

MEETING #4 January 23

At a Budget Work Session of the Madison County Board of Supervisors on January 23, 2014 at 9:00 a.m. in the Thrift Road Complex located at 302 Thrift Road:

PRESENT: Doris G. Lackey, Chair
R. Clay Jackson, Vice-Chair
Jonathon Weakley, Member
Robert W. Campbell, Member
R. Clay Jackson, Member
Kevin McGhee, Member
Ernest C. Hoch, County Administrator

ABSENT: V. R. Shackelford, County Attorney
Phillip Tartaglia, Finance Director
Jacqueline S. Frye, Deputy Clerk

Agenda:

1. Call To Order

2. Pledge of Allegiance & Moment of Silence

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a moment of silence.

3. Determine Presence of a Quorum/ Adoption of Agenda

All members were present and a quorum was established.

It was the consensus of the Board to accept today's Agenda as presented.

Chairman Lackey advised there have been concerns about a letter placed in the County Administrator's personnel file; she suggested this topic be further discussed in closed session and not in public; she also referred to the existing Code of Ethics adopted by the Board and asked that this matter not be made a public issue due to confidentiality concerns.

4. Agenda Items:

a. Budget Discussions:

The County Administrator provided handouts on the composite index comparisons for all municipalities; information is also being completed by the School Superintendent to denote how the composite index has changed over the years. In closing, he advised there has been a suggestion that both governing Boards

(County/School) hold a meeting with Senator Hangar over the summer and discuss this matter.

Outside Agencies: The County Administrator provided a listing of all outside agencies the County makes payments to and when said payments are made; additional information was provided regarding debt service payments (i.e. volunteer fire department, rescue squad) and grant funding that runs through the County.

Revenue: Information was provided regarding the revenue stream, how much is budgeted, what's received for January 2014, YTD, and an unrealized balance; an update was provided on funding spent to date.

Departmental spending/appropriations: A preliminary budget was provided to show funding spent by department, in each line item, as of January 22, 2014; the appropriation line shows where funding was moved and appropriated; funding is appropriated by the Board of Supervisors (i.e. grant, etc.) and from one line item to another based on whether a line item goes over budget. If funding isn't available to be appropriated from other line items, the contingency fund is utilized.

Supervisor Campbell questioned why funding should be moved from other categories.

The County Administrator advised that funding is moved based on the County's budget policy; the school system leaves negatives in their line items and looks at the bottom line; he advised the aforementioned concept isn't a correct accounting practice.

Employee Listing: A list was provided to show every County employee which shows every department, employee title, their pay in 2013 to date, what a 2% and/or 2.5% increase would be, and a total of the overall cost to the County with the payroll estimate of 21% for FICA, VRS, etc.; the printout shows 46 people in the County (controlled by the County only) and 35 within the constitutional offices (controlled by the Constitutional Officers only).

Comp-Board paid positions: Information is still being factored for positions receiving comp board funding 'by position' – the only positions the comp board pays 100% are the Sheriff, Clerk of the Circuit Court and the Commonwealth Attorney, base salary only; there are two (2) Deputies who are fully funded by the comp board as well.

Miscellaneous: The County Administrator advised the County's budget decreased from 2013 to 2014 despite having added two (2) new positions within the new-year (i.e. Medic and SRO) totaling about \$70,000.00 in salaries mid-year that are reflected in the 2014 payroll figures; information was for over-time (by department) which has never been used; some of the departments have rosters of part-time employees who are very active (i.e. EMS, Sheriff) – these individuals don't receive any benefits

(i.e. health insurance or VRS), which actually provides a savings for the County; part-time funding is shared between the two ACO's for on-call duty (i.e. one hour pay for every seven hours of work at a straight rate); positions were eliminated from the Facilities Department; custodians went from 'contractor' to 'in house' to 'full time' then back to 'part time.'

Animal Shelter: Chairman Lackey questioned the hourly rate for shelter employees; the wage was increased to \$10.00 per hour.

