

# BOARD OF SUPERVISORS



December 14, 2020  
Meeting Agenda





**WORKSESSION AGENDA**  
**BEDFORD COUNTY BOARD OF SUPERVISORS**  
**AND BROADBAND AUTHORITY**  
**ADMINISTRATION BUILDING**  
**DECEMBER 14, 2020**

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**5:00 P.M.      WORKSESSION**

- (1) Call to Order
- (2) Discussion regarding Briscnet's broadband services
- (3) Adjourn

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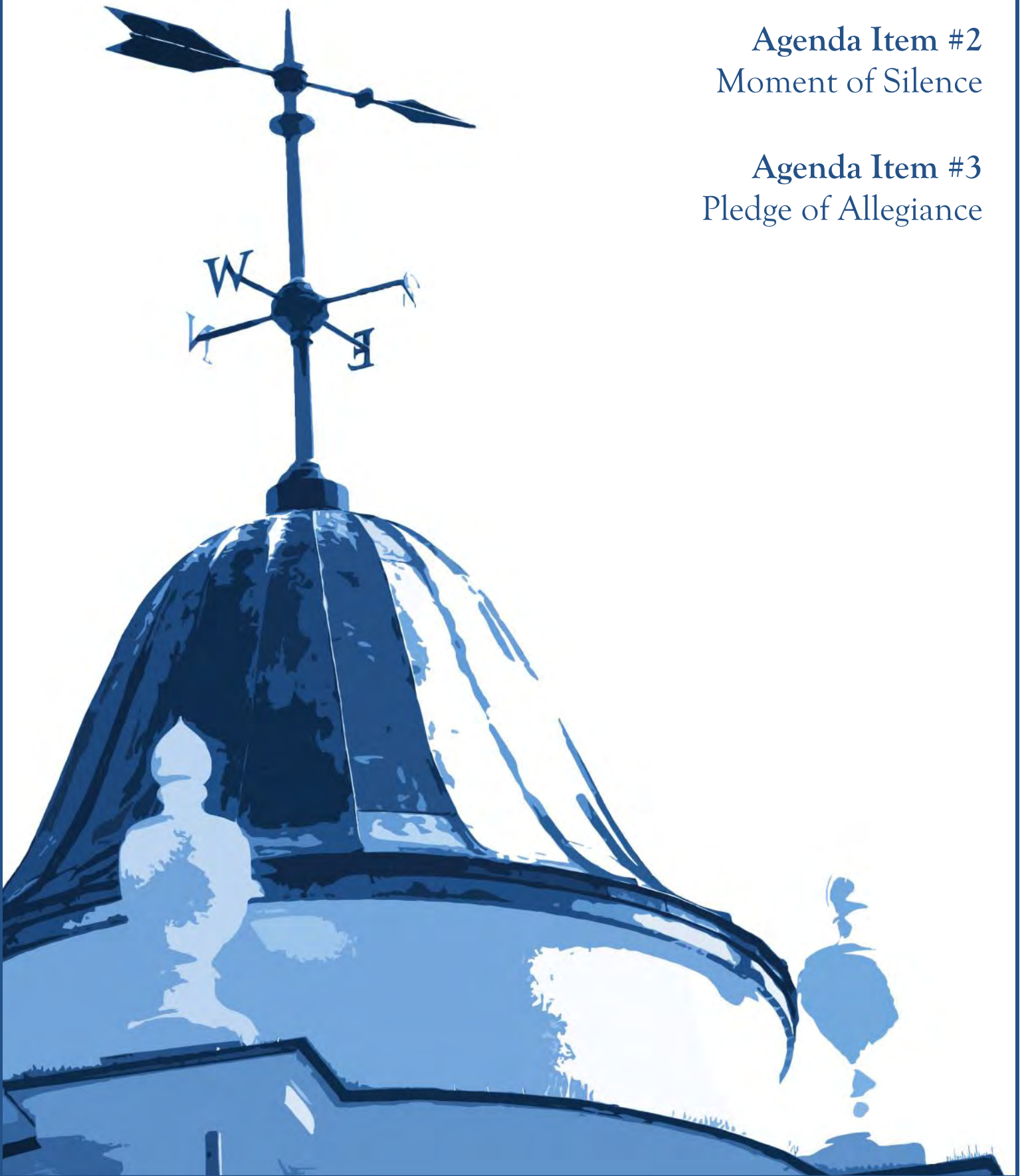
*Recess the Board of Supervisors and Broadband Authority for a dinner break at 6:30 pm*

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**Agenda Item #1**  
Call to Order & Welcome

**Agenda Item #2**  
Moment of Silence

**Agenda Item #3**  
Pledge of Allegiance





Agenda Item #4  
Approval of Agenda





**REGULAR MEETING AGENDA**  
**BEDFORD COUNTY BOARD OF SUPERVISORS**  
**AND BROADBAND AUTHORITY**  
**ADMINISTRATION BUILDING**  
**DECEMBER 14, 2020**

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**7:00 P.M.      REGULAR MEETING**

- (1) Call to Order & Welcome**
- (2) Moment of Silence**
- (3) Pledge of Allegiance**
- (4) Approval of Agenda**
- (5) Citizen Comments**
- (6) Consent Agenda**
  - a.** Consideration of a resolution approving submission of a 2021 Item Preservation Grant, and accepting and appropriating funds awarded (*Resolution #R 121420-01*)
  - b.** Consideration of a resolution authorizing a contract award for equipment repair and maintenance services (*Resolution #R 121420-02*)
  - c.** Consideration of a resolution authorizing the execution of contracts for scrap metal purchase and hauling services. (*Resolution #R 121420-03*)
  - d.** Consideration of a resolution authorizing the execution of an on-call contract for wood waste grinding services. (*Resolution #R 121420-04*)
  - e.** Consideration of a resolution authorizing a Request for Proposals for real estate appraisal services. (*Resolution #R 121420-05*)
  - f.** Consideration of a resolution appropriating state funding for the Southern Virginia Internet Crimes Against Children Task Force – Affiliate Agencies (*Resolution #R 121420-06*)
  - g.** Consideration of a resolution appropriating state funding for the Southern Virginia Internet Crimes Against Children Tack Force – Bedford County. (*Resolution #R 121420-07*)

**(7) Approval of Minutes** – August 24, 2020**(8) Public Hearings & Presentations**

**a. Public Hearing** – Consideration of an ordinance to amend Chapter 17 “Taxation, Article II “Personal Property Tax”; specifically, to amend Division III “Miscellaneous Exemptions” Sections 17-21 and 17-22. (*Ordinance #O 121420-08*)

- *Staff presentation by County Attorney Patrick Skelley*

**(9) Action & Discussion Items**

**a.** Update - CARES Act Financial Status

- *Staff Presentation by Finance Director Ashley Anderson*

**b.** Consideration of a resolution to award a contract for Board Room technology improvements and renovations. (*Resolution #R 121420-10*)

- *Staff Presentation by IT Director Elizabeth Lo*

**c.** Consideration of a resolution to appropriate CARES Act Funds for Priority Dispatch. (*Resolution #R 121420-11*)

- *Staff Presentation by E911 Director Judson Smith*

**d.** Consideration of a resolution appropriating funds for Fiscal Year 2019-2020 budget adjustments. (*Resolution #R 121420-12*)

- *Staff Presentation by Finance Director Ashley Anderson*

**e.** Consideration of a resolution to re-appropriating unexpended Fiscal Year 2020 grant funds. (*Resolution #R 121420-13*)

- *Staff Presentation by Finance Director Ashley Anderson*

**f.** Consideration of a resolution in opposition to any legislative effort to repeal or revise the Judicial Doctrine of Qualified Immunity for Law Enforcement Officials. (*Resolution #R 121420-14*)

- *Staff Presentation by Sheriff Mike Miller*

**g.** Consideration of a resolution to award a contract to Apex Towers, LLC for broadband tower maintenance and inspection services. (*Resolution #R 121420-15*)

- *Staff Presentation by County Administrator Robert Hiss*

**(10) Board Committee Reports****(11) Board Comments****(12) Board Appointments**

**a.** Appointments are needed for the Agricultural Economic Development Board, the Bedford Regional Water Authority, the Board of Zoning Appeals, the Horizon Behavioral Health Board of Directors, the Local Board of Building Code Appeals, the Economic Development Authority, the Tri-County Lakes Administrative

Commission, the Roanoke Valley Area Metropolitan Planning Organization, and the Bedford County Social Services Board.

**(13) County Administrator Report**

- a. Draft 2021 Board of Supervisors meeting calendar
- b. Virtual meetings

**(14) County Attorney Report**

- a. Closed Session pursuant to Section 2.2-3711 (A) (8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter (specifically, pertaining to the broadband project).

**(15) Board Information**

- a. Department of Social Services Board of Directors meeting minutes from September and October 2020.

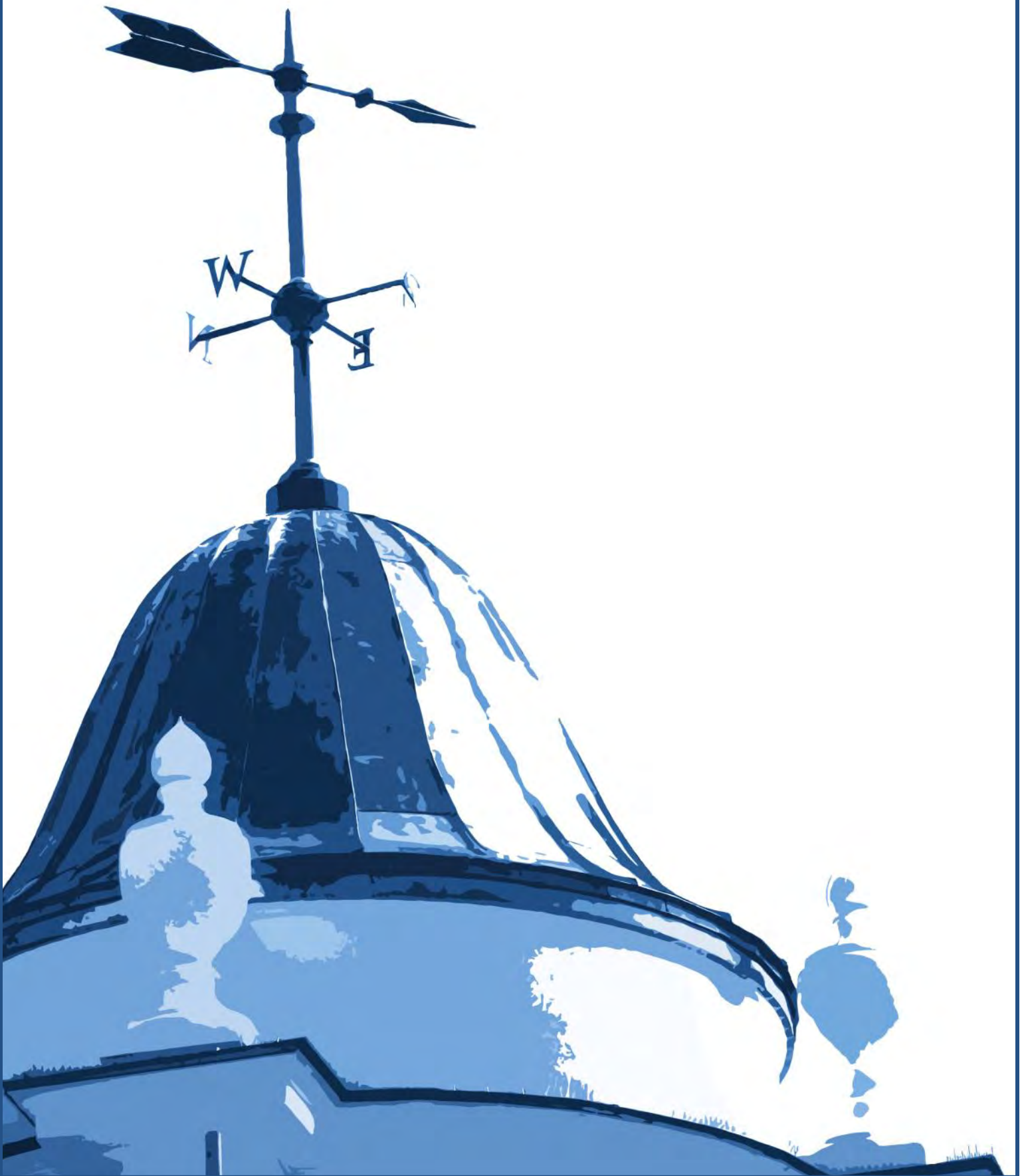
**(16) Board Calendar and Reminders**

- January 11, 2021 – Worksession from 5:00 – 6:30 pm; Organizational/Regular meeting at 7:00 pm

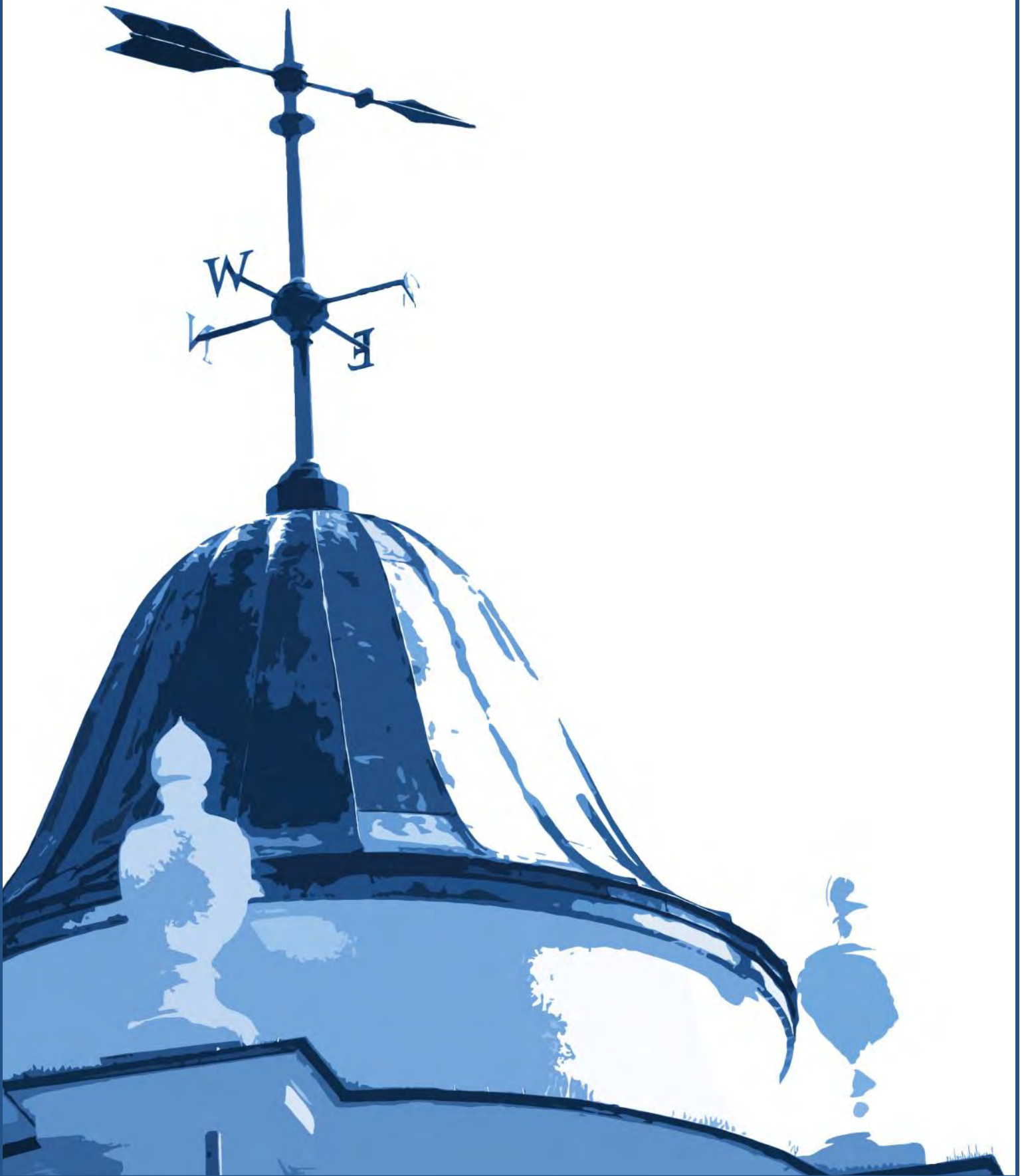
**Adjourn**



Agenda Item #5  
Citizen Comments



Agenda Item #6  
Consent Agenda





## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6a

**RESOLUTION** #R 121420-01

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Application, Acceptance & Appropriation of Item Preservation Grant

**RECOMMENDATION**

Approve the attached resolution

**SUMMARY**

The Library of Virginia is accepting applications for a 2021 Item Preservation Grant. This grant will fund the conservation of four old record books. These record books are frequently researched by the public and genealogists and are in serious need of repair and rebinding. The cost of repairs is estimated at \$23,179.00; repairs will be complete 4 - 6 months following notification of award. No local match is required for this grant.

The grant application has been submitted by Clerk of the Circuit Court, Judy Reynolds, to meet the application deadline. Ms. Reynolds is requesting Board approval for the submission of this application, as well as acceptance and appropriation of the grant funds, if awarded. The grant application will be withdrawn if the Board does not approve.

**PRIOR ACTIONS**

None.

**FISCAL IMPACT**

Appropriation of grant funds, if awarded. No local match is required.

**CONTACTS**

Judy Reynolds, Clerk of the Circuit Court

Ashley Anderson, Director of Finance

**ATTACHMENTS**

Resolution

**REVIEWED BY**

Robert Hiss, County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**APPROVING SUBMISSION OF A 2021 ITEM PRESERVATION GRANT AND  
 ACCEPTING AND APPROPRIATING FUNDS AWARDED**

**WHEREAS**, the Clerk of the Circuit Court submitted an application to the Library of Virginia for the 2021 Item Preservation Grant; and

**WHEREAS**, the grant will provide up to \$23,179.00 for the preservation of four (4) record books; and

**WHEREAS**, no local match is required for the grant.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that the Board does hereby authorize the submission of a grant application in the amount of \$23,179.00 for a 2021 Item Preservation Grant provided by the Library of Virginia. If awarded, the Board authorizes acceptance and appropriation of the funds awarded.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6b

**RESOLUTION** #R 121420-02

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Authorization to Award Contracts for Equipment Repair and Maintenance Services

#### **RECOMMENDATION**

Authorize contracts for on-call equipment repair and maintenance services with THC Enterprises Inc dba Mid-Atlantic Waste Systems, Western Branch Diesel, and Virginia Truck Center dba Excel Truck Group.

#### **SUMMARY**

The Waste Management Facility utilizes a variety of equipment on a routine basis that are necessary to properly manage delivered materials and maintain the facility. Proposals were received from THC Enterprises Inc dba Mid-Atlantic Waste Systems (welding, balers, conveyors, off-road trucks), Western Branch Diesel (off-road truck engines and transmissions), and Virginia Truck Center dba Excel Truck Group (off-road trucks). An insufficient number of proposals were received to reliably provide on-call maintenance and repair services for heavy equipment (compactor, excavator, track loader, wheel loader) necessitating re-advertisement for these services. Procurement terms included a 5-year initial term and two 1-year option periods.

#### **PRIOR ACTIONS**

On October 26, 2020, the Board of Supervisors authorized the advertisement of a Request for Proposals for multiple contracts providing Equipment Repair and Maintenance Services.

#### **FISCAL IMPACT**

On-call maintenance and repair services are funded through department operating budgets.

#### **CONTACTS**

Sheldon Cash, Director of Public Works

#### **ATTACHMENTS**

Resolution

#### **REVIEWED BY**

Fiscal Management     County Attorney     County Administrator





At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chairman  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**AUTHORIZATION TO AWARD CONTRACTS  
 FOR EQUIPMENT REPAIR AND MAINTENANCE SERVICES**

**WHEREAS**, the Bedford County Waste Management Facility utilizes a variety of equipment to manage delivered materials and maintain the facility; and

**WHEREAS**, on October 26, 2020, the Bedford County Board of Supervisors authorized the advertisement of a Request for Proposals for Equipment Repair and Maintenance Services; and

**WHEREAS**, the award of multiple contracts was specified to ensure availability of specialized contractors to provide on-call maintenance and repair services for a variety of equipment; and

**WHEREAS**, proposals were received from THC Enterprises Inc dba Mid-Atlantic Waste Systems, Western Branch Diesel, and Virginia Truck Center; and

**WHEREAS**, there were insufficient number of submitted proposals to provide reliable on-call repair and maintenance service for heavy equipment necessitating re-advertisement; and

**NOW, THEREFORE, BE IT RESOLVED** that the Bedford County Board of Supervisors does hereby authorize the County Administrator to execute contracts with THC Enterprises Inc dba Mid-Atlantic Waste Systems, Western Branch Diesel, and Virginia Truck Center dba Excel Truck Group to provide the requested services.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Bedford County Board of Supervisors does hereby authorize the County Administrator to re-advertise for heavy equipment repair and maintenance services.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6c

**RESOLUTION** #R 121420-03

Work Session     Regular Meeting  
 Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Authorization to Award Contracts for Scrap Metal Purchase and Hauling Services

#### **RECOMMENDATION**

Authorize multiple contracts for the purchase and hauling of scrap metal with Foss Industrial Recycling, Gerdau Metals Recycling, and OmniSource LLC.

#### **SUMMARY**

The Waste Management Facility has received greater than 1,000 tons of scrap metal in each of the past 3 years selling at \$100 - \$200 per ton. This procurement establishes a contractual purchase price based on a monthly scrap metal index less an operating discount for hauling. The initial term is five years with two 1-year options, and multiple awards are recommended to stabilize services. Upon award, Foss Industrial Recycling is the primary contractor with a purchase price after hauling of \$145.00 per long ton (2,240 pounds). If unable to perform, Gerdau Metals Recycling becomes the preferred contractor with a submitted price of \$135.00, and if necessary, OmniSource LLC becomes the contractor with a price of \$125.00.

#### **PRIOR ACTIONS**

The Board of Supervisors authorized the advertisement of an Invitation for Bid for Scrap Metal Purchase and Hauling Services on October 26, 2020.

#### **FISCAL IMPACT**

Scrap metal sales has generated \$100,000 - \$200,000 in revenue each of the past 3 years varying based on delivered tonnage and commodity markets.

#### **CONTACTS**

Sheldon Cash, Director of Public Works

#### **ATTACHMENTS**

Resolution

#### **REVIEWED BY**

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14th day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chairman  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION  
 AUTHORIZING THE EXECUTION OF CONTRACTS FOR  
 SCRAP METAL PURCHASE AND HAULING SERVICES**

**WHEREAS**, the Bedford County Waste Management Facility receives a significant quantity of scrap metal and appliances that offers sales revenue from metal processors; and

**WHEREAS**, on October 26, 2020, the Bedford County Board of Supervisors authorized the advertisement of an Invitation for Bid for Scrap Metal Purchase and Hauling Services; and

**WHEREAS**, the award of multiple contracts was specified to ensure contractor availability to manage stockpile size in the available storage area; and

**WHEREAS**, bids were received from Foss Industrial Recycling, Gerdau Metals Recycling, and OmniSource, LLC to provide the requested services; and

**NOW, THEREFORE, BE IT RESOLVED** that the Bedford County Board of Supervisors does hereby authorize the County Administrator to execute a contract with Foss Industrial Recycling, Gerdau Metals Recycling, and OmniSource, LLC to provide the requested services.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6d

**RESOLUTION** #R 121420-04

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Authorization to Award Contract for Wood Waste Grinding Services

**RECOMMENDATION**

Authorize contract with Royal Oak Farm, L.L.C. for wood waste grinding services.

**SUMMARY**

Annual deliveries of wood waste including trees, stumps, limbs and similar material to the Waste Management Facility varies between 3,000 - 5,000 tons per year. It's standard industry practice to grind wood waste materials into mulch to minimize cost, preserve landfill capacity, and minimize methane generation. Limited onsite storage capacity requires grinding and hauling services once or twice each year. The recommended contract with Royal Oak Farm, L.L.C. offers stabilized services for a 5-year initial term with two 1-year option periods.

**PRIOR ACTIONS**

On October 26, 2020, the Board of Supervisors authorized the advertisement of a Request for Proposals for Wood Waste Grinding Services.

**FISCAL IMPACT**

On-call wood waste grinding services (\$28.63 per ton) provides significant savings over landfill hauling and disposal (approximately \$50 per ton).

**CONTACTS**

Sheldon Cash, Director of Public Works

**ATTACHMENTS**

Resolution

**REVIEWED BY**

Fiscal Management     County Attorney     County Administrator





At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14th day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

**VOTE:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chairman  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**AUTHORIZING THE EXECUTION OF AN ON-CALL CONTRACT FOR  
 WOOD WASTE GRINDING SERVICES**

**WHEREAS**, the Bedford County Waste Management Facility receives significant quantities of wood waste each year;

**WHEREAS**, on October 26, 2020, the Bedford County Board of Supervisors authorized the advertisement of a Request for Proposals for Wood Waste Grinding Services; and

**WHEREAS**, a single proposal was received from Royal Oak Farm, L.L.C. to provide the requested services; and

**WHEREAS**, the Royal Oak Farm, L.L.C. quoted price of \$28.63 per outbound ton of mulch and wood waste is less expensive than landfill hauling and disposal rates; and

**WHEREAS**, Royal Oak Farm, L.L.C. has previously provided timely and professional services for Bedford County and other localities; and

**NOW, THEREFORE, BE IT RESOLVED** that the Bedford County Board of Supervisors does hereby authorize the County Administrator to execute a contract with Royal Oak Farm, L.L.C. to provide on-call wood waste grinding and hauling services.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6e

**RESOLUTION** #R 121420-05

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** RFP for Reassessment

**RECOMMENDATION**

Resolution to be adopted by the Board of Supervisors

**SUMMARY**

Attached for the Board's consideration is a Request for Proposal for reassessment services. The reassessment will be effective January 1, 2023.

The Proposal calls for a selection team consisting of the Commissioner of Revenue, a Board member and the County Administrator to review all proposals, interview prospective firms, and to make a recommendation to the governing body.

**PRIOR ACTIONS**

None

**FISCAL IMPACT**

TBD

**CONTACTS**

Robert Hiss, County Administrator

**ATTACHMENTS**

Proposed Resolution

RFP

**REVIEWED BY**

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**WHEREAS**, Section 58.1-3252 of the Code of Virginia requires that general reassessment of the real estate in the County be performed every four years, and

**WHEREAS**, a Request for Proposal must be issued in order to procure appraisal services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that the County Administrator is authorized to issue a Request for Proposal for real estate appraisal services for values to be effective 1 January 2023.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6f

**RESOLUTION** #R 121420-06

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Acceptance and FY20 Supplemental Appropriation for the State Internet Crimes Against Children Program Award for Affiliate Agencies

**RECOMMENDATION**

Approval of Resolution

**SUMMARY**

The Virginia Department of Criminal Justice Services has awarded Bedford County an Internet Crimes Against Children (ICAC) award in the amount of \$604,210. The original award period was July 1, 2019 through June 30, 2020; however, an extension was granted by the Department of Criminal Justice Services through December 31, 2020 due to funds being released late. The award does not require a local match.

Funding is used for the salaries of the ICAC Financial Analyst and Investigator, as well as to provide affiliates of the Southern Virginia ICAC Task Force with overtime, training, and equipment. Staff recommends Board acceptance of this award, as well as a Supplemental Appropriation of \$604,210 for FY 2019-2020 for the additional state funds for the Internet Crimes Against Children program. A reappropriation of unexpended funds available as of June 30, 2020 has been requested as part of a separate resolution related to grant reappropriations.

**PRIOR ACTIONS**

None

**FISCAL IMPACT**

None

**CONTACTS**

Ashley Anderson, Director of Finance

**ATTACHMENTS**

Resolution

**REVIEWED BY**

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chairman  
 Mickey Johnson  
 Edgar Tuck  
 Tommy Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**APPROPRIATION OF STATE FUNDING FOR THE SOUTHERN VIRGINIA  
 INTERNET CRIMES AGAINST CHILDREN TASK FORCE – AFFILIATE AGENCIES**

**WHEREAS**, the Bedford County Sheriff’s Office has been the lead agency of the Southern Virginia Internet Crimes Against Children task Force since 1998; and

**WHEREAS** the Southern Virginia Internet Crimes Against Children Task Force is part of the federal ICAC Task Force program administered through the Office of Juvenile Justice and Delinquency Prevention, and receives federal funds to support its mission; and

**WHEREAS** the Southern Virginia Internet Crimes Against Children Task Force also receives state funding, as authorized under COV 17.1-275.12; and

**WHEREAS** this funding comes in two blocks, one to support the main headquarter’s office of the Southern Virginia Internet Crimes Against Children Task Force, and one to support the affiliate member’s of the task force; and

**WHEREAS** funds made available to the Southern Virginia Internet Crimes Against Children Task Force for the support of affiliate member agencies of the Task Force, was set at \$604,210 for the period of July 1, 2019 through June 30, 2020, but with an extension to December 31, 2020; and

**WHEREAS**, this extension was granted due to the challenges of spending down previous years’



funding, due to vacancy savings; and

**WHEREAS**, this funding from the state does not require a local match by Bedford County,

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that acceptance of this funding for continued operation of the Southern Virginia Internet Crimes Against Children Task Force is hereby approved and a FY 2019-2020 supplemental appropriation of the funds awarded is authorized.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #6g

**RESOLUTION** #R 121420-07

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Acceptance for the State Internet Crimes Against Children Program Award for Bedford County

**RECOMMENDATION**

Approval of Resolution

**SUMMARY**

The Virginia Department of Criminal Justice Services has awarded Bedford County an Internet Crimes Against Children award in the amount of \$1,450,000. The original award period was July 1, 2019 through June 30, 2020; however, an extension was granted by Department of Criminal Justice Services through December 31, 2020 due to funds being released late. The award does not require a local match.

