

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
May 26, 2020

The Henrico County Board of Supervisors convened a special meeting on Tuesday, May 26, 2020, at 5:45 p.m., in the Board Room of the Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

**Members of the Board Present:**

Thomas M. Branin, Chairman, Three Chopt District  
Daniel J. Schmitt, Vice-Chairman, Brookland District  
Tyrone E. Nelson, Varina District  
Patricia S. O'Bannon, Tuckahoe District  
Frank J. Thornton, Fairfield District

**Other Officials Present:**

John A. Vithoukias, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board

Mr. Branin called the meeting to order at 5:45 p.m. He stated that special meetings of the Board of Supervisors are work sessions where department heads and staff present information and answer questions from the Board. The public is welcome to view and listen to these meetings via the WebEx Event link on the County's website, but there is not an opportunity for public comment.

Mr. Vithoukias briefly referred to the items on this special meeting agenda.

**COVID-19 Community Mitigation Outreach**

Mr. Vithoukias recognized Battalion Chief Jackson Baynard, Chief of Emergency Management and Workplace Safety, who updated the Board on the County's COVID-19 community outreach efforts on May 23. More than 200 volunteers walked to 10,000 homes in eastern and central Henrico, where they distributed "care kits" with reusable face coverings and informational flyers to help residents protect themselves during the COVID-19 pandemic. He displayed a series of slides/photographs highlighting the event and informed the Board that this event will be repeated on May 30 in western Henrico. Chief Baynard responded to questions from the Board regarding the County's procedures for ordering, purchasing, packaging, and distributing face masks. Mr. Branin asked that each member of the Board receive a schedule for these types of community events where residents can volunteer. Chief Baynard explained how staff is maximizing resources in its outreach efforts.

At Mr. Vithoukias' request, Chief Baynard reviewed an online dashboard that was created and is maintained by Geographic Systems Information (GIS) Analyst Mary Beth Danuser to share with the public the latest news and information about COVID-19. The dashboard serves as a clearinghouse of resources, including a map that shows in real time confirmed

cases throughout the world and links to state, federal, and international health agencies. Mrs. O'Bannon asked that Public Relations Director Ben Sheppard makes sure COVID-19 information is posted in laundromats. Chief Baynard then cited Henrico's most recent COVID-19 testing statistics, pointing out that 13.2 percent of the tests have yielded positive results. Mr. Branin thanked Chief Baynard and his team for putting in countless hours and doing amazing work during the pandemic. Mr. Vithoukaskas advised the Board that he will bring the entire Emergency Operations Center team to a future Board meeting to be recognized. Mrs. O'Bannon mentioned that she has received inquiries about having high school students volunteer for COVID-19-related community events. She clarified that residents under 18 can volunteer to assemble care kits while older residents can volunteer to distribute them. Mr. Vithoukaskas asked Mrs. O'Bannon to pass along to staff the names and contact information of any constituents who are interested in volunteering.

### **CARES Act Funding – General Government**

Mr. Vithoukaskas requested that this item be moved up on the agenda ahead of the following item: "Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding – Education." He recognized Megan Coates, Assistant Director of Finance, who narrated a financial update on this item. Ms. Coates began her slide presentation by providing a CARES Act overview. She explained how the act provides funding for state and local governments and restricts utilization of the funds. Ms. Coates also identified practical matters for the County to consider in accepting the funds. She pointed out there is a different process for general government and Henrico County Public Schools (HCPS) to receive the funds. HCPS must identify up front how it intends to use the funds, which is not the case for general government, and has until August 1 to apply. General government will be allocated \$28.8 million without having to apply.

### **Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding – Education**

Amy Cashwell, Superintendent of Schools, explained how HCPS has been allocating resources during the pandemic while school facilities have been physically closed. She provided examples of HCPS' partnership with general government in conducting community mitigation outreach. Dr. Cashwell advised the Board that HCPS has identified nearly \$14 million in needs and will be allocated \$9.3 million in CARES Act funding. Major costs for which the funds may be used include technology hardware, digital resources (software), summer programming, and special education compensatory services. These items will be in alignment with Virginia Department of Education (VDOE) guidelines. This summer, HCPS will be focused on both remediation and the recovery of learning.