The County Administrator advised a scale was composed for the shelter employees; hourly information was provided per employee based on experience level; (i.e. \$8.50 per hour [no experience]; \$9.00 per hour [some experience]; \$9.50 per hour [experienced] – the hourly rate is increased fifty cents (.50) per year with \$10.75 per hour being the max for experienced personnel who have been in place for two (2) years.

The County Administrator referenced a comment regard the fees for maintenance (i.e. grounds maintenance) versus contracting out work; the County pays \$10.00 per hour for grounds maintenance without any benefits (i.e. straight wage) – a company will hire someone at the same fee but will need to charge more in order to offset overhead costs.

Sheriff's Data: Information was provided pertaining to all the Sheriff's budgetary requests and breakdowns (i.e. court security, law enforcement); the current request calls for an additional \$427,000.00 (i.e. two deputies; \$176,000.00 for vehicles; etc.); discussions will need to transpire about vehicles; a revised list of all law enforcement vehicles was provided (to include the new vehicles) [from oldest to the newest]. The Sheriff has advised he'd like to sell 32 to 40 vehicles – some have been moved to the bus shop; he'd like to keep 31 vehicles; the listing shows 24 names listed as 'drivers'.

Supervisor Campbell suggested any vehicles not needed should be disposed of.

The County Administrator suggested a floor price be established and locally advertise for bids/pricing; he suggested an auctioneer not be hired, as they receive a percentage; plans will be made to gather a total of all the County vehicles that can be advertised for sale.

The County Administrator advised the lease payment for the Sheriff's cars is split into two (2) payments each year (i.e. \$60,000.00); one (1) payment will be made in the 2014 budget totaling \$30,000.00 which will leave \$30,000.00 that can be used; the Sheriff would like to purchase two (2) used vehicles; monies attained through the sale can also be applied toward the purchase; used for the purchase of additional vehicles.

Concerns were verbalized for the monies set aside for meals for the jurors; it was advised this has been allocated based on possible need in the event jurors are sequestered for the triple murder case.

Discussions continued regarding inviting individuals to attend the budget sessions to discuss organizations receiving over \$10,000.00 in funding from the County (i.e. RRCSB, Jail Board, Skyline CAP, etc.) and possibly requesting to receive a report for those receiving less than \$10,000.00 in funding in order to attain justifications for budget requests received.

School System: The County Administrator advised the school board's budget work session was cancelled; a draft budget has been submitted, although additional work will need to be done. A future public hearing will be scheduled.

Supervisor Campbell verbalized concerns regarding how the school system's budget format and how line items don't show a positive balance.

It was reported there will be a joint meeting between both governing Boards within the coming week.

The County Administrator advised the school system has agreed to meet on January 30th from 5:00 p.m. to 6:30 p.m.

After discussion, it was the consensus to have the County Administrator check with the Superintendent to see if a meeting can be held on Friday, January 31st beginning at 4:00 p.m.

WVPT: Concerns were verbalized as to what services are provided by the public television system.

Madison County Fair: Concerns were verbalized as to why the County provides funding for the County Fair Board.

Madison County Volunteer Rescue Squad: Supervisor Campbell suggested the County offer a one cent tax reduction to the citizens; campaign why a new rescue building is needed; and encourage the citizens to donate toward the endeavor.

Discussions continued as to the need for additional space; ambulances are provided for County use; the County will eventually need a building in the event the volunteer rescue squad doesn't survive in the future.

Emergency Operations (E911): The County Administrator advised the reduction denoted will be \$5,600.00 less than that from the previous year; it was also reported that new, heavy duty chairs were ordered for the dispatchers; this purchase was discussed with the County Administrator.

Discussion focused on the absence of any future planned E911 equipment upgrades and if this should be included in the CIP budget; the County needs to be abreast of what's transpiring in the Commonwealth in regard to any proposed equipment requirements.

The County Administrator advised the County is in reasonably good shape; there is funding in the Sheriff's budget for upgrades to servers that will be needed (managed by the Sheriff's department and the E911 Center) in the future; plans are to use a portion of funding from this year's budget (FY2015) and a portion from next year's budget (FY2016).