Funding will be used to provide supplies, utilities, software, telecommunications, internet service, and the salaries and benefits of 15 full-time staff positions. Staff recommends Board acceptance of this award, as well as a Supplemental Appropriation of \$1,450,000 for FY 2019-2020 for the additional state funds for the Internet Crimes Against Children program. A reappropriation of unexpended funds available as of June 30, 2020 has been requested as part of a separate resolution related to grant reappropriations.

**PRIOR ACTIONS**

None

**FISCAL IMPACT**

None

**CONTACTS**

Ashley Anderson, Director of Finance

**ATTACHMENTS**

Resolution

**REVIEWED BY**

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

**VOTE:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chairman  
 Mickey Johnson  
 Edgar Tuck  
 Tommy Scott  
 Bob Davis  
 Tammy Parker

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**APPROPRIATION OF STATE FUNDING FOR THE SOUTHERN VIRGINIA INTERNET CRIMES AGAINST CHILDREN TASK FORCE – BEDFORD COUNTY**

**WHEREAS**, the Bedford County Sheriff’s Office has been the lead agency of the Southern Virginia Internet Crimes Against Children task Force since 1998; and

**WHEREAS** the Southern Virginia Internet Crimes Against Children Task Force is part of the federal ICAC Task Force program administered through the Office of Juvenile Justice and Delinquency Prevention, and receives federal funds to support its mission; and

**WHEREAS** the Southern Virginia Internet Crimes Against Children Task Force also receives state funding, as authorized under COV 17.1-275.12; and

**WHEREAS** this funding comes in two blocks, one to support the main headquarter’s office of the Southern Virginia Internet Crimes Against Children Task Force, and one to support the affiliate member’s of the task force; and

**WHEREAS** funds made available to the Southern Virginia Internet Crimes Against Children Task Force for its main headquarter’s support was set at \$1,450,000 for the period of July 1, 2019 through June 30, 2020, but with an extension to December 31, 2020; and

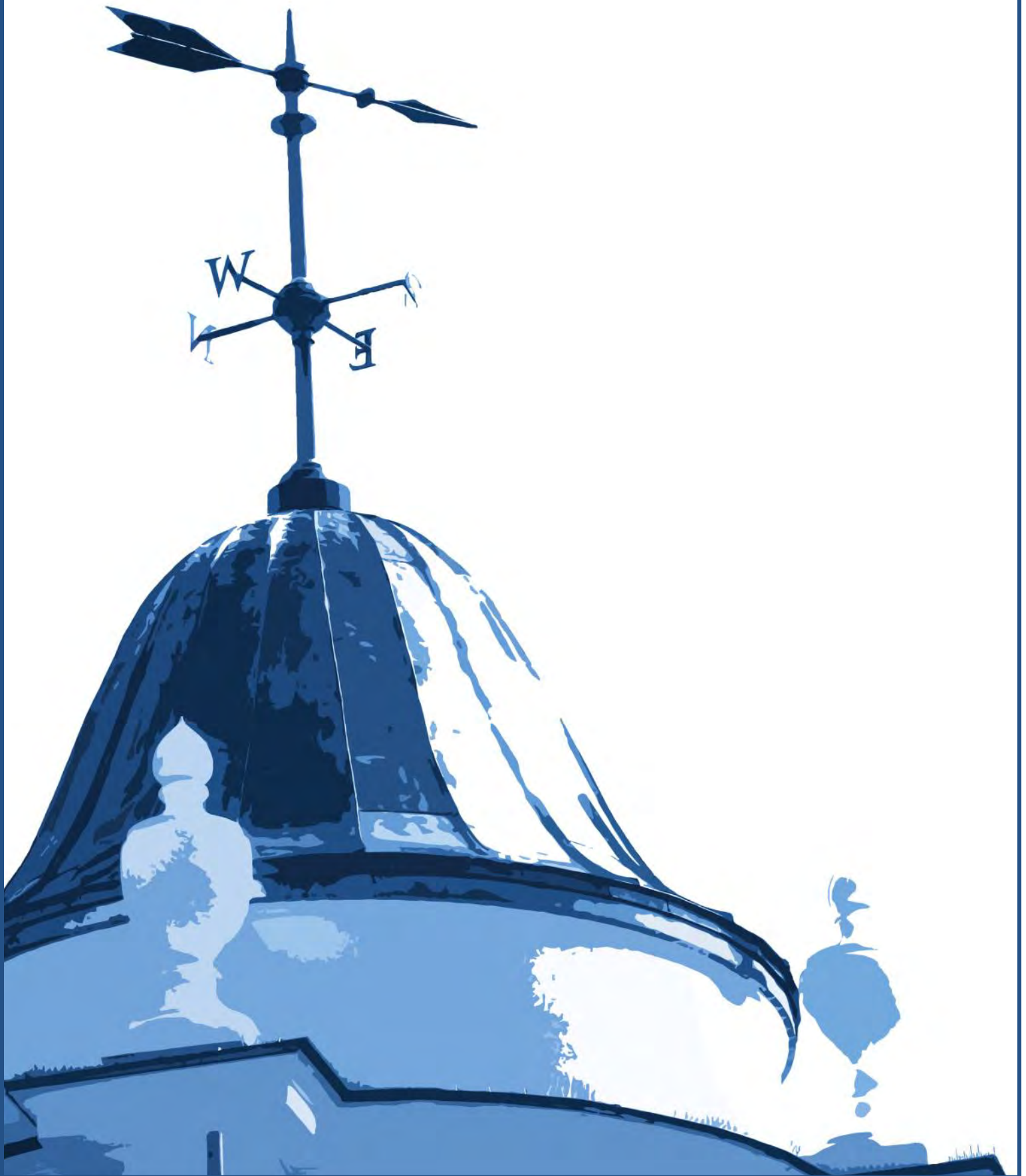
**WHEREAS**, this extension was granted due to the challenges of spending down previous years’

funding, due to vacancy savings; and

**WHEREAS**, this funding from the state does not require a local match by Bedford County,

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that acceptance of this funding for continued operation of the Southern Virginia Internet Crimes Against Children Task Force is hereby approved and a FY 2019-2020 supplemental appropriation of the funds awarded is authorized.

Agenda Item #7  
Approval of Minutes





MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

AUGUST 24, 2020

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8 **5:00 PM WORKSESSION**

- 9 (1) Update on CARES Act Round One and discussion regarding the Board’s preferences  
10 for allocating the second round of CARES Act funding.

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12 **SPECIAL CALLED MEETING**

- 13 (1) **Closed Session pursuant to Section 2.2-3711(A) (8)**, consultation with legal counsel  
14 employed or retained by a public body regarding specific legal matters requiring the  
15 provision of legal advice by such counsel. Nothing in this subdivision shall be  
16 construed to permit the closure of a meeting merely because an attorney representing  
17 the public body is in attendance or is consulted on a matter; specifically, pertaining to  
18 the Bedford County Broadband Project.

- 19 (2) **Adjourn**

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21 **5:00 PM Worksession**

22 **Board of Supervisors:** John Sharp, District 4, Chair; Charla Bansley, District 3, Vice-Chair; Mickey  
23 Johnson, District 1; Edgar Tuck, District 2\*; Tommy Scott, District 5\*\*; Bob Davis, District 6; and Tammy  
24 Parker, District 7

25 *\*arrived at 5:10 pm*

26 *\*\*attended by phone*

27 -----

28 **Staff:** County Administrator Robert Hiss, County Attorney Patrick Skelley, Deputy County Administrator  
29 Amanda Kaufman, Economic Development Director Traci Blido, Public Works Director Sheldon Cash,  
30 Finance Director Ashley Anderson, Fire & Rescue Chief Jack Jones, Jr., Deputy Chief Janet Blankenship,

31 Deputy Chief Abbey Johnston, Social Services Director Andy Crawford, IT Director Elizabeth Lo, Sheriff  
32 Mike Miller, and Executive Assistant Brigitte Lockett

33 \_\_\_\_\_

34 Chairman Sharp called the Board to order and turned the meeting over to County Administrator  
35 Robert Hiss.

36 Mr. Hiss stated the purpose of this worksession would be to discuss the CARES Act funding  
37 distribution, noting he would touch on the highlights of staff's proposals and answer Board questions as  
38 they arise during the presentation. He began his presentation by reviewing some of the "funding buckets"  
39 for the first round of CARES Act funds, noting that the Board voted to appropriate funds into a few buckets  
40 at the August 10<sup>th</sup> meeting. He stated that staff has developed a Non-profit Assistance Program application,  
41 with grants up to \$10,000 to assist local non-profits that are hard hit at this time due to the pandemic. In  
42 response to a question from Supervisor Parker, Mr. Hiss confirmed that the voluntary fire and rescue squads  
43 can apply for these funds. Supervisor Parker asked Mr. Hiss to keep in mind that we may need to provide  
44 even more funds to these agencies, depending on future need.

45 In response to a question from Supervisor Davis, Mr. Hiss stated that staff is also proposing direct  
46 citizen assistance as well. Chairman Sharp recommended using the second round CARES Act funding as  
47 additional funding for the fire and rescue agencies. Mr. Hiss confirmed for Vice-Chair Bansley that the  
48 application process will allow staff to see how much the volunteer agencies have lost during the pandemic  
49 due to not being able to hold their usual fundraisers. Mr. Hiss noted that churches would be eligible for  
50 these grants as well; the Board concurred on moving forward with this program.

51 Mr. Hiss stated that staff will be working with the Department of Social Services, Lake Christian  
52 Ministries, The Agape Center, and Bedford Christian Ministries to assist with determining aid for utility  
53 expenses for citizens. Because the CARES Act funds cannot be used to make up lost revenue for specific  
54 departments, the unpaid bills cannot be wiped clean by simply giving the BRWA the funds directly. Rather,  
55 citizens would approach the groups mentioned earlier to fill an application. If approved, the assisting groups  
56 would pay the utility bills and then be reimbursed by the County.

57 In response to a question from Supervisor Bansley, Social Services Director Andy Crawford stated  
58 that his department has been directing those needing rent assistance to Interfaith Outreach in Lynchburg,  
59 as they received the CARES Act funds for rent and mortgage assistance for Bedford County directly from  
60 the State. He said that those needing mortgage assistance should first contact their lender to see if they can  
61 get a forbearance, which is usually for three months. If still needed after three months, they would need to  
62 contact their lender again. Once they reach a point where the lender will not agree to another forbearance,  
63 they can contact Social Services for assistance. When a renter is given rent assistance, the funds go directly



64 to the landlord to ensure the funds are not spent on anything other than rent. Mr. Crawford noted that  
65 Interfaith is able to pay overdue rent as far back as April 2020.

66 Mr. Hiss noted how impressed he has been with the way local non-profits have stepped up to assist  
67 citizens. In response to a question from Chairman Sharp, Mr. Crawford noted that when citizens call the  
68 BRWA to set up payment plans, they are informed at that time about the assistance available and the  
69 application process. Deputy County Administrator Amanda Kaufman is also working on a press release so  
70 people will know when the program is ready to be rolled out. Chairman Sharp suggested reaching out  
71 directly to people, or including a mailer with the water bills so people are made aware of the assistance  
72 programs that are available. Supervisor Davis suggested printing an announcement regarding the programs  
73 directly on the bills in red ink. Mr. Hiss said he would look into this further with the BRWA.

74 Mr. Hiss then moved the conversation to “Education Expenses”, which include funds for both the  
75 County’s public schools, private schools, and homeschoolers. Mr. Hiss then turned the meeting over to the  
76 Board for their recommendations. Vice-Chair Bansley turned to meeting over to Renewanation Director of  
77 Scholarship Development Curtis Cornell for a presentation on how his organization would like to be the  
78 fiscal agent for CARES Act funding for private school and home-school children.

79 Mr. Cornell gave a presentation to the Board that outlined an application and funding program (his  
80 presentation will be kept on file in the Administration office for public review). He noted that the funds for  
81 private schools would cover personal protective equipment (PPE), cleaning supplies, software and other  
82 additional technology costs, virus testing costs (for faculty/ and staff), capital costs to meet COVID  
83 enrollment and safety demands, costs associated with hiring additional faculty or staff to meet COVID  
84 compliance, and tuition support that the school provides families unable to cover the cost of full in-person  
85 tuition. Funds for homeschoolers would cover PPE, cleaning supplies, working families needing day care,  
86 preschool, or learning center options due to a parent’s inability to maintain supervision of their children  
87 during school hours, and tuition support for families choosing in-person, home school instruction, or private  
88 school choice through in-person via a live virtual platform or in a home school setting. Mr. Cornell stated  
89 the program would be called “Bedford Cares for Kids” and noted his organization has already set up a  
90 website in anticipation of receiving the funds. He then briefly reviewed the proposed application process  
91 with the Board, answering their questions throughout his presentation. Vice-Chairman Bansley noted that  
92 12% of the County’s population was homeschooling even before the pandemic, and suggested more funding  
93 could come from the second round as well. She also noted that she has spoken to many pastors who could  
94 apply with Renewanation to recover expenses related to providing childcare to the community during this  
95 pandemic.

96 Mr. Johnson noted that of the six Supervisors present, five had homeschooled their children. He  
97 said he was in favor of giving funding for the homeschoolers and private schools, and also suggested that

98 providing broadband should qualify as well for the CARES Act since so many children were now learning  
99 at home.

100 Mr. Hiss noted that the School system has already received \$1.2 million in CARES Act funds which  
101 does not need to be expended until September 2022. They are holding this funding in reserve to offset  
102 revenue shortfalls that may be experienced in fiscal year 2021 or 2022. In response to concerns voiced by  
103 the Board, Mr. Hiss suggested asking the school system to provide a list of actual expenses for CARES Act  
104 fund reimbursements.

105 Chairman Sharp said that, while he thinks there should be some building-related savings for the  
106 schools due to children not attending in-person classes, he recommends providing funding for the School's  
107 estimated additional expenditures related to the pandemic. He said we should also see what savings have  
108 been realized by the school system since the budget was adopted in the spring. Schools Chief Operations  
109 Officer Mac Duis noted that much of the budget was for faculty and staff, and there have been no furloughs.  
110 Mr. Duis noted they did see some savings from not needing substitute teachers.

111 There followed a discussion between the Board, Mr. Duis, and staff members regarding options for  
112 CARES Act funding for education.

113 Mr. Hiss also touched on funding for County expenses related to the CARES Act, which includes  
114 purchasing PPE and remodeling the boardroom to better accommodate virtual meetings and remote  
115 accessibility. He stated that Ms. Kaufman has been working to see how CARES Act funding can be utilized  
116 for the broadband project as well. She has completed a request for proposals to build upon the wireless  
117 system and expand fiber across the County. Supervisor Davis asked Mr. Brian Camden (owner of ZiTel, a  
118 fiber-based internet provider) to address the Board to explain the impacts from rain, solar flares, et cetera,  
119 on "pop" towers, and the advantages of fiber. Mr. Camden noted he is the installer of fiber for the current  
120 broadband project. He stated that fiber is more expensive to initially install, but doesn't need to be repaired  
121 or replaced as often as towers, plus fiber works better in an area like ours (due to mountains blocking  
122 wireless signals). Mr. Hiss noted that an RFP was already out, and it allows for both wireless and fiber  
123 solutions; both options will be considered once the proposals are in. There followed a brief discussion  
124 between staff and the Board regarding the RFP's timeline, with Mr. Hiss noting that we expected to be  
125 reviewing proposals at the end of September. In response to a question from Supervisor Tuck, Mr. Hiss  
126 confirmed that broadband connection assistance for citizens could be made available through the CARES  
127 Act as well.

128 Mr. Duis stated that the school system has also set aside some of the CARES funding they received  
129 to assist with internet connections now that so many children are learning from home while the schools  
130 are closed. In response to a question from Mrs. Bansley, Mr. Hiss confirmed that a list of contacts could be

131 provided to the Board so that, when parents reach out to them to learn more about this assistance, the  
132 Supervisors will have it available.

133 Mr. Hiss stated that, at an earlier meeting, the Board had approved \$250,000 from CARES funding  
134 for “long-term business project assistance”. He noted that this could help in a number of ways and the  
135 Economic Development Authority is already working on some Covid-related business projects. He asked  
136 the Board for more direction regarding this particular funding “bucket”, noting the Bedford YMCA was  
137 requesting \$500,000 to expand their daycare center.

138 Supervisor Tuck said he’d like to see it directed toward more equipment/PPE to help people get  
139 back to work, and toward daycare for the same reason.

140 Supervisor Davis said he didn’t agree with giving the YMCA funds for expansion of their daycare  
141 program; he felt this would lead to more and more businesses requesting funds.

142 Vice-Chair Bansley said her time serving on the DSS Board taught her that if we don’t have  
143 daycare, all the training and job placement won’t do any good because people need someone to care for  
144 their children while they are at work; Mr. Crawford concurred.

145 Chairman Sharp said that if daycare is a huge need, and if it’s going to exist well into the future  
146 beyond the pandemic, then the free market will take care of the void in services because then there is a  
147 profit to be made. He said if the existing daycares need assistance with cleaning supplies, machines to  
148 sterilize areas, et cetera, due to the pandemic, then we should definitely help with CARES Act funds.

149 Supervisor Parker asked Social Services Director Andy Crawford to weigh in on this discussion.  
150 Mr. Crawford stated that the problem is that, in order to provide good childcare, your rates have to be high  
151 in order to pay good staff. When he was researching this issue, he found an independently run childcare  
152 facility would need to have almost 100 children in order to break even. If a church or other non-profit group  
153 can provide the care without the huge overhead that burdens independent providers (such as rent, mortgage,  
154 et cetera), then it is easier for them to provide that service. However, even then there is not a lot of profit in  
155 childcare, which is why we don’t have enough providers. Mr. Crawford said that with this current pandemic  
156 situation, he knows there are a lot of County staff with children under the age of four that cannot find anyone  
157 to care for their children so they can come to work. Many of the church providers we do have only keep  
158 children until noon or until 3:00 pm. The two providers we have in town that do stay open past five have  
159 long waiting lists. Mr. Crawford said a lack of childcare has always been a serious problem in the County;  
160 the pandemic has just made it worse. Licensing has high standards and is expensive, and you can’t keep  
161 good staff because the pay is so low; if you pay your staff enough to keep them, then citizens can’t afford  
162 to use your services.

163 Chairman Sharp said that it seems to him there should be a program through DSS to supplement  
164 the childcare so struggling families can go to work. Mr. Crawford said they do have funds in place, but like

165 all assistance programs citizens need to qualify and then they still pay a portion of what the state does not  
 166 cover. In the town, the facilities available charge rates higher than the State's allowable rate, so a citizen  
 167 using this assistance would pay their portion of the rate plus the difference between the allowable rate and  
 168 the facility's rate; this makes it still fairly expensive.

169 Mr. Crawford stated he had been contacted by a few realtors that were having difficulty selling  
 170 houses to young families due to the lack of available childcare in Bedford. He said he has called around to  
 171 various mega-centers asking if they would provide childcare in a building available in Moneta; all  
 172 responded that they would need to be promised at least 100 children at the facility. After conducting several  
 173 surveys and calling potential users, Mr. Crawford determined that he could not make that promise. He said  
 174 that is when a local church stepped up to assist. He noted that the YMCA had a program that they outgrew;  
 175 they no longer have the space to accommodate the program. Mr. Crawford said there is a local church  
 176 looking into opening an after-school program for elementary and middle-school children, which may help  
 177 a bit. He said the State has told him they may have money through CARES that may be made available to  
 178 him as a funding source for "pop-up centers", which would be for after-school care at the schools. He said  
 179 the County could also use CARES money to fund pop-up centers to assist citizens with daycare

180 Supervisor Scott said he didn't like funding the expansion at the YMCA since they compete with  
 181 other businesses and he doesn't think they'd be able to complete the project by the December deadline  
 182 anyway; Chairman Sharp concurred.

183 Supervisor Davis said people need to make a profit to grow a business. He further stated that it  
 184 would be difficult to find good people who were only making minimum wage that you'd trust to watch  
 185 your children, which is why his wife stayed home with their kids.

186 Chairman Sharp said the December deadline makes capital projects untenable. He said that he'd  
 187 like Mr. Crawford to provide future guidance directing how CARES funds could be spent to help alleviate  
 188 the daycare situation in Bedford County. Supervisor Tuck concurred, stating we could reach more people  
 189 more effectively if we work with DSS.

190 -----

191 *The Board recessed for dinner at 6:30 pm and returned at 7:00 pm.*

192 -----

193 Chairman Sharp reconvened the Board and turned the meeting back over to Mr. Hiss.

194 Mr. Hiss continued his overview of the proposed CARES Act distributions, this time focusing on  
 195 the second round funding. He noted that he had reached out to the Town Manager with another share of  
 196 \$575,000, and while the town has not yet decided identified specific projects for the additional funding,  
 197 they may decide to use it for hazardous duty pay.

198 After a brief discussion between Mr. Hiss and the Board, staff was directed to research the  
199 appropriate use of CARES funds for a hazardous duty pay supplement for certain County employees.  
200 Supervisor Parker stated that she felt this was a good idea, and she's glad that we're talking about it since  
201 people in first-responder positions can't choose to work from home; Vice-Chair Bansley and Supervisor  
202 Johnson concurred. Supervisor Scott said he'd support it as long as it was a bonus and not a permanent  
203 raise. Chairman Sharp said he was in support of it as long as it was for those who worked in the field. In  
204 response to a question from Vice-Chair Bansley, Mr. Crawford stated that child welfare workers have been  
205 designated essential by the State since they make home visits, so child welfare and adult services would  
206 qualify for the supplement. Chairman Sharp suggested also including the collection site attendants. Mr.  
207 Hiss noted that our public safety departments have also been meeting with local businesses and non-profits  
208 throughout this pandemic to offer assistance and guidance, coordinating food pantries and food deliveries,  
209 et cetera. He said staff would come up some different formulas for the pay supplement and bring it back to  
210 the Board for approval.

211 Mr. Hiss said that he has been discussing the new Department of Labor occupational safety  
212 regulations with the school system staff. The second round of CARES Act funds could be used for some  
213 of the items in our CIP, such as replacing old moldy carpet, ceiling tiles, and duct work, as well as larger  
214 items such as replacing the twenty-to-thirty-year-old HVAC systems in the schools. This would enable us  
215 to meet the new occupational workplace standards, as well as alleviating some of the financial pressure in  
216 the CIP for the next two or three years. There followed a discussion, with Mr. Hiss stating that he will work  
217 with school staff and come back to the Board with project options.

218 Lastly, Mr. Hiss stated that the Nursing Home has had their first Covid-19 cases. If we start to have  
219 a significant number of Nursing home staff absent due to illness, we may need to expend CARES Act funds  
220 to hire some temporary/contract nurses to ensure we continue to provide the level of care needed. Mr. Hiss  
221 stressed this wasn't necessary yet, he just want the Board to be aware of the situation.

222 Supervisor Johnson stated a resident, with assistance from DeWalt Power Tools, has started in-  
223 depth programs to assist local youth in learning the skills necessary to enter the construction trade. He said  
224 these programs are being offered to students who are not able to take their usual shop classes due to schools  
225 being closed right now, and asked if scholarships could be offered with CAREAS funds so students can  
226 take these programs. Chairman Sharp questioned whether this could be considered an expense related to  
227 COVID-19. Mr. Hiss said he is hopeful he can find a way to make it work, but he is still researching this  
228 request to be sure it qualifies.

229 Sheriff Mike Miller and Chief Jack Jones thanked the Board on behalf of his staff for their support  
230 of the hazardous duty pay.

231 There being no further discussion, Chairman Sharp called for a motion to adjourn.

232 **Vice-Chair Bansley made a motion to adjourn the worksession at 7:35 pm.**

233 **Voting yes: Mr. Johnson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott, Mr. Davis,**  
234 **and Mrs. Parker**

235 **Voting no: none**

236 **Motion passed.**

237 \_\_\_\_\_

238 Chairman Sharp called the Broadband Authority to order, and then called for a motion to go into  
239 closed session (as read by County Attorney Patrick Skelley).

240 **Supervisor Tuck made a motion to go into Closed Session pursuant to Section 2.2-3711(A)**  
241 **(8)**, consultation with legal counsel employed or retained by a public body regarding specific legal matters  
242 requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to  
243 permit the closure of a meeting merely because an attorney representing the public body is in attendance or  
244 is consulted on a matter; specifically, pertaining to the Bedford County Broadband Project.

245 **Voting yes: Mr. Johnson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott, Mr. Davis, and**  
246 **Mrs. Parker**

247 **Voting no: none**

248 **Motion passed.**

249 -----

250 **Vice-Chair Bansley made a motion to go back into regular session.**

251 **Voting yes: Mr. Johnson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott, Mr. Davis, and**  
252 **Mrs. Parker**

253 **Voting no: none**

254 **Motion passed.**

255 -----

256 **WHEREAS**, the Bedford County Board of Supervisors has convened a Closed Meeting, pursuant to  
257 an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information  
258 Act; and

259 **WHEREAS**, §2.2-3712 of the Code of Virginia requires a certification by the Bedford County Board  
260 of Supervisors that such closed meeting was conducted in conformity with Virginia Law.

261 **NOW, THEREFORE BE IT RESOLVED**, that the Bedford County Board of Supervisors does hereby  
262 certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted  
263 from open meeting requirements by Virginia law were discussed in the closed meeting to which this  
264 certification resolution applies, and (ii) only such public business matters as were identified in the motion

265 convening the closed meeting was heard, discussed or considered by the Bedford County Board of  
 266 Supervisors.

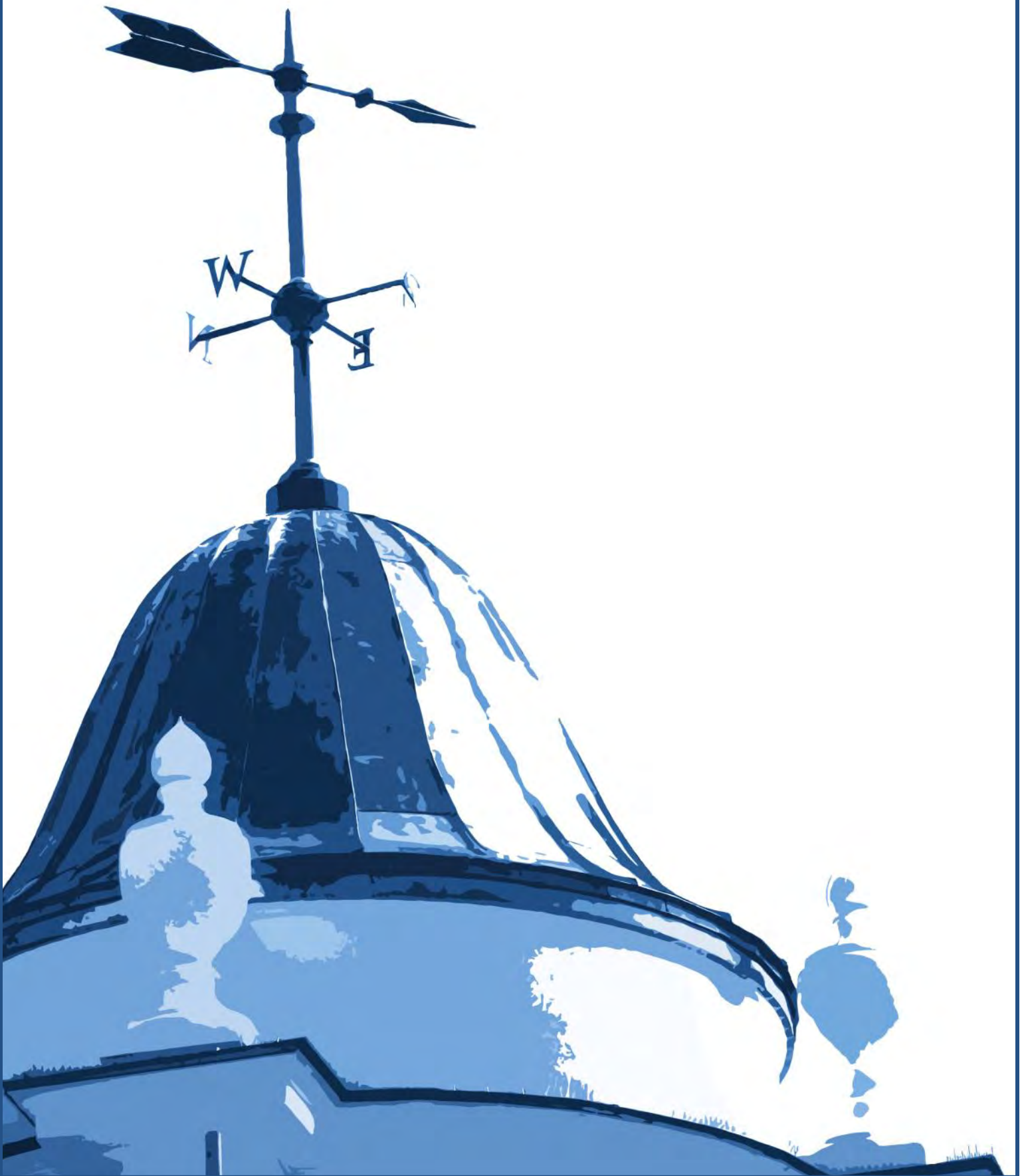
267	<u>MEMBERS:</u>	<u>VOTE:</u>
268	John Sharp, Chair	Yes
269	Charla Bansley, Vice-Chair	Yes
270	Mickey Johnson	Yes
271	Edgar Tuck	Yes
272	Tommy Scott	Yes
273	Bob Davis	Yes
274	Tammy Parker	Yes

275 \_\_\_\_\_

276 **Chairman Sharp adjourned the meeting at 9:30 pm.**



Agenda Item #8  
Public Hearings and Presentations





## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM #**8a

Ordinance #O 121420-08

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Chapter 17 "Taxation" - Exempt Forest Harvesting and Silvicultural Personal Property

#### RECOMMENDATION

Approve Ordinance amendments to Chapter 17 "Taxation"

#### SUMMARY

The General Assembly enacted Virginia Code §§58.1-3505-58.1-3506, which authorizes the Board of Supervisors to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural activities in the same statute which exempts agricultural equipment.