Following her presentation, Dr. Cashwell received questions from the Board. She advised Mr. Thornton that HCPS has shared federal funding with private schools several times in the past, which will also be the case with CARES Act funding. There was discussion between Dr. Cashwell and Mr. Nelson regarding different options HCPS is weighing for reopening schools in the fall. She responded to a question from Mr. Thornton pertaining to national trending towards extended school schedules. Mrs. O'Bannon remarked that she liked the option of offering courses in the summer. Dr. Cashwell responded to questions from Mr. Nelson and Mr. Schmitt concerning Henrico representation on and the mission of a statewide task force that will provide guidance to local school systems on reopening. She confirmed for Mr. Schmitt that HCPS is reviewing transportation options for the fall, will be issuing protective personal equipment to students, and has established a committee to review

reopening options. Dr. Cashwell responded to questions from Mr. Branin relating to the allocation of federal CARES Act funding to private schools. There was discussion by Dr. Cashwell and the Board regarding the status of HCPS' redistricting process and the relevancy of enrollment data in light of the pandemic. Mr. Thornton and Mr. Branin suggested the Board of Supervisors and School Board consider a joint meeting to discuss enrollments and redistricting. Mr. Schmitt concurred with this suggestion but indicated a first step could be a virtual meeting of the Chairs and Vice Chairs of each body along with the School Superintendent and County Manager.

### **CARES Act Funding – General Government (continued)**

Ms. Coates returned to the podium and continued her previous presentation on this item. She reviewed more specifics of how the County's general government is planning for its \$28 million CARES Act allocation, how Federal Emergency Management Agency (FEMA) public assistance will apply to certain expenses pertaining to COVID-19, and several considerations for the Board and County staff in awaiting federal funding. Ms. Coates explained for Mrs. O'Bannon the differences in how general government and HCPS CARES Act funds are being distributed. She and Mr. Vithoulkas responded to questions and concerns raised by Mrs. O'Bannon relating to FEMA's reimbursement process based on the County's past experiences in applying for and receiving FEMA funds in the aftermath of natural disasters. Ms. Coates assured Mr. Thornton that the County will be able to use all of the federal funds it receives and will not be returning any of those funds.

### **Central Virginia Transportation Authority (CVTA) Briefing**

Mr. Vithoulkas recognized Todd Eure, Assistant Director of Public Works, who narrated a slide presentation on this item. Mr. Eure began his presentation by updating the Board on the CVTA's current status. He noted the Governor has signed amended legislation creating CVTA. The Governor's recommendations, which were agreed to by the Virginia General Assembly, include a prioritization (cost/benefit) process for selecting regional projects, making the Commonwealth Transportation Board (CTB) appointee a voting member, and an evaluation of the governance structure of transit service in the region. The legislation will go into effect on July 1 and an additional sales tax to help fund CVTA will become effective on October 1. Mr. Eure also addressed CVTA's membership and powers and duties. He informed the Board that current efforts concerning CVTA include coordination between Mr. Vithoulkas and the region's other chief administrative officers; the appointment of CVTA members; and the establishment of a technical working group that will develop draft bylaws, review the governance structure for transit service, and coordinate with PlanRVA to set CVTA's first meeting and develop a meeting agenda. Mr. Eure concluded his presentation by identifying the schedule and next steps for CVTA. These include appointment of Henrico County's representative, CVTA's first organizational meeting, beginning the hiring process for CVTA's executive director, developing a process for project ranking and selection for regional funds, developing a plan for the regional transit and mobility services fund, and developing a plan for the expenditure of local funds.

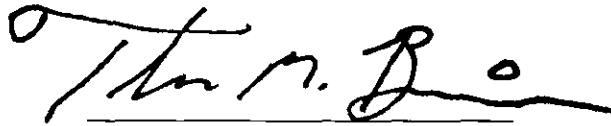
Following his presentation, Mr. Eure responded to a question from Mrs. O'Bannon pertaining to the qualifications of CVTA's future executive director. Mr. Vithoulkas emphasized for the Board that there needs to be a clear organizational line between CVTA and the Richmond Regional Transportation Planning Organization. At Mr. Thornton's request, Mr. Eure

explained how CVTA will benefit Henrico County by allowing the County to qualify for additional federal transportation funding.

**Regular Meeting Agenda Items**

In the interest of time, Mr. Vithoukaskas did not review the items for the 7:00 p.m. regular meeting.

There being no further business, the meeting was adjourned at 6:55 p.m.



Chairman, Board of Supervisors  
Henrico County, Virginia