

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
February 28, 2023**

The Henrico County Board of Supervisors convened a special meeting at 5:15 p.m. on Tuesday, February 28, 2023, 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:

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

Other Officials Present:

John A. Vithoulkas, County Manager
Andrew R. Newby, County Attorney
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board
Michael Y. Feinmel, Deputy County Manager for Public Safety
W. Brandon Hinton, Deputy County Manager for Administration
Monica Smith-Callahan, Deputy County Manager for Community Affairs
Cari M. Tretina, Assistant to the County Manager/Chief of Staff
Benjamin A. Sheppard, Director of Public Relations

Prior to the start of the presentation, Mr. Vithoulkas shared that Deputy Chief Farmer had announced his retirement effective June of this year. He has been with the Division of Fire for 23 years.

Division of Fire Continuous Improvement Strategy and Update for Accreditation

Jeff Farmer, Deputy Chief of Community Risk Reduction for the Division of Fire, gave the Board an update on the Division's accreditation process. He reviewed the benefits of accreditation: it allows for standardization of training programs; provides a roadmap for success; ensures competency and flexibility; and provides financial savings for the Division. Chief Farmer noted the accreditation process occurred over two days in February with two assessors from the New York area. A confidential recommendation will come in September of this year to determine if the Division receives the full accreditation.

Chief Farmer also reviewed the process for the Fire Services Accreditation which is based on several different building blocks: community risk assessments, standards of care, a strategic plan, and self-assessment. Chief Farmer noted that, unlike the accreditation process for paramedics, the Fire Services process is a little different. It will occur March 19 – 23, with four peer assessors from across the country who will evaluate the Division in all the areas discussed. This accreditation review will make their decision while on site over the timeframe of the evaluation.

Virginia Department of Transportation Update

Terrell Hughes, Director of Public Works, recognized Dale R. Totten, Richmond District Engineer for the Virginia Department of Transportation (VDOT). Mr. Totten thanked Mr. Hughes, the Manager, and the Board for allowing him the opportunity to come and speak. He noted he has been with VDOT for a little over 20 years and could not find any records where a member of the team had come and introduced themselves to the Board of Supervisors. Mr. Totten explained he represents 14 counties with about 800 employees, four residencies, and 19,000 land miles of roads. He recognized Phillip Frasier and Adam Warner who work with him at VDOT. The Board members thanked him for taking the time to come and speak and introduce himself. Mr. Schmitt noted he hopes VDOT finds that Henrico will always be a valuable partner in working together. Mr. Thornton thanked him especially in working with the new CVTA initiatives.

Changes to Precinct and Polling Places as Recommended by the Electoral Board

Mark Coakley, General Registrar, explained that the Board's agenda for this evening has a substitute ordinance for changes to precincts and polling places clarifying that the changes will not take effect until June 1 and will not apply to the special election called for March 28. Mr. Coakley reviewed the proposed changes in the ordinance and several of the Board members wanted to make sure notices and signs would be put up noting the changes. Ben Sheppard, Director of Public Relations, noted the County will be advertising on Radio One and other radio stations to ensure residents are aware of the changes.


Update on For-Sale Surplus Property

Cari Tretina, Chief of Staff, gave a brief introduction of surplus property the County has acquired over a period of time. At the request of Mr. Branin, the County began looking at the properties and how the properties would be best used. Ms. Tretina recognized Curtis Anthony, Director of Real Property, who explained the status of each of certain properties that he proposed the County market for sale. Mr. Anthony introduced members from One South Realty, who will help the County market and sell the properties. Mr. Schmitt voiced concerns over the property located on Gregory Avenue. The Manager noted the Board has the opportunity to review and hold on to any of these properties.

Mr. Vithoulkas next recognized Jamie Massie, Director of General Services, and Lt. Col. Palkovics for their help with the fire house election held this past Sunday, February 26, at the Eastern Government Center.

General Meeting Agenda Overview

Mr. Vithoulkas briefly reviewed the agenda items for the 7:00 p.m. meeting. There being no further business, the meeting was adjourned at 6:33 p.m.


Chairman, Board of Supervisors
Henrico County, Virginia