Attached for your consideration, is an ordinance amending Chapter 17 "Taxation", Article II "Personal Property", Division III "Miscellaneous Exemptions" to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural activities in the same statute which exempts agricultural equipment.

Said ordinance has been advertised and posted in accordance with state law for a public hearing.

#### PRIOR ACTIONS

None

#### FISCAL IMPACT

One logger currently pays \$572.09 in personal property taxes. It is possible that additional loggers may relocate to counties with this exemption.

#### CONTACTS

Patrick J. Skelley II, County Attorney  
Julie Creasy, Commissioner

#### ATTACHMENTS

Chapter 17 Ordinance

#### REVIEWED BY

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**AN ORDINANCE**

**TO AMEND CHAPTER 17 "TAXATION", ARTICLE II "PERSONAL PROPERTY TAX";  
 SPECIFICALLY TO AMEND DIVISION III "MISCELLANEOUS EXEMPTIONS" SECTIONS 17-21 AND 17-22**

**WHEREAS**, the General Assembly enacted Virginia Code §§58.1-3505-58.1-3506, which authorizes the Board of Supervisors to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural activities in the same statute which exempts agricultural equipment; and

**WHEREAS**, the ordinance text amendments have been duly advertised.

**NOW THEREFORE**, be it ordained by the Bedford County Board of Supervisors as follows:

**DIVISION 3. - MISCELLANEOUS EXEMPTIONS**

**Sec. 17-21. - Exemption of farm animals, certain grains, agricultural products, farm machinery, farm implements and equipment**

- (a) ~~All farm animals situated in the county and returnable and reportable for the purpose of county personal property taxation, as of January 1 of each year, shall be exempt from such taxation.~~
- (b) ~~As used in this section, the term "farm animals" shall mean cattle, sheep, goats, hogs, poultry and horses, mules and other kindred animals.~~

(Ord. No. O1210-164, 12-10-2012)

**Cross reference** — ~~Animals, Ch. 4.~~

~~**State Law reference**—Authority for above section, Code of Virginia, § 58.1-3505.~~

~~Sec. 17-22. Exemption of farm machinery and farm implements.~~

- ~~(a) *Short title.* This section shall be known as the exemption of farm machinery and farm implements from taxation.~~
- ~~(b) *Purpose.* The purpose of this section is to establish in the county, in accordance with the authority contained in Code of Virginia, § 58.1-3505, an exemption from personal property taxation for farm machinery and farm implements.~~
- ~~(c) *Definitions.* Under the provisions of this section the following definitions of terms, words and phrases shall apply:~~
- ~~(1) *County* shall mean Bedford County, Virginia.~~
- ~~(2) *Exemption* shall mean exemption from county personal property tax according to the provisions of this section.~~
- ~~(3) *Tax year* shall mean the annual period from January 1 through the following December 31, inclusive, for which the exemption is claimed.~~
- ~~(4) *Owner* shall mean that person or persons, firm, corporation or other entity liable for personal property taxation having legal title to the farm machinery or farm implements.~~
- ~~(5) *Commissioner of revenue* shall mean the Commissioner of Revenue of Bedford County, Virginia, or any of his authorized deputies or agents.~~
- ~~(d) *Tax exemption.* All farm machinery and farm implements situated in the county and returnable and reportable for the purpose of county personal property taxation as of January 1 of each year shall be exempt from such taxation.~~
- ~~(e) *Effective date.* This section shall be effective for the tax year commencing the first day of January 1984 and for each tax year thereafter.~~

~~(Ord. No. O1210-164, 12-10-2012)~~

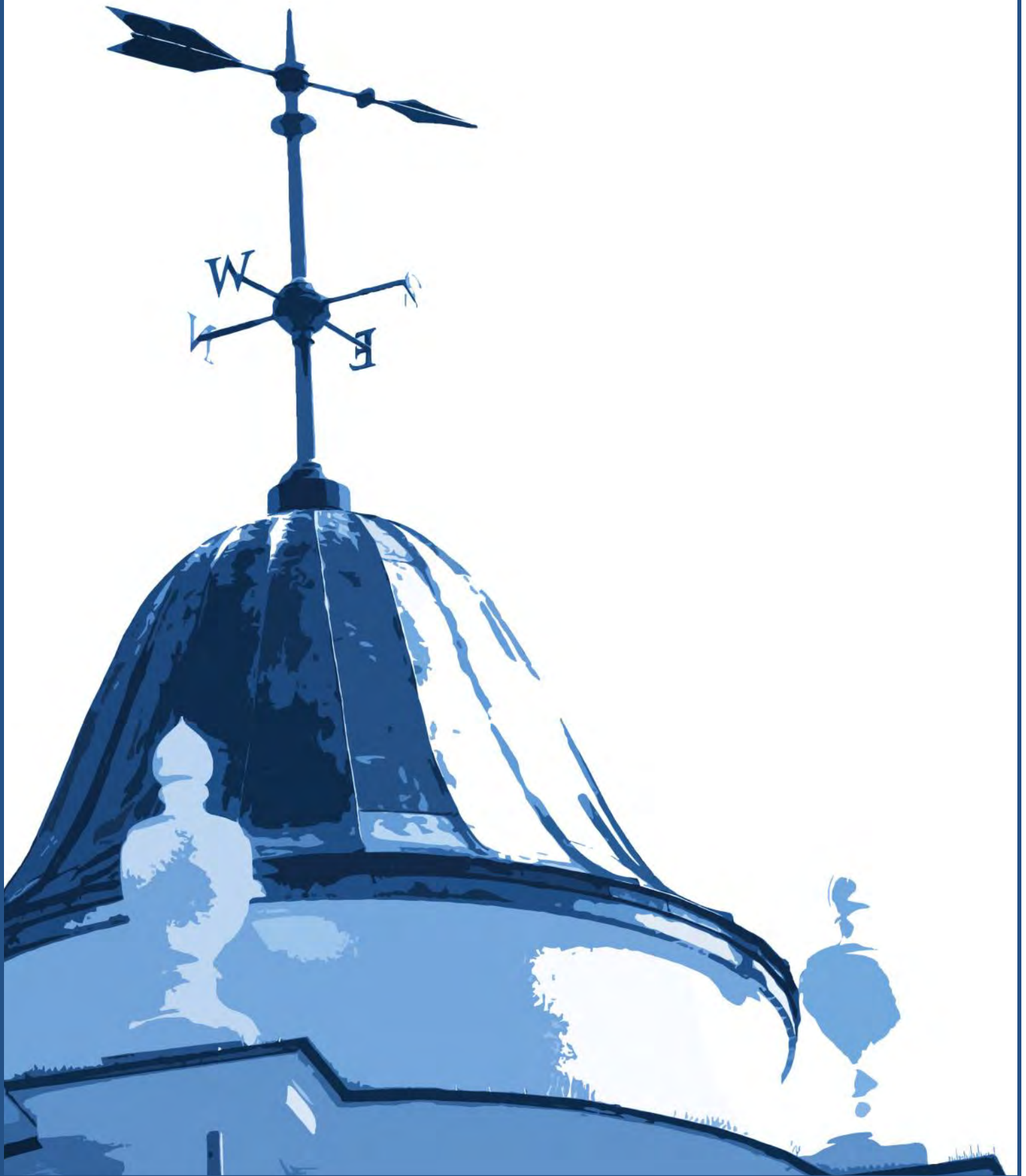
**A. Farm animals, grains and other feeds used for the nurture of farm animals, agricultural products as defined in § [3.2-6400](#), Code of Virginia, 1950 as amended, farm machinery and farm implements are hereby defined as separate items of taxation and classified as follows:**

- 1. Horses, mules and other kindred animals.**
- 2. Cattle.**
- 3. Sheep and goats.**
- 4. Hogs.**
- 5. Poultry.**
- 6. Grains and other feeds used for the nurture of farm animals.**

7. Grain; tobacco; wine produced by farm wineries as defined in § [4.1-100](#), Code of Virginia, 1950as amended, and other agricultural products, as defined in § [3.2-6400](#), Code of Virginia, 1950 as amended in the hands of a producer.
8. Farm machinery other than the farm machinery described in subdivision 10, and farm implements, which shall include (i) equipment and machinery used by farm wineries as defined in § [4.1-100](#), Code of Virginia, 1950 as amended, in the production of wine; (ii) equipment and machinery used by a nursery as defined in § [3.2-3800](#), Code of Virginia, 1950 as amended, for the production of horticultural products; and (iii) any farm tractor as defined in § [46.100](#), Code of Virginia, 1950 as amended, regardless of whether such farm tractor is used exclusively for agricultural purposes.
9. Equipment used by farmers or farm cooperatives qualifying under § 521 of the Internal Revenue Code to manufacture industrial ethanol, provided that the materials from which the ethanol is derived consist primarily of farm products.
10. Farm machinery designed solely for the planting, production or harvesting of a single product or commodity.
11. Farm machinery and farm implements, other than the farm machinery and farm implements described in subdivisions 8 and 10, which shall include equipment and machinery used for forest harvesting and silvicultural activities.

**(B) *Effective date.* This section shall be effective for the tax year commencing the first day of January 2021 and for each tax year thereafter.**

Agenda Item #9  
Action and Discussion Items







## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM #**9a

**RESOLUTION #**n/a

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** CARES Act Financial Status

#### RECOMMENDATION

Begin conversations about how the Board of Supervisors may want to utilize and account for the General Fund and Nursing Home recoverable salaries.

#### SUMMARY

The Board of Supervisors has appropriated funds to various agencies, departments, and initiatives to assist the local community during the COVID pandemic and recover from the economic harm as a result. The CARES Act required expenditures be paid by December 30, 2020, but an extension has been granted until January 15, 2021.

As of November 30<sup>th</sup>, \$3,518,698.38 has been spent from CARES Act funds. It is anticipated that another \$4,573,375.14 will be spent in December. The estimated balance of appropriations that will not be spent by December 30<sup>th</sup> are \$3,670,110.48. This amount coupled with \$2,014,955 in unappropriated funds leaves \$5,714,066 funds that can be applied to eligible recoverable salaries in the General Fund (approx \$4 million) and Nursing Home (approx \$1.7 million). This means that \$5.7 million can be utilized for other capital expenses not already appropriated. The one project that has already been appropriated thru the General fund recoverable salary savings is the \$1.6 million for School HVAC improvements. The remainder can be utilized for other expenses as deemed appropriate by the Board of Supervisors with no timeframe restrictions.

It is important to note that other than the amount spent to date, the above figures are estimates and subject to change depending on the amount of funding reimbursements actually submitted. If less funds are submitted for reimbursement than estimated, then a greater amount of recoverable salaries (primarily from the Nursing Home) can be added to the available balance for use on future expenses.

#### PRIOR ACTIONS

Board accepted two rounds of CARES Act dollars totaling \$13,784,368. Votes appropriating funds to certain projects and initiatives have occurred during various Board of Supervisor meetings.

#### FISCAL IMPACT

Estimated \$4.1 million is available due to General Fund and Nursing Home recoverable salaries for appropriation to future projects. There are two items on the December 14<sup>th</sup> agenda which would further reduce this amount if approved and those are:



1. Board room renovations - \$340,192
2. Priority Dispatch program for E911 - \$347,353.80

CONTACTS

Ashley Anderson, Finance Director

ATTACHMENTS

CARES Act balance spreadsheet  
Letter from Secretary of Finance, Aubrey Lane, regarding deadlines

REVIEWED BY

Robert Hiss, County Administrator

CATEGORY	YTD APPROPRIATIONS	ACTUAL EXP AS OF 11/30/20	EST EXP OUTSTANDING	EST BAL OF APPROPRIATIONS
BEDFORD COUNTY - GENERAL EXP	\$ 1,250,000.00	\$ (550,694.61)	\$ (600,000.00)	\$ 99,305.39
BEDFORD COUNTY - HAZARD PAY	715,000.00	(724,929.90)	-	(9,929.90)
BEDFORD COUNTY - AMBULANCE MEDIC UNITS (2)	640,000.00	-	(647,696.00)	(7,696.00)
BROADBAND EXPANSION	1,500,000.00	(530,914.59)	(264,399.91)	704,685.50
EDUCATION - BEDFORD CO PUBLIC SCHOOLS	1,500,000.00	(597,397.40)	(902,602.60)	-
EDUCATION - BCPS HVAC REPLACEMENTS	1,600,000.00	-	-	1,600,000.00
EDUCATION - PRIVATE/HOME/LC	1,000,000.00	(197,549.91)	(603,823.62)	198,626.47
TOWN OF BEDFORD	1,150,000.00	(302,342.65)	(539,982.94)	307,674.41
BACK TO BUSINESS GRANT PROGRAM	1,000,000.00	(502,000.00)	(127,000.00)	371,000.00
MEAT PROCESSOR ASSISTANCE PROGRAM	250,000.00	-	(250,000.00)	-
NON-PROFIT ASSISTANCE PROGRAM	600,000.00	-	(597,967.00)	2,033.00
CITIZEN ASSISTANCE PROGRAM	400,000.00	(112,869.32)	(39,903.07)	247,227.61
CONTINGENCY FUNDS	157,184.00	-	-	157,184.00
<b>TOTAL</b>	<b>\$ 11,762,184.00</b>	<b>\$ (3,518,698.38)</b>	<b>\$ (4,573,375.14)</b>	<b>\$ 3,670,110.48</b>

TOTAL CARES FUNDS:	\$ 13,784,368
LESS: YTD CARES APPROPRIATIONS:	(11,762,184)
ADD: CARES INTEREST EARNED:	21,771
UNAPPROPRIATED CARES BALANCE:	\$ 2,043,955
ADD: EST BAL OF APPROPRIATIONS:	3,670,110
<b>CARES FUNDS AVAILABLE (EST):</b>	<b>\$ 5,714,066</b>



## ***COMMONWEALTH of VIRGINIA***

Aubrey L. Layne, Jr., MBA, CPA  
Secretary of Finance

P.O. Box 1475  
Richmond, Virginia 23218

December 8, 2020

To: County and City Elected Officials

Delivered Via: Chief Executive Officer, Manager, or Administrator

From: Aubrey L. Layne, Jr.  
Secretary of Finance

Subject: Deadline for Use of Local Allocations for Federal CARES Coronavirus Relief Funds

### **Overview**

On May 12, 2020, and July 28, 2020, I communicated to you the first and second rounds of allocations to local governments from the federal Coronavirus Relief Fund (CRF) authorized pursuant to the federal *Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020*. Since then, you have completed a survey on your expected use of these funds and you have submitted the required reports in compliance with federal guidelines. I want to thank you for your cooperation and participation in this stimulus program. The Governor and I hope that these funds have helped you address the impact of the COVID-19 pandemic in your communities.

In my earlier communications to you and in the federal guidelines related to the CRF, you were advised that the period for using these funds expires on December 30, 2020, and that following that date, any unspent CRF funds must be returned to the Commonwealth. This memorandum outlines the timeline for closing out the CRF grant and the schedule for returning unspent CRF funds to the Commonwealth.

### **General Timeline**

Federal guidelines allow a liquidation period following the close of the grant period. During this liquidation period, state and local governments are allowed to continue to pay for qualifying expenses that occurred prior to December 30, 2020. In order to give local governments flexibility to pay as many qualifying expenses as possible before returning any unspent balances, the Governor is going to allow local governments to continue paying qualifying expenses until

December 8, 2020  
Page 2 of 3

January 15, 2021. After January 15, 2021, local government are expected to follow the procedures outlined in this memorandum and to complete the return of unspent CRF balances no later than January 22, 2021.

## **Background**

Congress passed and the President signed in March 2020 the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020. This Act provides funding for a number of different programs to address the COVID-19 pandemic. A primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic through the establishment of the Coronavirus Relief Fund (CRF).

Allocations were sent to states based on population. Each state received 55 percent of its share based on total state population and the remaining 45 percent was based on the local populations of each state's cities and counties. Localities with populations greater than 500,000 could apply to receive funds directly. All other CRF funds were distributed to the states to determine the allocations to localities.

Virginia received approximately \$3.1 billion as its share of the CRF total. This amount did not include approximately \$200 million that went directly to Fairfax County since it qualified to receive its funding directly. As you are aware, the Governor and the General Assembly provided nearly \$1.3 billion of the funds received directly by the Commonwealth to local governments.

These funds may be used for qualifying expenses of state and local governments. The CARES Act provides that payments from the CRF only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Since passage of the CARES Act, the U.S. Department of Treasury has issued several documents providing guidance and frequently asked questions and answers that can be found at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. Additional guidance on reporting and record-keeping requirements has been issued by the U.S. Department of Treasury Office of the Inspector General. Before you finalize your expenditures from the CRF, please review these documents again to ensure that you expenditures qualify for reimbursement.

December 8, 2020

Page 3 of 3

### **Procedures and Deadline for Returning Unspent CRF Funds**

As a reminder, my previous communications to you addressed the availability and requirements associated with the local allocations for Federal CARES Coronavirus Relief Funds (CRF). In those communications, I informed you that CRF funds must be expended by December 30, 2020. Since that time, the U.S Treasury has clarified their guidance. The latest guidelines provide, "that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time."

Please note, that while this more flexible guidance allows local governments additional time to pay for allowable expenses, the cost associated with the expense still must be incurred (i.e., service provided, goods delivered) by December 30, 2020. Although the new guidance allows up to 90 days for payment of eligible, incurred costs, we have determined that the cut-off date for local CRF expenditures needs to be January 15, 2021.

This earlier deadline will allow us the necessary time to comply with the provisions of Chapter 56, 2020 Acts of Assembly, Special Session I, and analyze all state and local CRF expenditures to determine if any CRF funds remain unspent and available for use for other eligible CRF expenditures, consistent with Chapter 56, 2020 Acts of Assembly, Special Session I.

Accordingly, localities have until January 15, 2021, to pay all CRF funds that were incurred for costs prior to December 30, 2020. Any funds that have not been spent after January 15, 2021, must be deposited by the local Treasurer into the State Treasury by January 22, 2021. The deposit must also be recorded in the Department of Accounts Financial Certification Website by January 22, 2021. Localities will need to plan accordingly to ensure the unspent CRF funds are deposited and recorded by the January 22, 2021, deadline.

The Department of Accounts (DOA) has established coding in the Financial Certification Website for the return of the unspent CRF funds as follows:

- **Agency Unit = 16200**
- **Fund = 10110**
- **Account = 5014310**

Local Treasurers will need to ensure the proper coding is selected when entering deposits into the Financial Certification Website. If you have any questions in regards to entering this deposit information into the Financial Certification Website, please contact Donna Rabender at (804) 225-3063 or at [donna.rabender@doa.virginia.gov](mailto:donna.rabender@doa.virginia.gov). By no later than 5:00 PM on or before January 22, 2021, please email Donna to confirm your locality's bank deposit and proper recording in the Financial Certification Website.

Again, thank you for your cooperation and prompt attention to closing out your local CRF expenditures.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM #**9b

**RESOLUTION #**R 121420-10

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Boardroom Technology Renovation

#### RECOMMENDATION

Staff recommends approval of the competitive low cost bid submitted by Owen Building & Remodeling - Option #2, building accessibility ramp with two (2) cameras, one facing the BoS and one facing the guest speaker for \$340,192.

#### SUMMARY

In the interest of open government, transparency and the need to replace outdated audiovisual technology, the Board of Supervisors has reviewed multiple options to streamline and balance the building construction and audio visual technology costs with the need to renovate the boardroom. These improvements include: room re-design to better facilitate broadcasting, new audiovisual equipment, improved accessibility, and modernizing virtual capabilities to limit virus spread exposure.

In several work sessions, staff and representatives from Master Engineers and Technical Video Systems Inc addressed specific questions regarding room layouts and audio visual requirements. From an audiovisual and technical update perspective, the boardroom uses outdated analog technology, which will soon become obsolete and unsupported. The Federal Communications Commission has already taken steps to retire analog network. The supportability of a boardroom on analog technology will become unsustainable in the near future. In order to be planful and manage risk, moving from analog to a digital set up in the boardroom is necessary and highly recommended course of action.

Updating the physical layout of the boardroom will also permit the Board and staff more flexibility in the use of the board room, provide better audience seating as well as replace old carpeting and poor lighting. Option 2 resulted in 20% cost saving from the original bid.

To summarize, Option #2, estimated project costs are as follows:

Revised Base Bid:	\$274,564
Furniture:	\$37,000
Contingency:	\$13,728
Construction Administration:	\$14,900
<b>TOTAL:</b>	<b>\$340,192</b>

This price includes new audio visual equipment with broadcast capabilities, carpeting, ceiling tiles, lighting New Board, staff, and audience seating, including a new podium, is estimated at \$37,000. As with most construction

projects, a 5% contingency is recommended for any unforeseen issues that may arise. Construction Administration<sup>9b</sup> is estimated at \$14,900.

There were three other options reviewed:

Option 1: Accessibility Ramp with one (1) Camera

Revised Based Bid:	\$271,064
Furniture:	\$37,000
Contingency:	\$13,553
Construction Administration:	\$14,900
TOTAL:	\$336,517

Option 3: No Accessibility Ramp with one (1) Camera

Revised Base Bid:	\$257,036
Furniture:	\$37,000
Contingency:	\$12,851
Construction Administration:	\$14,900
TOTAL:	\$321,787

Option 4: No Accessibility Ramp with two (2) Cameras

Revised Base Bid:	\$260,536
Furniture:	\$37,000
Contingency:	\$13,026
Construction Administration:	\$14,900
TOTAL:	\$325,462

The project is anticipated to require approximately 100 days. By utilizing salary reimbursements, under the CARES Act guidelines, this project is no longer required to have a December 30, 2020 completion date.

#### PRIOR ACTIONS

Discussion at November 23, 2020 work session  
Discussion November 9, 2020 work session  
Board authorized issuing an Invitation to Bid at September 28<sup>th</sup> Board Meeting.  
Discussion at September 14, 2020 work session

#### FISCAL IMPACT

\$340,192

#### CONTACTS

Sheldon Cash, Director of Public Works  
Elizabeth Lo, Director of IT

#### ATTACHMENTS

2020-12-4 Bedford County Boardroom Summary of Options

#### REVIEWED BY

Fiscal Management    County Attorney    County Administrator





## Bedford County Boardroom Technology Final Proposal

Based on Nov 23, 2020 BoS Working Session, the Board decided to:

	Not moving the dais	\$31,000
	No real-time broadcast to 4 County conference rooms	\$15,459
	1 presentation area for display no dais monitors	\$6,419
	Removed two (2) HD PTZ Cameras	\$7,371
	<b>Cost Savings</b>	<b>\$59,878</b>

As a result, there are 4 potential options related to accessibility ramp and the number of cameras.

### OPTION 1: Accessibility Ramp with one (1) Camera: **\$271,064**

<i>Building and Construction</i>	\$117,764
<i>Audio Visual and Technical Equipment and Set up</i>	\$101,741
<b>Accessibility Ramp</b>	<b>\$14,028</b>
<b>Broadcast and Production Video Switcher, HD PTZ Camera (1)</b>	<b>\$37,531 (with 1 camera)</b>

### OPTION 2: Accessibility Ramp with two (2) Cameras: **\$274,564**

<i>Building and Construction</i>	\$117,764
<i>Audio Visual and Technical Equipment and Set up</i>	\$101,741
<b>Accessibility Ramp</b>	<b>\$14,028</b>
<b>Broadcast and Production Video Switcher, HD PTZ Camera (2)</b>	<b>\$41,031 (with 2 cameras)</b>

### OPTION 3: No Accessibility Ramp with one (1) Camera: **\$257,036**

<i>Building and Construction</i>	\$117,764
<i>Audio Visual and Technical Equipment and Set up</i>	\$101,741
<b>No Accessibility Ramp</b>	<b>\$0</b>
<b>Broadcast and Production Video Switcher, HD PTZ Camera (1)</b>	<b>\$37,531 (with 1 camera)</b>

### OPTION 4: No Accessibility Ramp with two (2) Cameras: **\$260,536**

<i>Building and Construction</i>	\$117,764
<i>Audio Visual and Technical Equipment and Set up</i>	\$101,741
<b>No Accessibility Ramp</b>	<b>\$0</b>
<b>Broadcast and Production Video Switcher, HD PTZ Camera (2)</b>	<b>\$41,031 (with 2 cameras)</b>

The above options already take into the account the reductions above. Once the BoS has agreed upon an option, Public Works can move forward and issue a notice to proceed on December 18, 2020.

Depending on the option the Board selects, there is a 20-25% cost savings reduction from the original bid.



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**TO AWARD A CONTRACT FOR BOARD ROOM TECHNOLOGY IMPROVEMENTS AND RENOVATIONS**

**WHEREAS**, in the interest of open government and transparency, there is a need to replace outdated technology in the Board room; and

**WHEREAS**, the CARES Act provides funds to create a more robust virtual viewing experience so there is less reasons for citizens to physically attend Board meetings; and

**WHEREAS**, the Board authorized the issuance of bids on September 28, 2020 and low bid was submitted by Owen Building and Remodeling; and

**WHEREAS**, after three worksession discussions and further review of the project, it is recommended to approve Option #2 which calls for keeping the dais in the same location, building an accessibility ramp, and installing two cameras and one viewing area, and

**WHEREAS**, this project also includes replacing furniture and the old carpet.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that a contract be awarded to Owen Building and Remodeling totaling \$340,192 to renovate the Board room and authorizes the County Administrator to execute an agreement.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 11/23/2020

**AGENDA ITEM** #9c

**RESOLUTION** #R 121420-11

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Appropriation of CARES Act Funds for purchase of Priority Dispatch System.

#### **RECOMMENDATION**

Approval of \$347,253.80 from CARES Act funds to be appropriated for the purchase for the Priority Dispatch System.

#### **SUMMARY**

On average, the Bedford County Emergency Communications Center processes over 14,000 emergency and non-emergency phone calls per month. These phone calls result in dispatching an average of 750 EMS calls, 265 Fire calls, 4,300 Law Enforcement calls, and 240 Animal Control calls per month. While processing each one of these calls, it is important to gather the most accurate and detailed information to ensure appropriate units are being dispatched and provided critical information for the responder's safety prior to arrival. E911 currently has an Emergency Medical and Fire Dispatch card set to provide guidance during caller questioning. These cards ensure consistent and critical information is gathered and also provide some pre-arrival instructions; however, the system needs to be reviewed and significantly updated to meet industry standards and best practices. E911 currently has no specific policies when handling law enforcement calls and this system will address that deficiency.

In addition to the normal questions and the critical life safety instructions that should be provided to the callers, staff has also added additional caller questions for COVID-19. Since emergency responders must come in close contact with citizens, it is important to gather potential COVID-19 symptoms and provide the information to units responding in order to best prepare for a potential exposure. These are additional questions that Communications Officers must remember to ask in addition to the routine caller questions and unfortunately can be easily overlooked.

For the Emergency Communications Center to better handle screening for COVID-19 and the need for consistent and structured caller questioning and pre-arrival instructions, it is recommended that the County give consideration to purchasing the Priority Dispatch System using funding from Cares Act. The Priority Dispatch System protocols are the most studied, scientifically proven, robust, and dynamic emergency dispatch systems in the world. This system will provide standardized questions and enhance the pre-arrival instructions to give our callers in addition to offering an Emerging Infectious Disease Tool to help the fight against the spread of COVID-19 and future pandemics. The system will also provide the Academy Analytics Dashboard which will help us with tracking COVID-19 and other potential infectious disease pandemics around the county.

