

August 29, 2018

Clarke County Board of Supervisors  
Regular Meeting  
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Wednesday, August 29, 2018.

#### Board Members

Present: Personnel Committee 9:30 am, August 29, David Weiss, Bev McKay; Absent: None

Present Finance Committee 10:00 am, August 29; David Weiss, Terri Catlett; Absent: None

No Afternoon Session Regular Meeting

Present Evening Session Regular Meeting: Mary L.C. Daniel – Berryville District; David S. Weiss – Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District; Bev B. McKay – White Post District

Absent Regular Meeting Evening Session: None

#### County Staff Present

David L. Ash, Steve DeHaven, Ryan Fincham, Cathy Kuehner, Brian Lichty, Brandon Stidham, Lora B. Walburn

#### Constitutional / State Offices / Other Agencies

Tony Roper, Brian Rosenberry

#### Press

Mickey Powell – Winchester Star; Bria Lloyd – WDVM

#### Others Present

Bill Genda, Juliana MacDowell

1) Call to Order

Chairman Weiss called the evening session to order at 6:30 p.m.

Supervisor Byrd asked the Board to consider staying with the adopted schedule whenever possible opining that changes are confusing and may disrupt other regularly scheduled activities.

2) Adoption of Agenda

Forward Consent Agenda immediately following public hearing.

Add Closed Session 2.2-3711-A3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

**Supervisor Daniel moved to adopt the agenda as modified. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

3) Citizens Comment Period

No persons addressed the Board.

4) PH 18-07 SUP-18-01/SP-18-01, Juliana MacDowell/Kentlands Foundation, Inc.

Ryan Fincham provided a PowerPoint presentation summarizing the proposed special use permit and site plan as set forth in his staff report.

Additional discussion / questions:

- Staff has concerns with the second bulleted item in draft condition #4, specifically, "Kentland Lane shall be maintained to provide a safe thoroughfare including portable speed bumps utilized near the residences on Kentland Lane during the event season." As in all matters involving private access easements, the maintenance of a private access easement is a private agreement between property owners. The enforcement of such a condition may be subjective as interpretations of how a private access easement is being

maintained may differ. The extent of the County review of private access easements should extend only to the connection of the private easement with the VDOT right of way that is reviewed by VDOT. Staff recommends striking this bulleted item in Condition #4.

- Road is privately owned by Kentland Foundation.
- Since 1990, Kentland Foundation has worked with its neighbors that use its private road.
- The County cannot enforce requirements on a private road.
- By consensus, the Supervisors moved to strike as recommended by staff.
- Cedar Hall Lane:
  - Homes on are tenant homes belonging to Kentland Foundation.
  - This lane is more difficult to maintain being a long, steep road.
- Submission Date for Events:
  - Events list for the calendar year is due by January 1.
  - By consensus, the Board moved to change from January 1 to January 15 as recommended by staff.
  - Mr. Fincham will draft the language.
- Well:
  - Per Fire and Emergency Medical Services Director Brian Lichty, water from the wells on the property would not be used for fire suppression.
  - There are three wells on the farm and two untapped wells for future use as needed.
- Dust control: Applicant working with neighbors.
- Condition No. 8 Noise: By consensus, the Supervisors changed the end time for amplified sound from 10 pm to 11 pm.

At 7:05 pm, Chairman Weiss opened the public hearing for public comment.

William Genda, 501 Glen Owen Lane, and owner of Historic Rosemont Manor, Berryville: Spoke in support of the application. Highlights include:

- Lives across the street from the Kentlands.
- Considers this a great use of the property and believes there are some limitations that should not be placed on the special use permit.
  - Would support expanding the 149-attendance limitation.
  - Suggested creation of a sliding scale based on property size.

- This use will not affect his property.
- Sixty events per year is the minimum for a facility to be economically viable.
- Would like to see more of the right type of businesses coming into the county, businesses that would not impact the schools.
- Might wish to consider an alternate outlet for traffic such as Parshall Road, which would allow vehicles to turn either right or left.
- Wants to see competition come into county.

At 7:09 pm, Chairman Weiss closed the public comment portion of the public hearing

Supervisor Catlett expressed interest in Mr. Genda’s comment about use of Parshall Road.

The Supervisors discussed various topics including time limits for amplified sound, fireworks, speed bumps, etc. The Supervisors noted that the special use permit application was the first of its kind in Clarke.

**Supervisor Daniel moved to approve Special Use Permit SUP-18-01, The Kentland Foundation, Inc., subject to the list of conditions recommended by Staff, and modified as follows:**

- ✓ **Modify Condition No. 4 remove second bullet point;**
- ✓ **Change end time for amplified sound from 10 pm to 11 pm;**
- ✓ **Change due date from January 1 to January 15.**

**The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

**Supervisor Daniel Move to approve Site Plan SP-18-01, The Kentland Foundation, Inc., as recommended by Staff. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

5) Request for Meeting between Berryville Town Council and Board of Supervisors to Discuss Jack Enders Boulevard

David Ash summarized the request presented to him by Town Manager, Keith Dalton, on behalf of Berryville Town Council. Highlights of the Boards discussion include:

- Traffic study:
  - Many questions cannot be answered until after the study is completed.
  - How to proceed is a difficult, long-held problem that will be difficult to solve.
  - Study will help determine where to locate the railroad crossing.
  - The study is a joint project and a shared cost
  - Estimated cost of the study is \$45,000 to \$50,000.
  - Clarke set aside \$25,000 for the traffic study.
  - Town of Berryville has not budgeted funds to conduct the traffic study.