It was also suggested the County add the discussion at a workshop pertaining to the development of a regionalization approach which will allow the County's needs to be fulfilled and possibly provide some overall savings; he also suggested any questions/concerns brought forth during the discussion session be forwarded onto the County Administrator to explain any concerns the employees may have.

The County Administrator advised there have been discussions with Orange County pertaining to a mutual dispatch center; there is State funding available for combining E911 Centers; Orange County opted out of an agreement (they currently have two (2) dispatch centers in operation); conversations have also been held with Greene and Culpeper as well; he feels space will be a concern and there will be additional costs; he feels the County will have to eventually move the E911 Dispatch Center to a location that offers additional space (i.e. Old ABC Building, Social Services Building) – either as a 'stand-alone' EOC or share the building with another locality; discussions are being held regarding some possible grant funding.

Madison Volunteer Rescue Squad: Supervisor Campbell advised he's personally working on a plan to assist the volunteer rescue squad that will possibly allow them to have a building without having significant loans to pay in the end; there is a currently a long range plan in place that will include fundraising.

The County Administrator advised the County does pay for the fuel used by the volunteer rescue squads, as this was included in the original MOU; the MOU was modified when a fuel increase was implemented, as agreed by the Board.

Thomas Jefferson EMS Council: No request for additional funds.

It was advised there have been some regionalization discussions; this council is primarily involved in distrusting educational methods which are standard; the funding request is based on a 'per capita' of each participating localities; coordinated emergency care is handled by two (2) coordinating hospitals and forty (40) licensed EMS agencies.

EMS: The County Administrator advised that there will be an increase in the departmental budget; after research and adjustments, the funding increase was noted to be \$27,000.00; paid EMS personnel assist the volunteers by providing

twelve (12) hours of ALS care, seven (7) days a week and also for twelve (12) overnight hours each day (volunteers were experiencing difficulty providing ALS coverage). Billing has also been implemented over the past few years; concerns verbalized involved the fact that every time the Governor gives additional holiday time, this affects paid EMS, deputies and the dispatchers; EMS personal don't get comp time; the Director tries to utilize part-time staff as much as possible.

Discussions continued pertaining leave payout for employees who leave; these funds are taken from the contingency fund (i.e. earmarked) and is paid incrementally as employees leave; he advised a new budget line item will be added to denote that all newly hired employees will need disability insurance, paid by the County for the employee's first thirty (30) days of employment, as required by the VRS. Additional concerns included that something be implemented to denote a change this year; moving forward, vacation time can be taken in one week increments and continue throughout the year until all time is taken; any remaining time should be paid out at the end of each calendar year instead of allowing the time to build up; unused should be lost at the end of the fiscal year, to which the County Administrator advised there is an existing cap on the amount of leave that can be in place; the County allows employees to accrue more time in the event they become sick; any additional time above the actual 'cap' is lost if the employee leaves service.

The County Administrator advised the loss of leave affects the departments that have a lot of turnover (i.e. Sheriff, EMS), as these employees accumulate a lot of days relatively quickly (i.e. not those who are considered 'long-term').

Ambulance Billing Service/Public Safety: Supervisor Weakley questioned why the ambulance billing service has increased for the County.

The County Administrator advised the County pays a percentage of what's collected; when collections increase, the County's fee also increases; the contract contains a clause that indicates the County will pay them (Fidelis) a fee to handle all the paperwork and billing; most of the payments received are from Medicare; range of collections is about \$300,000.00 per year. It was also noted the volunteer rescue squad began billing for a year or so – any calls after 7:00 p.m. are billed by the volunteers which goes directly to them for placement into their building fund. Total funding received as revenue isn't enough to pay the bill to the County – total funding received is split between day and night.

Concerns were verbalized regarding calls made for service and then service was refused; he asked if there was a way to address this issue, as there are costs to the County to travel to the residence.

The County Administrator advised there are intervention techniques in place; the Director will have five (5) to six (6) regulars who 'use/abuse' the system and tries very hard to work with these individuals.

It was advised that not only is the County preparing to provide the volunteer rescue squad with \$150,000.00 annually, but also provides them funding equaling about \$27,000.00 for the additional paid EMS employee and they collect revenue for the calls.