**PRIOR ACTIONS**

In 2019, \$31,500 was appropriated to replace the current APCO EMD cardsets to a computerized software version but was not completed due to waiting for the new CAD system to be selected. However, this did not include fire or police call taking software.

**FISCAL IMPACT**

The initial system would use funding from the CARES Act. In year 6, the County would need to budget for annual cost of approximately \$30,000 which includes licensing, 24/7 technical support and their platinum level goods and services. This cost also includes automatic updates and improvements which will ensure we will not get behind in updating the system and will reduce the amount of man hours needed by Communications, Fire/Rescue, and Law Enforcement to review the card guides yearly and make the needed changes.

**CONTACTS**

Judson Smith - E911 Director

**ATTACHMENTS**

Priority Dispatch Proposal  
Priority Dispatch COVID applicability  
FirstWatch Information

**REVIEWED BY**

Robert Hiss, County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**APPROPRIATING CARES ACT FUNDS FOR PRIORITY DISPATCH SYSTEM**

**WHEREAS**, the Bedford County Emergency Communications Center continues to see an increase in call volume requesting law enforcement, animal control or fire/EMS response; and

**WHEREAS**, the current Emergency Medical Dispatch system is outdated and the center currently has no structured law enforcement or fire call taking system; and

**WHEREAS**, COVID-19 continues to put first responders at great risk and the Emergency Communications Center needs a call taking system that allows screening for COVID-19 for all calls requiring first responding response; and

**WHEREAS**, CARES Act Funds are available to meet this need to deploy a new structured calling taking system that assists in screening for COVID-19 symptoms.

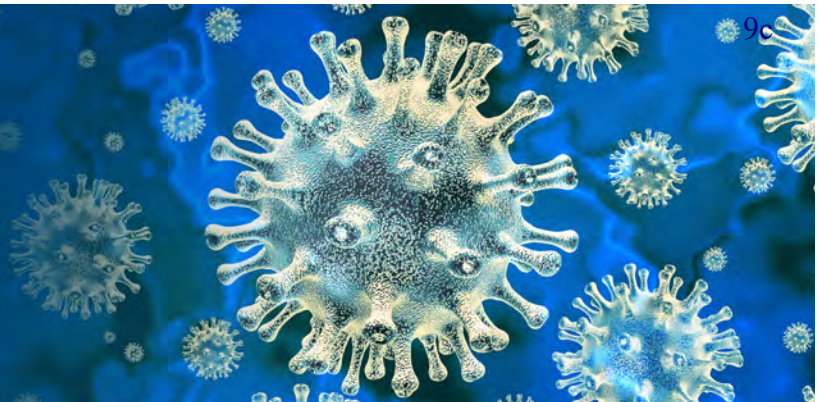
**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, to appropriate \$347,253.80 from CARES Act funds for the purchase of the Priority Dispatch System effective December 2020 and authorizes the County Administrator to execute an agreement.



# FIRST WATCH®

Helping the Helpers

## through COVID-19



FirstWatch is helping more than 160 communities across the US and Canada with real-time COVID-19 related data analysis and automated alerting.

*“As COVID-19 began to emerge we instinctively turned to FirstWatch to help us design an alert that would help us increase the safety of paramedics. FirstWatch was able to work with us to design a custom alert that immediately notifies supervisors when paramedics are responding to a call that could result in a potential exposure.*”

*We have found this trigger to be effective and immediate. We have had several recent instances in which this FirstWatch alert was able to alert our supervisors of a potential COVID-19 exposure BEFORE the paramedics arriving on scene. The supervisors were able to communicate this information to the crews augmenting their protection and reducing their chance of exposure.”*

*“Thank you for all you do to support us. Our COVID-19 trigger makes our oversight job just that much easier. And with the world today that is much appreciated. Stay safe.”*



**-Jon Kelley**  
Trinity EMS  
Metro Boston, MA



**-Kurt Mills**  
Sno911  
Snohomish County, WA

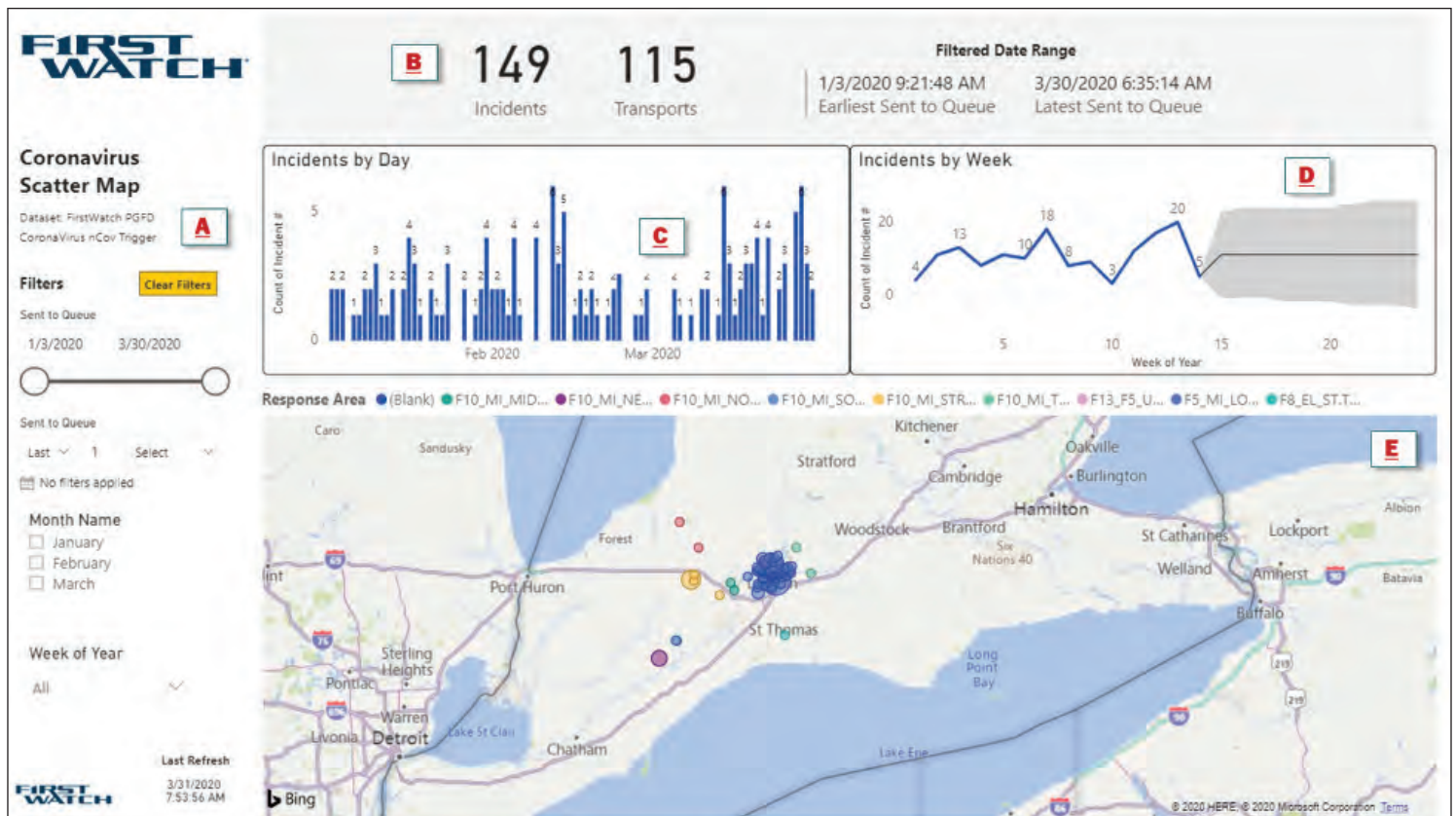


**-Adam Bennett**  
Commander Middlesex London Paramedic Service, London, Ontario, Canada



For over 21 years FirstWatch has provided real-time, automated data visualizations & alerts for our customer partners across the US & Canada...everyday, as well as during H1N1, MERS, Ebola, and now COVID-19.

The proven combination of user-defined FirstWatch data filter criteria (Triggers), via real-time interfaces into Computer-Aided Dispatch (CAD), ProQA for EMD, along with ePCR data mash-ups are designed to offer Dashboards, Reports and other data visualizations displayed on Maps, Charts and Graphs. Additionally, we recently also enabled automated FirstWatch data feeds into tools like MS PowerBI, which offers enhanced views that benefit of EMS, Fire, Law, Public Health, 9-1-1 and Emergency Management teams...all in real-time, automatically.



**A – Time Slicer:** The dashboard is equipped with filtering capabilities that allow each user to select a surveillance period. When filters are applied, all the data on the page (including the map data) are changed to reflect the specific time period selected.

**B – Transport And Incident Summary:** Summary of the number of incidents meeting the dispatch criteria for COVID-19 identification as well as the number of transports resulting from these requests for service.

**C and D – Incidents By Day/incidents By Week:** Provides a time series of incidents meeting the criteria for COVID-19 suspicion. Selecting an individual day or week will change the map view to indicate the call locations for that specific day as well

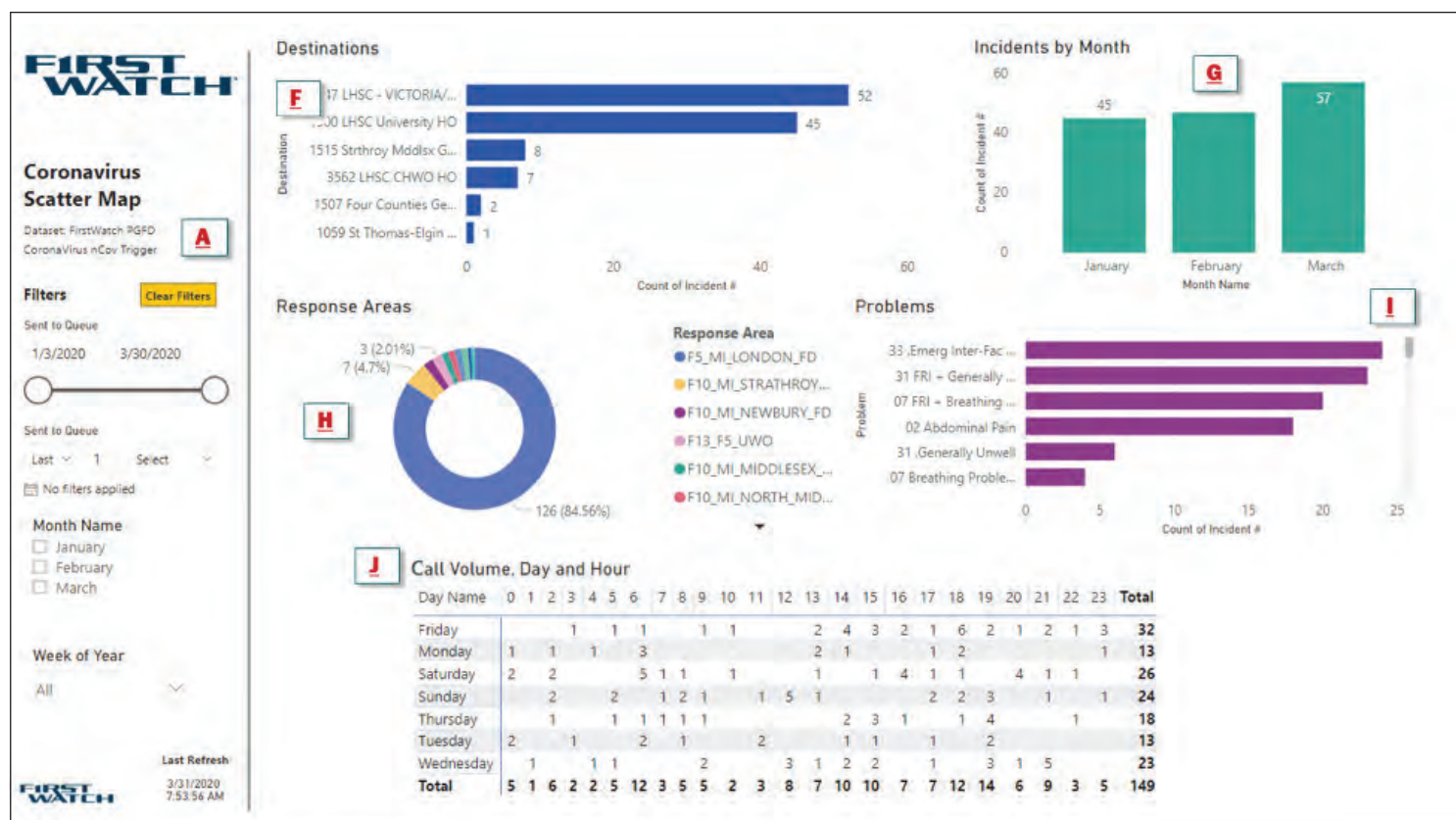
as changing the Transport and Incident Summary to the totals for the time period selected. The Incidents by Week view is provided with a Cone of Uncertainty that provides a Smoothed Exponential view of projected trajectory and degree of variance from the mean of future calls.

**E – Map:** The map provides a geo-spatial representation of the calls for service that are selected either through the date slicer (A) or the individual days or weeks selected (C). The map scale is fully adjustable by utilize your mouse' scroll bar. Hovering over it provides information on a specific call or information on a cluster of calls for service if applicable. Specific address information may optionally be provided in a hover function if appropriate authority is granted.



FirstWatch Trigger and Report views against COVID-19 criteria is now also enhanced via our new PowerBI (PBI) COVID-19 Dashboard. Our goal is to provide customers with easily understandable and 'quick glances' of COVID-19 criteria displayed as FirstWatch Triggers, Reports also via the PBI dashboard too! All of the FirstWatch data visualization tools are designed to Help the Helpers quickly & easily understand how the COVID-19 pandemic is affecting their emergency service teams and citizens they serve.

The new COVID-19 Dashboard view enables users with the ability to filter data by date and location, as well as the impacts on various facilities, patient impressions recorded and locations of calls within a community. This is accomplished through several visual displays on two, easy to use and intuitive pages. All of the tables and graphs can be exported to an appropriate file format and the underlying data can be viewed by a single mouse click on an options selection in each presentation.



**F - Destinations:** Provides a quick glance view of what facilities have received what number of COVID-19 suspected cases. Again, a time slicer is provided to allow selection of any date or date range desired. Selection of any individual facility will change the other displays on the page to reflect the totals for the individual facility selected, thus providing a view into Chief Complaints/Problems, Response Areas, Demand by hour of day and day of week and Incidents by month for that specific facility.

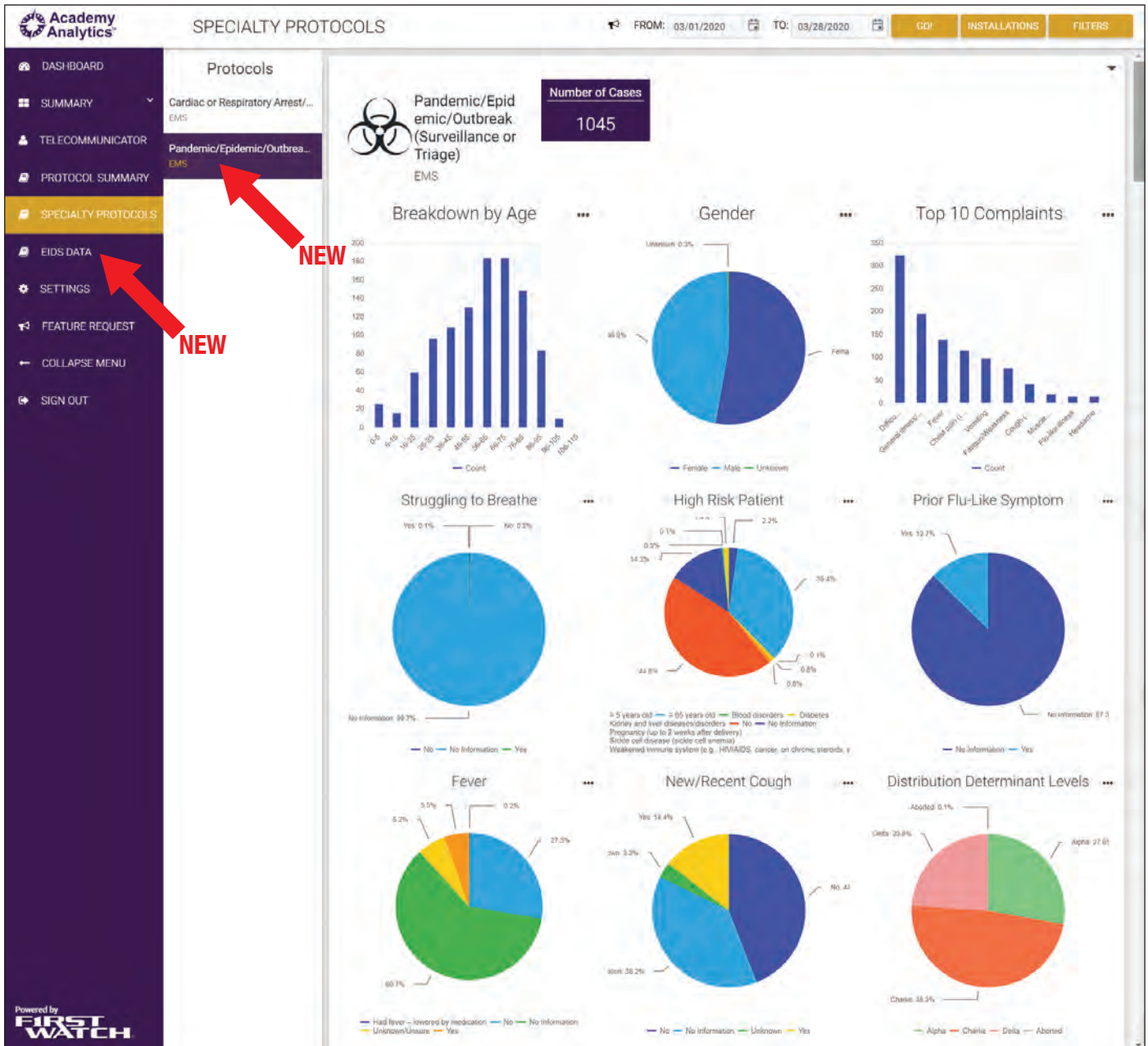
**H - Response Areas:** This provides a quick view and ability to sort data based upon the community or response area defined in the data.

**I - Problems:** The problems/chief complaints provided at call intake are summarized in a Pareto type format for easy identification of emerging trends in potential disease presentation. The top six problem types are displayed with the ability to scroll down through the entire list as needed.

**G - Incidents By Month:** Provides a running summary of COVID-19 suspected calls by month. Again, selection of any individual month will provide reporting from the other dimensions on this page for the month selected.

**J - Call Volume Day And Hour:** Presents a standard 'heat map' type display indicated the hour of day and day of week COVID-19 identified cases are received. This can be used to assist in deployment decisions and overall system design parameters. The table also changes its display based upon the filter criteria selected on the page.

# In partnership with IAED, FirstWatch has added Specialty Protocol 36 Pandemic and EIDS views into Academy Analytics. 9c



The Academy Analytics/ProQA Dashboard has NEW Specialty Protocol 36 and EIDS views; which offers automated ProQA data visualizations, available in either real-time, or a for a specified date range. To learn more about the new emerging infections diseases (EIDS) and Protocol 36 tools within Academy Analytics, please visit [firstwatch.net/aa-new-features](https://firstwatch.net/aa-new-features). For more information on FirstWatch, as well as our new PowerBI COVID-19 dashboard and other tools, please email [sales@firstwatch.net](mailto:sales@firstwatch.net) or call 760-943-9123.

## About FirstWatch

FirstWatch helps public safety and healthcare professionals serve their communities through the use of technology and the science of quality improvement. Drawing on deep experience in emergency services, the FirstWatch team develops software and personalized solutions for over 500 communities across North America. [FirstWatch.net](https://FirstWatch.net)



## The Priority Dispatch System Multi-Discipline Structure and Covid-19

The Priority Dispatch System (PDS) Protocols exist in a logic-driven software based system that includes the Medical Priority Dispatch System (MPDS), the Fire Priority Dispatch System (FPDS), the Police Priority Dispatch System (PPDS), The Medical Transfer Protocol Suite (MTPS) and the Emergency Communication Nurse System (ECNS).

The Priority Dispatch System (PDS) Protocols are specifically designed and engineered to provide a broad range of real-time public safety tools across all disciplines (not just Medical) in a pandemic event like the US is currently experiencing. The inter-disciplinary nature of the Protocols allow them to work together and provide a comprehensive systems approach to 911 call handling and triage as well as extensive resource development tools for targeted response in the present Covid-19 pandemic.

The MPDS has specific, integral tools to allow agencies to intelligently manage requests for service in a pandemic, including the Pandemic/Epidemic/Outbreak Protocol (Protocol 36) and the Emerging Infectious Disease Tool (EIDS). These tools allow local agencies to identify potentially infected patients, provide medically correct instructions and scale response both up and down based on local need, capability and current public health recommendations.

The MTPS and the ECNS both interface directly with the MPDS to allow medically correct triage, management and disposition of potential Covid-19 patients. This can be in situations that require varying types of inter-hospital/facility transport of these patients as well as situations where public health officials are recommending some sub-sets of low acuity patients quarantine and provide self-care at home.

The FPDS and the PPDS both have the same EIDS tool that is utilized in the MPDS integrated into the FPDS and PPDS software. This is to allow Fire and Police agencies in what may be primarily Fire and Police calls to respond and react appropriately in situations where potentially Covid-19 infected patients may be involved. This allows those patients not only to be identified, but the proper infection control procedures to be followed and notifications to be made to avoid potentially spreading the disease.

Operationally across all disciplines (MPDS, FPDS, PPDS, MTPS and ECNS), the PDS facilitates and provides a proven, robust response determinant methodology for local scaling and development of resources and response. This can be done for what would be otherwise normal call volume as well as what can be the extraordinary requirements of the nation-wide Covid-19 pandemic. It is well documented that different places in the country and frequently even in the same state, will have varying and unique needs and requirements in that regard. The PDS is constructed and evolves around that kind of requirement.



# QUOTE

110 Regent Street, Suite 500  
 Salt Lake City, UT 84111  
 USA  
[www.prioritydispatch.net](http://www.prioritydispatch.net)  
 Prepared By: Tony Guido  
 Phone: (800) 363-9127  
 Direct:  
 Email: [tony.guido@prioritydispatch.net](mailto:tony.guido@prioritydispatch.net)

**Bill To:**  
 Bedford 911  
 Judson Smith  
 1345 Falling Creek Road  
 Bedford, Virginia 24523  
 United States

**Agency:** Bedford 911  
**Agency ID#:** 24848  
**Quote #:** Q-54120  
**Date:** 12/3/2020  
**Offer Valid Through:** 4/2/2021  
**Payment Terms:** Net 30  
  
**Currency:** USD

**Ship To:**  
 Bedford 911  
 Judson Smith  
 1345 Falling Creek Road  
 Bedford, Virginia 24523  
 United States

Product	Qty	Amount
ProQA Medical/Fire/Police Software Licenses Automated calltaking software	7	USD 84,000.00
ProQA Medical/Fire/Police Training Software Licenses Training, non-live calltaking software	2	USD 12,000.00
AQUA Case Review Software for EMD/EFD/EPD Quality Assurance (case review) software base engine and discipline module	2	USD 10,500.00
XLerator Client Server Suite Client server software application suite	1	USD 6,000.00
Protocol Tablet for EMD/EFD/EPD Licensed backup protocol tablet	7	USD 5,495.00
MPDS Mobile App Field Responder Guide Smartphone-based field reference guide for responders	100	USD 0.00
FPDS Mobile App Field Responder Guide Smartphone-based field reference guide for responders	100	USD 0.00
PPDS Mobile App Field Responder Guide Smartphone-based field reference guide for responders	100	USD 0.00
MPDS Quality Assurance Guide Quality Assurance Guide for training and case review only	6	USD 270.00
FPDS Quality Assurance Guide Quality Assurance Guide for training and case review only	6	USD 270.00
PPDS Quality Assurance Guide Quality Assurance Guide for training and case review only	6	USD 270.00
Advanced SEND Cards for MPDS - Box of 100 Individual S.E.N.D. cards	2	USD 100.00
Implementation Support Package for EMD/EFD/EPD Implementation support and quality management program development	1	USD 60,000.00
Protocol Training and Certification for EMD/EFD/EPD Materials, tuition and certification	25	USD 27,375.00

"To lead the creation of meaningful change in public safety and health."



Product	Qty	Amount
Active Assailant Course Registrations	25	USD 2,475.00
An in-depth overview and expert coaching in the deployment of the Emerging Infectious Disease Surveillance (EIDS) Tool and Protocol 36: Pandemic	1	USD 1,500.00
Remote ProQA Software Training - MFP Per person cost for four hours of ProQA software training completed in a virtual, instructor-led environment	25	USD 4,975.00
College of Emergency Dispatch Annual Subscription Online access to the College of Emergency Dispatch for 12 months	25	USD 2,225.00
ED-Q Training and Certification for EMD/EFD/EPD Materials, tuition and certification (4 days, 32 hours)	4	USD 6,600.00
Remote AQUA Software Training Per person cost for a 6 hour course completed in a virtual, instructor-led environment	4	USD 796.00
Equip QA for EMD  Quality Performance Review (QPR) for EMD  Initial implementation of expert case review, quality management and mentoring for telecommunicators, QA staff and management ( 15 cases/week)	1	USD 3,510.00
Equip QA for EFD  Quality Performance Review (QPR) for EFD  Initial implementation of expert case review, quality management and mentoring for telecommunicators, QA staff and management ( 12 cases/week)	1	USD 2,808.00
Equip QA for EPD  Initial implementation of expert case review, quality management and mentoring for telecommunicators, QA staff and management ( 27 cases/week)	1	USD 6,318.00
Remote System Administration Training Per person cost for training for center management detailing program configuration and customization options, completed in a virtual, instructor-led environment	3	USD 597.00
Remote ProQA & AQUA Reports Training Per person cost for four hours of training for administrators, managers and supervisors on the configuration and customization options in ProQA and AQUA, completed in a virtual, instructor-led environment	6	USD 894.00
IAED Accreditation Application Fee EMD IAED fee for accreditation	1	USD 0.00
IAED Accreditation Application Fee EFD IAED fee for accreditation	1	USD 0.00
IAED Accreditation Application Fee EPD IAED fee for accreditation	1	USD 0.00
Academy Analytics Dashboard – Tier 3 Near-real-time, online dashboard and analytics tool for ProQA, powered by FirstWatch	1	USD 12,650.00

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# QUOTE

Product	Qty	Amount
Priority Dispatch System ESP (P) M/F/P System License Renewal, Service & Support	7	USD 127,500.00
ProQA Training License ESP (B) M/F/P License Renewal, Service & Support	2	USD 9,000.00
Shipping & Handling	1	USD 50.00
Multi-Discipline Discount  Discount for purchasing and implementing multiple PDS disciplines  *Discount applies for full implementation of items listed in quote	1	USD -40,924.20
<b>Initial Med/Fire/Police Implementation TOTAL:</b>		USD 347,253.80

<b>Subtotal</b>	USD 347,253.80
<b>Estimated Tax</b>	
<b>Total</b>	USD 347,253.80

<b>Customer Signature:</b>		<b>Date:</b>	
<b>Customer Name:</b>		<b>Purchase Order ID:</b>	
<b>Expiration Date:</b>			

## TERMS AND CONDITIONS

This quote is valid for 120 days from date of issue. All prices quoted are exclusive of any applicable taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. You can find it here: <https://prioritydispatch.net/licensing/>

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## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #9d

**RESOLUTION** #R 121420-12

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** FY 2020 Year End Budget Adjustments

#### **RECOMMENDATION**

Approve the attached resolution

#### **SUMMARY**

Based upon a review of year end balances for departments within the General Fund, Finance requests the following budget transfers. Whenever possible, departments absorb line-item deficits within their overall departmental budget.

Departmental Transfers:

County Attorney - \$8,591: The salaries and benefits for the County Attorney are split between the County Attorney's department and the Social Services. The FY20 budget was based on a 55/45 split (respectively), but actual time charged to each department resulted in a 60/40 split (County vs. DSS). Staff recommends a departmental transfer from the Social Services department (00-5311) to the County Attorney's department (00-1221) to properly reflect the budget for the County Attorney's position.

V-Stop Paralegal - \$2,522: Salaries and benefits exceeded grant funds available. This program is directly related to the Commonwealth Attorney's office. Therefore, staff recommends a departmental transfer from the Commonwealth Attorney's department (00-2210) to cover this overage.

Fire & Rescue Ancillary Services - \$7,413: Cost of external emergency medical services (Blue Ridge EMS) utilized during FY20 exceeded the amount budgeted due to increased usage. These services are directly related to the Fire & Rescue function. Therefore, staff recommends a departmental transfer from the Fire & Rescue department (00-3550) to cover this overage.

