

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
March 20 - 23, 2023

The Henrico County Board of Supervisors convened a Special Meeting on Monday, March 20, 2023, 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:**

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. Vithoukas, 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, Deputy 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 and Budget Division Director

Mr. Vithoukas announced the impending retirement of Mr. Thornton and Mrs. O'Bannon after 28 years of dedicated service to the County and its residents. He noted it has been a pleasure to serve them and work for them. He recognized Monica Smith-Callahan, Deputy County Manager for Community Affairs, to give the Board an update on the Teen Summit RVA - Youth Violence Prevention. She explained it was a regional effort with over 586 students attending from the City of Richmond, Chesterfield County, and Henrico County, but they also had children from Louisa County and the Maggie Walker Governor's School. Students earned four hours of community service credit. Mrs. Smith-Callahan explained it was a wonderful event. They are in the process of planning for next year with the hope of having more mentors and more space to work with the participants in a one-on-one capacity.

**Expenditure Briefing**

Dan Hayes, Budget Supervisor, presented the Expenditure Briefing highlighting: the 8.2% raise for all employees for general government and HCPS, tax relief, economic development, environmental sustainability, and infrastructure. Mr. Hayes shared several graphs, including one specifically showing the FY24 proposed pay grade increases across the Board for all the region, with Henrico being the leader compared to Chesterfield, City of Richmond, Hanover,

Powhatan, Goochland, and New Kent. He shared they are proposing adding 91 positions across the County, with the focus being on education and public safety. He reviewed the public safety information, including the new body worn camera renewal initiative, crime analysis unit, fire equipment replacement, EMS enhancement, new food contract, and a new public alerting system. He also noted new public safety capital projects.

Mr. Hayes reviewed the tax relief initiatives, including the real estate rebate program. He also noted a proposed increase exemption from \$3,000 to \$3,200 for the REAP program.

He then reviewed the hotel connection holiday, enterprise fund, BMP projects, and the funding for Opioid Abatement, noting all these will be discussed in more details later on in the week by the appropriate departments. Moving into infrastructure, he highlighted the Tuckahoe Creek Park and Three Chopt Park funding and the additional projects allocated for this year.

The Board recessed at 10:15 a.m. and reconvened at 10:27 a.m.

### **Revenue Briefing**

Justin Crawford, Management and Budget Division Director, presented the Revenue Briefing for FY2024, noting the proposed budget projects growth with a conservative view towards an uncertain future, with tax relief for both real estate and vehicle taxes to counter elevated assessments, elastic revenues, and conservative state aid.

He shared several slides indicating the current economic outlook and shared the current real estate tax rate across the region compared to the County's, noting we have the lowest residential tax burden on our residents. Mr. Crawford stated the County continues to be business friendly with a 74% decrease in biotechnology research and development tax rate, our technology zone in Innsbrook, the Henrico Investment Program and continuing to lower our personal property taxes to help business. He highlighted the new businesses and their investment in the County thanks to the Economic Development Authority.

He noted the budget includes additional funding for REAP to fund the increase in the maximum tax relief from \$3,000 to \$3,200. He stated the increase will benefit at least 350 of the over 6,000 REAP participants the County currently has. Mr. Branin noted he thinks the current REAP program is fantastic, and he requested the County look at a different type of program and apply it as a freeze. Sheila Minor, Director of Finance, explained they have been looking into a program where they are able to freeze the average assessment.

Mr. Crawford continued with his presentation sharing several slides noting the major commercial real estate additions that were added in 2022 and the current real estate outlook for FY24. He reviewed personal property noting the 10-cent reduction in the vehicle tax rate due to still inflated vehicle values. Finally, Blue Bell and Alex Sebold, Budget Analysts for the Management and Budget Division, presented the Board with a review of the trends document and highlights.

### **Highlights of Department Presentations**

- County Manager and Board of Supervisors

Blue Bell, Budget Analyst, highlighted a transfer from the Division of Fire back to the County Manager's budget for the Deputy County Manager of Public Safety position. The Board of Supervisors' budget transferred \$300,000 for the annual audit.