Following discussion, by consensus, the Board directed staff to communicate its desire to complete the traffic study to Keith Dalton, Berryville Town Manager.

Further, it directed County staff to work with Town staff to create a scope and bring the items back to the public body for review.

6) Review PD-121101-09 Rules of Procedure Revision 13

Amend and retitle Section 1-12. Electronic Participation in Meetings from Remote Locations to "Section 1-12 Meetings held through electronic communication means" as set forth in § 2.2-3708.2. Code of Virginia Sections §2.2-3708 and §2.2-3708.1 repealed by Acts 2018.

David Ash briefly summarized the changes to the Code of Virginia necessitating the proposed change to the Board Rules of Procedure.

**Supervisor Catlett moved to approve Revision 13 as amended in accordance with 2018 Code of Virginia amendments. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

7) Approval of Minutes

**Supervisor Catlett moved to approve the minutes for July 17, 2018, as presented. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

8) Consent Agenda

A. 2018-10R Resolution of Appreciation Angie Jones

RESOLUTION IN APPRECIATION OF SERVICE

Angie W. Jones  
August 2018

**WHEREAS**, Angie W. Jones began her career as Director of Clarke County Social Services on July 1, 1988, leading social workers and eligibility workers for 30 years as they provided essential services to residents of Clarke County; and

**WHEREAS**, Angie has been a leader in the community and an advocate for residents who need help providing food and medical care for their families; and

**WHEREAS**, she was instrumental in spearheading the monthly U.S.D.A. food distribution in Clarke County and was an integral member of the Community Service Committee that works to help those in the county who are less fortunate; and

**WHEREAS**, she worked closely with adult protection social workers and child protection social workers throughout her career to ensure safe living environments for these vulnerable populations; and

**WHEREAS**, Angie has routinely worked with the Clarke County Sheriff's Office, the Berryville Police Department and the Clarke County court system to resolve issues involving families in distress.

**NOW, THEREFORE BE IT RESOLVED**, the Clarke County Board of Supervisors does hereby issue this resolution in appreciation of long-time county employee Angie W. Jones on the occasion of her well-deserved retirement.

**IN WITNESS THEREOF**, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 29th day of August 2018.

Attest: David Weiss, Chair 2018-10R

B. 2018-11R Resolution of Appreciation Steven DeHaven

RESOLUTION IN APPRECIATION OF SERVICE

Steven A. DeHaven

August 2018

**WHEREAS**, Steven A. DeHaven joined the Clarke County Fire, EMS and Emergency Management department in February 2004 as a firefighter, medic and fire instructor; and

**WHEREAS**, Steve has provided exemplary and compassionate service to the county for 14 years; and

**WHEREAS**, he is a lifelong learner who continually hones his professional skills, particularly those related to advanced life support; and

**WHEREAS**, Steve is known as the person who teaches younger coworkers how they should handle themselves while on duty, and he is always willing to help anyone improve their firefighting, emergency medical services, and life skills; and

**WHEREAS**, Steve has assisted the John H. Enders Volunteer Fire and Rescue Company with many construction projects around the station — from installing kitchen cabinets to building walls to creating the dining table with the Enders logo — in order to help keep department costs low; and

**WHEREAS**, he has assisted with Enders Volunteer Fire and Rescue Company fundraising efforts on his time off and often without being asked;

**NOW, THEREFORE BE IT RESOLVED**, the Clarke County Board of Supervisors does hereby issue this resolution in appreciation of long-time county employee Steven A. DeHaven on the occasion of his well-deserved retirement.

**IN WITNESS THEREOF**, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 29th day of August 2018.

Attest: \_\_\_\_\_  
David Weiss, Chair 2018-11R

C. Lord Fairfax Health District Locality Agreement FY2019 – Modified

**AGREEMENT BETWEEN THE VIRGINIA DEPARTMENT OF HEALTH AND THE CLARKE COUNTY BOARD OF SUPERVISORS FOR FUNDING AND SERVICES OF THE CLARKE COUNTY HEALTH DEPARTMENT**

This agreement ("Agreement") for the services to be provided by the Clarke County Health Department and the funding therefore is by and between the Virginia Department of Health ("VDH") and the Clarke County Board of Supervisors (collectively "the Parties").

The Agreement is created in satisfaction of the requirements of § 32.1-31 of the Code of Virginia (1950), as amended, in order to operate the Clarke County Health Department under the terms of this Agreement.

NOW, THEREFORE, in consideration of the covenants and agreements in this Agreement, the sufficiency of which is acknowledged, the Parties agree as follows.