Refuse Collection - \$49,023: Refuse collections fees paid during FY20 exceeded the amount budgeted due to increased trash collection. A contingency transfer of \$500,000 was made during FY20 to the CSA department for anticipated overages in that department; however, actual overages were less than anticipated and not expended. As such, staff recommends a departmental transfer of \$49,023 from the CSA department (00-5331) to the Refuse Collection department (00-4230) to cover the increased refuse collection costs. If it is determined that CARES Act funds can be used to cover this expense, then staff will make the proper accounting adjustments.



Community College - \$1,891: The FY 21 contribution for the local community college was mistakenly paid during<sup>9d</sup> FY20. This is overage is due to staff error; therefore, staff recommends a departmental transfer from the Finance department (00-1245) to cover the overage.

Supplemental Appropriations:

Clerk of the Circuit Court - \$15,786: The Clerk remitted \$90,000 of non-reverting funds (do not go to the State but rather are kept locally for the Clerk's use) to the County during FY20. Departmental expenses from these funds totaled \$15,786, which was not budgeted. Expenses were to cover shortages from the State Technology Funds and a part of an employee's salary.

Contingency Fund Transfers:

Treasurer - \$15,727: A bank stock tax refund request of \$48,380 was received in FY20. The refund request was for taxes collected in three (3) prior fiscal years. Operational savings within the Treasurer's budget were able to cover \$32,653 of the total refund. Staff recommends a Contingency Fund Transfer of \$15,727 to cover the remaining amount of the refund.

PRIOR ACTIONS

None

FISCAL IMPACT

As described above

CONTACTS

Ashley Anderson, Director of Finance

ATTACHMENTS

Resolution

REVIEWED BY

Robert Hiss, County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

**VOTE:**

- John Sharp, Chair
- Charla Bansley, Vice-Chair
- Mickey Johnson
- Edgar Tuck
- Tommy W. Scott
- Bob Davis
- Tammy Parker

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**APPROPRIATING FUNDS FOR FISCAL YEAR 2019-2020 BUDGET ADJUSTMENTS**

**WHEREAS**, Staff reviewed year end balances for departments within the General Fund and made recommendations concerning budget deficits; and

**WHEREAS**, departments absorb line-item deficits within their departmental budgets whenever possible.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that the Board does hereby authorize the supplemental appropriations and transfer of funds for year-end budget adjustments as follows:

<b>From Department</b>	<b>To Department</b>	<b>Amount</b>
00-5311 Social Services	00-1221 County Attorney	\$ 8,591.00
00-2210 Commonwealth's Attorney	00-2211 V-Stop Paralegal	2,522.00
00-3550 Fire & Rescue	00-3240 F&R Ancillary Services	7,413.00
00-5331 CSA	00-4230 Refuse Collection	49,023.00
00-1245 Finance	00-6901 Community College	1,891.00
Supplemental Appropriation	00-2160 Clerk of the Circuit Court	15,786.00
Contingency Fund Transfer	00-1241 Treasurer	15,727.00



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM #**9e

**RESOLUTION #**R 121420-13

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Reappropriation of FY20 Grant Funds

#### RECOMMENDATION

Approve the attached resolution.

#### SUMMARY

The following programs had unexpended federal or state grant funds available as of June 30, 2020. These balances need to be re-appropriated to FY 2020-2021 to be expended and satisfy the grant requirements:

The FY 2020 Virginia Circuit Court Records Preservation Program Item Conservation grant was awarded in the total amount of \$13,736.00. This amount was not received or expended in FY 20. A reappropriation of \$13,736.00 is being requested.

The FY 2020 Hero Forensic Examiner Grant for ICAC was awarded in the total amount of \$200,000 and appropriated to FY 2019-2020. The position was not filled and funds were not expended in FY 2020. An extension to use the funds was granted due to COVID-19. Therefore, a reappropriation of \$200,000 is being requested.

The OJJDP Internet Crimes Against Children Task Force Grant was awarded in the total amount of \$636,612 and was appropriated to FY 2019-2020. A reappropriation of \$207,178.57 was approved in FY 2019-2020 for the 2018 grant award bringing the total amount of FY 2019-2020 available grant funds to \$843,790.57. ICAC has three (3) years to spend any remaining grant funds. As of June 30, 2020, \$507,893.14 of these funds had been expended leaving a balance of \$335,897.43. A reappropriation of \$335,897.43 is being requested.

The DCJS State Internet Crimes Grant for Affiliates was awarded in the total amount of \$604,210.00, and was appropriated to FY 2019-2020. A reappropriation of \$472,738.71 was approved in FY 2019-2020 for the 2019 grant award bringing the total amount of FY 2019-2020 available grant funds to \$1,076,948.71. As of June 30, 2020, \$663,889.61 of these funds had been expended. Therefore, a reappropriation of \$413,059.10 is being requested.

The DCJS State Internet Crimes Grant for the SOVA-ICAC task force was awarded \$1,450,000.00, and was appropriated to FY 2019-2020. A reappropriation of \$1,149,591.42 was approved in FY 2019-2020 for the 2019 grant award bringing the total amount of FY 2019-2020 available grant funds to \$2,599,591.42. As of June 30, 2020, \$1,404,678.59 has been expended. A reappropriation of \$1,194,912.83 is being requested.

The DMV Selective Enforcement – Speed Grant was awarded in the total amount of \$10,500.00 and \$6,800.00 was<sup>9e</sup> appropriated to FY 2019-2020. As of June 30, 2020, \$2,835.00 was expended leaving a balance of \$3,965.00. A reappropriation of \$3,965.00 and a supplemental appropriation of the remaining award of \$3,700.00 (10,500.00-6,800.00) are being requested. Our DMV grant no longer covers the FICA and Medicare expense, therefore a transfer from the Sheriff's Office of \$586.37 (7,665.00 \* .0765) is also needed.

The DMV Selective Enforcement – Alcohol Grant was awarded in the total amount of \$12,000.00 and \$7,800.00 was appropriated to FY 2019-2020. As of June 30, 2020, \$4,550.00 of these funds had been expended leaving a balance of \$3,250.00. A reappropriation of \$3,250.00 and a supplemental appropriation of the remaining award of \$4,200.00 (12,000.00-7,800.00) is being requested. Our DMV grant no longer covers the FICA and Medicare expense, therefore a transfer from the Sheriff's Office of \$569.93 (7,450.00 \* .0765) is also needed.

The Bedford County Department of Fire and Rescue was awarded \$76,000 from the State Homeland Security Program (SHSP) for equipment needed to achieve compliance with the FEMA equipment list for swift water team deployments. The grant funds were appropriated to FY 2019-2020. No grant funds were expended as of June 30, 2020. A reappropriation of \$76,000 is being requested.

The Drive Tourism Micro Grant was awarded in the total amount of \$10,000.00 and the balance of \$9,607.37 was reappropriated to FY 2019-2020. As of June 30, 2020, \$201.34 of these funds had been expended leaving a balance of \$9,406.03. Therefore, a reappropriation of \$9,406.03 is being requested.

#### PRIOR ACTIONS

Grant funds were awarded by the granting agencies and the Board accepted and appropriated those funds, accordingly.

#### FISCAL IMPACT

Reappropriation of remaining FY20 grant funds to the FY21 budget.

#### CONTACTS

Ashley Anderson, Director of Finance

#### ATTACHMENTS

Resolution

#### REVIEWED BY

Robert Hiss, County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION**

**REAPPROPRIATING UNEXPENDED FY 20 GRANT FUNDS**

**WHEREAS**, various grants have been awarded to Bedford County and were not fully expended as of June 30, 2020; and

**WHEREAS**, these amounts were not included in the FY 2021 budget and need to be appropriated.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that the Board does hereby appropriate the following amounts:

<b>Description</b>	<b>Dept</b>	<b>Amount</b>
Circuit Court Item Preservation Grant	00-2164	13,736.00
ICAC Hero Forensic Examiner Grant	00-3126	200,000.00
ICAC OJJDP Task Force Grant	00-3126	335,897.43
ICAC Affiliate Grant	00-3126	413,059.10
ICAC State Grant	00-3126	1,194,912.83
DMV Selective Enforcement - Speed Grant	00-3129	8,251.37
DMV Selective Enforcement - Alcohol Grant	00-3129	8,019.93
SHSP Swift Water Grant	00-3550	76,000.00
Drive Tourism Micro Grant	00-8172	9,406.03



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #9f

**RESOLUTION** #R 121420-14

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Resolution Supporting Qualified Immunity for Law Enforcement

**RECOMMENDATION**

Approve Resolution

**SUMMARY**

The General Assembly of Virginia is considering possible repeal or revision of the judicial doctrine of qualified immunity. Qualified immunity protects law enforcement officials from frivolous, vengeful, and harassing lawsuits while allowing full trial of any case with minimal merit. Any legislative repeal or revision of qualified immunity would manifestly harm law enforcement by putting law enforcement officers at constant risk of unjustified lawsuits for almost every action they take and would further require the taxpayers of Bedford County to pay for the defense of any and every claim against law enforcement officials. Moreover, the risk of liability would reduce the number of otherwise highly qualified individuals willing to work in law enforcement. The attached proposed Resolution asks that Bedford County oppose any legislative repeal or revision of the judicial doctrine of qualified immunity and urge the County's delegation to the General Assembly to oppose any such effort.

**PRIOR ACTIONS**

None

**FISCAL IMPACT**

None/Avoidance of Increased Lawsuits

**CONTACTS**

Sheriff Michael Miller

**ATTACHMENTS**

Proposed Resolution

**REVIEWED BY**

Fiscal Management     County Attorney     County Administrator



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chairman  
 Charla Bansley, Vice-Chair  
 Mickey Johnson  
 Edgar Tuck  
 Tommy W. Scott  
 Bob Davis  
 Tammy Parker

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION IN OPPOSITION TO ANY LEGISLATIVE EFFORT TO REPEAL OR REVISE THE JUDICIAL DOCTRINE OF QUALIFIED IMMUNITY FOR LAW ENFORCEMENT OFFICIALS**

**WHEREAS**, the General Assembly of Virginia is considering possible repeal or revision of the judicial doctrine of qualified immunity, and

**WHEREAS**, qualified immunity protects law enforcement officials from frivolous, vengeful, and harassing lawsuits while allowing full trial of any case with merit; and

**WHEREAS**, any legislative repeal or revision of qualified immunity would manifestly harm law enforcement by putting law enforcement officers at constant risk of unjustified lawsuits for almost every action they take; and

**WHEREAS**, any legislative repeal or revision of qualified immunity would require the taxpayers of Bedford County to pay for the defense of any and every claim against law enforcement officials, no matter how frivolous or unjustified; and

**WHEREAS**, repeal or revision would contribute to making law enforcement officials hesitate or refrain from becoming involved in some high-conflict situations because of the fear of liability, even for actions taken in good faith, and such hesitation or restraint will jeopardize public safety; and

**WHEREAS**, repeal or revision would make it harder to recruit and to retain the most highly qualified candidates for deputy positions because of the fear of repeated unjustified lawsuits; and

**WHEREAS**, efforts at repeal or revision represent ill-advised prejudice against the men and women of law enforcement who put their lives on the line every day to protect public safety.



**NOW, THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors, that Bedford County opposes any legislative repeal or revision of the judicial doctrine of qualified immunity and urges the County's delegation to the General Assembly to oppose any such effort.

**BE IT FURTHER RESOLVED**, that the County Administrator shall provide an attested copy of this resolution to all members of the County's delegation to the General Assembly.



## BEDFORD COUNTY BOARD OF SUPERVISORS

### Agenda Item Summary

**MEETING DATE:** 12/14/2020

**AGENDA ITEM** #9g

**RESOLUTION** #R 121420-15

Work Session     Regular Meeting

Consent     Public Hearing     Action     Closed Session     Information

**ITEM TITLE:** Maintenance and inspections services agreement with Apex Towers, LLC for 11 County-owned broadband sites

#### **RECOMMENDATION**

Staff recommends approval of this resolution.

#### **SUMMARY**

Blue Ridge Towers is nearing full completion of the broadband infrastructure project. Once full completion is reached, the County will accept the project and take ownership of the sites. At that time, the County will be responsible for insuring the sites and providing all management services, including maintenance and required inspections.

In the spring of 2020, the Board of Supervisors provided informal direction to staff to solicit responses for maintenance services through another Request for Proposals (RFP) process.

Apex Towers, LLC was the only respondent to the RFP during the open window (June 16 - July 21, 2020). Staff and the County's broadband consultant, George Condyles, reviewed the proposal, interviewed the applicant, and toured the applicant to each of the 11 sites. Apex Towers is experienced in this field and staff and our project consultant believe they would provide high quality service to the County in the maintenance and required inspections for County-owned broadband infrastructure.

The contract is contemplated for six years with the option for two one-year renewals at the end of the six-year term. At that point, the contract would go back out for competitive procurement. The contract cost is \$2,217.19 per month (\$26,606.28 per year) with a 3% annual escalation. This cost includes all required inspections, required reports, and biannual ground site inspections. If issues are found during inspections, Apex Towers will provide the County with a quote for these elective repairs. Additionally, supervision of site repairs and emergency site monitoring can be provided under this contract for an additional cost, if needed.

#### **PRIOR ACTIONS**

2019: An RFP was posted that included tower maintenance services, combined with other management services. No responses were received within the posted submittal window.

Spring 2020: Board provided informal direction to staff to re-post an RFP for maintenance services, specifically.

June 16 - July 21, 2020: RFP for tower maintenance services was posted.

**FISCAL IMPACT**

The total cost to the County for this network services agreement is \$26,606.28 for the first year. The subsequent 6 years will each include a 3% escalation. This price does not include additional maintenance issues that may arise, outside of the regular scheduled inspections and maintenance. Those will be quoted separately.

**CONTACTS**

Robert Hiss, County Administrator  
Amanda Kaufman, Deputy County Administrator

**ATTACHMENTS**

n/a

**REVIEWED BY**

Robert Hiss, County Administrator



At a meeting of the Broadband Authority of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020, beginning at 7:00 pm.:

**MEMBERS:**

John Sharp, Chair  
 Charla Bansley, Vice Chair  
 Bob Davis  
 Mickey Johnson  
 Tammy Parker  
 Tommy W. Scott  
 Edgar Tuck

**VOTE:**

On motion of Supervisor \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following was adopted:

**A RESOLUTION APPROVING A MAINTENANCE AND INSPECTIONS SERVICES AGREEMENT  
 WITH APEX TOWERS, LLC. FOR 11 COUNTY-OWNED BROADBAND SITES**

**WHEREAS**, the Board of Supervisors established internet access as a priority and committed to funding infrastructure projects in unserved and underserved areas; and

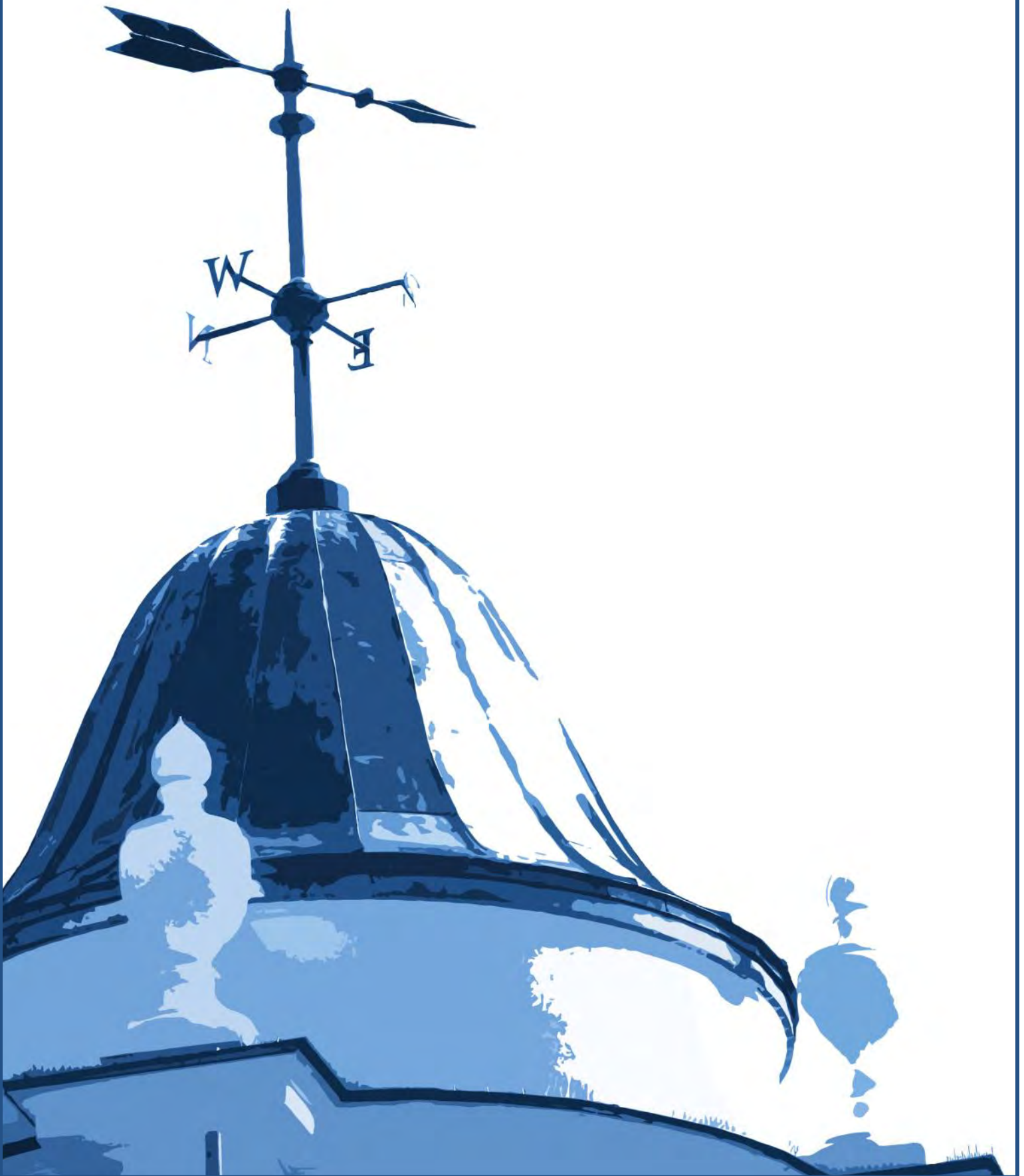
**WHEREAS**, the Blue Ridge Towers broadband infrastructure project is nearing full completion; and

**WHEREAS**, following full completion, the Broadband Authority will accept the project, take ownership of the sites, and be responsible for maintenance, inspections, and management of these sites; and

**WHEREAS**, a Request for Proposals was open between June 16, 2020 and July 21, 2020 and Apex Towers, LLC submitted a qualified proposal.

**NOW, THEREFORE, BE IT RESOLVED**, that the Broadband Authority does authorize the award of a maintenance and inspections services agreement to Apex Towers, LLC and authorizes the County Administrator to execute the contract.

Agenda Item #10  
Board Committee Reports

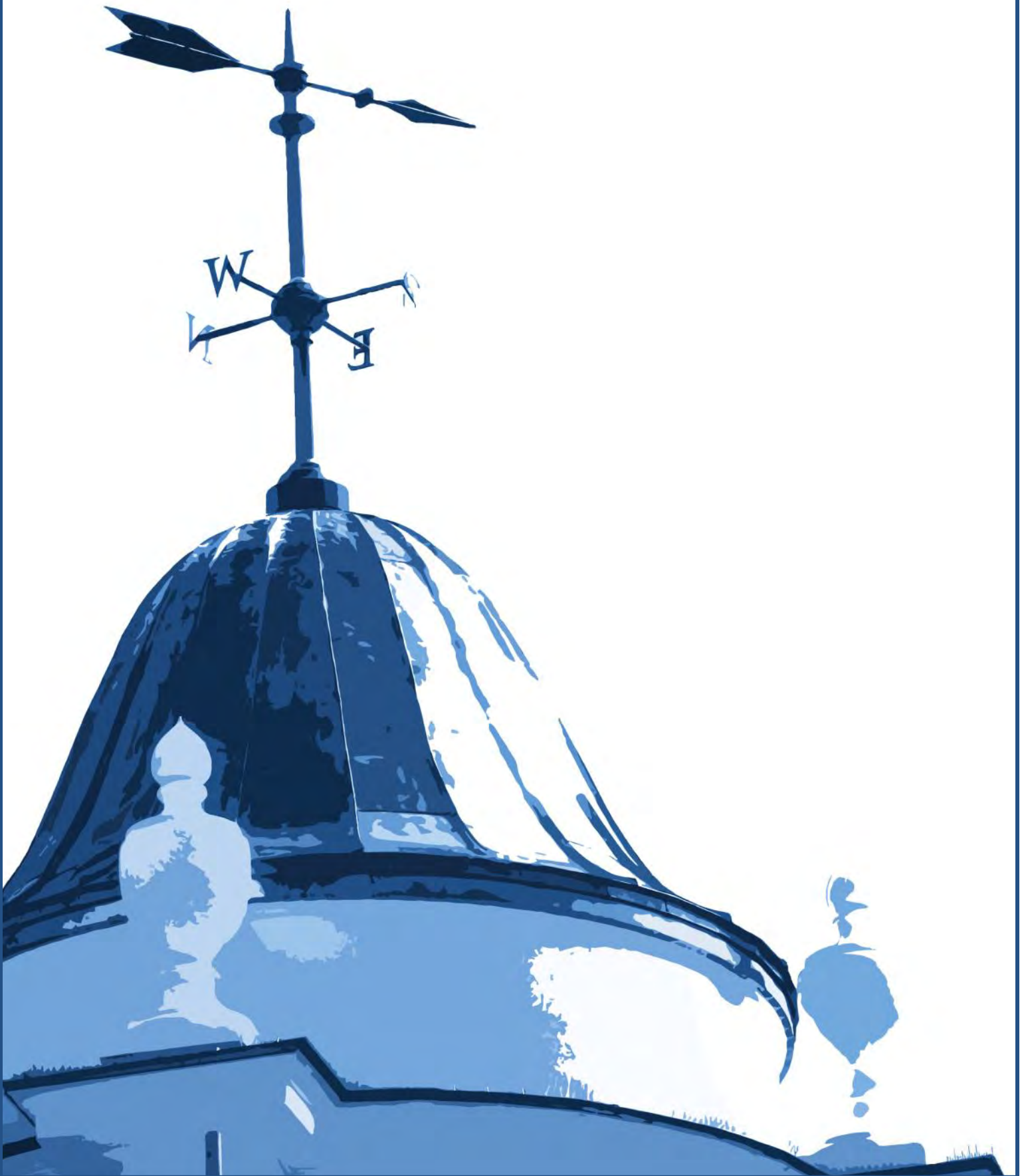


Agenda Item #11  
Board Member Comments





Agenda Item #12  
Board Appointments







At a regular meeting of the Bedford County Board of Supervisors, held at the Bedford County Administration Building, Bedford, Virginia, on the 14<sup>th</sup> day of December 2020, beginning at 7:00 p.m.

**AGRICULTURAL ECONOMIC DEVELOPMENT ADVISORY BOARD**

Supervisor \_\_\_\_\_ made a motion to appoint/re-appoint \_\_\_\_\_ as an At-Large member to the Agricultural Economic Development Advisory Board; the term will begin on February 1, 2021 and end on January 31, 2025.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

\_\_\_\_\_

**BEDFORD REGIONAL WATER AUTHORITY**

Supervisor \_\_\_\_\_ made a motion to appoint \_\_\_\_\_ as an “At-Large” member of the Bedford Regional Water Authority for a term January 1, 2021 and ending on December 31, 2025.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to appoint \_\_\_\_\_ as an “At-Large” member of the Bedford Regional Water Authority for a term January 1, 2021 and ending on December 31, 2025.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

\_\_\_\_\_

**BOARD OF ZONING APPEALS**

Supervisor \_\_\_\_\_ made a motion to recommend appointing/re-appointing \_\_\_\_\_ to represent District 5 on the Board of Zoning Appeals for terms January 1, 2021 and ending on December 31, 2026.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

\_\_\_\_\_

**HORIZON BEHAVIORAL HEALTH BOARD OF DIRECTORS:**

Supervisor \_\_\_\_\_ made a motion to reappoint Andy Crawford, Director of Social Services, to the Horizon Behavioral Health Board of Directors for 2021.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to reappoint Jim Sikkema for a third term as the Citizen Representative to the Horizon Behavioral Health Board of Directors for 2021.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

**LOCAL BOARD OF BUILDING CODE APPEALS (all serve At-Large)**

Supervisor \_\_\_\_\_ made a motion to recommend appointing/re-appointing \_\_\_\_\_ to serve as an At-Large member of the Board of Zoning Appeals for terms January 1, 2021 and ending on December 31, 2026.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to recommend appointing/re-appointing \_\_\_\_\_ to serve as an At-Large member of the Board of Zoning Appeals for terms January 1, 2021 and ending on December 31, 2026.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to recommend appointing/re-appointing \_\_\_\_\_ to serve as an At-Large member of the Board of Zoning Appeals for terms January 1, 2021 and ending on December 31, 2026.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to recommend appointing/re-appointing \_\_\_\_\_ to serve as an At-Large member of the Board of Zoning Appeals for terms January 1, 2021 and ending on December 31, 2026.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

\_\_\_\_\_  
**ECONOMIC DEVELOPMENT AUTHORITY BOARD**

Supervisor \_\_\_\_ made a motion to appoint/re-appoint \_\_\_\_\_ to represent District 7 on the Economic Development Authority for a term beginning February 1, 2021 and ending on January 31, 2025.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

\_\_\_\_\_  
**TRI-COUNTY LAKES ADMINISTRATIVE COMMISSION APPOINTMENTS:**

Supervisor \_\_\_\_\_ made a motion to appoint Supervisor \_\_\_\_\_ as the Supervisor Representative to the Tri-County Lakes Administrative Commission for a one-year term beginning February 1, 2021 and ending on January 31, 2022.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_\_ made a motion to appoint Supervisor \_\_\_\_\_ as the Alternate Supervisor Representative to the Tri-County Lakes Administrative Commission for one-year terms beginning February 1, 2021 and ending on January 31, 2022.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_ made a motion to appoint/re-appoint \_\_\_\_\_ as the Citizen At-Large Representative to the Tri-County Lakes Administrative Commission for one-year terms beginning February 1, 2021 and ending on January 31, 2022.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

-----

Supervisor \_\_\_\_ made a motion to appoint County Administrator Robert Hiss as the County Representative to the Tri-County Lakes Administrative Commission for one-year terms beginning February 1, 2021 and ending on January 31, 2022.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

**ROANOKE VALLEY AREA METROPOLITAN PLANNING ORGANIZATION:**

Supervisor \_\_\_\_ made a motion to appoint Supervisor \_\_ as the Supervisor Representative from Bedford County to the Roanoke Valley Area Metropolitan Planning Organization for 2021.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

**BEDFORD COUNTY SOCIAL SERVICES BOARD:**

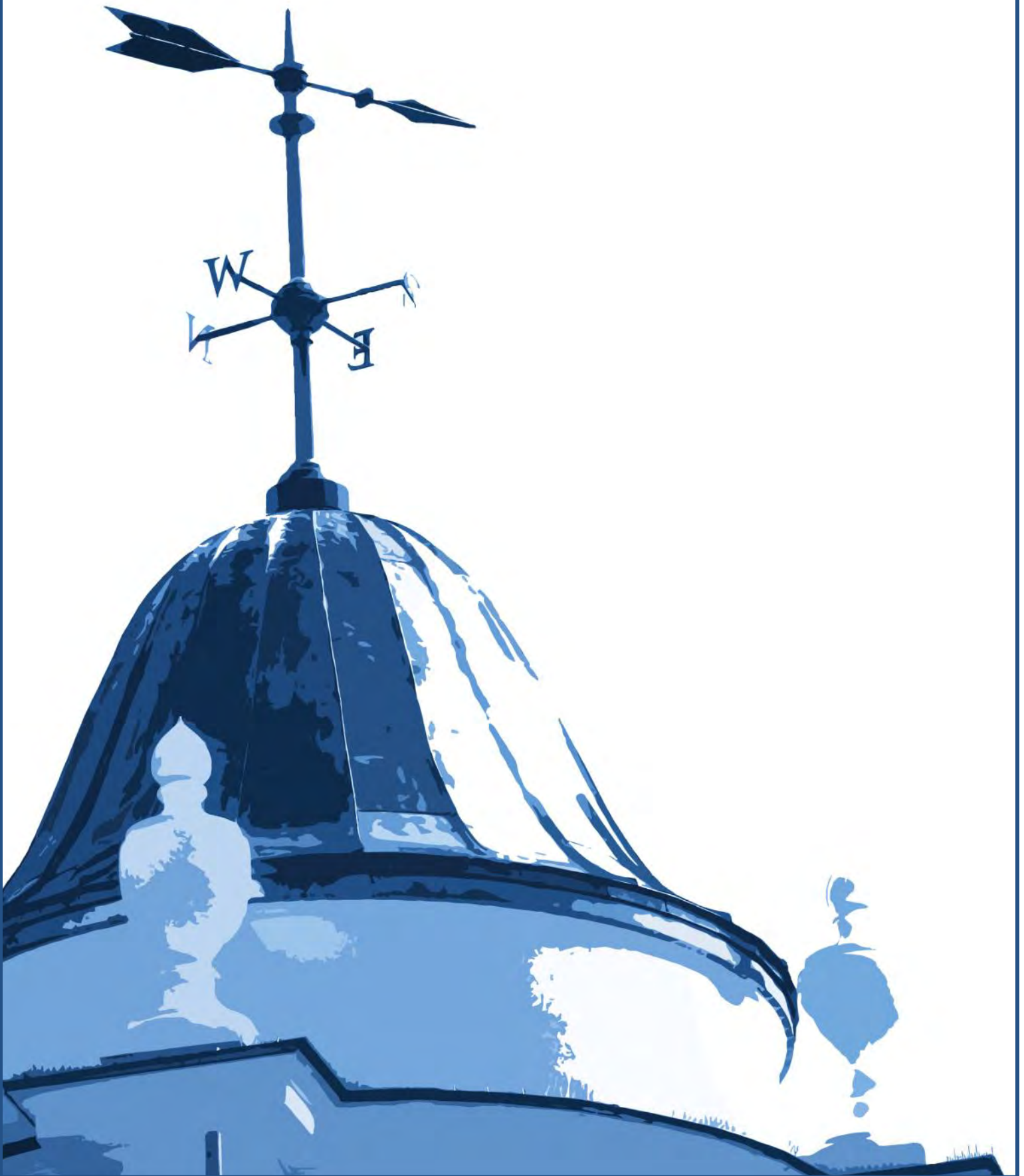
Supervisor \_\_\_\_\_ made a motion to appoint Supervisor \_\_\_\_\_ as the Supervisor Representative to the Bedford County Social Services Board for 2021.