The County Administrator advised there are many calls to Autumn Care, Inc.; he has asked the Director to provide input as to how many calls and the total amount of revenue received from these calls. In closing, he doesn't feel the existing calls place a strain on the County's resources, but may well do so in the long run should an additional nursing home facility be constructed here in the future.

It was also reported that some nursing home contract out to private ambulance services; they only call paid EMS if it's a major issue, as they do have trained medical personnel in place; it was also reported there are calls from a local physician's office at times as well.

In closing, the County Administrator feels the greatest cost to the County over time will be medical services; a healthy volunteer service and paid staff will be a definite asset to the County.

Concerns were also verbalized pertaining to the E911 upgrade that will allow dispatchers to provide medical information to citizens calling in, and what will happen if an error is made and a lawsuit is brought forth.

The County Administrator explained the County will be operating under 'sovereign immunity' - this will allow information to be provided to the community and limit any liability (on the County); the only way to break the 'sovereign immunity' is due to gross immunity, not casual negligence; therefore, localities usually don't get sued with these types of circumstances.

Rappahannock Juvenile Detention/Probation: The County Administrator advised the numbers denoted include what the County pays to house juveniles; this is a shared cost between localities to a regional center; a citizen representative presides on the Board on behalf of the County. The cost is based on pro-ratio/enrollment for Madison County.

After discussion, it was the consensus of the Board to ask Mr. Goossens to attend a future meeting to provide input regarding funding and the number of inmates retained at the center that are from Madison County; it was also requested that information be attained pertaining to probationary services.

It was also reported there is a juvenile probation office in the courthouse; there is an individual in place to assist with juvenile offenders; the office provides counseling/residential services and the director can require the parents to come for a meeting with social workers and/or corrections personnel; she advised that training is now being provided to the inmates by Germanna.

Confinement of Prisoners: The County Administrator advised this line item is a placeholder for some costs; current number spent is \$50.00 thus far; during the past year, there was a large expense – the County budgets a set amount for medical expenses for inmates; \$20,000.00 is allowed for allocation each year – if the costs exceed the aforementioned amount, the County is billed for any additional amount.

The County Administrator advised the County pays based on the percentage of inmates housed at the facility; an adjustment is made each year; the new number is 10.95% of the total regional jail costs, which is tied to the total number of prison population from Madison County, Virginia; this number is subject to change if the federal government doesn't provide substantial funding; the County has a contract in place with the jail; information was also provided regarding the County's share (i.e. local money) that has to be paid to the jail (i.e. 10.95%) as a total cost; information was also provided pertaining to the future expansion and what the County's proposed share of the cost will be; he also advised when someone's right to freedom is removed, the locality is then responsible for their full well-being.

It was questioned whether it has been explored whether the County can cover local prisoners at the jail with health insurance, or if the regional jail can attain a health insurance policy for the inmates housed there; she suggested this concern be investigated, and perhaps discussed with our carrier to see if something can be put into place.

The County Administrator advised he jail is looking into the aforementioned issue; he questioned whether the Board would like to have Mr. Hoffman and Mr. Aylor attend a future meeting to gain insight on this concern, to which the Board agreed. In closing, he advised he total cost per day, per prisoner is \$53.15; he also advised there are about thirty (30) prisoners per day from Madison County housed at the regional jail during the past year.

It was also questioned what is being done to help prisoners (i.e. literacy training, drug/alcohol abatement) so they are able to be productive and not re-enter the jail facility.

The County Administrator suggested the Board perhaps advertise and schedule a meeting at the regional jail and request a tour of the facility; money allocated to the jail in FY2013 totaled \$29,000.00 **for health coverage, but paid an additional \$44,000.00 for a Madison County inmate's surgery**; a breakdown was provided to show the bills, allocation, and a statement from the jail if the proposed amount is exceeded. In closing, he verbalized optimism that the amount will decrease.

Discussions continued regarding the guidelines to advertising public meetings.

