

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
March 14 – 17, 2022

The Henrico County Board of Supervisors convened a Special Meeting on Monday, March 14, 2022, at 9:00 a.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

Members of the Board Present:

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

Other Officials Present:

John A. Vithoukias, County Manager
Tanya Brackett Harding, CMC, Assistant to the County Manager/Clerk to the Board
Monica Smith-Callahan, Deputy County Manager for Community Affairs
W. Brandon Hinton, Deputy County Manager for Administration
Anthony E. McDowell, Deputy County Manager for Public Safety
Cari Tretina, Assistant to the County Manager/Chief of Staff
Steven J. Yob, Deputy County Manager for Community Operations
Yvette D. George, Director of Human Resources
Sheila S. Minor, Director of Finance
Justin Crawford, Management & Budget Division Director
Andrew R. Newby, Deputy County Attorney

Mr. Vithoukias announced Mr. James Massey as the new Director of General Services effective Saturday, March 12. He noted Mr. Massey has served as the Assistant Director of Operations in the Department of Public Works. Mr. Massey stated it was a pleasure to serve in Public Works and he is looking forward to his new role.

Revenue Briefing

Sheila Minor, Director of Finance, presented the revenue briefing for FY 2022-23. The County's proposed budget projects growth while also providing a two-cent reduction in the real estate tax rate. In addition, the used vehicle market is impacting personal property tax assessments. Mrs. Minor reviewed the Board's previous tax relief actions for business owners and for homeowners noting there has been no increase in real estate tax rates for 44 years.

Mrs. Minor gave an overview of the revenue structure and noted there is still uncertainty in the economic outlook, in addition to having to react to any actions taken by the General Assembly affecting funding for localities.

Highlights of Department Presentations

- County Manager and Board of Supervisors

Justin Crawford, Management & Budget Division Director, highlighted a 16% increase in the Manager's budget and a 6% increase in the Board of Supervisors' budget, both due to VRS increases.

- Public Relations – Benjamin A. Sheppard, Director

Public Relations will begin the public engagement survey discussed at the Board's January Retreat. Mr. Sheppard discussed the increase in viewership for the County's online presence.

- County Attorney – Andrew Newby, Deputy County Attorney, joined by Karen W. Grizzard, Business Supervisor

Mr. Newby reviewed new software his office would be implementing this year in response to a question from Mr. Schmitt about an increase in the office's operating budget. He also explained there would be opportunity for growth in his office with the elevation of Marissa Mitchell, Deputy County Attorney, to the bench and the retirement of County Attorney, J. T. Tokarz. The Board congratulated Mr. Newby on his new position.

- Internal Audit – Vaughan G. Crawley, Director

Mr. Crawley stated this is his third year operating as Internal Auditor for both schools and general government. He noted dues and associations fees are the highest operation cost for his budget. He stated he requires his staff be certified, and that requires 40 hours of training.

- Magistrate – Micah S. Blankenship

Mr. Blankenship explained currently there are 14 magistrates. He briefly reviewed his budget, noting he has seen a slight increase in domestic violence cases.

The Board recessed at 12:09 p.m. and reconvened at 12:15 p.m.

- Non-Departmental

The Board discussed the Henricopolis Soil and Water Conservation District and how it is connected to the County. Andrew Newby, Deputy County Attorney, clarified for the Board the District's responsibilities are set in state code, but they are elected positions that work hand-in-hand with state, federal, and county agencies. Mr. Vitoulkas explained the goal is for the District to work together with the local elected body, but there have been some concerns with the District holding public meetings with improper notice. Mrs. O'Bannon questioned if the District was audited; Julian Parr with the Finance Division stated the District is audited each year.

The Board decided to table this discussion for a later time and continued with departmental briefings.

- General District Court – The Honorable John K. Honey, Chief Judge; joined by the Honorable Judge Lauren A. Caudill, who will be Chief Judge effective July 1, and Barbara Shaw, Clerk of the Court.

Judge Honey thanked the County Manager and the Board for their continued support and noted they were able to recruit some much-needed clerks for the court by adding 15 new clerks. They thanked the County for the help with the remodeling of the clerk's office so they could have room to add the new clerks to the office. Mr. Branin noted that, at the Board's legislative dinner with the Henrico Delegation, the Board requested the need for an increase in salary. Judge Honey thanked the Board for those efforts and noted the clerks are the backbone of their office.

