



COMMITTEE MEMBERS PRESENT:

Paul 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:

Bonnie Jewell, Deputy Director of Finance for Budget
Annette D'Alessandro, Grants Manager
Jay Cullinan, Fire Chief
First Sergeant Timothy Bryner, Sheriff's Office
Jane Reeve, Information Services Chief Information Officer
Richard Maidenbaum, Information Services Deputy Chief Information Officer
Gail Crooks, Director of Social Services
Julie Elliott, Budget Manager

Donation from sPower Development Company, LLC for Fire/Rescue Ballistic Vests

Chief Cullinan explained that Fire, Rescue, and Emergency Management (FREM) received a \$50,000 donation from sPower Development Company LLC for the purchase of ballistic vests for all FREM first responders. The funds will cover just under 50% of the total cost of the ballistic vests. The remaining cost will be funded from the County's annual allocation of Virginia Department of Fire Programs – Aid to Localities funding.

This funding provides FREM the opportunity to adequately equip its staff should the need arise during a mass casualty event. Chief Cullinan explained that the vests will be assigned to each Fire/Rescue apparatus. They are in the process of reviewing options for the purchase and they anticipate purchasing all of the vests at one time.

Staff is requesting the Board's approval of a budget amendment and appropriation to reflect the receipt of this funding.

On a motion by Mr. Pritchett, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended approval of the budget amendment and associated appropriation for the \$50,000 donation from sPower.

Acceptance of Grant Awards and Budget Amendments for the FY 2020 Highway Safety Grant Program Selective Enforcement for Alcohol Impaired Driving and Speed Violations

First Sergeant Timothy Bryner, Sheriff's Office, explained that the Virginia Department of Motor Vehicles had issued two grant awards for the Spotsylvania County Sheriff's Office to meet strategic highway safety goals, the first is \$79,500 to meet goals related to Alcohol Impaired Driving and the second is \$59,400 to meet goals related to Speed Violations.

Alcohol Impaired Driving

First Sergeant Bryner explained that if accepted, these grant funds will provide \$76,500 for approximately 1,500 overtime hours of selective enforcement for alcohol impaired driving on primary or secondary roadways and \$3,000 to send four attendees to Virginia Highway Safety Training Office approved trainings. The grant requires any travel and subsistence reimbursements to follow the Commonwealth of Virginia's Travel Policy. Any costs above the state reimbursement amount that still falls within the County's Adopted Travel Policy will be paid for from the Sheriff's Office FY 2020 and/or FY 2021 operational budgets.

The award requires an in-kind service match of \$39,750 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2020 and FY 2021 operational budgets. The grant does not cover the cost of FICA, Medicare, and Workers' Compensation associated with the overtime. These costs are estimated to be \$7,237, which the Sheriff's Office will absorb through their FY 2020 and FY 2021 operational budgets. If approved, the grant award period will run from October 1, 2019 through September 30, 2020.

Speed Violations

First Sergeant Bryner explained that if accepted, these grant funds will provide \$51,000 for approximately 1,000 overtime hours of selective enforcement for speed on primary or secondary roadways and \$8,400 to purchase three speed measuring devices and associated equipment.

The award requires an in-kind service match of \$29,700 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2020 and FY 2021 operational budgets. The grant does not cover the cost of FICA, Medicare, and Workers' Compensation associated with the overtime. These costs are estimated to be \$4,825, which the Sheriff's Office will absorb through their FY 2020 and FY 2021 operational budgets. If approved, the grant award period will run from October 1, 2019 through September 30, 2020.

On a motion by Mr. Pritchett, seconded by Dr. Trampe and passed unanimously, the Finance Committee recommended acceptance of the FY 2020 Highway Safety Grants for Alcohol Impaired Driving and Speed Violations and the approval of the associated budget amendments and appropriations.

Approval to Change the Full-Time Equivalency (FTE) for the Information Services IT Program Manager Position

Rich Maidenbaum, Information Services Deputy Chief Information Officer, explained that he was requesting the Board's approval to change the assigned FTE for the Information Services part-time IT Program Manager (0.50 FTE) position to a full-time (1.00 FTE) position.

The part-time IT Program Manager position has been vacant for some time despite frequent efforts to advertise and fill the position. Mr. Maidenbaum is requesting that the FTE be changed to a full-time (1.00 FTE) and the job title be changed from the current title of IT Program Manager to IT Project Management Coordinator.

He explained that the part-time IT Program Manager position is a grade 25 and the full-time IT Project Management Coordinator is a more junior role at a grade 16, providing a reduction in salary that allows them to cover the cost of the change from part-time to full-time within their FY 2020 Approved Budget. During the discussion at the Finance Committee meeting it was incorrectly stated that the new full-time position would be a grade 14. The actual grade of the new position will be a grade 16.

The IT Project Management Coordinator position is also part of the Information Services Career Path Plan approved by County Administration in 2016. The addition of this position provides an excellent career path opportunity for staff into project management and application support, and to gain valuable skills.

On a motion by Ms. Williams, seconded by Dr. Trampe and passed unanimously, the Finance Committee recommended approval of staff's request to change the part-time IT Program Manager position to a full-time IT Program Management Coordinator position.

Approval of Budget Adjustment and Appropriation Necessary for Funding Additional Legal Services Costs for Social Services

Bonnie Jewell, Deputy Director of Finance for Budget explained that the Board of Supervisors directed staff to obtain new legal counsel for Social Services beginning in FY 2020. The costs of the new legal counsel are anticipated to exceed the current budget by \$122,000. These additional expenditures will be eligible for federal pass-through funding reimbursement at approximately 32% (\$39,040), leaving \$82,960 as the estimated local share. Staff recommends that the Board approve use of the budgeted contingency to fund the \$82,960 local share.

Mr. Pritchett asked about how the services for the new legal counsel will be billed and if they differed from the billing for the previous legal services contract. Ms. Crooks explained that the previous contract included a retainer that covered a certain level of hours and then we were billed for any hours above those covered with the retainer. The new contract will be based solely on billable hours and the additional funding requested is based on an estimate of hours billed. If the billable hours are less than estimated, we would not need the entire amount of funding requested.

On a motion by Dr. Trampe, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the budget amendment to move funding from the Contingency account to cover the local share of new legal counsel for Social Services.

Other Business:

Adjournment:

Ms. Sorrell adjourned the meeting.