- County Attorney – Andrew Newby, County Attorney, joined by Karen W. Grizzard, Business Supervisor, and Shawnique Wilkerson-Smith, Paralegal

Mr. Newby explained they had a budget increase due to the new hire of a FOIA Officer. That headcount was transferred from Public Relations, bringing the complement to 23 employees. He thanked Yvette George, Director of Human Resources, for her assistance in hiring, noting the office had eight new employees as of January 1, 2022.

- Public Relations – Benjamin A. Sheppard, Director, joined by Dave Letourneau, Television & Media Services Manager, Angela Williams, Office Assistant, Steve Knockemus, Assistant Director

Mr. Sheppard stated the social media numbers have increased, with 2,000 social media posts. They currently have 18 staff members with one vacancy. They are currently recruiting for a public relations specialist to focus on Public Utilities and Public Works. They have 34 applicants for the My Henrico Academy this year. Mr. Sheppard noted the County had 30 live events and produced 258 videos.

- Internal Audit – Vaughan G. Crawley, Director

Mr. Crawley stated this is his fourth 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. His personnel cost is at 96%. He currently has six people, with two vacancies.

The Board recessed at 12:14 p.m. and reconvened at 12:49 p.m.

- Finance Department – Sheila Minor, Director, joined by Matt Chafin, Assistant Director

Mrs. Minor discussed upcoming challenges, including staff retention and personal property value increases. She responded to questions from Mr. Branin regarding how many calls they had been receiving on real estate assessments. She noted they had received 949 calls and 573 emails, and Jason Hughes was working on 86 appeals. Mrs. Minor thanked the Manager and the Board for their support, and they are continuing to work on another tax rebate for our residents. Mrs. Minor noted her goals for FY23-24 is to continue investor relations, communication, culture and norms, recruitment and retention, technology, and automation.

- General District Court – The Honorable Lauren A. Caudill, Chief Judge, and Carol Kennedy, Clerk of the Court

Judge Caudill thanked the County Manager and the Board for their continued support, particularly the 17% increases from the last year to assist with hiring for clerks. They are currently focusing on addressing the mental health cases they are seeing in the courts. Especially since the pandemic, they are seeing a 91% success rate with the

diversion program. Mr. Branin asked what the turnover rate of clerks currently was. Ms. Kennedy stated currently they have had three clerks leave to attend law school. Mr. Branin asked for the rate of turnover since they started receiving the salary supplement. Judge Caudill stated she would get this information back to the Board.

- Juvenile/Domestic Relations Court – The Honorable Sharon G. Jacobs, Chief Judge, and Shannon F. Meadowcroft, Clerk

Judge Jacobs thanked the Manager and the Board for the salary supplement; keeping clerks on the frontline is very important. Judge Jacobs voiced concerns about receiving batches of cases from the court services unit instead of receiving individual cases as soon as they are ready. Mr. Branin asked about the turnover rate with clerk staff. Ms. Meadowcroft stated it was due to a lot of the clerks leaving to return to college or graduate school, and some went to the state for higher pay.

- Circuit Court – The Honorable John Marshall, Chief Judge

Judge Marshall thanked the Board and the Manager for renovations to the Courts Building and adding the additional courtroom that allowed increased jury trials and more spacing.

- Drug Court – The Honorable John Marshall, Sarah Perkins, Shelby Johnson

Mrs. Johnson stated this year Drug Court will celebrate 20 years of success. For the upcoming year, they are working on new treatment strategies, prosocial activities, the Bernard Greene Memorial 5k event, employment readiness and certifications, independent consultants with unique approaches to address substance use disorders, continue to collaborate with other local drug courts and the State Supreme Court, and expand the participants requirements. Mrs. Johnson and Judge Marshall thanked the Manager and the Board for their continued support of the program and noted they continue to see the success of the participants.