- Circuit Court – The Honorable L. A. Harris, Jr., Chief Judge

Judge Harris thanked the Manager and the Board for their continued support and for the space to have trials, particularly during the Pandemic. It has been a tremendous help and a necessity to be able to continue to provide service during the pandemic.

- Juvenile Detention – Ed Martin, Superintendent

The department budget has a 6% increase for the provision of educational services, medical services, and mental health services to offenders. During the past year, the youngest to be admitted was 10 years old.

- VJCCA – Debbie Nedervelt – Coordinator

The budget reflects a 10% increase in personnel cost due to VRS increases and salary increases, as well as an operating cost increase to support efforts to reduce juvenile crimes.

- James River Juvenile Detention Center – Mike Martin, Superintendent

The budget reflects an increase of 8.7% in personnel cost due to wage adjustments and an increase in benefit costs. The Center detains youth who are waiting court in Henrico, Goochland, and Powhatan counties. At times, the facilities can house up to 60 youth. While staying at the facilities, the youth are able to continue their education and are offered opportunities to participate in programs.

- Libraries – Barbara Weedman, Director, joined by Kara Rothman, Assistant Director

Ms. Weedman thanked the Board for their support and gave a brief snapshot of libraries over the past year. She noted they have held 31 outdoor community events; expanded community collections; increased storyline on-demand story times by phone; offered more at home options, especially for older adults; and worked with the County's Advocate for the Aging and Career Works for interviewing and resume writing workshops. She highlighted the County's latest awards for outstanding designs and youth services for indoor, outdoor, and virtual story times. Summer reading registration doubled with the

largest gains among grade school-aged children. Mr. Thornton thanked Barbara and her team for their leadership and asked how our residents are able to reserve spacing at the libraries, such as the community rooms. Ms. Weedman explained space could be reserved online or by phone. Mr. Schmitt explained the meeting rooms at the library are always filled, and the majority of the rooms are filled by Henrico residents working.

- Circuit Court – Heidi Barshinger, Clerk

Mrs. Barshinger thanked the Board and the Manager for their support. She stated they were able to remain open during the pandemic and came up with a few new ideas to offer on-line, in order to streamline processes. She received two grants from the Library of Virginia which allowed the Office to restore some items from the early 1700 and 1800's. The Office saw a heavy increase of land records being recorded and an increase in judgments being filed. Mrs. Barshinger gave insight on future projects being completed and again thanked the Board and the Manager for their continued support.

- Commonwealth Attorney – Shannon Taylor

Ms. Taylor noted the impact COVID has had on the community. Her office has: continued to work with the Addiction Task Force regarding the County's overdose response; participated with the County Manager's youth crime and violence committee to address the needs of our youth; and saw the continued impact of domestic violence. Ms. Taylor reviewed the different programs they are actively involved in, such as Drug Court, Community Alternative Program, and the Opiate Substance Use Diversion Program. Ms. Taylor thanked the Board and the Manager for their continued support.

- Victim/Witness Assistance Program – Shelly Shuman-Johnson, Director

Ms. Shuman-Johnson thanked the Board and the Manager for their continued support of the program, noting this year's budget has an increase of 5.5% from the prior fiscal year due to increases in benefit costs.

The Board recessed at 3:24 p.m. and reconvened at 3:40 p.m.

- Finance Department – Sheila Minor, Director

Mrs. Minor discussed upcoming challenges, including staff retention and personal property value increases. She shared her excitement for future projects with the real estate tax credit distribution, the upcoming bond referendum project, and inter and intra-departmental initiatives undergoing throughout the Department. Mrs. Minor thanked the Board and the Manager for their continued support.

- Human Resources – Yvette George, Director

Prior to presenting her budget update, Mrs. George announced Assistant Director Becky Simulcik will be retiring in June. She thanked Becky for her many years of service and noted she will be truly missed.

Human Resources has completed an analysis of employee classifications, worked on the County's pay plans, launched new harassment training, hired a diversity, equity and

inclusion specialist, started a health coaching program, modified the flexible spending program, and modified procedures for new employees. The budget reflects an increase of 18.2% from the previous approved budget primarily related to increased benefits rates and other personnel costs. For instance, the strategic workforce equity coordinator added an increase in the operating budget. Mrs. George thanked the Board and the Manager for their continued support.