Thomas Jefferson Area Community Corrections (OAR): Supervisor Weakley provided an overview of the goals/mission of the TJACC (OAR) to encourage criminals to become productive, responsible members of society, and refrain from future criminal actions.

The County Attorney suggested the Commonwealth Attorney be asked about the TJACC Board, as he feels he will be able to provide more background on the aforementioned Board.

It was questioned whether there has been a recipient in the County who has benefitted directly from the program being offered.

The County Administrator advised the Commonwealth Attorney will be attending tomorrow and will be able to provide background information on the types of services offered through the program.

Building Inspections: No changes noted in the departmental budget presented; there is a lease reduction based on the shared copier and VRS reductions.

The County Administrator advised the Board will need to discuss any proposed increase in healthcare; also a proposed six percent increase for all employees will cost about \$41,000.00.

Building Permit Fees: The County Administrator advised a certain amount received for building permits must be issued to the State; if the proposed storm water regulations are approved, the fee rate will increase, as will the County's level of revenue.

Animal Control: The County Administrator advised the amount budgeted has increased during the past year (i.e. \$55,000.00) for staff at the shelter; projected cuts can be implemented (\$45,000.00 is what's actually needed).

Concerns verbalized by the Board pertained to part-time staff being paid under \$10.00 per hour and whether approving funding for pay increased would be made available to all staff; the turnover rate was questioned and the number of volunteers at the facility.

The County Administrator explained the current pay scale; he advised there will be slight increases to some staff based on the scale established. If a two percent salary increase is approved by the Board, staff will receive a slight increased based on the

After discussion, it was the consensus of the Board to agree to adjust the budget to \$49,000.00.

The salary line item for ACO's includes two (2) people; input was provided on the line item for overtime hours worked by each officer; nothing will be further allocated for the Topping Fund; benefit information was also provided for review. In closing, it was suggested the ACO salaries possibly be adjusted.

Concerns were verbalized regarding the reduction in veterinary expenses and whether the shelter can depend on an annual reduction.

The County Administrator advised the reduction was recommended by the Animal Control Officer.

Slaughterhouse: Discussions focused on previous suggestions that a slaughterhouse could function here; concerns verbalized pertained to whether there is enough wild game production here to sustain such an operation; the citizens don't seem to be in support of this type of operation here.

Farm Bureau Meeting/Luncheon: Supervisor Jackson advised the Farm Bureau would like to meet with the Madison County Board of Supervisors on February 19th at 1:00 p.m. – lunch will be provided.

Meeting Calendar: The County Administrator constructed a monthly meeting calendar which has been emailed; copies will be provided if necessary.

Medical Examiner: No changes denoted.

SAFE: No significant changes denoted.

Line of Duty Benefits: These benefits are paid by the County by mandate.

The County Administrator provided a brief overview of the LODA benefit paid to those individual who are hurt in the line of duty; currently, there are only two (2) recipients (grandfathered to the County) in the County that are paid this benefit; an explanation was also provided for benefits due to family members of those individuals injured or killed in the line of duty; benefits are also paid to the surviving spouse(s).

Road Construction: Funding denoted in the line item has been placed in the County's general fund (i.e. bond release funding); these funds can be appropriated if ever needed to cover additional costs; it's anticipated the State will assume responsibility for one of the two roads in the County covered by these funds.

In the event the State assumes responsibility for these roads, the remaining funds will be utilized if it's deemed that additional maintenance is required.

Transfer Station: The County Administrator advised there was accumulated projected leave; unused leave time was paid in the past year; there is also unemployment funding that will need to be paid; these expenses will be eliminated in the upcoming year; remaining expenses will be for monitoring of the closed landfill (required by DEQ) and water testing (for thirty years).

Discussions continued regarding reopening the landfill; the County Administrator advised the process is called the landfill reclamation program which requires the site to be dug out and is controversial and not allowed in many cases – our landfill isn't a candidate for this particular program.

Discussions focused on meth gas; the County Administrator advised that testing is done at the landfill on a regular basis; if a hot well is detected, testing is done for several chemicals – if one exceeds the limit, the mitigation process must be implemented. DEQ must be advised of any plan of procedures the County undertakes regarding the aforementioned issue. The County Administrator advised a further breakdown will be provided on the monitoring fees for review.