- Community Corrections – Shelby Johnson – Director

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 an increase due to an addition of a Pretrial Services Officer position, as well as wage scale adjustments and increases due to benefit costs.

- Circuit Court – Heidi Barshinger, Clerk

Mrs. Barshinger thanked the Board and the Manager for their support. She updated the Board on her continued efforts to digitalize the land records. Her office also increased attorney use of e-filing in civil cases by working with judges and local bar associations, and the office worked with the Division of Police on the appropriate destruction of evidence.

- Commonwealth Attorney – Shannon Taylor

Ms. Taylor stated she currently has a staff of 82 employees including the Victim/Witness Advocates staff. Her office works collaboratively with Police for success in criminal investigations and prosecutions. She highlighted her community involvement throughout the year and shared several slides detailing those events and her collaboration with the many agencies throughout the County. Ms. Taylor discussed her collaboration with the Addiction Task Force and the Diversion program. She responded to several questions from the Board regarding the 10-year agreement with AXON. The Board questioned the 85 license agreements for the body worn cameras. Ms. Taylor explained the licenses were for her employees as well as for the interns in her office, and the purpose was to get everyone on the same system as the Division of Police. Ms. Taylor thanked the Board and the County 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, noting this year's budget has an increase of 7.4% from the prior fiscal year due to increases in benefit costs.

The Board recessed at 3:03 p.m. and reconvened at 3:13 p.m.

- Juvenile Detention – Ed Martin, Superintendent

The department budget has a 7% 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 11 years old.

- VJCCA – Debbie Nedervelt – Coordinator

The budget reflects a 6% 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 2.2% in personnel costs due to wage adjustments and an increase in benefit costs. The Center detains youth who are awaiting court in Henrico, Goochland, and Powhatan counties. At times, the facility can house up to 60 youth. While staying at the facility, the youth can continue their education and are offered opportunities to participate in programs.

- Human Resources – Yvette George, Director

Mrs. George highlighted the successes of her department for the FY22-23 year by noting support of the diversity, equity, and inclusion efforts in the County. Her office has been participating in events, job fairs, and various outreach programs; providing strategic guidance and leadership areas in personnel matters; successfully completing the first year of the leadership development program and launched year two. Mrs. George also highlighted the plan to increase of starting salaries for public safety employees and teachers to ensure the County is leading in the region and recruiting the best. She

thanked the Board and the Manager for their continued support and thanked her team for all their hard work and efforts throughout the year.

- **General Services & Central Automotive Maintenance – James Massie, Director, joined by Anne Fortune and Derek Gresko, Assistant Directors**

The highlights of General Services during the past year included updating: the boiler for the Department of Public Works at Woodman Road; the Woodman Road security gate; the secure parking area; the Jail West roof; the plans for a new Detox Center; and the plans for the new Police South Station, as well as continued solar projects. The budget represents an increase of 4.2% in personnel costs due to increasing retirement and health care costs. Mr. Crawford also noted \$6 million for school bus replacement, \$3.5 million for Police vehicle updates, and \$5.3 million for Fire apparatus. He noted the significant cost increase for these replacements. 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. Mr. Massie thanked the Board and the Manager for their continued support.

- **Information Technology – Travis Sparrow, Director, joined by Jonathan Lumpkin, Assistant Director of Application Development, and Brian Viscuso, Assistant Director of Operations**

IT's accomplishments included expansion of employee telework capabilities; greater use of electronic signatures; more Microsoft Teams and Webex meetings; greater transparency for the Police Division; and the Sheriff's office by supporting the migration of an all-new jail management system. The budget reflects an overall increase of 9.3% from the previous approved budget. This increase includes an increase in retirement and health care costs. Mr. Sparrow thanked the Board and the County Manager for their continued support.

The Board adjourned at 4:49 p.m. and reconvened at 12:51 p.m. on Tuesday, March 21, 2023.