- Non-Departmental – continued

The Board continued its discussion of non-departmental funding by discussing Henricus Foundation and how its funding works. There was further discussion regarding other non-departmental groups and questions regarding their funding and whether increases or decreases were warranted.

The Board adjourned for the day at 5:22 p.m. and reconvened at 1:03 p.m. on Tuesday, March 15, 2022.

Members of the Board Present:

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

Other Officials Present:

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The legislative budget reviews continued with the following presentations:

- Voter Registration & Elections – Mark Coakley, General Registrar, joined by Electoral Board members Cathy Woodson, Secretary, and Bob Shippee, Vice Chair

In November of 2021, 47,000 voters voted absentee, with 5,000 voting in-person and 3,040 voting in absentee. He stated the budget reflected an increase of 9.9% driven by the personnel component and reflects revised salary estimates and associated benefit adjustments, as well as the addition of an Early Voting coordinator position. Mr. Coakley thanked the Board and the Manager for their continued support.

- Virginia Cooperative Extension – Kimberly Edmonds, Unit Coordinator, Extension Agent

Ms. Edmonds explained her office provides local access to programs developed by a network of Land-Grant universities throughout the nation, based on partnerships with local, state, and federal government agencies. She shared how many Henrico residents have been reached with their services and shared their priority issues and the services they offer Henrico’s schools. Ms. Edmonds noted her budget is driven by a state mandated 4.0% merit raise provision and a corresponding increase in benefits. She thanked the Board and the Manager for their continued support.

- Juvenile/Domestic Relations Court– The Honorable Margaret Deglau, Chief Judge, joined by the Honorable Sharon G. Jacobs, who will be Chief Judge effective July 1, and Shannon Meadowcroft, Clerk for the Court

Judge Deglau thanked the Board and the Manager for their continued support, especially during the pandemic. Her Honor noted concerns regarding the amount of mental health issues they have seen this past year and the lack of youth emergency shelters available for referrals of youths in need of those services. Judge Deglau requested the help of the Manager and the Board in looking for resources for youth emergency services.

- General Services & Central Automotive Maintenance – James Massie, Director, joined by Anne Fortune, Senior Controller

The highlights of General Services during the past year included updating and refreshing the offices of Social Services and the Sheriff, as well as adding solar panels throughout the County’s new buildings. The budget represents an increase of 4.4% in personnel costs due to increasing retirement and health care costs, along with an increase in the operating budget of 2.3% due to increases for the purchases of service vehicles to support a groundskeeping crew.

Central Automotive Maintenance is working with Schools on purchases of new school buses to replace older units in the fleet and performing maintenance on solid waste refuse trucks.

- Information Technology – Travis Sparrow, Director

IT’s accomplishments included expansion of employee telework capabilities, greater use of electronic signatures, more Microsoft Teams and Webex meetings, and greater transparency for the Police Division. The budget reflects an overall increase of 13.0% from the previous approved budget and represents a 16.0% increase from the previous year. This increase includes an increase in retirement and health care costs, along with absorbing three positions from Public Utilities. Mr. Sparrow thanked the Board and the County Manager for their continued support.

The Board recessed at 2:42 p.m. and reconvened at 2:50 p.m.

- Economic Development Authority – Anthony J. Romanello, Executive Director, and Ashely Kubat, Officer Administrator

Mr. Romanello reviewed strategic plan goals and highlighted 2021 successes, including facilities for Coca-Cola, Mondelez, and Amazon, resulting in a half billion dollars in new investments. Mr. Romanello noted our small business owners are the lifeline of our community, and we continue to build on our sports tourism industry. He thanked the Board and the Manager for their continued support and noted they will continue to build on the momentum from 2021 going into 2022.

- CATC – Brian Davis, Director

The Capital Region Workforce Partnership is a regional effort to be a connector between job seekers and employers who have job vacancies. The majority of funds come from the federal government. The budget reflects a 14.6% increase from enhanced federal funding levels and projected rent revenue increases, with personnel increases reflecting benefit rate changes and operating outlay.

- Planning – Joe Emerson, Director, Jean Moore, Assistant Director, and Nancy Graham, Administrative Manager

Mr. Emerson gave the Board an update on operational changes since COVID-19, noting all staff returned to the office in July. He shared several slides showing the case load during the pandemic, noting the County's case load increased and business continued as usual. He reviewed current special projects and milestones. Planning's proposed budget reflects an increase of 12.2%, largely driven by personnel costs and reflects the rise in benefit costs. Mr. Emerson noted the three vacant positions that are currently unfunded. He also noted there was an increase in the budget to reflect the cost of the comprehensive plan review/update as required in the Code of Virginia. He concluded by thanking the Board and the Manager for their support.