§ 1. VDH, over the course of one fiscal year, will pay an amount not to exceed \$276,461, from the state general fund to support the cooperative budget in accordance with, and dependent upon, appropriations by the General Assembly, and in like time frame, the Board of Supervisors of Clarke County will provide by appropriation and in equal quarterly payments a sum of \$181,362.00 local matching funds and \$10,000.00 one-hundred percent local funds for a total of \$191,362.00 local funds for this fiscal year.

In addition, the Board of Supervisors has approved the Clarke County Health Department to carry forward \$0.00 in local matching funds for a total of \$0.00 matching funds and an additional \$0.00 in one-hundred percent local funds from the prior fiscal year closing locality balance.

These joint funds will be distributed in timely installments, as services are rendered in the operation of the Clarke County Health Department, which shall perform public health services in Clarke County as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

§ 2. The term of the agreement begins July 1, 2018. This Agreement will be automatically extended on a state fiscal year to year renewal basis under the existing terms and conditions of the Agreement unless timely written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective.

§ 3. The Commonwealth of Virginia ("Commonwealth") and VDH shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.

A. The responsibility of the Commonwealth and VDH to provide liability insurance coverage shall be limited to and governed by the Commonwealth of Virginia Public Liability Risk Management Plan, established under § 2.2-1837 of the Code of Virginia (1950), as amended. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code of Virginia (1950), as amended, or under a policy procured by the locality.

B. The Commonwealth and VDH will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Commonwealth of Virginia Public Liability Risk Management Plan.

C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia (1950), as amended, when performed by a state employee, are herewith expressly exempted from any requirements of legal



defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Commonwealth of Virginia Public Liability Risk Management Plan, the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia Public Liability Risk Management Plan, the legal representation of said employee by the city or county attorney, and, the Board of Supervisors of Clarke County hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.

D. In no event shall the Commonwealth or VDH be responsible for providing legal defense or insurance coverage for local government employees.

§ 4. Title to equipment purchased with funds appropriated by the local government and transferred to the Commonwealth, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.

§ 5. This Agreement may only be amended or otherwise modified by an instrument in writing signed by the Parties.

Approved as to form by the Office of the Attorney General on July 23, 2018 Attachments: Local Government Agreement, Attachment A(1.)  
Local Government Agreement, Attachment A(2.)

CLARKE COUNTY LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT ([32.1-11](#))

For Each Service Provided, Check Block for Highest Income Level Served			
COLLABORATIVE COMMUNITY HEALTH IMPROVEMENT PROCESS	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Assure that ongoing collaborative community health assessment and strategic health improvement planning processes are established. To include public health, health care systems and community partners. As provided for in §32.1-122.03 Code Link-32.1-122.03; State Health Plan Link Virginia Plan for Well-Being 2016-2020			X
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Immunization of patients against certain diseases, including			X

Childhood Immunizations As provided for in 32.1-46 Code Link-32.1-46			
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link-32.1-57			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links-32.1-35, 32.1-39, 32.1-43			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links-32.1-36, 32.1-36.1,32.1-39			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links-32.1-49, 32.1-50, 32.1-50.1			X
FAMILY PLANING SERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 42 U.S.C 300 et seq., and 42 CFR Part 59		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 42 U.S.C. 300 et seq., and 42 CFR Part 59		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS INCOME LEVEL A  
IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT (32.1-11)

CHILD HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links-32.1-77, 32.1-89, 32.1-90			
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links-32.1-65, 32.1-67, 32.1-68			
Well child care up to age 19 Board of Health Code Link-32.1-77			X
WIC : Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link42 U.S.C. § 1786; 7 C.F.R. Part 26		X	
EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link-32.1-11			X
Blood lead level testing Code Link-32.1-46.1, 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link-32.1-11, 32.1-11.3,			X
Community Education Code Link-32.1-11, 32.1-23			X
Pre-school Physicals for school entry Code Link-22.1-270			X
Services for Children with Special health care needs Title V, Social Security Act Code Link-32.1-77			X

Child restraints in motor vehicles Code Link-46.2-1095, 46.2-1097		X	
Babycare, Child: DMAS MOA		X	
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk women, Title V, Social Security Act Code Link-32.1-77		X	
Babycare, Maternal: DMAS MOA		X	
WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link 42 U.S.C §1786 and 7CFR Part 26		X	

The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies and VDH policies. Data regarding the below services shall be entered in, or exported to, the statewide environmental health database for all available data fields. Local health department staff shall be responsible for responding to all complaints, constituent responses, media inquiries, and Freedom of Information Act request related to the following services.	
Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39	X
Marinas: Pursuant to § 32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246	
Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.). Code Links-32.1 Chapter 6 Article 6	X
Milk: Pursuant to §§ 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health departments are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links- 3.2-5206, 3.2-5208	
Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health departments are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems serving individual family dwellings with flows less than or equal to 1,000 gallons per day on a monthly average. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Sewage Treatment Regulations for Individual Family Dwellings (12VAC5-640-10 et seq.). Code Link-32.1-164	X
Onsite sewage systems: Pursuant to § 32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for	X

