

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
June 9, 2020

The Henrico County Board of Supervisors convened a special meeting on Tuesday, June 9, 2020, at 6:00 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. Vithoukas, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Stephen J. Yob, Deputy County Manager for Community Operations  
Anthony E. McDowell, Deputy County Manager for Public Safety  
Benjamin A. Sheppard, Director of Public Relations  
Humberto I. Cardounel, Jr., Chief, Police Division

Mr. Branin called the meeting to order at 6:05 p.m.

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

**COVID-19 and Emergency Operations Center Activity**

Mr. Vithoukas recognized Mr. McDowell, who began his presentation by narrating a slide presentation titled *COVID-19 and EOC Update*. Mr. McDowell reviewed Virginia Department of Health (VDH) COVID-19 case data as of June 8, 2020, and pointed out there have been 2,128 COVID-19 cases in Henrico, resulting in 218 hospitalizations and 134 deaths. He also reviewed a bar graph tracking data relating to the number of testing encounters, number of positive tests, and percentage of test positivity for all Virginia health districts, the Henrico Health District, the Chesterfield Health District, and the Richmond Health District. Mr. McDowell noted Henrico's positivity test rate presently stands at 11.6 percent compared with a statewide rate of 10 percent and rates of 14.7 percent for the Chesterfield Health District and 15.6 percent for the Richmond Health District. He responded to questions from Mr. Nelson regarding positivity test rate trends and how Henrico can achieve the lower statewide rate. Mr. McDowell confirmed that the Commonwealth of Virginia moved to Phase 2 of the Governor's plan on June 5. Restaurants, gyms, and other businesses began to allow customers back inside with new layouts designed to reduce the level of occupancy and maintain social distance.

Mr. McDowell next updated the Board on the County's Emergency Operations Center (EOC) activities. The EOC has been open continuously since March 13. During that time, its mission has included the following:

- coordinating across the region with other localities on the closure of facilities and the establishment of new ways to conduct government and school system business
- developing a coordinated and unified regional system for public information
- developing a robust logistics and supply chain operation to ensure the delivery of critical personal protective equipment (PPE) and supplies for County and school operations and to assist the private sector in obtaining PPE and supplies
- acquiring extremely scarce COVID-19 test kits through a partnership with GENETWORx, a Henrico County company
- providing 1,450 COVID-19 test kits to VDH so the agency could conduct testing in long-term care facilities and within vulnerable populations, an arrangement unique among localities in the Richmond area
- providing a large-scale drive-through testing program that ultimately tested more than 2,000 first responders and essential employees, from both General Government and Schools, along with numerous participating partners from across the region
- establishing a biweekly conference with Health Corporation of America, Bon Secours, and Virginia Commonwealth University Health Systems to share information
- supporting COVID-19 testing at the Eastern Henrico Recreation Center and Pocahontas Middle School
- organizing public outreach efforts that included distribution of 500 flyers in the Nottingham Green apartment complex; 2,500 flyers to the Glenwood Farms neighborhood by members of the EOC and Medical Reserve Corps; 9,000 County care kits containing three face coverings and information flyers to vulnerable neighborhoods in the Brookland, Fairfield, and Varina Districts; and 17,000 County care kits to vulnerable neighborhoods in the Tuckahoe, Three Chopt, and Brookland Districts.

Mr. McDowell advised the Board that the County will have quantities of care kits available later this week at both the western and eastern government centers for individuals who need them.

Mr. Nelson and Mr. Branin remarked they have received concerns from citizens regarding areas of their districts that were not covered by the distribution of County care kits. Mr. McDowell explained how the County established levels of vulnerability and targeted areas where there was a higher concentration of elderly residents and positive test results. Mr. Nelson cited a need for the County to explain to the general public the factors that were used to target distributions of the kits. Mr. McDowell assured the Board that staff will continue to look for opportunities to distribute kits to additional communities.

Mr. McDowell next highlighted how the EOC has been providing support to the County's Transitioning Task Force, which has been focused on establishing a methodical, gradual, and consistent method for the County to reopen certain services to the community. The task force formed committees to focus on reassessment of County facilities for social distancing requirements, create signage to direct citizens toward services, implement health screening and facial covering practices, support virtual or remote working, and provide employee training. Each week, an updated transition plan is presented to Mr. Vithoukas for review and approval so that the County's gradual and measured approach toward reopening contains no surprises, is well thought out, and is methodically implemented. Five plans have been developed, approved, and put into effect.