**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  
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**Other Officials Present:**

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Yvette D. George, Director of Human Resources

Sheila S. Minor, Director of Finance  
Justin Crawford, Management and Budget Division Director

The legislative budget reviews continued with the following presentations:

- **Non-Departmental**

Julian Parr and Monica Smith-Callahan reviewed the Non-Departmental budget request with the Board and responded to questions and concerns about some of the organizations that had requested funding from prior years. The Manager suggested the Board continue the conversation at the end of the day once more research could be done.

- **Voter Registration & Elections – Mark Coakley, General Registrar, joined by Electoral Board member Cathy Woodson, and Anne Marie Middlesworth, Deputy General Registrar**

Mr. Coakley thanked the Board and the Manager for the increase in pay for election officers. The Manager noted this adjustment makes the officers' pay the highest for the region. Mr. Coakley responded to questions regarding the upcoming special elections, noting his office is prepared. He thanked the Board and the County Manager for their continued support, especially since this year has been an unusual year with so many special elections and primaries.

- **Mental Health & Developmental Services – Laura Totty, Director, joined by Martha Sheppard, Assistant Director for Administrative Services; Timothy Capoldo, Assistant Director for Developmental Services; Daniel Rigsby, Assistant Director for Clinical Services; and Aqueelah Walker, Senior Controller**

Mrs. Totty highlighted some of the services and achievements for MHDS for the FY23-24 year, noting they served 9,175 individuals. The budget reflects a 12.5% increase overall. She thanked the Board and the Manager for their continued support.

- **The Addiction Task Force – Laura Totty, Director of Mental Health & Developmental Services; Mike Feinmel, Deputy County Manager for Public Safety; Kathy Johnson; and Leslie Stephen.**

Mrs. Totty updated the Board on the task force efforts, noting they have hired a full-time peer recovery specialist. They currently have two new work groups to explore the use of Opioid Abatement Authority funding and 39 total participants for the CHIRP program, with additional participants pending. Mrs. Totty updated the Board on the current funding available to the addiction task force. The task force thanked the Board and the Manager for their continued support for the program.

The Board recessed at 3:03 p.m. and reconvened at 3:14 p.m.

- **Planning – Joe Emerson, Director, joined by Jean Moore, Assistant Director, Seth Humphries, Leslie News, and Nancy Graham**

Mr. Emerson gave the Board an update on operations for his department. He shared several slides showing the caseload, noting the County's caseload increased and

business continued as usual. He reviewed current special projects and milestones. Planning's proposed budget reflects an increase of 4.2%, largely driven by personnel costs and the rise in benefit costs. He concluded by thanking the Board and the Manager for their support.

- Building Inspections – Greg Revels, Director, joined by Bolman Bowles, Assistant Director, John Butler, Existing Structures Inspector Supervisor, Jeffrey Reed, Building Inspector, and Susan Butler, Technology Support Specialist.

Building Inspections remained busy. Mr. Revels highlighted the number of new construction inspections for the year compared to last year. He stated his department is running smoothly and is looking forward to the upcoming year. He thanked the Board and the Manager for their continued support.

- The Permit Center – Lee Tyson, Director, joined by David Pennock, Assistant Director

Mr. Tyson thanked the Board and the Manager for their continued support. He highlighted that the new POSSE systems continue to be successful for both staff and the public. POSSE has provided greater reporting capability that can be used to identify opportunities for service improvement. He noted his staff will continue to maintain good customer service.

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

Mr. Leabough discussed the Housing Families First Renovation and Expansion, and the new Henrico Investment Program that launched in January of 2022 with 11 grants authorized and five grants completed. He highlighted the 13 businesses that were currently in the Henrico Enterprise Zone. Mr. Leabough highlighted the projects his department has worked on throughout the community and the hotel/motel task force which is a multi-agency task force that has helped residents transition to permanent housing. He concluded that he has a small team, but they are a hard working team and will continue to work hard on behalf of the residents and the community.

