

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
January 27, 2009

The Henrico County Board of Supervisors convened a special meeting on Tuesday, January 27, 2009 at 4:30 p.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

David A. Kaechele, Chairman, Three Chopt District
Patricia S. O'Bannon, Vice Chairman, Tuckahoe District
James B. Donati, Jr., Varina District
Richard W. Glover, Brookland District
Frank J. Thornton, Fairfield District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Barry R. Lawrence CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board
George T. Drumwright, Jr., Deputy County Manager for Community Services
Leon T. Johnson, Deputy County Manager for Administration
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Randall R. Silber, Deputy County Manager for Community Development
Tamra R. McKinney, Director of Public Relations & Media Services
Jennifer K. Acker, Assistant Director of Public Relations & Media Services

Mr. Kaechele called the meeting to order at 4:32 p.m.

Proposed Plan of Development for Fire Station No. 8

Mr. Hazelett recognized Kevin Wilhite, County Planner IV, who joined Charles Ansell of ACA Architects in making a slide presentation on this item. Mr. Wilhite advised that the proposed fire station was located on 1.5 acres of land and that construction would be completed in three phases. He reviewed the layout plan for the site, including temporary structures and parking. There was considerable discussion among Board members and staff regarding the planned removal of recycling bins currently located on the site. Fire Chief Ed Smith and Mr. Hazelett assisted Mr. Wilhite in responding to questions pertaining to the housing of ambulances at fire stations and emergency exits on this site.

Mr. Wilhite recognized Mr. Ansell, who completed the presentation. Mr. Ansell reviewed the building design, elevations, and floor plan. Chief Smith addressed questions relating to station

staffing and apparatus. Mike Verdu, Capital Projects Manager for the Department of General Services, addressed questions concerning the color of the bricks that will be used in the station's construction. There was discussion by Mr. Ansell, the Board, and staff regarding the proposed building's energy efficiency features, how generator noise will be minimized, and the disposition of materials of the existing structure that will be demolished. Chief Smith confirmed that all of the County's fire stations house physical fitness equipment.

Workforce Transition Center

Mr. Hazelett recognized Mr. Drumwright, who presented this matter. Mr. Drumwright introduced Jane Crawley, Director of Social Services, and Susan Crump, Senior Vice-President of the United Way. He advised that an economic crisis task force composed of County employees and non-profit organization representatives, which convened for the first time this past October 31, has developed a plan to establish a regional Workforce Transition Center in the building previously housing Innsbrook Branch Library. The center is tentatively scheduled to open on February 12, 2009. Hours of operation will be Monday through Friday from 9:00 a.m. to 6:00 p.m., with a possible half day on Saturdays. The center will receive a \$500,000 grant from the Commonwealth of Virginia and will assist persons who are currently unemployed with updating their resumes, finding new jobs, and dealing with foreclosure or credit problems. It will contract with a national, non-profit organization based in Innsbrook named Clearpoint Financial Solutions to provide credit counseling to clients of the center.

Mr. Drumwright reviewed and distributed four handouts to the Board during his presentation – a flow chart of the intake process for the center, the center's floor plan, a Metro Richmond Announced Job Loss Report, and current case composites. There was discussion among Board members and staff pertaining to the feasibility of establishing satellite centers in other areas of the county, including public library branches. Mr. Drumwright and Mr. Hazelett also responded to a number of questions from Board members relating to the center's staffing and training needs, how grants funds for the center will be used, projected demand for the center's services, and ways that the center will be publicized.

Board Meeting Video Streaming and Minutes

Mr. Hazelett recognized Mrs. McKinney, who provided a demo of Board meeting video streaming with the assistance of Media Specialist Fred James. Live video streaming will begin with the February 10, 2009 Board meeting. Mrs. McKinney explained how the live and archived videos will be accessed by the public via the County's Web site and also reviewed and responded to questions from Board members regarding camera and microphone placement and logistics in the Board Room. Mrs. McKinney advised that the quality of the video will be much superior to what is viewed in other localities.

Following Mrs. McKinney's presentation, Mr. Hazelett noted that many localities are changing the way they prepare meeting minutes in light of video streaming technology. He suggested reducing the level of detail in the Board's meeting minutes and returning to summary minutes now that the new technology is taking over and the public will have access to video recordings that are directly indexed to items on the agenda.

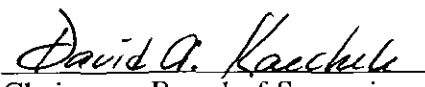
Mr. Rapisarda explained that the minutes currently being prepared by the Clerk are lengthier than what is required by the Code of Virginia. He offered an example of how they can be abbreviated should the Board in its judgment agree to this. Mr. Rapisarda clarified that local governing bodies are required by the Code of Virginia to have written minutes of their meetings. Archived videos of Board meetings can supplement the written minutes but cannot replace them. There was discussion among Board members as to whether the archived videos should be made a part of the official minutes. Mr. Rapisarda confirmed that local governing bodies are required to approve their meeting minutes under State law. He and Mr. Hazelett recommended that archived videos of Board meetings not be made part of the official minutes. The consensus of the Board was to follow this recommendation although the issue may be revisited at a future work session. Mr. Hazelett will work with Mr. Rapisarda prior to the next Board meeting to determine how the videos should be referenced to the public.

Mrs. McKinney and Information Technology Director Steve Lewis responded to questions from Board members concerning the cost of video streaming the Board meetings and the logistics involved in airing Board meetings on HCTV-17 should the Board choose to do so in the future. Although the January 27 Board meeting will not be live streamed, a test video will be recorded and posted on the County's Web site on February 5.

The Board recessed for dinner at 6:18 p.m. and reconvened at 6:36 p.m. Mrs. O'Bannon was not present for the remainder of the meeting.

Mr. Hazelett briefly reviewed the evening's regular meeting agenda. He referred to recent article in the *Richmond Times-Dispatch* relating to residential assessment trends in Chesterfield County. Mr. Vithoukas distributed a spreadsheet to the Board comparing residential assessments for 2008 and 2009 in the ten largest subdivisions of each Henrico magisterial district. There was discussion among Board members, Mr. Hazelett, and Mr. Vithoukas regarding the County's budget, financial trends, and revenues; State revenue shortfalls; and the local bond refinancing market.

There being no further business, the meeting was adjourned at 6:54 p.m.


Chairman, Board of Supervisors
Henrico County, Virginia