<p>reviewing and processing site evaluations and designs of onsite sewage systems in accordance with applicable state regulations and may perform such evaluations and designs as allowed. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are responsible for assuring that onsite sewage systems are inspected at time of construction for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.; “SHDR”) and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.; “AOSS Regulations”); local health department staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	
<p><b>Rabies:</b> Pursuant to § 3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	X
<p><b>Restaurants/eating establishments:</b> Pursuant to § 35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	X
<p><b>Hotels/Motels:</b> In accordance with § 35.1-13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p>	X
<p><b>Wells:</b> Pursuant to § 32.1-176.4, and the resulting authority provided by the Board, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations. (12VAC5-630-10 et seq.) Code Link-32.1-176.4</p>	X
<p><b>Homes for adults:</b> The local health department, at the request of the Department of Social Services (DSS), will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	X
<p><b>Juvenile Justice Institutions:</b> Pursuant to § 35.1-23 of the Code of Virginia and the agency’s memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-35.1-23</p>	X
<p><b>Jail inspections:</b> Pursuant to § 53.1-68 of the Code of Virginia and the agency’s memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. CodeLink-53.1-68</p>	X
<p><b>Daycare centers:</b> At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety</p>	X

operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))	
<b>Radon</b> Pursuant to § 32.1-229, local health department may assist VDH Central Office with Radon testing and analysis. Code Link- <a href="#">32.1-229</a> .	X
<b>Summer camps/ Campgrounds:</b> Pursuant to §§ 35.1-16 and 35.1-17 of the Code of Virginia and the corresponding regulations, local health departments are responsible for issuing, denying, and revoking permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations Governing Campgrounds (12VAC5-450-10 et seq.). Code Links- <a href="#">35.1-16</a> , <a href="#">35.1-17</a>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
OTHER PUBLIC HEALTH SERVICES  
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

The following services performed in accordance with the provisions of the Code of Virginia, the regulations of the Board of Health and/or the policies and procedures of the State Department of Health	
Pre-Admission Screenings (PAS) DMAS MOA Code Link- <a href="#">32.1-330</a>	X
Comprehensive Services Act Community Policy and Management Teams (CPMT) 2.2-5201-2.2-5211 Code Link- <a href="#">2.2-5201</a> , <a href="#">2.2-5211</a>	X
Interagency Coordinating Council (Infants/Toddlers) Early Intervention Services. Code Link- <a href="#">2.2-5305</a> , <a href="#">2.2-5306</a>	
Vital Records Code Link- <a href="#">32.1-254</a> , <a href="#">32.1-255</a> , <a href="#">32.1-272</a>	X
Immunizations for maternity and post-partum patients Code Link- <a href="#">32.1-11</a> , <a href="#">32.1-325</a> , <a href="#">54.1-3408</a> .	X
AIDS Drug Assistance Program (ADAP) Code Link- <a href="#">32.1-11</a> ,	X
Emergency Preparedness and Response Code Link- <a href="#">32.1-42</a> , <a href="#">32.1-43</a> , <a href="#">32.1-229</a> ,	X
HIV Counseling, Testing and Referral Code Link- <a href="#">32.1-37.2</a>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check	Income Block for Highest	Income Level	and
		Serve	
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All
Foreign Travel Immunizations			X
Other:			
CHILD HEALTH SERVICES			
Disabled disability Waiver Screenings DMAS MOA Code Link-32.1-330Other:			X
Other: Community Education			X
MATERNAL HEALTH SERVICES	Income A	Defined by	All

	only	Federal Regulations	
Other: Community Education			X
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All
Nutrition Education		X	
Preventive Health Services		X	
Pre-Conception Health Care		X	
Other: Community Education			X
MEDICAL SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
Community Education			X
Pharmacy services-Alternate Drug Delivery Site			X
Hypertension screening, referral, and counseling			X
er			

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
**OPTIONAL PUBLIC HEALTH SERVICES**

For Each Service Provided, Check Block for Highest Income Level Served

SPECIALTY CLINIC SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
N/A			
DENTAL HEALTH SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
N/A			

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
PUBLIC HEALTH ENVIRONMENTAL SERVICES PROVIDED  
UNDER LOCAL ORDINANCE OR CONTRACT

Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department	Place an X in this column if service is provided for locality	Local ordinance code cite	Provide a brief description of local ordinance requirements
Water supply sanitation-Inspection of Water Supplies. Code Link- 15.2-2144 on local regulation	X		
Other Environmental – identify services below			
General Environmental	X	Chapter 61,124,137	Animals, Nuisances, and Property Maintenance – Investigate Complaints

Housing - BOCA & local building codes	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Insect control	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Rodent Control	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Solid Waste	X	Chapter 137	Property Maintenance-Investigate Complaints
Weeds	X	Chapter 137	Property Maintenance-Investigate Complaints
Building Permit Walkover	X	Chapter 143 / Code of VA 32.1-165	Safe, Adequate, and Proper Review per Code
Local Septic Ordinance	X	Chapter 143	Determination of adequate site requirements and proper documentation per Ordinance
Local Well ordinance	X	Chapter 184	Determination of adequate site requirements and proper documentation per Ordinance

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)  
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES  
PUBLIC HEALTH SERVICES PROVIDED UNDER  
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS  
OPTIONAL PUBLIC HEALTH MEDICAL SERVICES

For Each Service Provided, Check Block	ck for Highest	Income Level Ser	ved
Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department. <b>(identify services below)</b>	Income A only	Local ordinance code cite, or contract number	All
Please see attachment Addendum 043_FY19A			X

Addendum 043\_FY19A Clarke County

The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 to delineate current County and State Environmental Health service needs as well as project future needs.

