



COMMITTEE MEMBERS PRESENT:

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

OTHER STAFF MEMBERS PRESENT:

Mark Taylor, County Administrator
Annette D'Alessandro, Grants Manager
Tracy Edwards, Sheriff Program Assistant
Major Carter Wells, Sheriff
Danielle Ablack, Victim Witness Assistant Director
Amanda Sweeney, Assistant Commonwealth's Attorney

Third Quarter Adjustments to FY 2016 Revenue

Mary Sorrell, Director of Finance, explained that the third quarter financial report that was recently distributed to the Board anticipated that General Fund year-end revenue collections would vary from the estimates included in the mid-year report. She explained that staff is now requesting the Board's approval to adjust the FY 2016 Budget to reflect the updated projections as noted on the 3rd Quarter Financial Report. Without these changes, the FY 2016 Comprehensive Annual Financial Report (CAFR) and other financial documents will not reflect the appropriate estimates for revenues.

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

Grant Award Acceptance for the FY 2017 Rescue Squad Assistance Fund for the Sheriff's Office

Tracy Edwards, Sheriff Program Assistant, explained that the Sheriff was notified on July 1, 2016 that its grant application with the Rescue Squad Assistance Fund was approved in the amount of \$9,433 to purchase eight AEDs. The grant requires a 50% local match of the total project costs, or \$9,433, which the Sheriff's Office will meet through the use of their FY17 Budget.

Mark Cole asked questions about the use of the AED's by the Sheriff's Office. Mr. Wells explained that with these eight additional AED's the Sheriff would have a total of 38 AEDs, providing units in 90% of the patrol vehicles. Mr. Wells explained that Sheriff's staff is trained on the use of the AED's and has had multiple occasions where the units were beneficial.

On a motion by Mr. Cebula, seconded by Dr. Trampe, and passed unanimously, the Finance Committee recommended approval of the authorized agent resolution, budget amendment and appropriation.

Grant Award Acceptance for the FY 2017 School Resource Officer at Brock Road Elementary

Tracy Edwards, Sheriff Program Assistant, explained that on July 7th the County received notification that funding for a School Resource Office (SRO) at Brock Road Elementary School was approved. The grant will provide \$31,915, and based on the local composite index the required local match is \$18,085.

She explained that we would also need to fund an additional \$13,014 above the local match to cover additional costs associated with personnel that are not covered by the grant and an additional \$18,816 for overtime, training, equipment, supplies, and vehicle repairs. With these additional costs, the total local portion for the SRO is estimated to be \$49,915. The Sheriff's Office is able to provide \$5,301 from asset forfeiture for the one time operational costs and anticipates that they can absorb the remaining \$44,614 from their FY17 Budget.

This will be the 2nd SRO located at an Elementary School in Spotsylvania; the first one is located at Courtland Elementary. The County has also submitted a request for grant funding through the COPS Hiring Program for a third SRO which would be located at Lee Hill Elementary School.

On a motion by Dr. Trampe, seconded by Mr. Cebula, and passed unanimously, the Finance Committee recommended acceptance of the grant and approval of the budget amendment and appropriation.

Other Business

1. Annette D'Alessandro, Grants Manger, explained that the County has received notification of the FY 17 Grant award for the Virginia Sexual Domestic Violence Victim Fund Grant in the Commonwealth Attorney's Office. The FY 2017 budget included estimated funding of \$45,000 for this award, which is the exact amount of the award. At the time the July 21st Finance Committee agenda was drafted, staff had not received the final award documentation and was concerned that if the award amount varied from the amount estimated in the FY 2017 budget an adjustment would be necessary. Because the funding is the same, no Finance Committee or Board action is required.

2. Annette D'Alessandro, Grants Manger, explained that the FY17 Adopted Budget included \$109,237 of anticipated grant funding for the Victim Witness program. On March 15, 2016 Spotsylvania County received notification that the Victim Witness program would be receiving a total of \$255,150, an increase of \$145,913 above the budgeted amount.

The Commonwealth Attorney's Office would like to request use of the additional funding as follows:

- Convert the new part time grant funded Victim Witness Assistant to full time;
- Hire an additional full time grant funded Victim Witness Advocate;
- Provide a salary increase to the Victim Witness Assistant Director due to the additional supervisory and other duties to be performed;
- Provide additional funding for training and conferences for new and existing staff members;
- Purchase additional office furniture, computer equipment and supplies for new and existing staff members.

Ms. Ablack explained that the Victim Witness program was only reaching approximately 5% of Victims/Witnesses with the current staffing levels and that they hoped to double that with these additional personnel.

Ms. D'Alessandro explained that this grant program is supported by the Virginia Victim/Witness fund, Federal Victims of Crime Act (VOCA) funds, and state General Funds. The VOCA funds are not federal tax dollars; they instead come from criminal fines, forfeited appearance bonds, penalties, special forfeitures, special assessments, gifts, donations, and bequests by private parties. She explained that recent actions by Congress have increased the federal VOCA cap that can be distributed to state allocations and given the annual deposits to the VOCA fund and its current balance, DCJS expects continuation funding to be available. The Victim Witness Advocate and the Victim Witness Assistant will be solely funded through the grant.

Ms. D'Alessandro explained that the grant will need to be accepted within 30 days of the receipt of the official notification. Because there is only one meeting in August, we wanted to update the Finance Committee with as much information as possible, with the understanding that depending on the timing of the official notification, we may have to bypass the Finance Committee and submit the request for the acceptance of the grant directly to the Board to meet the grant deadlines.

On a motion by Mr. Pritchett, seconded by Dr. Trampe, and passed unanimously, the Finance Committee recommended submitting the request for acceptance of the grant directly to the Board if necessary.

ADJOURNMENT

Ms. Sorrell adjourned the meeting.