- Economic Development Authority – Anthony J. Romanello, Executive Director, joined by Ashley Kubat, Officer Administrator

Mr. Romanello reviewed strategic plan goals and highlighted 2022 successes. He thanked the Board and the Manager for their continued support and noted they will continue to build on the momentum from 2022 going into 2023.

- Capital Improvement Programs – Chris Addison, Budget Analyst

Mr. Addison highlighted the CIP for the first five years and for years 6 – 10, which include school renovations and projects for public works and public utilities. He detailed each project and the associated costs.

The Board recessed at 5:17 p.m. and reconvened on Wednesday, March 23, 2023, at 9:11 a.m.



**Members of the Board Present:**

Frank J. Thornton, Chairman, Fairfield District  
Tyrone E. Nelson, Vice-Chairman, Varina District  
Thomas M. Branin, Three Chopt District  
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Yvette D. George, Director of Human Resources  
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Prior to the start of the budget hearings, the Manager announced a moment of pride between Schools and General Government. He recognized Yvette George, Director of Human Resources, who presented a check on behalf of County employees to the Children's Hospital of Richmond. For every employee who signs up for voluntary benefits, the voluntary benefits coordinator donate \$10 on behalf of all County employees. Mrs. George stated the first check the County presented was in the amount of \$13,300, and the second check was in the amount of \$25,144.

The legislative budget reviews continued with the following presentations:

Henrico County Public Schools – Henrico School Board – Kristi Kinsella, Chair; Alicia Atkins, Vice Chair; Roscoe D. Cooper, III, Fairfield District; Michelle F. Ogburn, Three Chopt District; Marcie Shea, Tuckahoe District; and Dr. Amy Cashwell, Superintendent

Dr. Cashwell began her presentation noting the focus for HCPS is (1) recruitment and (2) retaining and rewarding their educators. She shared several slides with data about teacher retention and the reason why teachers have left. The main concerns have been the rise in healthcare costs and the need for higher wages. In working with the Human Resources Department, HCPS has come up with incentives to keep current educators and recruit and reward new employees.

Dr. Cashwell continued her presentation highlighting some of the FY23 budget items. She noted HCPS will add 40 new full instructional assistants and 22 licensed health positions. She also highlighted the capital improvements for Virginia Randolph Academy and addressed the safety and wellness concerns with the addition of 10 new community resource coordinator positions, more psychologists, and more social workers.

There was discussion from the Board regarding school bus drivers and recruitment. Dr. Cashwell noted HCPS has held numerous events for hiring of bus drivers and increased the pay

and training opportunities for bus drivers. There was continued discussion on retention and salaries for current educators and recruitment opportunities for new educators among both Boards to ensure the County is offering the most competitive salary across the region.

Mr. Branin requested an update on the security measures. Dr. Cashwell explained HCPS is currently testing metal detectors in 15 schools across the County. She explained the recommendation would be to implement them by the start of the next school year in all schools. Mr. Branin questioned how schools are selected for renovation, particularly older campus-style schools. Lenny Pritchard, Chief of Operations for Schools, explained how they work with the Emergency Management team on safety of the school and ensuring schools are safe. Mrs. O'Bannon asked who determines the order of school renovations. Mr. Pritchard stated there is a study to determine the age of the school and the last time a renovation or a remodel was done, and that is how a recommendation is made. Dr. Cashwell noted they also look at when the school was built. She stated Godwin HS is next after Hermitage HS. Mr. Branin requested HCPS look at Douglas Freeman because he has concerns about the back of the school and just wanted to ensure we are doing everything necessary in terms of safety measures. Mr. Thornton, in closing, stated he has taken part in 28 years of budget hearings and wants to make sure our educators in the classroom represent the population in Henrico and that the product produced reflects what we as a County represents.

The Board recessed at 10:18 a.m. and reconvened at 10:35 a.m.

- CSA – Dr. Leslie Hughes, Chief Learning Officer for Schools; Gretchen Brown, Acting Director of Social Services; and Tracy Johnson, CSA Coordinator

Dr. Hughes discussed the increase in private placements under the Children's Services Act to provide therapeutic support and applied behavior analysis for students requiring specialized services.