The Lord Fairfax Health District will staff the Board of Septic and Well Appeals with an assigned staff person as well as a back-up staff person. Clarke County Government will communicate directly with assigned health department staff and the Environmental Health Supervisor as to meeting requirements. The county will provide annual feedback to the Environmental Health Supervisor concerning the quality of assistance received.

Clarke County government will provide training to both Environmental Health Specialists Senior and the Clarke County Environmental Health Supervisor in the use of GPS technology to document the location of private onsite septic drain fields and wells and proper interface with the County's GIS mapping system. Once training is completed, the Health District will provide use of at least one GPS unit to the Clarke County Environmental Health staff. Staff will include documentation of private onsite septic drain field and well locations in all future permitting activities, recording this data in the State's VENIS database and also sharing this data with Clarke County government. In addition, staff will collect this data, as time allows, on existing wells and drain fields – for instance, when investigating environmental health complaints that involve either wells or private onsite septic drain fields.

Clarke County Health Department will distribute Clarke County government's environmental health educational brochures and written materials to customers and clients. Clarke County government will provide training and information concerning their local environmental initiatives to all health department support and environmental health staff so that staff will be able to support the county's needs in this area.

The Lord Fairfax Health District will develop and implement a strategy to increase the sharing of desired data with Clarke County government. It will include promoting the provision of GW-2 forms.

The Lord Fairfax Health District and Clarke County will complete an assessment of duties and services desired in Environmental Health no later than May 1 Yearly. This assessment will be used to evaluate current Environmental Health and Support staffing levels.

1. The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 Yearly to delineate current County and State Environmental Health service needs as well as project future needs.
2. Complete a staffing level evaluation for Environmental Health and Support (clerical) staff by May 1, Yearly.
3. Add GPS coordinates to future well and private onsite sewage disposal system VENIS records and share with county.
4. Distribute requested County materials to customers.
5. Staff the Board of Septic and Well Appeals with a primary and back-up staffer.
6. Develop a strategy to provide requested data to the County routinely.

**D. FY2019 Northwestern Community Services Performance Contract**

# Memorandum

**To:** County Administrators/City Manager   
**From:** Michael F. Elwell, Chief Executive Officer   
**Re:** Review of NWCS' Fiscal Year 2019 Performance Contract  
**Date:** July 12, 2018

In accordance with State requirements, each locality is asked to review and endorse their area CSB's Performance Contract. Therefore, I am providing pertinent information from that document for your review as submitted to the Virginia Department of Behavioral Health and Developmental Services.

This document reflects allocated Federal, State and local funds, and other reimbursements to be received in order to carry out the work of our Board of Directors for FY 2019. Please note that these amounts are subject to change.

I am requesting that this be presented to your respective Board/Council for endorsement. **Please complete the bottom portion of this memo and return it to my office by September 26, 2018.**

If you have any specific questions, please do not hesitate to call.

Attachment

pc: Ms. Katie Russell, Chief Financial Officer  
File

-----  
The Board of Supervisors/City Council of \_\_\_\_\_ reviewed and endorsed  
Northwestern CSB's FY 2019 Performance Contract at its \_\_\_\_\_ meeting.

\_\_\_\_\_  
County Administrator/City Manager



FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Northwestern Community Services

Consolidated Budget (Pages AF-3 through AF-9)				
Funding Sources	Mental Health (MH) Services	Developmental (DV) Services	Substance Use Disorder (SUD) Services	TOTAL
State Funds	5,526,056	165,120	1,330,138	7,021,314
Local Matching Funds	234,028	44,864	1,062,258	1,341,150
Total Fees	3,877,386	2,063,179	867,302	6,807,867
Transfer Fees In/(Out)	0	0	0	0
Federal Funds	57,993	0	732,613	790,606
Other Funds	127,540	0	0	127,540
State Retained Earnings	0	0	0	0
Federal Retained Earnings	0		0	0
Other Retained Earnings	0	0	0	0
<b>Subtotal Ongoing Funds</b>	<b>9,823,003</b>	<b>2,273,163</b>	<b>3,992,311</b>	<b>16,088,477</b>
State Funds One-Time	0		0	0
Federal Funds One-Time	0		0	0
<b>Subtotal One -Time Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ALL FUNDS</b>	<b>9,823,003</b>	<b>2,273,163</b>	<b>3,992,311</b>	<b>16,088,477</b>
<b>Cost for MH/DV/SUD Services</b>	<b>8,083,231</b>	<b>2,273,163</b>	<b>2,831,151</b>	<b>13,187,545</b>
<b>Cost for Emergency Services (AP-4)</b>				<b>2,231,343</b>
<b>Cost for Ancillary Services (AP-4)</b>				<b>624,099</b>
<b>Total Cost for Services</b>				<b>16,042,987</b>