- Community Revitalization – Eric Leabough, Director, Paul Johnson, Community Maintenance Manager, and David Sacks, Community Development Manager

Mr. Leabough discussed the use of CARES Act funding to address homelessness and housing issues. He shared several slides on the funding for CDBG, HOME, and ESG Programs used to rehab homes throughout the County. Mr. Johnson briefly updated the Board on the community maintenance division, sharing the outcomes of several code violations, and working with the Hotel and Motel Task Force.

Mr. Leabough reviewed the apartment enhancement initiative throughout the County with Newbridge Village, Henrico Arms, and St. Luke Apartments, and their continued progress in working with these communities in establishing MOU's. He explained his budget reflects an increase of 17.5%, which includes the addition of one Code Compliance Inspector to work with the Hotel and Motel Task Force and an increase in wages and benefits.

- Permit Center – Lee Tyson, Director

The Permit Center staff continued to be engaged and motivated and have maintained work production without a decrease in customer service. He highlighted the new POSSE system, noting it has increased efficiencies but has been a learning-curve for the

Department's customers. He thanked Information Technology for their help and support with the new system.

- Building Inspections – Greg Revels, Director, joined by Bolman Bowles, Assistant Director

Building Inspections remained busy. Mr. Revels reviewed the 2019 ordinance allowing the removal of derelict buildings. Building Inspections has identified 36 buildings that fall within the criteria. Sixteen have been demolished, seven have been repaired, and 13 cases are pending. Finally, he updated the Board on Glenwood Farms Apartments and what has been found since the creation of the rental inspection program. Mr. Revels explained his budget represents an increase of 5.7%, reflecting an increase for benefit rate changes and merit-based salary increases. He thanked his partnership with Community Revitalization and the Board and Manager for their continued support.

The Board recessed at 5:01 p.m. and reconvened on Wednesday, March 16, 2022, at 9:09 a.m.

Members of the Board Present:

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

Other Officials Present:

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Sheila S. Minor, Director of Finance
Justin Crawford, Management & Budget Division Director
Andrew R. Newby, Deputy County Attorney

The legislative budget reviews continued with the following presentations:

Henrico County Public Schools – Henrico School Board – Marcia Shea, Chair; Kristi Kinsella, Vice Chair; Roscoe D. Cooper, Fairfield District; Michelle F. Ogburn, Three Chopt District; Alicia S. Atkins, Varina District; and Beth Teigen, Chief of Staff

Mrs. Shea sent regrets for Dr. Cashwell who was out of town attending a conference and was unable to join the meeting.

Dr. Teigen discussed bus drivers and teacher vacancies. She stated 42% of elementary school students, 30% of middle school students, and 23% of high school students have returned to in-

person learning. She also indicated that the school division has shifted its focus to STEM. Board members also discussed school accreditation efforts, particularly in the eastern part of the County, and diversity efforts in hiring teachers. There was discussion regarding a change in process for an auditorium at one of the elementary schools. The Manager decided there would be a discussion between him and the Superintendent, since there was no formal request in the CIP, and bring this back to the Board at a later date for discussion.

The Board recessed at 10:21 a.m. and reconvened at 10:35 a.m.

- Recreation and Parks – Marielle McFarland, Acting Director

Mr. Vithoulkas announced that Marielle will lead the agency for the next four weeks due to the departure of the former agency head. He stated the job has been posted for a permanent replacement. Marielle shared several highlights from the year and the current proposed park maintenance scheduled for FY2023, including five painting projects; five turf projects; one HVAC project; one fencing project; three roofing projects; two Echo Lake projects; seven miscellaneous projects; and planned equipment replacements. Marielle highlighted the Recreation and Parks app and encouraged everyone to download the app to get up-to-date information about what is happening in and around the County.

- CSA – Dr. Leslie Hughes, Chief Learning Officer for Schools; Ty Parr, Director of Social Services; Dr. Beth Teigen, Chief of Staff for Schools; and Tracy Johnson, CSA Coordinator

Dr. Leslie Hughes, Chief Learning Officer for Schools, discussed the increase in private placements under the Children’s Services Act to provide therapeutic supports and applied behavior analysis for students requiring specialized services.