Recycling Program: The County Administrator advised the funding noted is from a grant; this money was used last year to build a wall at the landfill, as these funds can only be used for recycling.

The County Administrator advised there are two DEQ inspections annually; inspections haven't yielded any problems thus far.

Erik, Weaver, Sheriff, was present and provided the following input regarding his departmental budget.

A sheet was provided to include the Sheriff's budget requests; justification was provided pertaining to the following budgetary requests:

- a) Full-time overtime funding (\$16,000.00); input was also provided on the current workman's compensation claim; it was advised that VACo currently handles these types of claims and have been discussing with the individual and his medical team to determine whether he can return to light duty.
- b) There are currently twelve (12) comp board positions (including the Sheriff); seven (7) County positions and one (1) School Resource Office (grant funded), plus the Office Assistant equals twenty-one (21) departmental personnel; a request was included in the departmental budget for two (2) additional deputies; the existing SRO position will be funded by the school system and the State for the next four (4) years and will be completely funded by the school and/or County after that time frame.
- c) Projected accumulated leave payout: Concerns were verbalized that the extensive amount of leave previously noted has been removed from the books due to clarification of the employee's status; although the aforementioned clarification has been made, it's felt this matter isn't 'off the books' as the individual is still entitled to three (3) years of pay (as per the assessment of the Auditors and the Virginia Department of Labor). The County Administrator advised the accumulated projected leave payout isn't budgeted but earmarked and taken from the contingency fund.

It was noted there are no additional departmental employees with any significant amount of leave; there are two (2) employees who are at the maximum limit and they're paid for anything they work over forty (40) hours.

- d) \$15,000.00 grant funding: In the past, this funding was used to assist the County with funding the Sheriff's Office (i.e. purchase of vehicles, VRS benefits, etc.); grant funding is currently issued for seatbelt, DUI and narcotics enforcement; deputies generally work highway safety before or after their regularly scheduled shift; the Sheriff is asking to have some of the highway safety funding donated back to the Sheriff's Office; it was also advised the grant program is becoming more restrictive.

The County Administrator provided an overview of the highway safety funds brought in fines during the past several years; no significant spikes in revenue were noted compared to the expenditure of funding; he also advised that deputies can't be hired to raise revenue by writing citations.

Concerns verbalized by the Board concerned:

- Accumulated leave payouts (for the Sheriff's Office)
- Whether court activities could be consolidated

The Sheriff advised he'd like to 'even' the shifts up and have at least five (5) deputies on each shift; DCJS requirements for 'auxiliary deputies' has changed and anyone desiring to work in this capacity (part-time) must attend school for at least twenty-six (26) weeks on a part-time basis; he also reported there isn't sufficient room in the small courtroom to handle juvenile court and there is no study for the Judge(s) (i.e. each has their own study in the new courthouse).

- e) Motor vehicles: This request involves three (3) new cars and three (3) used vehicles; an updated law enforcement vehicle list has been provided for review; there is almost \$30,000.00 put aside for this purchase (not in contingency); additional monies needed will need to be taken from the contingency fund; rotation schedule was discussed; one (1) used vehicle (50,000 to 60,000 miles) is needed now (i.e. Tahoe, Expedition) for daily use as a canine vehicle; additional vehicles are listed for the Sheriff's Office in the event one breaks down – some vehicles listed were donated from other sources (i.e. CVRJ and the rescue squad); vehicles utilized by the Sheriff's Office must be fully loaded with all types of tactical equipment.

The County Administrator questioned whether the Board would allow the aforementioned remaining funds to be used for the purchase of a vehicle for the Sheriff's Office; action can be implemented at the February Regular meeting, if the Board authorizes the Sheriff to proceed with the requested purchase.

After discussion, it was the consensus of the Board to authorize the Sheriff to search for a used vehicle costing up to \$25,000.00 for the purchase of a used vehicle.

It was also advised that when the Ford ranger pick up is sold, the proceeds must be allocated to the literary fund.