  

Local Match Computation		CSB Administrative Percentage	
Total State Funds	7,021,314	Administrative Expenses	1,999,657
Total Local Matching Funds	1,341,150	Total Cost for Services	16,042,987
Total State and Local Funds	8,362,464	Admin / Total Expenses	12.46%
Total Local Match % (Local / Total State + Local)	16.04%		

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Mental Health (MH) Services  
Northwestern Community Services

Funding Sources	Funds
<u>FEES</u>	
MH Medicaid Fees	3,877,386
MH Fees: Other	0
Total MH Fees	3,877,386
MH Transfer Fees In/(Out)	0
MH Net Fees	3,877,386
<u>FEDERAL FUNDS</u>	
MH FBG SED Child & Adolescent (93.958)	41,467
MH FBG Young Adult SMI (93.958)	0
MH FBG SMI (93.958)	16,526
MH FBG SMI PACT (93.958)	0
MH FBG SMI SWVBH Board (93.958)	0
Total MH FBG SMI Funds	16,526
MH FBG Geriatrics (93.958)	0
MH FBG Peer Services (93.958)	0
Total MH FBG Adult Funds	16,526
MH Federal PATH (93.150)	0
MH Federal CABHI (93.243)	0
MH Federal Pre-Trial Diversion Initiative (16.745)	0
MH Other Federal - DBHDS	0
MH Other Federal - CSB	0
Total MH Federal Funds	57,993
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
MH Acute Care (Fiscal Agent)	0
MH Acute Care Transfer In/(Out)	0
Total MH Net Acute Care - Restricted	0
MH Regional DAP (Fiscal Agent)	0
MH Regional DAP Transfer In/(Out)	1,035,042
Total MH Net Regional DAP - Restricted	1,035,042
MH Regional Residential DAP - Restricted	0
MH Crisis Stabilization (Fiscal Agent)	0
MH Crisis Stabilization - Transfer In/(Out)	0
Total Net MH Crisis Stabilization - Restricted	0
MH Transfers from DBHDS Facilities (Fiscal Agent)	0
MH Transfers from DBHDS Facilities - Transfer In/(Out)	0
Total Net MH Transfers from DBHDS Facilities	0

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Mental Health (MH) Services  
Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
MH Recovery (Fiscal Agent)	0
MH Other Merged Regional Funds (Fiscal Agent)	950,857
MH Total Regional Transfer In/(Out)	<u>0</u>
Total MH Net Unrestricted Regional State Funds	950,857
Total MH Net Regional State Funds	1,985,899
<u>Children State Funds</u>	
MH Child & Adolescent Services Initiative	113,382
MH Children's Outpatient Services	<u>75,000</u>
Total MH Restricted Children's Funds	188,382
MH State Children's Services	25,000
MH Juvenile Detention	65,880
MH Demo Proj-System of Care (Child)	<u>0</u>
Total MH Unrestricted Children's Funds	90,880
MH Crisis Response & Child Psychiatry (Fiscal Agent)	0
MH Crisis Response & Child Psychiatry Transfer In/(Out)	<u>0</u>
Total MH Net Restricted Crisis Response & Child Psychiatry	0
Total State MH Children's Funds (Restricted for Children)	279,262
<u>Other State Funds</u>	
MH Law Reform	331,492
MH Pharmacy - Medication Supports	274,679
MH Jail Diversion Services	0
MH Assisted Living Facility Support	0
MH Docket Pilot JMHCP Match	0
MH Adult Outpatient Competency Restoration Services	0
MH CIT-Assessment Sites	0
MH Expand Telepsychiatry Capacity	14,000
MH Young Adult SMI	0
MH PACT	850,000
MH PACT - Forensic Enhancement	0
MH Gero-Psychiatric Services	0
MH Permanent Supportive Housing	0
MH STEP-VA	270,000
MH Expanded Community Capacity (Fiscal Agent)	0
MH Expanded Community Capacity Transfer In/(Out)	<u>0</u>
Total MH Net Expanded Community Capacity	0
MH First Aid and Suicide Prevention (Fiscal Agent)	0
MH First Aid and Suicide Prevention Transfer In/(Out)	<u>0</u>
Total MH Net First Aid and Suicide Prevention	0
Total MH Restricted Other State Funds	1,740,171

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Mental Health (MH) Services  
Northwestern Community Services

Funding Sources	Funds
MH State Funds	1,520,724
MH State Regional Deaf Services	0
MH State NGRI Funds	0
MH Geriatrics Services	<u>0</u>
Total MH Unrestricted Other State Funds	1,520,724
Total MH Other State Funds	3,260,895
TOTAL MH STATE FUNDS	5,526,056
<u>OTHER FUNDS</u>	
MH Other Funds	127,540
MH Federal Retained Earnings	0
MH State Retained Earnings	0
MH State Retained Earnings - Regional Programs	0
MH Other Retained Earnings	<u>0</u>
Total MH Other Funds	127,540
<u>LOCAL MATCHING FUNDS</u>	
MH Local Government Appropriations	234,028
MH Philanthropic Cash Contributions	0
MH In-Kind Contributions	0
MH Local Interest Revenue	<u>0</u>
Total MH Local Matching Funds	234,028
Total MH Funds	9,823,003
<u>MH ONE TIME FUNDS</u>	
MH FBG SMI (93.958)	0
MH FBG SED Child & Adolescent (93.958)	0
MH FBG Peer Services (93.958)	0
MH State Funds	<u>0</u>
Total One Time MH Funds	0
Total MH All Funds	9,823,003