- Social Services – Ty Parr, Director

Mr. Parr explained that, since the Pandemic, they have had a reduction of Medicaid coverage, the majority of interviews requirements have been waived for SNAP/TANF, and they continue to distribute emergency SNAP supplemental allotments. He reviewed their current childcare workload in 2021, when they had a major shift in childcare services due to the increase in childcare & development funds. Mr. Parr reviewed the stats for child welfare showing an increase in family assessments and investigations but a decrease in family prevention services. He also noted a decrease in foster care caseloads. His department’s budget represents an increase of 8.4%, with the budget growth being supported by state and federal revenue.

- Youth Crime & Violence Committee – Courtney Berry & Cari Tretina

Ms. Berry stated the first nine days of March saw a 32% increase of youth coming through day access, with 80% of children coming into Juvenile Detention having a mental diagnosis. Robberies by juveniles increased by 75%, with 81 offenses using a firearm. She shared several slides showing the impact and outcome of truancy and the student behavior and administrative response (SBAR) data. Ms. Berry shared the names of the Committee members that are comprised of both school and government

employees, along with the subcommittees and what each subcommittee is tasked with doing.

The Board recessed at 12:35 p.m. and reconvened at 1:10 p.m.

- Sheriff – Alisa A. Gregory, Sheriff and Tyrone Montague, II, Undersheriff

Sheriff Gregory currently has 23 vacancies. There are 685 inmates at Jail West and 517 at Jail East. The Board complimented the Sheriff on all her efforts during the pandemic and in the face of continued challenges. The Board complimented the Sheriff on the many excellent programs administered in the jails to ensure inmates have more opportunities upon release from incarceration.

- Police Division – Eric English, Chief, joined by Lt. Colonel Michael Palkovics

The Division has renewed its accreditation and upgraded its technology with new laptops and phones. Chief English gave highlights from the year and noted 10 new positions will be coming forward with a budget amendment in July. He explained they do have issues with recruitment in Emergency Communications. The Board complimented the Chief on his transparency and the reports he has been sending on a daily basis. Chief English noted his goal is to be transparent, especially when it comes to recruitment in ensuring they are being diverse and making sure our recruitment matches our demographics throughout the County.

The Board recessed at 2:37 p.m. and reconvened at 2:47 p.m.

- Division of Fire – Alec Oughton, Chief

Fire's proposed budget will increase 10.1%. Chief Oughton highlighted the Division's current program enhancements, such as safety and wellness screenings; care team; EMS/BLS extended hours; and replacement equipment. Chief Oughton explained there will be additional operational increases for uniforms, refreshing facilities programs, operations for Station 20, EMS supplies, EMS reporting and data analytics software, OMD increases, and other expenses. Chief Oughton explained his budget increase will also include the addition of 17 positions.

- Emergency Management – Rob Rowley

The focus of Emergency Management was the County's response to COVID-19 with testing and vaccinations. Mr. Rowley stated the office has partnered with County agencies and other partners throughout the community and will continue to respond to and prepare for emergencies above and beyond COVID. He thanked the Board and the Manager for their continued support.

- Drug Court – Shelby Johnson – Director of Community Corrections and the Honorable John Marshall

The Drug Court program has been in existence for 19 years and has 285 graduates. The proposed budget for FY23 is funded by a state grant, County funding, and supervision fees. Mrs. Johnson noted future goals for the program will consist of hiring a part-time

clinician, participant entry requirements, adult education services, and new evidence-based services. She thanked the Board and the Manager for their continued support of the program.

- Community Corrections – Shelby Johnson, Director; Christopher Jacobs, Community Corrections Unit Supervisors for Probation Services; Laura Siegfried, Community Corrections Unit Supervisor for Pretrial Services; and Sarah Perkins-Smith, Community Corrections Unit Supervisor

Community Corrections works with the CHIRP program that provides short-term funding for recovery residences; the CAP program, which is a community alternative program to keep a felony conviction off a participant’s criminal record; and the volunteer programs at Woodland Cemetery and Saint Paul Baptist Church. Mrs. Johnson states her budget reflects a 15.5% increase which is due to an addition of a Pretrial Services Officer position, as well as wage scale adjustments and increases due to benefit costs.