- Social Services – Gretchen Brown, Acting Director of Social Services; Jocelyn Dale, Assistant Director for Benefits; Terry Painter-Beals, Assistant Director for Administration; and Hugh Field, Senior Controller

Mrs. Brown reviewed the pandemic-related policies that would be ending. TANF requirements and time limits would resume in January, Emergency SNAP supplemental allotments ended in February, and the Medicaid unwinding will begin in April. She highlighted the increase in volume her office has seen since these changes. She noted she is working on ways to support her staff through the career development plan in her office. She is continuing to work on recruitment and retention.

- Extension Office – Kim Edmonds, Extension Agent, Family & Consumer Services; Angela Wrigglesworth, Administrative Assistant

Ms. Edmonds explained the Extension 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 highlighted the office's priorities and events for the past year. She thanked the Board and the County Manager for their continued support.

- Capital Region Workforce Partnership – Brian Davis, Director

Mr. Davis explained the CRWP is a partnership with eight jurisdictions that is primarily funded by the U.S. Department of Labor. This year there is a decrease of \$6,000 from the current year, reflecting Henrico's share of enrolled customers in the prior fiscal year. The focus of the program is on resume writing, interview assistance, individual and group counseling, job clubs, and peer support. He thanked the Board, the Manager, and Human Resources for their continued support.

- Library – Barbara Weedman, Director; Angela Bennett, Assistant Director for Public Services and Branch Operations; Alexandra Hamby, Assistant Director for Collections and Systemwide Programming; John Gentry, Assistant Director for Administrative Operations; and Patti Conway, Community Relations Coordinator

Mrs. Weedman gave statistics for Library in the previous year: 2,840,000 items circulated, 670,000 visits, 4,180,000 website visits, 1,350,000 wifi connections, 90,000 meeting room users, 45,000 program participants, and 8,900 new users. She noted the refresh of the Sandston Library, and the multiple awards and achievements Libraries has won for its programming and for its architectural designs. She thanked the Board and the County Manager for their continued support and looks forward to the new year.

The Board recessed at 12:22 p.m. and reconvened at 12:59 p.m.

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

Mr. Vitoulkas reviewed the Sheriff's budget which included a 6% increase that reflects increases in healthcare costs and salary increases. He noted the population trends and increases across the board and the numerous community outreach programs the Sheriff's staff has achieved throughout the year. He thanked the Sheriff and her staff for all their hard work.

The Board recessed at 1:11 p.m. and reconvened at 1:15 p.m.

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

Chief English updated the Board on his recruitment strategies. He explained that 55% of the officers hired in FY23 are diverse in some way, which is slightly down from 58% in FY22. Next, he reviewed the current crime rates. He continued noting the non-violent crime rate and the multi-jurisdictional effort in October 2022 to crackdown on catalytic converter thefts across the region. Chief English gave an update on incidents in schools and noted the Division has added another 10 positions for school resource officers. He transitioned to the Metro Aviation Unit, noting they have 917 operational hours, and the budget is split evenly among 23 jurisdictions. He thanked the Board and the Manager for their continued support.

The Board recessed at 1:48 p.m. and reconvened at 1:54 p.m.

- Emergency Communications Center – Kevin Pond, joined by Jackson Baynard, Chief, Division of Fire

The Manager explained they have moved the Emergency Communications Center to its own budget separate from Police. The Center made and received 497,277 calls last year,

which equates to 1,362 calls every day, 57 calls every hour, and nearly one calls every minute. Chief English highlighted the awards and accomplishments of the Center and noted the shared wellness center that was created for the employees. The mission is to ensure a safe environment for the employees and an exemplary partnership with the Divisions of Fire and Police.

- Division of Fire – Jackson Baynard, Chief, joined by Catherine Latimer, Director of Administration

Fire's proposed budget will increase 7.2%. Chief Baynard highlighted the Division's current program enhancements, such as safety and wellness screenings; the care team; EMS/BLS extended hours; and replacement of equipment. Chief Baynard highlighted the Department's achievements for the year and the value brought to residents and the community. He thanked the Board and the Manager for their continued support.