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Developmental Services (DV)  
Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
<u>FEES</u>	
DV Medicaid DD Waiver Fees	0
DV Other Medicaid Fees	0
DV Medicaid ICF/IDD Fees	2,063,179
DV Fees: Other	0
Total DV Fees	2,063,179
DV Transfer Fees In/(Out)	0
DV NET FEES	2,063,179
<u>FEDERAL FUNDS</u>	
DV Other Federal - DBHDS	0
DV Other Federal - CSB	0
Total DV Federal Funds	0
<u>STATE FUNDS</u>	
DV State Funds	165,120
DV OBRA Funds	0
Total DV Unrestricted State Funds	165,120
DV Rental Subsidies	0
DV Guardianship Funding	0
DV Crisis Stabilization (Fiscal Agent)	0
DV Crisis Stabilization Transfer In(Out)	0
DV Net Crisis Stabilization	0
DV Crisis Stabilization-Children (Fiscal Agent)	0
DV Crisis Stabilization-Children Transfer In(Out)	0
DV Net Crisis Stabilization - Children	0
DV Transfers from DBHDS Facilities (Fiscal Agent)	0
DV Transfers from DBHDS Facilities - Transfer In/(Out)	0
Total Net DV Transfers from DBHDS Facilities	0
Total DV Restricted State Funds	0
Total DV State Funds	165,120
<u>OTHER FUNDS</u>	
DV Workshop Sales	0
DV Other Funds	0
DV State Retained Earnings	0
DV State Retained Earnings-Regional Programs	0
DV Other Retained Earnings	0
Total DV Other Funds	0

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Developmental Services (DV)

Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
<u>LOCAL MATCHING FUNDS</u>	
DV Local Government Appropriations	44,864
DV Philanthropic Cash Contributions	0
DV In-Kind Contributions	0
DV Local Interest Revenue	0
Total DV Local Matching Funds	44,864
<b>Total DV All Funds</b>	<b>2,273,163</b>

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Substance Use Disorder (SUD) Services

Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
<u>FEES</u>	
SUD Medicaid Fees	409,875
SUD Fees: Other	457,427
Total SUD Fees	867,302
SUD Transfer Fees In/(Out)	0
SUD NET FEES	867,302
<u>FEDERAL FUNDS</u>	
SUD FBG Alcohol/Drug Treatment (93.959)	400,532
SUD FBG SARPOS (93.959)	92,780
SUD FBG Jail Services (93.959)	0
SUD FBG Co-Occurring (93.959)	9,643
SUD FBG New Directions (93.959)	0
SUD FBG Recovery (93.959)	0
SUD FBG MAT - Medically Assisted Treatment (93.959)	0
Total SUD FBG Alcohol/Drug Treatment Funds	502,955
SUD FBG Women (Includes LINK at 6 CSBs) (93.959)	78,127
SUD FBG Prevention-Women (LINK) (93.959)	0
Total SUD FBG Women Funds	78,127
SUD FBG Prevention (93.959)	151,531
SUD FBG Prev-Family Wellness (93.959)	0
Total SUD FBG Prevention Funds	151,531
SUD Federal VA Project LINK/PPW (93.243)	0
SUD Federal CABHI (93.243)	0
SUD Federal Strategic Prevention (93.243)	0
SUD Federal YSAT - Implementation (93.243)	0
SUD Federal OPT-R - Prevention (93.788)	0
SUD Federal OPT-R - Treatment (93.788)	0
SUD Federal OPT-R - Recovery (93.788)	0
Total SUD Federal OPT-R Funds (93.788)	0
SUD Other Federal - DBHDS	0
SUD Other Federal - CSB	0
TOTAL SUD FEDERAL FUNDS	732,613
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
SUD Facility Reinvestment (Fiscal Agent)	0
SUD Facility Reinvestment Transfer In/(Out)	0
Total SUD Net Facility Reinvestment	0
SUD Transfers from DBHDS Facilities (Fiscal Agent)	0
SUD Transfers from DBHDS Facilities - Transfer In/(Out)	0
Total Net SUD Transfers from DBHDS Facilities	0

