Virginia §54.1-3408, the Spotsylvania County Sheriff's Office will implement a law enforcement program for the use of naloxone nasal spray to a person who is believed to be experiencing or about to experience a life-threatening opiate overdose.

The Spotsylvania County Sheriff's Office intends to become a Qualified Purchaser of NARCAN® Nasal Spray (Naloxone HCl) in accordance with the requirements of the grant solicitation. Grant funding of \$5,000 was received via federal pass through funds from the Department of Criminal Justice Services and will enable the Spotsylvania County Sheriff's Office to purchase one hundred and thirty-four doses. Narcan Nasal Spray is the only FDA-approved nasal form of naloxone that can be used outside of the healthcare setting by first responders and other trained individuals for the immediate treatment of known or suspected opioid overdoses in adults and children.

She explained that there is no local match requirement and no requirement to continue to fund the program after the award expires.

There was a question about the shelf life of Narcan. Captain Elizabeth Scott, Sheriff's Office, explained that Narcan has a shelf life of two years and the plan was to keep the Narcan with each automated external defibrillator (AED). FREMS staff is also equipped with Narcan, but Deputies are often the first to arrive on the scene and timely administration is key to the success of Narcan.

There was a question about the number of overdoses in Spotsylvania County. Tracy Edwards, Sheriff Program Assistant, noted that there had been 54 known overdoses to date in Spotsylvania in 2016, of which 14 were fatalities.

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

Acceptance and Budget Adjustment for the FY17 Paul Coverdell Forensic Science Improvement Grant

Captain Elizabeth Scott, Sheriff's Office, explained that County had received a grant award from the Paul Coverdell Forensic Science Improvement Grant Program. Funds from this grant may be used to eliminate a backlog in the analysis of forensic

evidence and to train and employ forensic laboratory personnel to eliminate such a backlog.

The Sheriff's Office submitted the grant application requesting funds to purchase the necessary equipment and for training expenses to certify a current detective as a latent fingerprint examiner and Automated Fingerprint Identification System (AFIS) operator. Currently, fingerprint analysis for the Spotsylvania County Sheriff's Office is sent out and performed by the Virginia Department of Forensic Science. The ability to identify fingerprints in-house will significantly reduce the amount of time it takes to process evidence reducing the turn-around time from the current thirty to ninety days, to approximately two hours.

The grant application had been approved in the amount of \$76,150, pending a final review by the Office of the Chief Financial Officer. The grant will fund, training/travel (\$2,948); computer software (\$65,000); computer, scanner, digital camera hookup, printer (\$3,000); portable forensic light source (\$5,202).

She explained that there will be annual ongoing costs of \$2,700 for maintenance and software updates once the grant award expires, which the Sheriff's Office anticipates that they can absorb in their future budgets.

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

Plan of Finance for Utilities Operations & Infrastructure (FY 2018 – FY 2020)

Ed Petrovitch, Deputy County Administrator, presented a recommended plan for funding and maintaining the Utilities Fund operating and capital needs through 2020. The plan of finance includes proposed increases in water and sewer user rates, debt service fees, and administrative fees.

Mr. Petrovitch explained that staff plans to present the plan to the Board in November and request the Board's approval to advertise for a public hearing at the December 13, 2016 Board meeting.

Mr. Pritchett asked if Utilities revenues had historically exceeded expenditures. Mr. Petrovitch explained that revenues had covered expenditures and that was in part due to management of ongoing expenses throughout the year, with staff holding off on major purchases until later in the year when they were comfortable that revenue was available or even carrying funding over to the next year. He stressed that all water/sewer system revenues in excess of system expenditures remain within the Utilities Fund and that is how we have been able to fund Utilities capital projects with cash (excess Utilities Fund balance) for the past six years, eliminating the need to increase the annual operations budget for new ongoing debt service during that time.

There was discussion about the reasonableness of the requested fee increases and the fact that Spotsylvania County's proposed rates would remain comparable, and in some cases less than surrounding localities' current rates – and it is reasonable to expect that other localities will be adjusting out-year rates, as well.

Review of Updates to the County's Procurement Policy

Brad Quann, Procurement Manager, reviewed the proposed revisions to the County's Procurement Policy. He explained that staff was proposing revisions related to recent legislative updates and that staff had also included several suggested edits that they felt would improve/enhance the current policy, including reorganizing some sections in an effort to improve the flow of the policy.

Other Business

Ed Petrovitch, Deputy County Administrator, explained that additional funding was necessary to fully fund the construction of Cell 6 at the landfill. Staff is proposing that \$239,538 be transferred from the FY 2017 Refuse Collection Equipment replacement project, postponing the purchase of several refuse collection equipment purchases that had previously been planned and \$84,279 be transferred from the Landfill Stormwater Improvement project, which would have no impact on that project as those improvements are included in the Cell 6 construction project.

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

ADJOURNMENT

Ms. Sorrell adjourned the meeting.