- f) Police Supplies: This request includes bullet proof vests at a cost of \$700.00 to \$800.00 per vest; there is an itemized 'wish list' provided for review which includes everything the Sheriff's Department would like to have; the bullet-proof vests have a life span of five (5) years (would like to purchase \$10,000.00 worth); would also like additional generalized equipment (i.e. radar sets, bullet proof vests, ID maker, etc.)..
- g) Server: Additional monies were given to the Sheriff's Office during last year for updates; a decrease is noted in today's budgetary presentation; a replacement server is being requested – plans are to fund a portion of this cost during this year's budget and part during next year's budget; the request also includes four (4) replacement computers; the server is jointly used by the E911 Center; the current server is still working but can't accept any new upgrades due to its age; software for the EMD will also be attached to the new server; back-up guidelines are based on State regulations.

Health Department: Cee Ann Davis, Director, and Dana McCullough, Business Manager, were present for today's session; she advised there are current changes in the district pertaining to public health; services currently being provided include:

- a. Occupational health
- b. Maternity
- c. Nursing home screenings

The public health nurse currently works with the Department of Social Services to provide assistance and also provide immunization efforts, supported by a grant in 2012. Additional programs/services provided and/or implemented include the following:

- a) WIC Program
- b) Environmental health summary
- c) Septic applications/well replacement
- d) Septic system/well replacement
- e) Food/safety inspections
- f) Communicable diseases:
 - i. Tick borne illness
 - ii. Animal bite/rabies exposure
 - iii. Pertussis (whooping cough)
 - iv. Sexually transmitted diseases (STD) [chlamydia, gonorrhea, HIV]

The Virginia Department of Health is constantly reminded of the need for a safety net in the rural areas due to the time/distance to travel through the various localities; federal funding is being cut in various program areas; creative

ways will need to be implemented in order to support programs to help those with a need for specific services; the department isn't reimbursed for many services provided; all food establishments are inspected 1x to 2x annually; suggested the County arrange for folks to buy spray/liquid when they attend large outdoor events; it's suggested that adults (i.e. women in the reproductive range [age 9 through pre-menopause]) have a 1x booster [TDAP]); testing for suspicion of any STD's can be done with a local physician or at the health department upon client request; there are no new HIV cases reported in this area and she suggested that all adults be tested for HIV at least once in their lifetime.

Ms. Davis advised the health department works very closely with the Department of Social Services so no programs or services are duplicated; she advised that WIC food vouchers (prenatal and post-partum care) is a different program than the overall support provided by DSS for food stamp assistance (SNAP); she believes the WIC program is balanced against the food stamp program and isn't handed out independently; she also advised the health department makes referrals for mental health services and perform questionnaires for those coming in for these types of services, but no mental health services can be performed on site; the health department isn't involved with the CSA program; the health department does have a designee for the CMPT who attends meetings (when the director is unable to attend); the health department also assists the RRCSB regarding decision and providing care for those who may have been referred for specific services.

Additional programs provided that are separate from cooperative funding provided by the County include:

- a) Healthy Families
- b) Emergency planning
- c) Family Planning
- d) Maternal/child health
- e) Immunization

Concerns were verbalized by the Board regarding the mental health clinic that was once housed here in the County, but has since closed; there is a need to have a clinician housed in the County at least 1x weekly and whether there is space at the health department that can be utilized for this service.

Ms. Davis advised there are calculations utilized in order to prioritize mental health funding for localities. If the County feels this type of service is important and needed, she suggested the County invest in supporting this effort and encourage its initiation either through the RRCSB, public safety, and/or representatives at the health department; there is currently a recently retired individual who is in the process of advocating for the return of various community based services. She also advised there is existing space at the health

department to house someone to provide mental health services – suggested the Board meet with the County’s representatives from participating agencies to investigate any available options; the State of Virginia spends less funding ‘per head’ (i.e. per capita) on public health services than most other States. As a health director, it’s her goal to assist the public and the policy makers in order to make the best decisions possible. The County has been advised of a proposed request from the school system and the social services office to hire a family advocate.