In the midst of this work, the EOC has also been involved in supporting the County Manager and agency heads as the County monitors the assemblies and protests the region has experienced during the past few weeks. EOC staff members shared information across County agencies to ensure situational awareness. During the walk on June 7 from St. Paul's Baptist Church to the Eastern Henrico Recreation Center, the County provided 15 cases of water, distributed 3,500 COVID-19 care kits, and coordinated with the Henrico Police Division to manage traffic and facilitate a safe march. The County also provided the rally setup at the recreation center through the efforts of the Police Division and Division of Recreation and Parks. Throughout all of this, the EOC and County staff have been closely tracking all costs relating to the COVID-19 event. This monitoring will assist with the application of Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and may also support other efforts for reimbursement going forward.

Mr. McDowell concluded his presentation by recognizing two individuals who began their tours of duty in the EOC on March 13. Assistant Police Lieutenant Colonel Linda Toney and Police Lieutenant Kevin Howdyshell put forward remarkable efforts, working long shifts, numerous overnight shifts, and weekends. On June 5, they rotated out of the EOC and back to their regular roles in the Police Division. Major Tony Dowdy and Lieutenant Rachel Heinig took over EOC duties on June 7. This type of staff rotation is planned and necessary to give employees a break and to bring new faces in the EOC. Mr. Schmitt extended thanks to Lt. Col. Toney and Lt. Howdyshell.

Mr. McDowell responded to a question from Mr. Branin concerning employee training for the transition to reopening. Mr. Branin stressed the importance of returning to normal business and for County employees to be properly trained. Mr. Vithoukas alerted the Board that protective masks will be available at no charge to the general public at both the western and eastern government centers beginning June 10. Security guards from the Department of General Services will distribute packets, each of which will contain three masks.

On motion of Mr. Schmitt, seconded by Mrs. O'Bannon, the Board approved going into a closed meeting at 6:25 p.m. for Discussion of (1) a Prospective Business Interested in Locating Its Facilities in the County and (2) the Expansion of an Existing Business in the County, Where No Previous Announcement Has Been Made of the Businesses' Interest in Locating or Expanding Facilities in Henrico County, Pursuant to Section 2.2-3711(A)(5) of the Code of Virginia of 1950, as Amended. The first business is an out-of-state company interested in moving its headquarters into Henrico County with an associated capital investment and creation of jobs. The second business wishes to expand its operations in the County with an associated capital investment and creation of jobs.

The vote of the Board was as follows:

Aye

Nay

Thomas M. Branin  
Daniel J. Schmitt  
Tyrone E. Nelson  
Patricia S. O'Bannon  
Frank J. Thornton

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, the Board approved going out of the Closed Meeting at 6:40 p.m.

The vote of the Board was as follows:

Aye

Nay

Thomas M. Branin  
Daniel J. Schmitt  
Tyrone E. Nelson  
Patricia S. O'Bannon  
Frank J. Thornton

On motion of Mrs. O'Bannon, seconded by Mr. Thornton, the Board approved the attached Certificate of Closed Meeting.

The vote of the Board was as follows:

Aye

Nay

Thomas M. Branin  
Daniel J. Schmitt  
Tyrone E. Nelson  
Patricia S. O'Bannon  
Frank J. Thornton

### **Regular Meeting Agenda Items**

Mr. Vithoukaskas reviewed the agenda for the 7:00 p.m. regular meeting. He noted he would have two Manager's comments, a COVID-19 update by Mr. McDowell and an explanation of a one-day interruption in County refuse service due to temporary staff reductions resulting from positive COVID-19 tests for several Department of Public Utilities' Solid Waste Division employees. Mr. Vithoukaskas pointed out the two first land use items were companion cases and he was expecting several individuals to speak during the public hearing on the DealPoint Merrill rezoning case (REZ2020-0008). Mr. Vithoukaskas briefly mentioned the other land use cases and three other public hearing items on the agenda. He advised the Board that no one had signed up in advance to speak during the public comment period. Mr. Vithoukaskas concluded his review by referring to the two general agenda items.

There being no further business, the meeting was adjourned at 6:46 p.m.

A handwritten signature in black ink, appearing to read "Thomas M. De". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

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Chairman, Board of Supervisors  
Henrico County, Virginia