- Health Department – Dr. Melissa Viray, Deputy Director

Despite the pandemic, the Health Department has maintained core services and has hired a social worker to assist expectant mothers, identified doula grant programming, and hired two community health workers. The Department will continue to roll out vaccinations, maintain core public health services, mitigate and diminish health disparities, seek to improve health outcomes despite the pandemic, and focus on continued efforts at St. Luke Apartments.

- Capital Projects – Brandon Hinton, Deputy County Manager for Administration

Mr. Hinton gave a brief presentation on capital projects and the long-term needs of the County based on several categories, including education, public safety, transportation, drainage and stormwater, recreation and parks, general government needs, and public utilities. In each category, he explained the needs and the cost-effective efforts to get the projects done in a timely manner. Mr. Hinton shared a slide with the Board highlighting the County’s projected debt services cost for the 2022 bond referendum and reminded the Board of its triple AAA rating.

The Board recessed at 5:18 p.m. and reconvened on Thursday, March 17, 2022, at 9:03 a.m.

Members of the Board Present:

Patricia S. O’Bannon, Chairman, Tuckahoe District
Frank J. Thornton, Vice-Chairman, Fairfield District (*arrived at 10:00 a.m.*)
Thomas M. Branin, Three Chopt District
Daniel J. Schmitt, Brookland District
Tyrone E. Nelson, Varina District

Other Officials Present:

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Sheila S. Minor, Director of Finance
Justin Crawford, Management & Budget Division Director
Andrew R. Newby, Deputy County Attorney

The legislative budget reviews continued with the following presentations:

- Department of Public Works – Terrell Hughes, Director, joined by Todd Eure, Assistant Director, and Danielle Bazemore, Senior Controller

The Public Works budget recommends additional staff because of an increase in the number of large projects. Mr. Hughes highlighted projects for sidewalks, bus shelters, bike lanes, and trails. Mr. Hughes also discussed the amount of new funding coming from the new Central Virginia Transportation Authority, work on the Fall Line Trail, and upgrades to Church Road.

The Board recessed at 10:09 a.m. and reconvened at 10:17 a.m.

- Department of Public Utilities & Solid Waste – Bentley Chan, Director, Alvin Christian, Assistant Director, and Ralph Claytor, Assistant Director

Mr. Chan recommended a water and sewer rate increase, but the County will still be the lowest rate in the area. Mr. Chan shared several slides reviewing the year for his department, from the PFAS sampling/testing of private wells in the Varina area to his employees stepping in to assist with driving buses during the shortage of bus drivers. He briefed the Board on Cobbs Creek Reservoir and how far they have come since the last time the Board visited the site. He also gave a brief update on streetlights. Mr. Chan stated his budget reflects a 4.6% increase from last year's budget. He thanked the Manager and the Board for their continued support.

The Board recessed at 11:02 a.m. and reconvened at 11:09 a.m.

- The Addiction Task Force – Laura Totty, Director of Mental Health & Developmental Services

Mrs. Totty gave a brief update of the performances and goals of the addiction task force. She shared several slides showing where overdoses have taken place throughout the County and how they can help prevent them by: implementing substance abuse related education and Narcan administration, collaboration with our STAR team and CARE programs, expanding our crisis intervention programs, and continuing to develop a facility within the County, as recommended by the Recovery Roundtable.

- Mental Health and Developmental Services – Laura Totty, Director, Michelle Johnson, Assistant Director for Community Support Services, and Marty Sheppard, Assistant Director for Administrative Services

Mrs. Totty announced that Michelle would be retiring after 30 years of service with the County in June. The Manager and Board congratulated Michelle on her 30 years of services and wished her well in her retirement. Mrs. Totty noted several increases to her budget due to Medicaid revenue for case management, waivers and psychiatric services increases, and an expected increase for the behavioral health services contract. Mrs. Totty thanked the Board and the Manager for their continued support.

The Board recessed at 12:30 p.m. and reconvened at 12:41 p.m.

- Non-Departmental Funding continued

The Board continued their discussion on non-departmental funding in several areas. The Manager advised the Board about areas where they can make changes and have further discussions prior to the adoption of the budget if there were still concerns. Several of the Board members requested additional information on some of the non-departmental requests for further clarification on where funding was needed and if the funds given in prior years had been used.

There being no further business, the meeting was adjourned at 1:46 p.m.

Chairman, Board of Supervisors
Henrico County, Virginia