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

Agenda Item #13  
County Administrator Report





**DRAFT - 2021 BOARD OF SUPERVISORS MEETING SCHEDULE**

<b>January</b>	11 <sup>th</sup>	Worksession 5:00 - 6:30 pm; Organizational and Regular Meeting at 7:00 pm
	25 <sup>th</sup>	Worksession 5:00 - 6:30 pm ( <i>Budget Goals</i> ); Regular Meeting at 7:00 pm
	28 <sup>th</sup>	CIP Joint Meeting with School Board at 5:00 pm
<b>February</b>	8 <sup>th</sup>	Worksession at 5:00 pm ( <i>CAFR &amp; Financial Condition Analysis</i> ); Regular Meeting at 7:00 pm
	16 <sup>th</sup>	( <i>Tuesday</i> ) Budget Work Session ( <i>Revenue Estimates &amp; "Big Rocks"</i> )
	22 <sup>nd</sup>	Annual dinner with the Extension Office at 5:30 pm; Regular Meeting at 7:00 pm
<b>March</b>	1 <sup>st</sup>	Budget Worksession beginning at 5:00 pm
	8 <sup>th</sup>	Worksession 5:00 pm; Regular Meeting at 7:00 pm
	15 <sup>th</sup>	Budget Worksession beginning at 5:00 pm
	22 <sup>nd</sup>	Worksession 5:00 pm; Regular Meeting at 7:00 pm
<b>April</b>	5 <sup>th</sup>	Budget Worksession at 5:00 pm; Public Hearing on Tax Rate at 7:00 pm ( <i>if needed</i> )
	12 <sup>th</sup>	Worksession 5:00 pm to 6:30 pm; Regular Meeting at 7:00 pm ( <i>Budget Public Hearing &amp; Tax Rate Adoption</i> )
	19 <sup>th</sup>	Budget Worksession beginning at 5:00 pm ( <i>if needed</i> )
	24 <sup>th</sup>	Worksession with VDOT at 5:00 pm; VDOT Public Hearing on 6-Year Plan at 6:00 pm; Regular Meeting at 7:00 pm
<b>May</b>	10 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
	26 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm (Budget Adoption)
<b>June</b>	7 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
	21 <sup>st</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
<b>July</b>	12 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
	26 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
<b>August</b>	9 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm ( <i>Adopt PPTRA Rate</i> )
<b>September</b>	13 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
	27 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
<b>October</b>	12 <sup>th</sup>	( <i>Tuesday</i> ) Annual Joint Meeting with EDA beginning at 5:00 pm
	25 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
<b>November</b>	8 <sup>th</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
	22 <sup>rd</sup>	Worksession at 5:00 pm; Regular Meeting at 7:00 pm
<b>December</b>	13 <sup>th</sup>	Worksession 5:00 pm; Regular Meeting at 7:00 pm
<b>January</b>	10 <sup>th</sup>	Worksession 5:00 - 6:30 pm; Organizational and Regular Meeting at 7:00 pm

*All Board Meetings are held in the Boardroom at the Bedford County Administration Office on the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 pm (unless otherwise noted).*



# COUNTY OF BEDFORD, VIRGINIA

County Administration Building

122 East Main Street, Suite 202

Bedford, Virginia 24523

Tel: (540) 586.7601

ROBERT HISS  
COUNTY ADMINISTRATOR

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OFFICE OF THE COUNTY ADMINISTRATOR

## MEMORANDUM

TO: Board of Supervisors

FROM: Robert Hiss

RE: Emergency Declaration – Virtual Meetings

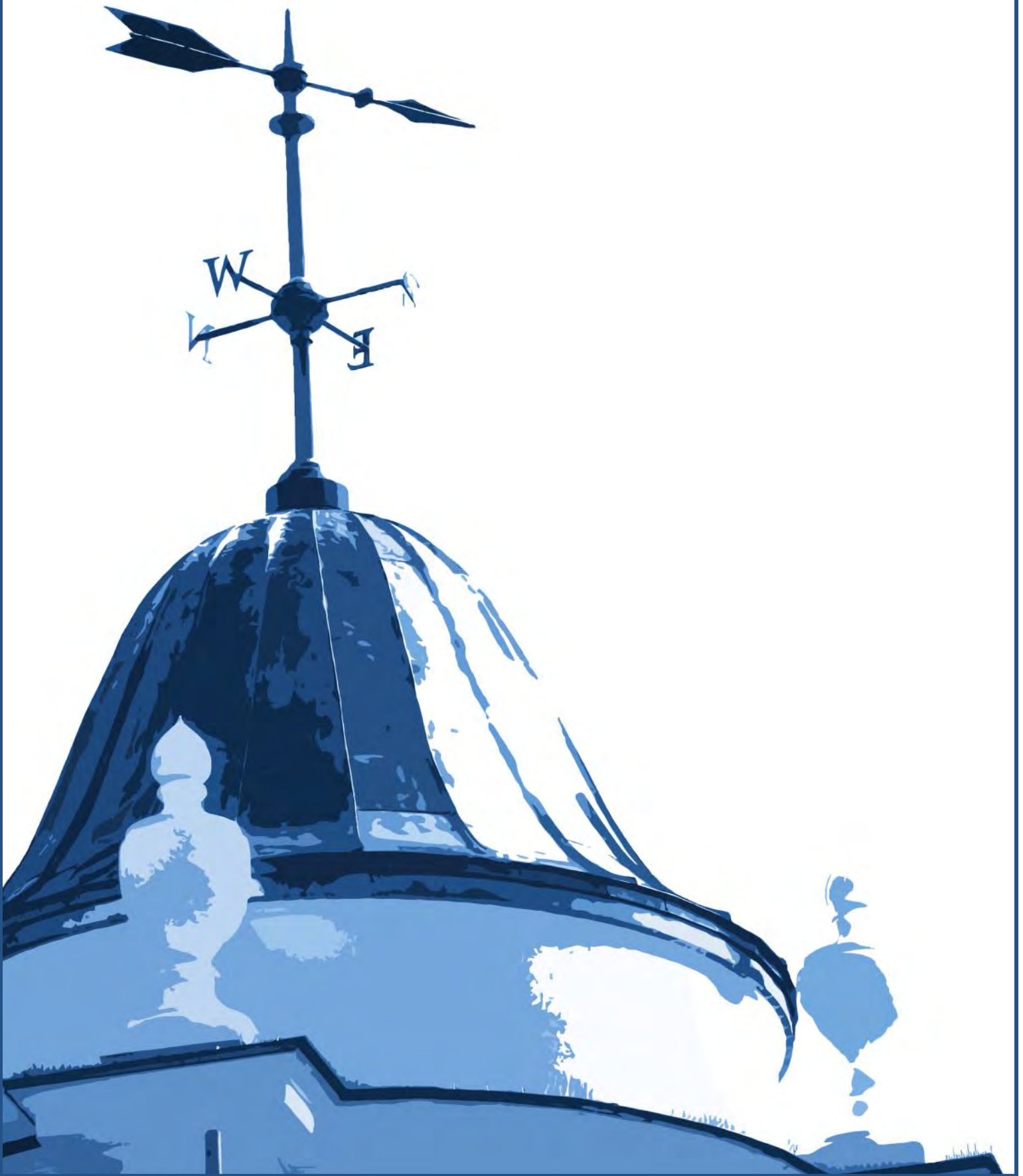
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With the increase in local COVID cases, absenteeism of staff and committee member, and increased community positivity rate; my office has received more requests to have the option of conducting electronic, virtual meetings. In order to accomplish this effort, the Board of Supervisors would need to adopt an Emergency Declaration Ordinance to that effect. As with all emergency ordinances, it should be construed to be narrowly tailored and time limited. Therefore, unlike the emergency ordinance adopted on April 6<sup>th</sup> at the start of COVID, which had broader powers, this ordinance would be limited to authorizing electronic meetings of committees, authorities, and commissions.

It is recommended at the January 11<sup>th</sup> meeting of the Board of Supervisors to adopt such an ordinance. This would allow committees, authorities, and commissions the option to conduct their meetings in a virtual environment. It is further recommended to allow this meeting option to continue until April 30, 2021, at such time the ordinance can be re-evaluated for an extension or discontinuance.



Agenda Item #14  
County Attorney Report





At a worksession of the Broadband Authority of the County of Bedford, Virginia held at the Bedford County Administration Building on the 14<sup>th</sup> day of December 2020:

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**Supervisor \_\_\_\_\_ called for a vote to enter into Closed Session pursuant to Section 2.2-3711 (A) (8)** Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter (specifically, pertaining to the broadband project).

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

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**Supervisor \_\_\_\_\_ made a motion to go back into regular session.**

**Voting yes:**

**Voting no:**

**Motion \_\_\_\_\_.**

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**WHEREAS**, the Bedford County Board of Supervisors has convened a Closed Meeting, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3712 of the Code of Virginia requires a certification by the Bedford County Board of Supervisors that such closed meeting was conducted in conformity with Virginia Law.

**NOW, THEREFORE BE IT RESOLVED**, that the Bedford County Board of Supervisors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Bedford County Board of Supervisors.

**MEMBERS:**

John Sharp, Chair

Charla Bansley, Vice-Chair

Mickey Johnson

Edgar Tuck

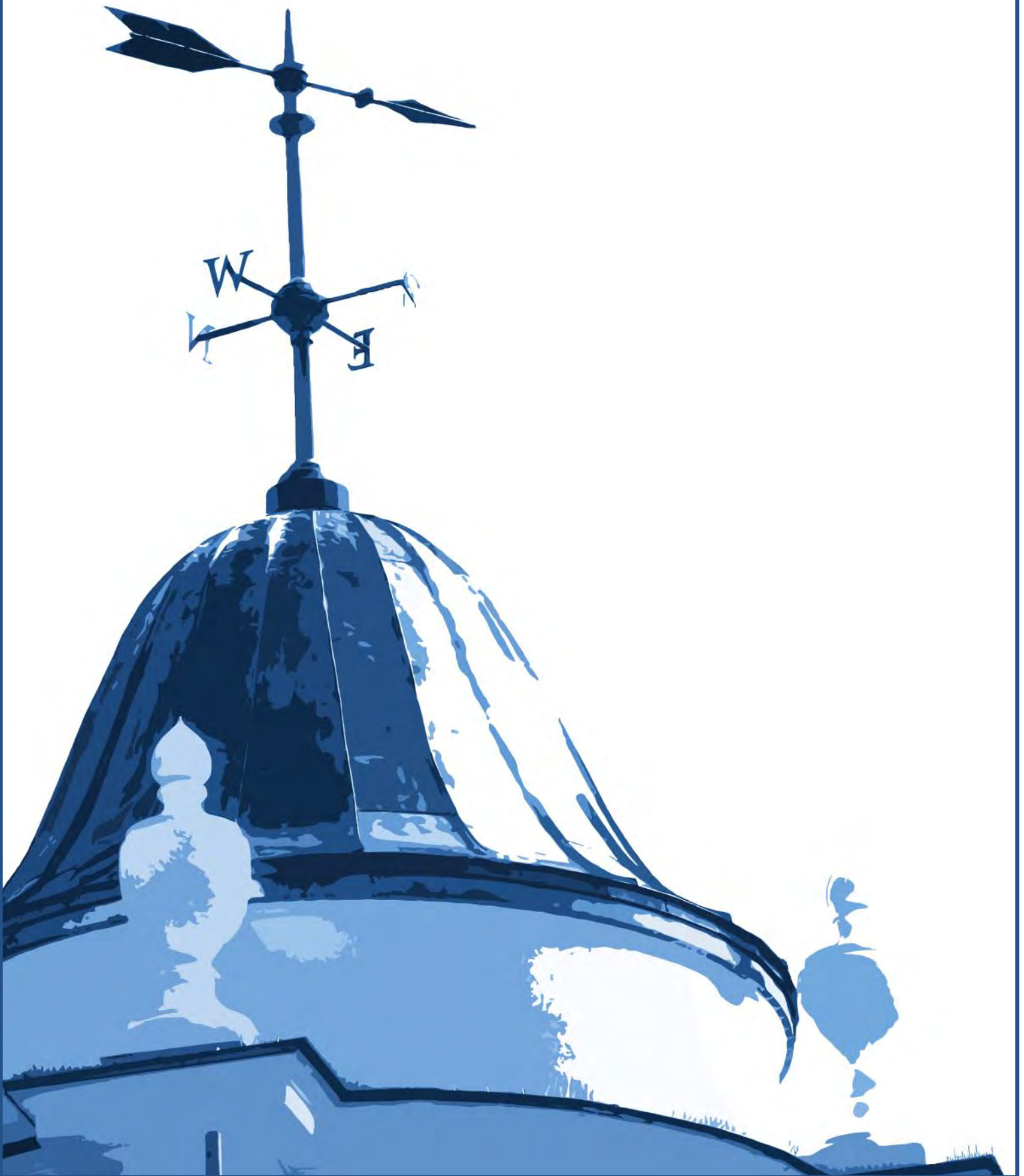
Tommy Scott

Bob Davis

Tammy Parker

**VOTE:**

Agenda Item #15  
Board Information



The Bedford County Department of Social Services Board met in session on Thursday, October 15, 2020 in the Board Room of the County Administration Building as to provide social distancing. Those members present, representing a quorum were Mr. Al Brandt, Chairman, Ms. Kate Ellis, Vice Chairman, Ms. Laura Carey, Mrs. Tammy Parker and Dr. David Walton. Also joining the meeting with Mr. Crawford were Mr. Jonathan Hiller, Family Services Specialist I, Mrs. Alicia Tuck, Family Services Supervisor, Mrs. Tomi Turner, Family Services Manager, Mrs. Amanda Powell, Self Sufficiency Specialist III, Mrs. Dannielle Tosh, Benefit Programs Supervisor, Ms. Tonda Wade, Administrative Services Manager and Mrs. Patricia McCauley, Assistant Director.

Mr. Brandt called this meeting to order.

Approval of Agenda:

After review of the Agenda, Ms. Ellis made motion, seconded by Ms. Carey and carried unanimously, to approve the Agenda for this meeting.

Mr. Brandt then asked for the new staff to be introduced and Mrs. Alicia Tuck introduced Mr. Jonathan Hiller to the Board and they welcomed him to our staff.

Public Comment:

There was no public comment at our meeting on this date.

Approval of Minutes:

After review, Dr. Walton made motion, seconded by Ms. Ellis and carried unanimously, to approve the minutes from the September meeting as presented.

Board Chair Update:

Mr. Brandt reminded the Board that October is Domestic Violence Awareness month. He told the Board that Sheriff Miller had donated banners and his Department had put them up and how much this was appreciated by the DV staff and coalition. He asked the Board to help in getting the word out as we usually have fundraisers in the month of October and are not able to do so now with the pandemic. He told us anyone could donate either by contacting the coalition or going through their website which was set up to accept donations. Signs have also been placed throughout the county in hopes that citizens can get information about resources and reporting.



Program Reports:

Mr. Crawford began the Program Reports with Mrs. Turner's Child Welfare statistics. Mrs. Turner told the Board that page 3 had percentage of 93% for first contact in August and that actually should have been 100%. We are very pleased for that. She is continuing to work with VDSS on the data collection function in our OASIS system as there seems to be an error calculating the number of children leaving Foster Care who do not show on the report. The State is perplexed by this error as well. As a whole, Mrs. Turner told the Board we were doing fairly well. We are continuing to work with families in order to keep children out of care and actually have several available for adoption. Mrs. Turner stated she will be presenting 4 Adoption Consents today. We have 1 Adoption being finalized Monday and 2 more coming in November. We have several in adoptive placements so she is hoping these are successful.

Mr. Crawford told the Board we are interviewing for three vacant Family Services Specialist positions today. Mrs. Turner and Mrs. McElroy are discussing placing one of those in Foster Care to help with adoptions as Mrs. Childs does a great job, but the caseload is becoming overwhelming for her and one other new worker we have focusing on adoptions. Our need for more staff to complete adoptions has really increased in the last few years. Mr. Brandt asked about Mrs. Child's duties in processing adoptions and Mr. Crawford explained extensive information must be gathered, including a full disclosure form, all birth records, home study, background checks, etc. This is very time consuming and usually takes at least 10 weeks to complete. Occasionally, she can work on 2 at a time, but sometimes that is not possible depending on availability of information. We currently have 94 children in care. Twelve of those children are placed in trial home or relative trial home placements. If these placements continue to go well, these children will leave care in the next 3-6 months. Mrs. Turner commented that EFFRT (Emergency Family Finding Response Team) has been able to get up and going over the last few months. They have had 5 cases that have been closed due to relative placement, moving out of locality, relative placement with Safety Plan, and another remained in their home with services. We have another child scheduled to come into care tomorrow due to current guardian stating they can no longer manage the child's behaviors. The EFFRT Team process has allowed staff to locate a family member who is willing to take her custody. Mr. Brandt asked how school starting had affected things and Mrs. Turner told him no significant notice had occurred yet but we have seen more reports of CPS this year and are working hard to provide services as opposed to taking children into care. Rather than receiving reports of Truancy, we're receiving calls from schools saying a child hasn't logged on for school for several days.

Mrs. Tosh reviewed her report next. She told the Board that Benefits is doing well. Their applications have increased but this is largely due to the beginning of Fuel Assistance. Intake is being bombarded and the ABD Unit is already down a worker so they are feeling more of a hit than anyone else. There are issues with Self Direct Medicaid that are associated with a SNAP application. It seems that the Call Center is holding the SNAP applications and not letting the local agency know. The cases are being sent over to the local agency with just a few days left in the processing time frame. This is causing some cases to be overdue. Mr. Crawford explained a little more details of Self Direct to the Board, how the process was started for Medicaid Expansion as a way to expedite the Medicaid application processing time. The Public Health Emergency (PHE) for Medicaid has been extended again until January 21, 2021. These are the cases that would have been closed but due to the Public Health Emergency Policy changes, remained open. Once this extension is lifted the staff will have to go back to cases starting in March 2020 that need to be closed. This is a fairly large number of Medicaid cases. Mr. Crawford is concerned about this process and we are still trying to figure out how this will affect staff and citizens. At this time Benefit Program Specialists are seeing as much as a triple in renewal work. The Board did ask questions about PEBT and free and reduced lunch expansion. Ms. Tosh explained that issuance of additional PEBT supplements on September 30<sup>th</sup> and October 15, 2020 are planned. Mrs. Parker asked Mr. Crawford what schools are doing for children eligible for free lunch and Mrs. Tosh commented that is the focus of the PEBT supplements. Mr. Crawford also told the Board some of the schools are providing lunch to all students to include virtual students. Some schools have been deemed 100% free and reduced lunch this year.

Next, Mr. Crawford reviewed the Adult Services report with the Board, noting they had 47 valid complaints compared to 32 for CPS. He gave them an example from yesterday regarding a client that contacted our Energy Assistance worker that actually needed help other than fuel.

#### Director's Update:

Mr. Crawford began his update letting the Board know that the General Assembly Senate Bill #1339 had been passed and directed the State DSS to establish a process that would allow them to take over Foster Care within a local agency according to policy. The State has developed 6 workgroups to focus on this process and the final project will be taken back to the General Assembly this coming year. VDSS is trying to develop a Memorandum Of Understanding for a policy of process. Other workgroups include developing corrective action, and an appeals process. Mr. Crawford will keep the Board posted as further information becomes available. We are blessed in Bedford with so many local resources with which to work as other places are not so fortunate.



Mr. Crawford will be doing a presentation for VACO tomorrow and this will be virtual. He has also talked to Sheriff Miller who has 5 billboards and they are in discussion about using them to recruit Foster parents. Sheriff Miller also offered to do some more banners like he did for Domestic Violence and Mr. Crawford told the Board that we are so blessed that we have the relationships with our Law Enforcement that we do. Chief Foreman and Town PD are also quite helpful. They have a Facebook page as well as the Sheriff's Office and are always offering resources and help. Sheriff Miller and Chief Foreman are also doing a joint video on gun safety and awareness that should be coming out soon. They are looking into a Mental Health video for Suicide Awareness month as well. Mr. Crawford commented that a video about drug usage and meth awareness would be good too.

Mr. Crawford also told the Board he has 1 employee who has asked for a demotion from Children's Services. She will be leaving CPS and moving to Benefits in the Family and Children Unit under the supervision of Sharon Fisher. We are excited that she is trying another position and not leaving us.

Next, Mr. Crawford discussed Office Space with the Board and using CARES money to request A-Phones and explained how they work to the Board and what an advantage and help they would be for our staff and visitors. We will also add a door at the top of the front stairs going up to the third floor for added security. We are sending 2 more staff to work from home as their job duties and level of experience allow this transition. The office at the top of the front stairs on the top floor will be turned into a conference room to be used for visitations or meetings. We are also using the nice rooms across the street at Simple Solutions primarily for visitation, as they have a kitchen, outside area and comfortable rooms for visitation. Mr. Crawford talked to Sheldon Cash from the County who will also be replacing our old carpet in the building with vinyl flooring when there is a vacancy, which will be a cleaner and much healthier alternative. All these additions will also be a big help with security for our staff and we are looking forward to these changes.

Informational Items:

Mr. Crawford reviewed the Budget report with the Board. While Mr. Crawford didn't see anything alarming, he is still paying close attention to the clerical services with CPS using Flex Dictate. CSA still states under Budget but we're not sure that's the case due to our isolation and quarantine of staff causing some checks that may have not been issued.



The next Informational Item was the discussion of CARES Act Funding and Mr. Crawford introduced Amanda Powell to the Board who is our Self Sufficiency Specialist III that carries the Child Care Subsidy caseload for the agency. Mr. Crawford explained that he and Mrs. Powell had started a new and improved relationship with Smart Beginnings, an early child care education advisory group housed at the United Way of Central Virginia. Smart Beginnings Central Virginia (SBCV) is an early childhood initiative that brings together community leaders from school systems, community services, business and private individuals to work together to ensure that every child in Central Virginia enters kindergarten with the skills needed to succeed in school and in life. This group is advocates for early child care education providers, provides ongoing education for early childhood educators, and advocates for children, centers, and communities. The Director, Karen Wesley, has agreed to help Mr. Crawford with the BCAT subcommittee formed to address early child care needs in the County.

Amanda Kaufman, Deputy County Administrator, met with Mr. Crawford and representatives from Smart Beginnings to brain storm about possible usages of the CARES funding. The County's ability to fund these ideas is pending and Mr. Crawford is not sure there will be time to put the plan into action. Mr. Brandt asked for a breakdown of Child Care Centers and Mr. Crawford explained the Child Care program, with Mrs. Powell's assistance, and they both said they would gather some further statistics to share with the Board. They also informed the Board that clients could apply for and receive Child Care assistance and not be eligible or receive any other benefits from DSS. They also shared the development of the Self Sufficiency Unit and management of the 5 programs within that unit and how we had worked hard to get this unit up and running. It has been a good thing for the clients and seems to be helpful in aiding people to become more self-sufficient. Dr. Walton commented that his church was in the process of working with HumanKind to begin an Early Head Start program at their church and hoped it would grow to include older children and private paying families. Mrs. Powell told the Board that several of her clients have to go out of town for child care which is extremely hard and costly for them.

The next Informational Item was review of the 4<sup>th</sup> Quarter Local Agency Dashboard report which ended in June. Mr. Crawford told the Board as we are ranked with the bigger localities of Fairfax, Virginia Beach, Norfolk, Richmond City, Roanoke and Lynchburg due to our locality size and number of employees. The Child Welfare and Public Assistance statistics are included in this report and Mr. Crawford welcomed the Board to review them any time they wanted.

Action Items:

There were 4 Adoption Consents for Board today. Mrs. Turner presented each one to the Board. After presentation, Mrs. Parker made motion, seconded by Ms. Carey and carried unanimously, that the adoptions be approved as presented.

Mr. Crawford told the Board that some changes had occurred from the State that allowed our Board to put in policy our Carry Over of Annual Leave at the end of the year. He is gathering this new information and will be bringing it before the Board when all is passed by the State and finalized.

There was then some discussion on our Sick Leave policy and use of it during bereavement. Dr. Walton asked that we consider a separate Bereavement Leave from the Sick Leave but at this time, the State policy does not have that and we are currently following State policy. Mrs. Wade will research this and have information at next meeting. Upon discussion surrounding the change to unlimited Sick Leave in the death of a relative as compared to different limits for VRS Plans 1 and 2 and Hybrid employees, Ms. Ellis made motion, seconded by Dr. Walton and carried unanimously, that this policy be changed to consistently offer all staff unlimited use of Sick Leave during bereavement.

Closed Session:

There no items in which to go into Closed Session for today.

Board Concerns:

There were no concerns brought to the Board's attention.