- Emergency Management and Workplace Safety – Rob Rowley, Chief of Emergency Management and Workplace Safety, joined by Jennifer Welch, Emergency Management Coordinator, and Craig Collins, Environmental, Health & Safety Coordinator

Mr. Rowley highlighted the Department's public outreach efforts, including efforts on social media and other outlets. He also noted the continued training of County departments and employees. He stated the Department will work more aggressively to pursue grant opportunities and continue to prepare for emergencies. He thanked the Board and the County Manager for their continued support.

The Board recessed at 3:38 p.m. and reconvened at 3:46 p.m.

- Recreation & Parks - John Zannino, Director of Recreation & Parks, joined by Moneke Mack, Senior Management Specialist, and Marielle McFarland, Assistant Director of Administration

Mr. Zannino shared several highlights from the year and the current proposed park maintenance schedule for FY24. He also highlighted equipment replacements and an increase of 8% due to additional funding for operating costs. He noted the Division's accomplishments and looks forward to bringing on new park services in the next year.

The Board recessed at 4:18 p.m. and reconvened on Thursday, March 23, 2023, at 9:05 a.m.

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Justin Crawford, Management and Budget Division Director

The legislative budget reviews continued with the following presentations:

Mr. Crawford covered the Q&A questions with the Board and responded to questions and concerns from the Board regarding the Q&A.

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

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. He also discussed his partnership with Human Resources and the Department of Public Utilities on career fairs and advertising to focus on filing vacancies and using vacancies and reclassifications to adapt staff roles to current work. He thanked the Board and the Manager for their continued support.

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

Mr. Chan discussed proposed rate changes. Mr. Chan also shared several slides reviewing the year for his department, including continuing the sampling and testing of private wells in Varina for PFAS and helping the effected community address the PFAS contamination. He briefed the Board on progress on the Cobbs Creek Reservoir. He also gave a brief update on streetlights. Mr. Chan stated his budget reflects a 2.8% increase from last year's budget. He thanked the Manager and the Board for their continued support.

- Public Health – Dr. Elaine Perry, District Health Director, joined by Melissa Veray, Deputy Health Director

Dr. Perry stated they have three sites: Henrico West, Henrico East, and Shrader Road. They have 112 positions, with 14 vacancies. She highlighted the events they have had this past year and explained they will continue working on their core services, recruitment, and retention of staff. They will continue to grow the mobile health unit beyond immunizations and use community health workers in strategic community health initiatives and partnerships. Dr. Perry thanked the Board and the County Manager for their continued support and help and looks forward to the upcoming year.

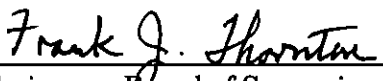
The Board recessed at 11:22 a.m. and reconvened at 11:31 a.m.

- Sports and Entertainment Authority – Dennis Bickmeier, Executive Director, joined by Dawn Miller, Manager of Marketing/Communicating/Events, and Jacquelyn Frame, Business Supervisor

Mr. Bickmeier stated they are focusing on tourism to the County and looking forward to the new sports tourism building opening at Virginia Center Commons. Mr. Nelson asked about his team and bringing on more diversity within the workforce and looking at working with colleges and universities for interns. Mr. Thornton suggested Virginia Union and Virginia State universities as great resources. Mr. Bickmeier thanked the Board and the Manager for their continued support and is excited about the future of sports and tourism in the County.

The Manager thanked the Budget staff and the Finance Department for all their hard work this week. He thanked the Board for the commitment they put in every year to review the budget line by line. He thanked Mr. Thornton and Mrs. O'Bannon for their 28 years of service and congratulated them on their final budget presentation.

There being no further business, the meeting was adjourned at 12:11 p.m.

  
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Chairman, Board of Supervisors  
Henrico County, Virginia