Ms. Davis advised there is also a representative from Healthy Families who visits the homes as well; it was suggested that all interested parties discuss this proposed option and develop some framework; the Medical Reserve Corp is also available to provide assistance, planning, training, and support to the health department; qualified counseling in the school system and access to acute mental health services (for those with post-partum depression) will be advantageous.

In regards to concerns verbalized toward volunteers, she suggested the County evaluate and verify capabilities of anyone desiring to provide volunteer services to those in need.

The County Administrator advised that budgetary information was forwarded from Ms. Hutchins; there was nothing indicated regarding the local share being requested for the new budget year.

Ms. Davis advised the request is for the County to meet the mandated funding required by the locality; funding request is \$140,412.00; existing accounting practices are being researched in order to show a more accurate assessment of how funding is being spent; the cooperative state budgeting process calls for participating localities to fund a percentage (i.e. sixty-three percent [63% from the state] thirty-seven percent [37%] by the County); population and service needs are used to determine the funding figure provided; there are currently 4.5 full-time employees in the Madison department; the WIC Program Manager is also interested in ‘whole health’ and actually attained permission from the State WIC Program Head to implement a unique program – a part-time dental hygienist was hired to provide counseling for children/families and provide topical treatment.

The County Administrator advised that space planning discussions will be implemented; the health currently pays the County \$35,000.00 annually in rent; the line item in the health department budget doesn’t list the correct amount in the budget line item.

Ms. Davis reported the past proposed state office shutdown would’ve resulted in most departments only having one (1) staff member in each office; the department may need to look at ways to develop an emergency plan in the

future to offset any proposed state shutdowns; she'd like to be involved in any proposed relocation discussions and feels it would be advantageous to have the health department and social services located in the same office; the health department currently has a lease in place which can be negotiation month-to-month basis.

Discussions also involved the issue with the State's request to implement changes in the contract on the social services building; it was questioned if this would also be the case with the health department (i.e. cost allocation versus a negotiated funding formula)

It was denoted the department would need substantial time to plan for any type of office relocation. Also, in the past, the health department was able to negotiate its own lease; however, the State has relinquished this decision to the Department of General Services and they are responsible for all negotiations.

The Board discussed concerns regarding the percentage the County pays toward the director's salary and the WIC Program funding.

The County Administrator will have the Commonwealth Attorney, the Director of Social Services, the Treasurer, the Commission, and the Extension Officer attending during tomorrow's session.

The County Administrator provided a quick overview of the health department's budgetary request and how the grand total of their budget was attained; salaries were also briefly discussed and a portion of salaries are funded by the County; concerns were verbalized as to how the County is required to pay ten percent (10%) for the WIC Program Coordinator if today's document shows that only seven percent (7%) of local residents utilize this service. In closing, he advised the County is mandated to pay the requested amount; however, the County can eliminate paying this amount if plans are to hire a doctor to manage the health department.

Chairman Lackey asked if the Board would like to add an additional meeting date during the next week.

After discussion, it was the consensus of the Board to add meeting dates as needed in order to perform a thorough assessment.

The County Administrator provided a brief over of how the SIPP meeting came into play, as based on citizen concerns regarding environmental issues.

b. Information/Correspondence (if any)

None.

c. Adjournment

With no further action being required by the Board, Chairman Lackey adjourned the meeting.

Doris G. Lackey, Chairman
Madison County Board of Supervisors

Clerk of the Board of Madison County Board Supervisors

Adopted on:

Copies: Doris G. Lackey, R. Clay Jackson, Jonathon Weakley, Robert Campbell,
Kevin McGhee, V. R. Shackelford, III & Constitutional Officers



Agenda
Budget Workshop Session
Madison County Board of Supervisors
Thursday, January 23, 2014 at 9:00 a.m.
Thrift Road Complex
302 Thrift Road, Madison, Virginia 22727

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance & Moment of Silence***
- 3. Determine Presence of a Quorum/Adoption of Agenda**

- 4. Agenda Items**
 - a. Budget Discussions**
 - b. Information/Correspondence (if any)**
 - c. Adjournment**