## October Totals

Special Welfare	\$	11,208.55
Refunds	\$	9,897.94
Total	\$	21,106.49
Disbursements	\$	9,897.94

The October Report of Financial Assistance shows the following:

CONSOLIDATED

Aged	\$ 5,199.00
Disabled	\$ 4,913.00
Supportive Housing	\$ -0-
TANF	\$ 44,038.00
TANF/UP	\$ 1,066.70
TANF/Diversionsary	\$ Unavailable
TANF/UP Diversionsary	\$ Unavailable
TANF/FC/IV-E	\$ 79,442.51
Subsidized Adoption	\$ 97,318.68
Special Needs Adoption	\$ 19,750.00
Purchased Services	\$ 595.78
VIEW	\$ 10,370.85
SNAPET	\$ 1,830.15
Administration	\$ 746,757.06
SNAP	\$ 977,496.00
Medicaid-Average per month	\$6,928,517.60
Child Care	\$ 40,863.10

There being no further business to conduct, Dr. Walton made motion, seconded by Ms. Carey and carried unanimously, to adjourn this meeting at 11:10 a.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date














# Critical Outcomes Scorecard

Locality: Bedford County

Critical Outcomes Scorecard			
Transformation Outcomes	Performance		Performance Standard
Discharges to Permanency <i>[Aug, 2020]</i>	78.6%		↑ 86%
Congregate Care Placements <i>[Aug, 2020]</i>	20.2%		↓ 16%
Family-Based Placements <i>[Aug, 2020]</i>	79.8%		↑ 85%
Foster Care Out-of-Home Visits <i>[Aug, 2020]</i>	97.4%		↑ 95%
Foster Care Visits in Child's Residence <i>[Aug, 2020]</i>	96.8%		↑ 50%
CFSR Outcomes			
Discharge to Reunification Within 12 Months <i>[Aug, 2020]</i>	60.9%		↑ 75.2%
Reentries Within 12 Months <i>[Aug, 2020]</i>	50.0%		↓ 9.6%
Discharge to Adoption in 24 Months <i>[Aug, 2020]</i>	25.0%		↑ 45.75%
Setting Stability <i>[Aug, 2020]</i>	80.0%		↑ 86%
AFCARS-Approved Court Hearing Status <i>[Aug, 2020]</i>	87.8%		↑ 95%

<b>Safety Outcomes</b>			
 No Recurrence of Maltreatment <i>[Aug, 2020]</i>	98.5%		↑ 94.6%
 No Abuse While in Foster Care <i>[Aug, 2020]</i>	100.0%		↑ 99.68%
 CPS Ongoing Contacts Made <i>[Aug, 2020]</i>	97.5%		↑ 90%
 Referral Contacts Within Response Priority <i>[Aug, 2020]</i>	96.8%		↑ 90%

Version: 5.2

Extract Date: 10/05/2020 

A	B	C	D	E	F	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
CFSR Item	Name of Report - Data Field	Use Compliance View?	PIP Goal	State Goal (if Applicable)	Data Field	May	June	July	August	Average for Quarter 1	Overall Average								
1																			
2	CFSR Timeliness of First Contact with Victim - Percent Contact Timely	Yes	87.5%		Percent Contact Timely	88%	93%	92%	93%	0.852333	89%								
3	Foster Care Visits in Child's Residence - Percent in Residence	N/A	64.7%	>50%	Percent in Residence	99%	97%	97%	97%	0.988667	99%								
4	CPS Ongoing Case Contacts - Percent Contact Made	Yes	64.7%		Percent Contact Made	98%	97%	99%	97%	0.897	95%								
5	IL Skills Assessment Status - Percent Current	Yes	46.0%		Percent Current	87%	94%	92%	94%	0.860333	87%								
6	Foster Care Monthly Worker Visits - Percent Contact Made	Yes	56.2%	95%	Percent Contact Made	94%	98%	98%	97%	0.967	95%								
7	Foster Care Visits (Federal Standard) - Percent Contacts Made	N/A	64.7%	95%	Percent Contacts Made	96%	97%	98%	97%	0.956333	96%								
8	Contacts with Parents - Percent All Contacts Made	Yes	42.0%		Percent All Contacts Made	41%	40%	45%	39%	0.37	38%								
9	Transitional Living Plan Status - Percent TLP Current	Yes	46.0%		Percent TLP Current	83%	84%	88%	94%	0.869333	85%								
10	CPS Initial Service Plan Timeliness - Percent Service Plan Timely	Yes	42.7%		Service Plan Timely	100%	90%	100%	75%	0.474	62%								
11	CPS Service Plan Status - Percent Current	Yes	42.7%		Percent Current	85%	98%	96%	89%	0.56	74%								
12	Referral Recidivism - Percent Two Previous Referrals or Less	N/A	56.2%		Referrals or Less	73%	94%	84%	79%	0.784	81%								
13	Safety Assessment & Risk Assessment - Both Completed Before Case Type Closure	N/A	77.9%		Percent within a Year of Last Removal Date	100%	100%	96%	100%	0.488667	74%								
14	FSMA Completion - Percent Complete	N/A	77.9%		Percent Complete	55%	70%	70%	71%	0.340667	51%								
15	Monthly Client Visits with Family Members - Percent Visit Recorded	Yes	46.0%		Percent Visit Recorded	53%	42%	39%	36%	0.502	46%								
16	Discharge from Care - Length of Stay (From Last Removal Date) - Percent Within a Year of Last Removal Date	N/A	48.0%		Percent within a Year of Last Removal Date	0%	50%	100%	29%	0.166667	42%								
17	Scorecard: Discharges to Permanency - Percent Permanency	Yes	48.0%	86%	Percent Permanency	77%	78%	79%	79%	0.762333	76%								
18	Scorecard: Discharges to Reunification within 12 Months, Percent 12 Months or Less	N/A	48.0%	75.20%	Percent within a Year of Last Removal Date	50%	59%	64%	58%	0.726667	67%								
19	Scorecard: Discharges to Adoption within 24 Months, Percent 0 to 24 Months	N/A	48.0%	45.70%	Percent 0 to 24 Months	29%	25%	20%	25%	0.317333	30%								
20	Active Foster Care - Length of Stay (From Last Removal Date), Percent 12 Months or Less	N/A	75.1%		Percent 12 Months or Less	49%	43%	47%	44%	0.54	53%								
21	Scorecard: Setting Stability, Percent 2 Settings or Less	N/A	79.3%	86%	Percent 2 Settings or Less	75%	74%	76%	81%	0.711333	73%								
22	TPR Status, Percent Adoption Non-Finalized, Ordered Pre-Adoptive, and Ordered Non-Adoptive	N/A	48.0%		Percent Adoption Non-Finalized, Ordered Pre-Adoptive, and Ordered Non-Adoptive	57%	53%	55%	64%	0.882333	73%								

Not all showing. Have asked for guidance.

working with state because a lot are actually done and in the system but not pulling over.



### VSSS Performance Indicators Monthly Report

FIPS	Local Department	Report Period Begin		Report Period End		Oct-19		Jul-20		Aug-20		Aug-20		Aug-20		Number Of Overdue Medicaid Reviews
		Aug-20	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	
Statewide Data:		Timeliness of Application Processing- Expedited SNAP Applications	96.6%	99.3%	97%	98.5%	98.9%	50.0%	89.4%	92.6%	97%	96.5%	96.0%	97.0%	38,897	
Local Department		Timeliness of Application Processing- Regular SNAP Applications	96.6%	99.3%	97%	98.5%	98.9%	14.8%	89.4%	92.6%	97%	96.5%	96.0%	97.0%	38,897	
009	Amherst	Timeliness of Application Processing- Expedited SNAP Applications	100.0%	100.0%	100.0%	100.0%	100.0%	6.3%	100.0%	96.4%	100.0%	100.0%	96.3%	167		
011	Appomattox	Timeliness of Application Processing- Expedited SNAP Applications	75.0%	100.0%	94.3%	98.5%	100.0%	43.8%	100.0%	95.8%	80.0%	80.0%	95.2%	113		
019	Bedford	Timeliness of Application Processing- Regular SNAP Applications	95.2%	100.0%	98.5%	98.5%	100.0%	9.3%	92.0%	95.6%	100.0%	100.0%	95.7%	354		
031	Campbell	Timeliness of Application Processing- Regular SNAP Applications	96.6%	98.0%	97.6%	97.6%	100.0%	23.9%	100.0%	94.0%	96.7%	96.7%	98.2%	140		
680	Lynchburg	Timeliness of Application Processing- Regular SNAP Applications	100.0%	100.0%	100.0%	100.0%	100.0%	10.6%	91.9%	94.5%	98.0%	98.0%	95.7%	550		
		Quality Assurance Negative Action Error Rate	0.0%	0.0%	0.0%	0.0%	0.0%	6.3%	100.0%	96.4%	100.0%	100.0%	96.3%	167		
		Quality Assurance Payment Error Rate	NA	0.0%	NA	0.0%	0.0%	43.8%	100.0%	95.8%	80.0%	80.0%	95.2%	113		
		Quality Assurance Negative Action Error Rate	0.0%	0.0%	0.0%	0.0%	0.0%	9.3%	92.0%	95.6%	100.0%	100.0%	95.7%	354		
		Quality Assurance Payment Error Rate	5.5%	0.0%	5.5%	0.0%	33.3%	23.9%	100.0%	94.0%	96.7%	96.7%	98.2%	140		
		Quality Assurance Negative Action Error Rate	66.7%	0.0%	66.7%	0.0%	66.7%	10.6%	91.9%	94.5%	98.0%	98.0%	95.7%	550		
		TANF Federal Work Participation Rate	6.3%	100.0%	96.4%	100.0%	100.0%	43.8%	100.0%	95.8%	80.0%	80.0%	95.2%	113		
		LDSS Online Timeliness of Medicaid Application Processing	96.4%	100.0%	96.4%	100.0%	100.0%	9.3%	92.0%	95.6%	100.0%	100.0%	95.7%	354		
		Cover Virginia Timeliness of Medicaid Application Processing	100.0%	100.0%	100.0%	100.0%	100.0%	23.9%	100.0%	94.0%	96.7%	96.7%	98.2%	140		
		FFM Timeliness of Medicaid Application Processing	100.0%	100.0%	100.0%	100.0%	100.0%	10.6%	91.9%	94.5%	98.0%	98.0%	95.7%	550		

### Timeliness of Benefit Program October 2020 as of 08/2020

SNAP	Overdue	Reason
<b>Apps on SNAP Apptrack</b>	95.20%	3 apps reporting as benefits not received timely - 2- apps worker oversight 1- client stated he had his ebt card but he did- vault card was issued
<b>Interims</b>	0	
<b>Renewals</b>	0	
MEDICAID	Overdue	Reason
<b>Apps</b>	95.60%	2 APPS - PG DELAY INDICATOR NOT USED 1 APP NOT TRUE OVERDUE-NEW CASE WAS BUILT USING ORIGINAL APP DATE 1 - WAS A SSN RENEWAL- THAT WAS EXPARTE'D - NOT A TRUE OVERDUE 1- WORKER ERROR
<b>Renewals</b>	354 reported on PIMR	DUE TO PUBLIC HEALTH EMERGENCY UNABLE TO CLOSE ANY MEDICAIDS RESULTING IN OVERDUE RENEWALS
TANF	Overdue	Reason
<b>Apps</b>	100%	
<b>Renewals</b>	0	
This report reflects numbers as of AUGUST 2020 to match with the current PIMR report in your board report book		



**SUMMARY REPORT FOR  
BENEFIT PROGRAMS  
OCTOBER  
2020**

APPLICATIONS FOR SEPTEMBER 2020	TOTAL RECEIVED	APPROVED	2019 TOTAL
Temporary Assistance for Needy Families	33	6	33
Temporary Assistance for Needy Families/ Unemployed Parent	0	0	0
Supplemental Nutrition Assistance Program (SNAP)	231	131	191
Medicaid	319	123	432
Auxiliary Grants	3	1	0
<b>Total Applications:</b>	<b>586</b>	<b>261</b>	<b>656</b>

CASES UNDER CARE/ONGOING CASES	TOTAL CASES	TOTAL INDIVIDUALS	2019 TOTAL
Temporary Assistance for Needy Families	134	264	131
Temporary Assistance for Needy Families/ Unemployed Parent	3	9	3
Supplemental Nutrition Assistance Program (SNAP)	2634	5408	2340
Medicaid			
Disabled	2016	2080	2574
Aged, Blind	755	757	155
Families and Children	4232	5816	3692
Foster Care and Adoption	207	207	182
BCCPTA	7	7	7
Plan First	297	349	261
Expansion Medicaid MAGI	3604	4011	2343
Expansion DOC (Department of Corrections)	6	6	16
Unemployed Parent	234	326	196
<b>Total Medicaid Ongoing</b>	<b>11358</b>	<b>13559</b>	<b>9426</b>
Auxiliary Grants	17	17	22
<b>Total Cases Under Care:</b>	<b>14146</b>	<b>19257</b>	<b>11922</b>

EXPENDITURES	TOTAL	2019 TOTAL
Temporary Assistance for Needy Families (AS OF 08/31/20)	\$42,832.80	\$33,342.40
TANF - UP	\$1,089.00	\$1,602.00
TANF - Diversionary Expenses	unavailable	unavailable
Auxiliary Grants	\$9,251.00	\$12,464.00
Supplemental Nutrition Assistance Program (SNAP)	\$933,033.00	\$526,093.00
Medicaid Monthly Average (as of 07/31/20)	\$10,118,224.45	\$7,252,147.98

**SUMMARY REPORT FOR  
FRAUD  
OCTOBER 2020**

<b>REFERRALS FOR SEPTEMBER 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Referrals Carried Over from the Prior Month	113	81
Referrals Not Included in SEPTEMBER Report	0	0
Referrals Received in SEPTEMBER	19	4
Completed Investigations in SEPTEMBER	14	4
Total Referrals/Investigations:	118	81
<b>COLLECTIONS FOR SEPTEMBER 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Temporary Assistance for Needy Families	\$0.00	\$20.00
Supplemental Nutrition Assistance Program (SNAP)	\$872.00	\$582.61
Medicaid	\$0.00	\$131.33
Fuel	\$0.00	\$0.00
Crisis	\$0.00	\$0.00
Cooling	\$0.00	\$0.00
Child Care	\$0.00	\$0.00
Custody	\$0.00	\$0.00
Total:	\$872.00	\$733.94
<b>COST SAVINGS FOR SEPTEMBER 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
<i>Disqualifications</i>	\$0.00	\$1,752.00
<i>Ongoing</i>	\$0.00	\$0.00
<i>Investigations</i>	\$0.00	\$0.00
Total	\$0.00	\$1,752.00

**SUMMARY REPORT FOR  
FUEL/CRISIS/COOLING  
OCTOBER  
2020**

<b>APPLICATIONS FOR FUEL ASSISTANCE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Applications Received	0	1161
Applications Approved	0	1058
Applications Denied	0	103
Applications Pending	0	0
<b>APPLICATIONS FOR CRISIS 2020/21 SEASON</b>	<b>TOTAL</b>	<b>2019/2020 TOTAL</b>
Applications Received	0	332
Applications Approved	0	201
Applications Denied	0	131
Applications Pending	0	0
<b>APPLICATIONS FOR COOLING</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Applications Received	861	1,279
Applications Approved	681	1,044
Applications Denied	180	235
Applications Pending	0	0
<b>FINANCIAL STATUS FOR ENERGY ASSISTANCE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Encumbered for Fuel	\$0.00	\$454,750.33
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$0.00	\$453,199.27
Encumbered for Crisis	\$0.00	\$64,706.42
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$0.00	\$64,706.42
Encumbered for Cooling	\$200,329.92	\$163,619.04
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$200,329.92	\$163,619.04



**SUMMARY REPORT FOR  
SELF SUFFICIENCY PROGRAMS  
OCTOBER 2020**

<b>APPLICATIONS FOR SEPTEMBER 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Child Care	9	23
VIEW	0	5
Total Applications:	9	28
<b>CASES UNDER CARE</b>		
<b>CASES UNDER CARE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Child Care	66	67
Families Served	64	67
Children Served	100	87
VIEW	38	32
Employed Full Time	7	10
Employed Part Time	1	2
Sanctioned Cases	0	7
Job Search/Class	0	5
Pending	16	6
View Transitional Program (VTP)	3	2
Total Cases Under Care:	104	99
<b>EXPENDITURES</b>		
<b>EXPENDITURES</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
VIEW Working	\$3,291.60	\$6,385.80
VIEW Transitional	\$1,443.00	\$0.00
TANF Working	\$14,170.60	\$9,413.00
TANF Transitional	\$1,443.00	\$2,913.00
TANF Education/Training	\$924.00	\$810.00
Fee	\$26,897.40	\$20,143.60
Head Start Wrap-Around	\$0.00	\$0.00
VIEW Purchased	\$10,370.85	\$11,666.25
Total VIEW and Child Care Expenditures	\$57,097.45	\$51,332.05

**SUMMARY REPORT FOR  
TITLE IV-E AND CSA PROGRAMS  
OCTOBER 2020**

<b>APPLICATIONS</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Foster Care	2	10
Title IV-E Funding Approved	0	1
CSA Funding Approved	2	0
Withdrawn	1	0
Pending	1	5
<b>CASES UNDER CARE</b>		
	<b>TOTAL</b>	<b>2019 TOTAL</b>
Title IVE-E	43	35
CSA	48	54
Pending	0	0
Interstate Placement (Medicaid Only)	0	1
Total Cases Under Care:	91	90
<b>EXPENDITURES</b>		
	<b>TOTAL</b>	<b>2019 TOTAL</b>
Title IV-E Foster Care	\$95,886.67	\$72,019.19
CSA Foster Care	\$192,418.91	\$197,756.90
CSA Community Based Services	\$55,762.73	\$60,580.87
CSA Private Day Education	\$16,781.00	\$87,033.50
CSA Other Funded Services	\$64,409.05	\$104,803.24
Total Expenditures	\$425,258.36	\$522,193.70
<b>ADOPTION SUBSIDY/MEDICAID CASES</b>		
Federal	59	55
State	11	15
Interstate	35	35
Total Cases	105	105
<b>ADOPTION SUBSIDY EXPENDITURES</b>		
Federally Funded	\$97,705.09	\$94,851.60
State Funded	\$19,733.00	\$27,985.00
Total Expenditures	\$117,438.09	\$122,836.60



**SUMMARY REPORT FOR SEPTEMBER 2020  
ADULT SERVICES PROGRAMS  
OCTOBER 2020**

<b>ADULT PROTECTIVE SERVICES (APS)</b>	<b>TOTAL</b>	<b>INVESTIGATIONS</b>	<b>COURTESY INVESTIGATIONS</b>	<b>PRISONER RE-ENTRY CASES</b>	
APS - VALID COMPLAINTS	47	46	0	1	
APS - INVALID COMPLAINTS	12				
<b>ADULT SERVICES</b>	<b>TOTAL</b>	<b>SCREENINGS</b>	<b>REASSESSMENTS</b>	<b>NEW COMPANION CASES</b>	<b>NEW 911 HIGH FREQUENCY</b>
	21	13	3	1	4
SCREENINGS NOT COMPLETED	4			ON-GOING COMPANION CASES	
				2	
<b>GUARDIANSHIP ORDERS</b>	<b>TOTAL</b>	<b>PRIOR ORDERS</b>	<b>CASES CLOSED</b>	<b>NEW ORDERS</b>	
	189	191	2	0	
<b>ON-GOING CASELOAD</b>	<b>TOTAL</b>				
	163				
<b>ON-GOING ADULT SERVICE CASES</b> (Case count included in above total)	32				
<b>EXPENDITURES</b>	<b>TOTAL</b>	<b>APS</b>	<b>COMPANION SERVICES</b>	<b>ADMINISTRATION</b>	
	\$1,525.90	\$739.20	\$786.70	\$0.00	
<b>COLLECTIONS</b>	<b>TOTAL</b>	<b>GUARDIANSHIP FEES</b>	<b>SCREENINGS</b>	<b>REASSESSMENTS</b>	
	\$600.50	\$55.00	\$370.50	\$175.00	

**SUMMARY REPORT FOR  
SERVICE INTAKE**

**October 2020**

	Requests	Funds Used	Funds Received
<b>ASSIST NOW ACCOUNT</b>			
Food	0	0.00	N/A
Shelter	0	0.00	N/A
Utilities	0	0.00	\$0.00
Shepherds Table	N/A	0.00	\$0.00
Easter Assistance	0	0.00	\$0.00
Back to School Supplies	0	0.00	\$0.00
Thanksgiving Assistance	0	0.00	\$0.00
Christmas Assistance	0	0.00	\$0.00
Shop With a Cop	0	0.00	\$0.00
Other	1	35.95	\$0.00
Donations	N/A	0.00	\$0.00
<b>INSTANT SERVICE ACCOUNT</b>			
Food	0	\$0.00	N/A
Shelter	0	\$0.00	N/A
Utilities	0	\$0.00	N/A
Other	0	\$0.00	N/A
Donations	N/A	N/A	\$0.00
<b>FEMA</b>			
Utilities	0	\$0.00	\$0.00
Rent	0	\$0.00	\$0.00
Other Food	0	\$0.00	\$0.00
<b>FUNERALS</b>			
Applications	4	\$2,400.00	\$0.00
<b>DOLLAR ENERGY/AEP</b>			
Applications	0	N/A	\$0.00
<b>INTAKE CALLS</b>			
Child Protective Services	68	N/A	N/A
Adult Protective Services	59	N/A	N/A
Nursing Home Screenings	13	N/A	N/A
Information & Referral Calls	225	N/A	N/A
Lions Club, Eye Glass Assistance	0 New apps. 1 Pending	\$0.00 0 Served	\$0.00
<i>Statistics from September 2020</i>			



**SUMMARY REPORT  
FOR PREVENTION SERVICES  
OCTOBER 2020**

Total Foster Care Diversion Placements	42			
<b>Prevention / Ongoing Services</b>				
New Prevention / Ongoing Cases	23			
New Truancy Referral This Month	1			
Closed Prevention / Ongoing Cases	15			
Total Active Prevention / Ongoing including Carry Over (now including all Truancy Prevention Cases)	79			
Truancy Cases that receive TANF	1			
Completed Family Partnership Meetings (FPM)	20			
Custody Home Studies- NEW	1			
Custody Home Studies- CLOSED	0			
Custody Home Studies- ACTIVE	3			
ICPC- NEW	0			
ICPC- ONGOING	0			
Home Study Funds Collected	\$36.50			
<b>STAUNTON RIVER ZONE PREVENTION</b>				
New	0			
Closed	0			
Ongoing	0			
Total Referrals Worked	0			
<b>LIBERTY ZONE PREVENTION</b>				
New	2			
Closed	0			
Ongoing	3			
Total Referrals Worked	3			
<i>Statistics from September 2020</i>				

**SUMMARY REPORT FOR  
CHILD PROTECTIVE SERVICES  
October 2020**

<b>CHILD PROTECTIVE SERVICES</b>	<b>TOTAL</b>	<b>INVESTIGATION</b>	<b>OUT OF FAMILY INVESTIGATION</b>	<b>FAMILY ASSESSMENT</b>
Child Protective Services - Valid	32	3	1	28
Child Protective Services - Invalid	29			
Other Locality (Transferred Out) - Valid	7			
Other Locality (Transferred Out) - Invalid	0			
<b>Total Complaints Taken by Service Intake</b>	<b>68</b>			
Courtesy for Sheriff's Department	1			
Courtesy for Town Police	1			
Courtesy CPS for Other Locality	7			
Prevention Assessment Completed by CPS	0			
<b>Total Open CPS Cases including Carryover</b>	<b>118</b>			

**SUMMARY REPORT FOR  
FOSTER CARE**

**OCTOBER 2020**

<b>Cases for September 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
<b>NEW CASES</b>	1	7
Cases Out of Custody -	2	1
<i>Children Returned Home</i>	0	0
<i>Children Placed With Relative/Other</i>	0	0
<i>Children Adopted</i>	0	1
<i>Children Aged Out</i>	2	0
<b>TOTAL CASES</b>	95	98
<b>PLACEMENT TYPES</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Acute Psychiatric Hospital	0	1
Residential Facilities	7	13
Group Home	11	4
Therapeutic Foster Care Homes	25	37
Maintenance Foster Care Homes	21	23
Trial Home Place	12	2
Trial Relative Placements	3	5
Independent Living Arrangements	13	13
Detention/Shelter Care/Post Detention	1	0
AWOL	2	1
Adoption Placements	13	9
Adoption Subsidy Cases	66	66
Non Agency/Independent Adoption Cases (New)	1	0
Non Agency/Independent Adoption Cases (Pending)	0	0
DJJ Supervision (taken out of FC case count)	0	0
VEMATs Completed	11	14
ICPC Supervision Cases	0	0

**SUMMARY REPORT FOR DOMESTIC VIOLENCE PROGRAM  
OCTOBER 2020**

<b>SERVICES FOR September 2020</b>	<b>COUNTY</b>	<b>OTHER</b>	<b>TOTAL</b>
Hotline Calls	31	6	37
Walk In Clients	8		8
Advocacy Hours for Walk Ins	37		37
Families Receiving Other Client Services (Food, Clothing, Household Items)	13		13
Transports	36		36
Financial Assistance to 9 Clients	\$250.24		\$250.24
Advocacy Hours for Court Advocate	47.25		47.25
DV Family Abuse Protective Order Court Accompaniment	15		15
Victims Served by Court Advocate	16		16
Other Court Accompaniment	11		11
Adult Females in Shelter	2		2
Adult Males in Shelter	0		0
Child(ren) Females in Shelter	1		1
Child(ren) Males in Shelter	2		2
Family Units in Shelter	2		2
Total Nights in Shelter	74		74
Advocacy Hours for Shelter Advocates	120		120
Housing Advocacy Hours	1.5		1.5
Permanent Housing Outcome	1		1
Return to Abuser	0		0
Unknown	0		0
Community Education and Public Awareness	107		107
Shelter Requests Unable to Serve	0		0
Safety Planning for Victims	9		9
Information and Referrals	21		21
<b>DONATIONS</b>			
Cash Donations (Received by Coalition)	\$279.00		\$279.00
In Kind Donations	\$220.00		\$220.00
Volunteer Hours Value (\$27.00per hour; <b>8.25</b> hours)	\$222.75		\$222.75



The Bedford County Department of Social Services Board met in session on Thursday, September 17, 2020 in the Board Room of the County Administration Building as to provide social distancing. Those members present, representing a quorum were Ms. Kate Ellis, Vice Chairman, Ms. Laura Carey, Mrs. Tammy Parker and Dr. David Walton. Mr. Al Brandt was absent. Also joining the meeting with Mr. Crawford were Mrs. Denise Kennedy, FSS IV who supervises our Intern Program, Ms. Shawniqua Napper, Ms. Raven George, Ms. Karley Huddleston, Ms. Hayley Hodges, Interns, Mrs. Lisa Wade, Family Services Supervisor, Ms. Lisha Wines and Ms. Emma Hosier, Family Services Specialists, Mrs. Tomi Turner, Family Services Manager, Mrs. Dannielle Tosh, Benefit Programs Manager, Mr. Patrick Skelley, County Attorney, Ms. Tonda Wade, Administrative Services Manager and Mrs. Patricia McCauley, Assistant Director.

In the absence of Mr. Brandt, Ms. Ellis called this meeting to order.

Approval of Agenda:

After review of the Agenda, Mrs. Parker made motion, seconded by Ms. Carey and carried unanimously, to approve the Agenda for this meeting.

Public Comment:

There was no public comment at our meeting on this date.

Approval of Minutes:

After review, Mrs. Parker made motion, seconded by Mrs. Carey and carried unanimously, to approve the minutes from the August meeting as presented.

Board Chair Update:

There were no updates from the Board today.

Program Reports:

Mr. Crawford began the Program Reports with passing out a corrected Adult Services Report. He asked Mrs. Turner for her report on Services. Mrs. Turner pointed out the 88% in timeliness for July was at 92% last week which was better. She is still communicating with the State about what is incorrectly calculating and working towards a resolution. She went on to explain that, as a whole, Bedford began the process over a year ago with marks for improvement. The Agency worked hard and

moved to monitor and eventually got to maintain which is where we need to be. It took us 6 months and several communications to get there.

Mrs. Turner explained that she has discovered a Foster Care process when making referrals for placement that seemed to waste time. She has now asked Mr. Crawford to share with the League of Social Services Executives that there needs to be a universal form used for referrals to private placement agencies.

Next, Mrs. Tosh reviewed the PIMR Benefits Report with the Board. She, too, noted errors in the statistics of the Medicaid report and has been in contact with the State to find resolution. Mr. Crawford brought to the Board's attention that the next 3 months will be hard for the Benefits Staff as all renewals put on hold through the pandemic will be coming due. We are already seeing an increase in Intake due to reduction of the Federal assistance that has been provided as well as reapplication for those who were previously denied because of it.

Next, Mr. Crawford reviewed the Foster Care numbers and informed the Board we currently have 100 children in Care. The Agency has taken 5 children into care this month and was able to reunite 7; 3 of those went back home, 1 went to a relative, 1 was adopted, and 2 others aged out. Dr. Walton asked about how people could sign up or find out about mentoring services to help those who age out and have no one to help them. Mr. Crawford told him he could probably reach out through his church since they were signed up for the Care Portal.

#### Director's Update:

Mr. Crawford asked the supervisors to introduce their new staff to the Board. Mrs. Lisa Wade introduced Ms. Lisha Wines, new CPS Investigator in her unit and for Mrs. Alicia Tuck, introduced Ms. Emma Hosier, new for unit of Ongoing Prevention. The Board welcomed them to our staff.

#### Informational Items:

Mr. Crawford reviewed the Budget report with the Board. We are at 15% expended in Administration which is great. Mr. Crawford did bring to their attention the expenditure of clerical services which is increasing due to our increase of Child Protective Services complaints and the need to contract out for more dictation with Flex Dictate services. Dr. Walton asked about using their phones to record and Mr. Crawford told him we had thought that was a possibility but the State had said we could not use cell phones for any correspondence with clients due to security issues. Mr. Crawford then explained



our Public Assistance Budget is also doing well and CSA even looks under Budget at this time. The DV Budget looks a little over expended; however, Mrs. McCauley explained that this additional cost was due to their new phone systems that were installed which were coded to the FY 2021 Budget instead of last year's. She explained that there should be an adjustment made in October to reflect actual costs in the correct year.

Next, Mr. Crawford gave the Board our Vacancy Update. We have 2 positions vacant in Family Services, 4 in Benefits though they are still frozen, and 1 at DV. Mrs. Tosh is still serving as Supervisor of our Self Sufficiency Unit because that position is still vacant.

The next Information Item was an update on the CARES Act funding. Mr. Crawford told the Board the County had sent out a press release 2 weeks ago informing the citizens of this availability. Bedford Christian Ministries, Lake Christian Ministries and Agape are reporting as needed and interestingly enough, are not being bombarded with applications. The Town of Bedford and Bedford Regional Water Authority have also sent notices to residents that notify them of the possible help with payments. Mr. Crawford has contacted the Day Care centers to notify them of application for non-profit or business grants that might help them. They all seemed quite excited and were going to fill out paperwork to see if they were eligible.

Mr. Crawford also brought to the Board's attention the County's upcoming discussion regarding Hazard Pay for staff. There was some discussion as to who should or should not be included and Mr. Crawford told the Board he would keep them posted. Mrs. Parker also noted their discussion was by no means finalized yet, so she would take our concerns into consideration.

Next, Mr. Crawford reviewed his Annual Statistics which were included in Board Book. He explained to the Board that he gathers his own statistics, so sometimes they do not match what the State reports for Bedford later in the fall. He brought to their attention the fact that SNAP benefits are on the rise, due to the extra allotments that were given by the Federal government during this COVID crisis. He also noted that our Medicaid expenditures had risen to 10 million dollars in August, which is a record for Bedford County. Mr. Crawford also noted the TANF numbers are up, as are VIEW numbers, as well as Child Care.

Our Child Protective Services investigations were at 95 with 43 of those being founded. We had 364 family assessments, down some due to COVID. Our Adult Services had 620 investigations compared

to 771 a year ago; however, we are getting more APS complaints now than we are CPS. That number should increase too, due to our population, and before long Mr. Crawford expects to have to ask for more staff as they are becoming overwhelmed with the work in the Adult unit. Mr. Skelley pointed out to the Board that our Guardianships are through the roof. We need some suggestions as to how we can reach these people to help them make decisions before the government has to step in.

The next Informational Item was an Intern Program Presentation. Mrs. Denise Kennedy introduced our interns and told the Board, while all were not present today, the ones that were would give them a quick synopsis of their duties. She explained we had 16 interns last year who performed over 3,000 hours of work, and already this year, our 15 have done over 6,000 hours.

Ms. Hailey Hodges presented first and explained to the Board she has to complete 400 hours for her internship. She has taken part in Family Drug Docket and told a story about working with a lady in and out of Rehab and how well she was doing now. She was reluctant when given a new Safety Plan but has calmed and agreed to that as well. Ms. Hodges has done visits to homes and participated in other opportunities and needs as well. She is enjoying her time here and has learned quite a lot to help her engage and utilize many human service skills she needs for her future employment. Ms. Hodges also works Part Time at our DV Shelter and is appreciated by Ms. Davis as well for her good work there. She did also tell the Board that the APS worker she was helping has 38 current cases, most of which are involving SCAMS which Mr. Crawford told the Board was of growing concern in the County for those adults.

Ms. Shawniqua Napper presented next and told the Board she just started 2 weeks ago so didn't have any stories to share yet, but had been able to meet and engage with clients, Foster Care visitations, Drug Court, and APS Investigations. This week she did have opportunity to take a 5 hour ride with a Foster Child and really enjoyed it. She felt she had a full conversation with them before the ride was through and felt they had established a good relationship. She is looking forward to more opportunities to finish her internship.

Ms. Raven George was next with her presentation. She is a senior at Liberty University and told the Board she had wanted this internship for a long time. After arriving here, she feels Bedford DSS is the way to do it. She expressed her appreciation of having opportunities to do things with cases, not just copying, running errands, etc., which she had experienced elsewhere. She has done home visits, attended Court hearings, supervised visitations, visited schools and been to a detention center. She



ended by saying she would recommend an internship to anyone who could do so, and she has recommended Bedford DSS to all her friends to contact us if they need one.

Next, Ms. Karley Huddleston told the Board she will be graduating in December but her 4 short weeks has adequately prepared her for the field. She told the Board she would have never wanted to work with DSS, but her time with Bedford has certainly changed that. She has learned a lot about our OASIS system, has helped with required paperwork, and been able to attend our BARC Meeting. All things have helped her to learn and network, adequately getting prepared for resumes, working in the field, and she thanked Bedford for giving her more opportunities than other places do. She is excited to find out what the next 10 weeks will hold for her and thanked us for giving her this opportunity.

Mr. Crawford told our Board that our data would not look nearly as good as it does if we didn't have interns doing what they do. They fill in the gaps and have saved us thousands of dollars in overtime as well. Mrs. Turner told the Board that some interns that stay a year get 5 children to help build a relationship with that staff can't have weekly contact with due to workload. She complimented the interns we have now and thanked them for their services. Mr. Crawford also thanked Mrs. Denise Kennedy as she schedules, completes paperwork, etc. to keep this program going. Mrs. Kennedy also told the Board we have 2 traveling from Radford every day to be here. Mr. Crawford told the Board we are a certified stipend agency and Radford is aware of that and uses the opportunity to help their students and us as well. He stated they are a true blessing to us. Dr. Walton also expressed the Board's appreciation to them.

#### Action Items:

There were no Adoption Consents for Board today.

#### Closed Session:

There was one item in which to go into Closed Session for today involving a situation of a child placement of which we were aware. After returning from Closed Session back to Public Session, the Board unanimously passed the Resolution as set forth in the State Code Section 2.2-3712 of the Code of Virginia which is attached to the Board Minutes and states no other business was conducted in Closed Session other than that which the Board went into Closed Session to discuss.

#### Board Concerns:

There were no concerns brought to the Board's attention.



	September Totals	
Special Welfare	\$	8,474.71
Refunds	\$	5,134.90
Total	\$	13,609.61
Disbursements	\$	5,134.90

The September Report of Financial Assistance shows the following:

CONSOLIDATED

Aged	\$	3,558.00
Disabled	\$	7,393.00
Supportive Housing	\$	-0-
TANF	\$	42,832.80
TANF/UP	\$	1,089.00
TANF/Diversionsary	\$	Unavailable
TANF/UP Diversionsary	\$	Unavailable
TANF/FC/IV-E	\$	92,817.67
Subsidized Adoption	\$	97,705.09
Special Needs Adoption	\$	19,733.00
Purchased Services	\$	526.17
VIEW	\$	10,370.85
SNAPET	\$	1,830.15
Administration	\$	536,254.37
SNAP	\$	933,033.00
Medicaid-Average per month	\$	10,118,224.45
Child Care	\$	46,726.60

There being no further business to conduct, Mrs. Carey made motion, seconded by Mrs. Parker and carried unanimously, to adjourn this meeting at 10:50 a.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

MOTION: *Dr. Walton*

SECOND: *Rev. Carey*

MEETING DATE: *09/17/2020*

BEDFORD COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Bedford County Department of Social Services Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHERE AS, Section 2.2-3712 of the Code of Virginia requires a certification by the Bedford County Department of Social Services Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Bedford County Department of Social Services Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Bedford County Department of Social Services Board.

VOTE

AYES:

NAYS:

(For each nay vote, the substance of the departure from the requirements of the Act should be described)

ABSENT DURING VOTE:

ABSENT DURING MEETING:



Andrew L. Crawford, Director

Secretary of the Bedford County Department of Social Services Board

A	B	C	D	E	F	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD
CFSR Item	Name of Report - Data Field	Use Compliance View?	PIP Goal	State Goal (if Applicable)	Data Field	May	June	July	Average for Quarter 1	Overall Average								
1																		
2	1	Yes	87.5%		Percent Contact Timely	88%	93%	88%	0.852333	88%								
3	3,12,14	N/A	64.7%	>50%	Percent in Residence	99%	97%	97%	0.988667	99%								
4	3,14,15	Yes	64.7%		Percent Contact Made	98%	97%	99%	0.897	95%								
5	12,13	Yes	46.0%		Percent Current	87%	94%	92%	0.860333	87%								
6	3,13	Yes	56.2%	95%	Percent Contact Made	94%	98%	98%	0.967	95%								
7	14	N/A	64.7%	95%	Percent Contacts Made	96%	97%	98%	0.956333	96%								
8	13,15	Yes	42.0%		Percent All Contacts Made	31%	36%	45%	0.37	38%								
9	12,13	Yes	46.0%		Percent TLP Current	83%	84%	88%	0.869333	85%								
10	13	Yes	42.7%		Service Plan Timely	100%	90%	100%	0.474	62%								
11	13	Yes	42.7%		Percent Current	85%	98%	90%	0.56	73%								
12	3	N/A	56.2%		Referrals or Less	73%	94%	84%	0.784	81%								
13	2,3,13	N/A	77.9%		Percent within a Year of Last Removal Date	100%	100%	88%	0.488667	72%								
14	2	N/A	77.9%		Percent Complete	55%	70%	70%	0.340667	50%								
15	12	Yes	46.0%		Percent Visit Recorded	32%	32%	39%	0.502	47%								
16	6	N/A	48.0%		Percent within a Year of Last Removal Date	0%	50%	100%	0.166667	43%								
17	6	Yes	48.0%	86%	Percent Permanency	77%	78%	79%	0.762333	76%								
18	6	N/A	48.0%	75.20%	Percent within a Year of Last Removal Date	50%	59%	64%	0.726667	68%								
19	6	N/A	48.0%	45.70%	Percent 0 to 24 Months	29%	75%	29%	0.317333	30%								
20	5	N/A	75.1%		Percent 12 Months or Less	49%	47%	47%	0.54	54%								
21	4	N/A	79.3%	86%	Percent 2 Settings or Less	76%	78%	76%	0.711333	72%								
22	6	N/A	48.0%		Percent Adoption Non-Finalized, Ordered Pre-Adoptive, and Ordered Non-Adoptive	57%	53%	55%	0.882333	74%								

Not all showing. Have asked for guidance.

2 not current

1 completed safety only

working with state because a lot are actually done and in the system but not pulling over.













# Critical Outcomes Scorecard


Locality: Bedford County

Critical Outcomes Scorecard			
Transformation Outcomes	Performance		Performance Standard
Discharges to Permanency <i>[Jul, 2020]</i>	78.8%		↑ 86%
Congregate Care Placements <i>[Jul, 2020]</i>	19.5%		↓ 16%
Family-Based Placements <i>[Jul, 2020]</i>	80.5%		↑ 85%
Foster Care Out-of-Home Visits <i>[Jul, 2020]</i>	98.1%		↑ 95%
Foster Care Visits in Child's Residence <i>[Jul, 2020]</i>	97.3%		↑ 50%
CFSR Outcomes			
Discharge to Reunification Within 12 Months <i>[Jul, 2020]</i>	66.7%		↑ 75.2%
Reentries Within 12 Months <i>[Jul, 2020]</i>	12.5%		↓ 9.6%
Discharge to Adoption in 24 Months <i>[Jul, 2020]</i>	28.6%		↑ 45.75%
Setting Stability <i>[Jul, 2020]</i>	72.7%		↑ 86%
AFCARS-Approved Court Hearing Status <i>[Jul, 2020]</i>	89.7%		↑ 95%



<b>Safety Outcomes</b>			
 No Recurrence of Maltreatment <i>[Jul, 2020]</i>	98.5%		↑ 94.6%
 No Abuse While in Foster Care <i>[Jul, 2020]</i>	100.0%		↑ 99.68%
 CPS Ongoing Contacts Made <i>[Jul, 2020]</i>	100.0%		↑ 90%
 Referral Contacts Within Response Priority <i>[Jul, 2020]</i>	95.0%		↑ 90%

Version: 5.2

Extract Date: 09/06/2020 

VSSS Performance Indicators Monthly Report

Report Period Begin	Report Period End		Oct-19 Feb-20	Oct-19 Feb-20	Jul-20	Jul-20	Jun-20	Jul-20	Jul-20	Jul-20	Jul-20	Jul-20	
	Jul-20	Target:											
Statewide Data:													
F I L P S	Timeliness of Application Processing- Expedited SNAP Applications		97%	96.8%	97%	98.2%	97%	98.9%	97%	97%	97%	97%	
	Timeliness of Application Processing- Regular SNAP Applications		98.8%	98.8%	98.2%	98.2%	98.9%	98.9%	98.9%	98.9%	98.9%	98.9%	
	Timeliness of Application Processing- Combined Expedited and Regular Applications		99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	
	Quality Assurance Payment Error Rate		3.0%	10.6%	3.0%	10.6%	3.0%	10.6%	3.0%	10.6%	3.0%	10.6%	
	Quality Assurance Negative Action Error Rate		2.0%	40.7%	2.0%	40.7%	2.0%	40.7%	2.0%	40.7%	2.0%	40.7%	
Local Department		TANF Federal Work Participation Rate		LDSS Online Timeliness of Medication Application Processing		Cover Virginia Timeliness of Medication Application Processing		FEM Timeliness of Medication Application Processing		Medicaid Timeliness of Reviews		Number Of Overdue Medicaid Reviews	
009 Amherst	95.7%		100.0%	0.0%	0.0%	99.0%	96.4%	5.9%	94.9%	100.0%	95.0%	95.9%	185
011 Appomattox	88.2%		100.0%	NA	NA	96.4%	46.2%	46.2%	96.8%	90.9%	100.0%	95.3%	110
019 Bedford	96.1%		100.0%	0.0%	0.0%	98.8%	9.8%	9.8%	96.9%	95.2%	95.6%	95.4%	369
031 Campbell	90.2%		99.2%	0.0%	0.0%	97.0%	19.0%	19.0%	91.0%	93.3%	97.7%	97.8%	167
080 Lynchburg	100.0%		98.6%	5.5%	5.5%	98.9%	14.4%	14.4%	95.6%	93.5%	97.0%	95.5%	572

**Timeliness of Benefit Program  
SEPTEMBER 2020 as of 07/2020**

SNAP	Overdue	Reason
<b>Apps on SNAP Apptrack</b>	96.10%	2 overdue as reported on AppTrack. Applications appeared as non-expedite but at interview were discovered to be expedited. Error on worker due to not processed within 7 days.
<b>Interims</b>	0	
<b>Renewals</b>	0	
MEDICAID		
MEDICAID	Overdue	Reason
<b>Apps</b>	96.90%	Per report received from Mike Thies: 8 apps reported as not being procesed timely
		2 true are overdue - not worker error (1) received from CPU on day 45 had to allow 10 days for client to provide vr to determine spenddown elig. (2) LIS App- received on day 39 had to allow 10 days for client to provide verification.
		6 apps reported as overdue were not processed by Bedford - email sent to Mike Theis
<b>Renewals</b>	369	369 shoowing as overdue due to COVID - Med Renewals extended due to Public Health Emergency
TANF		
TANF	Overdue	Reason
<b>Apps</b>	0	
<b>Renewals</b>	0	
This report reflects numbers as of July 2020 to match with the current PIMR report in your board report book		



**SUMMARY REPORT FOR  
BENEFIT PROGRAMS  
SEPTEMBER  
2020**

APPLICATIONS FOR AUGUST 2020	TOTAL RECEIVED	APPROVED	2019 TOTAL
Temporary Assistance for Needy Families	32	6	47
Temporary Assistance for Needy Families/ Unemployed Parent	0	0	0
Supplemental Nutrition Assistance Program (SNAP)	242	126	194
Medicaid	342	133	437
Auxiliary Grants	2	1	0
<b>Total Applications:</b>	<b>618</b>	<b>266</b>	<b>678</b>

CASES UNDER CARE/ONGOING CASES	TOTAL CASES	TOTAL INDIVIDUALS	2019 TOTAL
Temporary Assistance for Needy Families	131	268	130
Temporary Assistance for Needy Families/ Unemployed Parent	3	9	3
Supplemental Nutrition Assistance Program (SNAP)	2654	5453	2338
Medicaid			
Disabled	2051	2115	2006
Aged, Blind	711	713	727
Families and Children	4174	5754	3683
Foster Care and Adoption	209	209	182
BCCPTA	7	7	7
Plan First	292	341	254
Expansion Medicaid MAGI	3540	3935	2240
Expansion DOC (Department of Corrections)	5	5	9
Unemployed Parent	232	320	180
<b>Total Medicaid Ongoing</b>	<b>11221</b>	<b>13399</b>	<b>9288</b>
Auxiliary Grants	17	17	23
<b>Total Cases Under Care:</b>	<b>14026</b>	<b>19146</b>	<b>11782</b>

EXPENDITURES	TOTAL	2019 TOTAL
Temporary Assistance for Needy Families (as of 07/31/20)	\$37,685.10	\$33,342.40
TANF - UP (as of 07/31/20)	\$1,089.00	\$1,602.00
TANF - Diversionary Expenses	\$0.00	Unavailable
Auxiliary Grants	\$9,815.00	\$13,084.00
Supplemental Nutrition Assistance Program (SNAP)	\$960,683.00	\$531,636.00
Medicaid Monthly Average	\$10,118,224.45	\$7,293,719.30

**SUMMARY REPORT FOR  
FRAUD  
SEPTEMBER 2020**

<b>REFERRALS FOR AUGUST 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Referrals Carried Over from the Prior Month	99	81
Referrals Not Included in AUGUST Report	0	0
Referrals Received in AUGUST	14	5
Completed Investigations in AUGUST	0	5
<b>Total Referrals/Investigations:</b>	<b>113</b>	<b>81</b>
<b>COLLECTIONS FOR AUGUST 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Temporary Assistance for Needy Families	\$0.00	\$112.00
Supplemental Nutrition Assistance Program (SNAP)	\$373.85	\$1,325.94
Medicaid	\$0.00	\$20.00
Fuel	\$0.00	\$0.00
Crisis	\$0.00	\$0.00
Cooling	\$0.00	\$0.00
Child Care	\$0.00	\$0.00
Custody	\$0.00	\$0.00
<b>Total:</b>	<b>\$373.85</b>	<b>\$1,457.94</b>
<b>COST SAVINGS FOR AUGUST 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
<i>Disqualifications</i>	\$0.00	\$0.00
<i>Ongoing</i>	\$0.00	\$1,536.00
<i>Investigations</i>	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$1,536.00</b>



**SUMMARY REPORT FOR  
FUEL/CRISIS/COOLING  
SEPTEMBER  
2020**

<b>APPLICATIONS FOR FUEL ASSISTANCE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Applications Received	0	1161
Applications Approved	0	1058
Applications Denied	0	103
Applications Pending	0	0
<b>APPLICATIONS FOR CRISIS 2020/21 SEASON</b>	<b>TOTAL</b>	<b>2019/2020 TOTAL</b>
Applications Received	0	332
Applications Approved	0	201
Applications Denied	0	131
Applications Pending	0	0
<b>APPLICATIONS FOR COOLING</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Applications Received	861	1,279
Applications Approved	681	1,044
Applications Denied	180	235
Applications Pending	0	0
<b>FINANCIAL STATUS FOR ENERGY ASSISTANCE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Encumbered for Fuel	\$0.00	\$454,750.33
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$0.00	\$453,199.27
Encumbered for Crisis	\$0.00	\$64,706.42
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$0.00	\$64,706.42
Encumbered for Cooling	\$200,629.92	\$163,619.04
Unpaid to Date	\$0.00	\$0.00
Paid to Date	\$200,929.92	\$163,619.04

**SUMMARY REPORT FOR  
SELF SUFFICIENCY PROGRAMS  
SEPTEMBER 2020**

<b>APPLICATIONS FOR AUGUST 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Child Care	16	22
VIEW	4	7
Total Applications:	20	29
<b>CASES UNDER CARE</b>		
<b>CASES UNDER CARE</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Child Care	71	67
Families Served	68	59
Children Served	94	95
VIEW	39	30
Employed Full Time	6	15
Employed Part Time	2	0
Sanctioned Cases	0	6
Job Search/Class	0	4
Pending	18	3
View Transitional Program (VTP)	3	2
Total Cases Under Care:	110	97
<b>EXPENDITURES</b>		
<b>EXPENDITURES</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
VIEW Working	\$5,571.00	\$6,776.00
VIEW Transitional	Unavailable	\$136.00
TANF Working	\$14,576.00	\$12,990.00
TANF Transitional	\$1,889.00	\$1,996.00
TANF Education/Training	\$1,012.00	\$822.00
Fee	\$25,243.00	\$29,478.00
Head Start Wrap-Around	\$0.00	\$0.00
VIEW Purchased	\$12,870.00	\$15,889.69
Total VIEW and Child Care Expenditures	\$61,161.85	\$68,087.69

**SUMMARY REPORT FOR  
TITLE IV-E AND CSA PROGRAMS  
SEPTEMBER 2020**

<b>APPLICATIONS</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Foster Care	4	4
Title IV-E Funding Approved	3	3
CSA Funding Approved	6	4
Withdrawn	0	0
Pending	3	3
<b>CASES UNDER CARE</b>		
	<b>TOTAL</b>	<b>2019 TOTAL</b>
Title IVE-E	44	35
CSA	48	53
Pending	3	0
Interstate Placement (Medicaid Only)	0	1
Total Cases Under Care:	95	89
<b>EXPENDITURES</b>		
	<b>TOTAL</b>	<b>2019 TOTAL</b>
Title IV-E Foster Care	\$100,383.11	\$52,070.52
CSA Foster Care	\$280,979.49	\$218,852.95
CSA Community Based Services	\$75,898.86	\$41,164.02
CSA Private Day Education	\$71,818.83	\$65,456.37
CSA Other Funded Services	\$66,291.88	\$110,456.88
Total Expenditures	\$595,372.17	\$488,000.74
<b>ADOPTION SUBSIDY/MEDICAID CASES</b>		
Federal	57	55
State	11	15
Interstate	35	35
Total Cases	103	105
<b>ADOPTION SUBSIDY EXPENDITURES</b>		
Federally Funded	\$99,378.83	\$94,772.51
State Funded	\$19,750.00	\$27,858.00
Total Expenditures	\$119,128.83	\$122,630.51



**SUMMARY REPORT FOR AUGUST 2020  
ADULT SERVICES PROGRAMS  
SEPTEMBER 2020**

<b>ADULT PROTECTIVE SERVICES (APS)</b>	<b>TOTAL</b>	<b>INVESTIGATIONS</b>	<b>COURTESY INVESTIGATIONS</b>	<b>PRISONER RE-ENTRY CASES</b>	
APS - VALID COMPLAINTS	54	53	0	1	
APS - INVALID COMPLAINTS	10				
<b>ADULT SERVICES</b>	<b>TOTAL</b>	<b>SCREENINGS</b>	<b>REASSESSMENTS</b>	<b>NEW COMPANION CASES</b>	<b>NEW 911 HIGH FREQUENCY</b>
	12	8	1	0	3
SCREENINGS NOT COMPLETED	9			<b>ON-GOING COMPANION CASES</b>	
				2	
<b>GUARDIANSHIP ORDERS</b>	<b>TOTAL</b>	<b>PRIOR ORDERS</b>	<b>CASES CLOSED</b>	<b>NEW ORDERS</b>	
	191	190	3	4	
<b>ON-GOING CASELOAD</b>	<b>TOTAL</b>				
	137				
<b>ON-GOING ADULT SERVICE CASES</b> (Case count included in above total)	31				
<b>EXPENDITURES</b>	<b>TOTAL</b>	<b>APS</b>	<b>COMPANION SERVICES</b>	<b>ADMINISTRATION</b>	
	\$1,369.59	\$471.94	\$897.65	\$0.00	
<b>COLLECTIONS</b>	<b>TOTAL</b>	<b>GUARDIANSHIP FEES</b>	<b>SCREENINGS</b>	<b>REASSESSMENTS</b>	
	\$203.50	\$70.00	\$108.50	\$25.00	

**SUMMARY REPORT FOR  
SERVICE INTAKE**

**September 2020**

	Requests	Funds Used	Funds Received
<b>ASSIST NOW ACCOUNT</b>			
Food	4	\$167.71	N/A
Shelter	0	0.00	N/A
Utilities	1	\$243.95	\$0.00
Shepherds Table	N/A	0.00	\$0.00
Easter Assistance	0	0.00	\$0.00
Back to School Supplies	0	0.00	\$0.00
Thanksgiving Assistance	0	0.00	\$0.00
Christmas Assistance	0	0.00	\$0.00
Shop With a Cop	0	0.00	\$0.00
Other	0	0.00	\$0.00
Donations	N/A	0.00	\$0.00
<b>INSTANT SERVICE ACCOUNT</b>			
Food	0	\$0.00	N/A
Shelter	0	\$0.00	N/A
Utilities	0	\$0.00	N/A
Other	0	\$0.00	N/A
Donations	N/A	N/A	\$0.00
<b>FEMA</b>			
Utilities	0	\$0.00	\$0.00
Rent	0	\$0.00	\$0.00
Other Food	0	\$0.00	\$0.00
<b>FUNERALS</b>			
Applications	1	\$600.00	\$0.00
<b>DOLLAR ENERGY/AEP</b>			
Applications	0	N/A	\$0.00
<b>INTAKE CALLS</b>			
Child Protective Services	70	N/A	N/A
Adult Protective Services	64	N/A	N/A
Nursing Home Screenings	18	N/A	N/A
Information & Referral Calls	345	N/A	N/A
Lions Club, Eye Glass Assistance	0 New apps. 1 Pending	\$0.00 0 Served	\$0.00
<i>Statistics from August 2020</i>			



**SUMMARY REPORT  
FOR PREVENTION SERVICES  
SEPTEMBER 2020**

Total Foster Care Diversion Placements	<b>67</b>			
<b>Prevention / Ongoing Services</b>				
New Prevention / Ongoing Cases	8			
New Truancy Referral This Month	2			
Closed Prevention / Ongoing Cases	14			
Total Active Prevention / Ongoing including Carry Over (now including all Truancy Prevention Cases)	<b>72</b>			
Truancy Cases that receive TANF	1			
Completed Family Partnership Meetings (FPM)	<b>24</b>			
Custody Home Studies- NEW	1			
Custody Home Studies- CLOSED	2			
Custody Home Studies- ACTIVE	2			
ICPC- NEW	0			
ICPC- ONGOING	0			
Home Study Funds Collected	\$100.00			
<b>STAUNTON RIVER ZONE PREVENTION</b>				
New	9			
Closed	10			
Ongoing	0			
Total Referrals Worked	<b>90</b>			
<b>LIBERTY ZONE PREVENTION</b>				
New	0			
Closed	0			
Ongoing	1			
Total Referrals Worked	<b>84</b>			
<i>Statistics from August 2020</i>				

**SUMMARY REPORT FOR  
CHILD PROTECTIVE SERVICES  
September 2020**

<b>CHILD PROTECTIVE SERVICES</b>	<b>TOTAL</b>	<b>INVESTIGATION</b>	<b>OUT OF FAMILY INVESTIGATION</b>	<b>FAMILY ASSESSMENT</b>
Child Protective Services - Valid	31	4	0	27
Child Protective Services - Invalid	30			
Other Locality (Transferred Out) - Valid	8			
Other Locality (Transferred Out) - Invalid	1			
<b>Total Complaints Taken by Service Intake</b>	<b>70</b>			
Courtesy for Sheriff's Department	1			
Courtesy for Town Police	0			
Courtesy CPS for Other Locality	3			
Prevention Assessment Completed by CPS	0			
<b>Total Open CPS Cases including Carryover</b>	<b>124</b>			

**SUMMARY REPORT FOR  
FOSTER CARE  
SEPTEMBER 2020**

<b>Cases for August 2020</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
<b>NEW CASES</b>	5	6
Cases Out of Custody -	7	1
Children Returned Home	3	1
Children Placed With Relative/Other	1	0
Children Adopted	1	0
Children Aged Out	2	0
<b>TOTAL CASES</b>	<b>100</b>	<b>88</b>
<b>PLACEMENT TYPES</b>	<b>TOTAL</b>	<b>2019 TOTAL</b>
Acute Psychiatric Hospital	1	0
Residential Facilities	6	13
Group Home	9	4
Therapeutic Foster Care Homes	31	33
Maintenance Foster Care Homes	23	23
Trial Home Place	9	4
Trial Relative Placements	3	4
Independent Living Arrangements	15	12
Detention/Shelter Care/Post Detention	1	0
AWOL	2	0
Adoption Placements	11	11
Adoption Subsidy Cases	66	69
Non Agency/Independent Adoption Cases (New)	0	0
Non Agency/Independent Adoption Cases (Pending)	0	0
DJJ Supervision (taken out of FC case count)	0	0
VEMATs Completed	13	18
ICPC Supervision Cases	0	0

**SUMMARY REPORT FOR DOMESTIC VIOLENCE PROGRAM  
SEPTEMBER 2020**

<b>SERVICES FOR AUGUST 2020</b>	<b>COUNTY</b>	<b>OTHER</b>	<b>TOTAL</b>
Hotline Calls	79	29	108
Walk In Clients	11		11
Advocacy Hours for Walk Ins	71.75		71.75
Families Receiving Other Client Services (Food, Clothing, Household Items)	21		21
Transports	105		105
Financial Assistance to 2 Clients	\$705.17		\$705.17
Advocacy Hours for Court Advocate	51.25		51.25
DV Family Abuse Protective Order Court Accompaniment	9		9
Victims Served by Court Advocate	19		19
Other Court Accompaniment	7		7
Adult Females in Shelter	4		4
Adult Males in Shelter	0		0
Child(ren) Females in Shelter	3		3
Child(ren) Males in Shelter	1		1
Family Units in Shelter	4		4
Total Nights in Shelter	193		193
Advocacy Hours for Shelter Advocates	176.5		176.5
Housing Advocacy Hours	7.5		7.5
Permanent Housing Outcome	0		0
Return to Abuser	1		1
Unknown	0		0
Community Education and Public Awareness	1		1
Shelter Requests Unable to Serve	0		0
Safety Planning for Victims	28		28
Information and Referrals	71		71
<b>DONATIONS</b>			
Cash Donations (Received by Coalition)	\$520.00		\$520.00
In Kind Donations	\$236.00		\$236.00
Volunteer Hours Value (\$27.00per hour; <b>14.75</b> hours)	\$398.00		\$398.00



# Agenda Item #16

## Board Calendars & Reminders

- January 11, 2021 – Worksession from 5:00 – 6:30 pm;  
Organizational/Regular meeting at 7:00 pm