FY 2019 And FY2020 Community Services Performance Contract

FY 2019 Exhibit A: Resources and Services

Substance Use Disorder (SUD) Services

Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
<u>Other State Funds</u>	
SUD Community Detoxification	0
SUD Women (Includes LINK at 4 CSBs) (Restricted)	16,200
SUD Recovery Employment	0
SUD MAT - Medically Assisted Treatment	0
SUD Peer Support Recovery	130,425
<b>Total SUD Restricted Other State Funds</b>	<b>146,625</b>
SUD State Funds	1,139,569
SUD Region V Residential	0
SUD Jail Services/Juvenile Detention	0
SUD SARPOS	43,944
SUD Recovery	0
SUD HIV/AIDS	0
<b>Total SUD Unrestricted Other State Funds</b>	<b>1,183,513</b>
<b>Total SUD Other State Funds</b>	<b>1,330,138</b>
<b>TOTAL SUD STATE FUNDS</b>	<b>1,330,138</b>
<u>OTHER FUNDS</u>	
SUD Other Funds	0
SUD Federal Retained Earnings	0
SUD State Retained Earnings	0
SUD State Retained Earnings-Regional Programs	0
SUD Other Retained Earnings	0
<b>Total SUD Other Funds</b>	<b>0</b>
<u>LOCAL MATCHING FUNDS</u>	
SUD Local Government Appropriations	1,062,258
SUD Philanthropic Cash Contributions	0
SUD In-Kind Contributions	0
SUD Local Interest Revenue	0
<b>Total SUD Local Matching Funds</b>	<b>1,062,258</b>
<b>Total SUD Funds</b>	<b>3,992,311</b>
<u>SUD ONE-TIME FUNDS</u>	
SUD FBG Alcohol/Drug Treatment (93.959)	0
SUD FBG Women (Includes LINK-6 CSBs) (93.959)	0
SUD FBG Prevention (93.959)	0
SUD State Funds	0
<b>Total SUD One-Time Funds</b>	<b>0</b>
<b>Total All SUD Funds</b>	<b>3,992,311</b>



**FY 2019 And FY2020 Community Services Performance Contract**

**FY 2019 Exhibit A: Resources and Services**

**Local Government Tax Appropriations**

**Northwestern Community Services**

City/County	Tax Appropriation
Shenandoah County	240,646
Winchester City	222,306
Warren County	303,298
Clarke County	92,000
Page County	86,227
Frederick County	396,673
<b>Total Local Government Tax Funds:</b>	<b>1,341,150</b>

**FY 2019 And FY2020 Community Services Performance Contract**

**FY 2019 Exhibit A: Resources and Services**

**Supplemental Information**

**Reconciliation of Projected Resources and Core Services Costs by Program Area**

**Northwestern Community Services**

	MH Services	DV Services	SUD Services	Emergency Services	Ancillary Services	Total
<b>Total All Funds (Page AF-1)</b>	9,823,003	2,273,163	3,992,311	[REDACTED]	[REDACTED]	16,088,477
<b>Cost for MH, DV, SUD, Emergency, and Ancillary Services</b>	8,083,231	2,273,163	2,831,151	2,231,343	624,099	16,042,987
<b>Difference</b>	1,739,772	0	1,161,160	-2,231,343	-624,099	45,490

**Difference results from**

Other: 45,490

**Explanation of Other in Table Above:**

\$45,490 not reflected in core services as this relates to Boxwood Regional Program.

**FY 2019 And FY2020 Community Services Performance Contract**  
**FY 2019 Exhibit A: Resources and Services**  
**CSB 100 Mental Health Services**  
**Northwestern Community Services**

Report for Form 11

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	10 FTEs	100	\$1,014,268
312 Medical Services	10 FTEs	1950	\$1,035,678
350 Assertive Community Treatment	60 FTEs	10	\$1,064,613
320 Case Management Services	31 FTEs	1550	\$3,290,357
425 Mental Health Rehabilitation	33 Slots	70	\$643,272
521 Intensive Residential Services	26.59 Beds	40	\$1,035,043
<b>Totals</b>		<b>3,720</b>	<b>\$8,083,231</b>

**FY 2019 And FY2020 Community Services Performance Contract**  
**FY 2019 Exhibit A: Resources and Services**  
**CSB 200 Developmental Services**  
**Northwestern Community Services**

Report for Form 21

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
320 Case Management Services	22 FTEs	700	\$1,760,949
430 Sheltered Employment	10.9 Slots	17	\$61,958
551 Supervised Residential Services	1.82 Beds	3	\$99,212
581 Supportive Residential Services	2 FTEs	23	\$351,044
<b>Totals</b>		<b>743</b>	<b>\$2,273,163</b>

**FY 2019 And FY2020 Community Services Performance Contract**  
**FY 2019 Exhibit A: Resources and Services**  
**CSB 300 Substance Use Disorder Services**  
**Northwestern Community Services**

Report for Form 31

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	4.25 FTEs	700	\$1,449,623
312 Medical Services	4 FTEs	200	\$659,689
313 Intensive Outpatient Services	1 FTEs	30	\$80,932
320 Case Management Services	5 FTEs	36	\$344,686
521 Intensive Residential Services	3.81 Beds	26	\$128,546
610 Prevention Services	1.15 FTEs		\$167,675
<b>Totals</b>		<b>992</b>	<b>\$2,831,161</b>

**FY 2019 And FY2020 Community Services Performance Contract**  
**FY 2019 Exhibit A: Resources and Services**  
**CSB 400 Emergency and Ancillary Services**  
**Northwestern Community Services**

Report for Form 01

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
100 Emergency Services	20.25 FTEs	2344	\$2,231,343
390 Consumer Monitoring Services	1.6 FTEs	250	\$278,357
730 Consumer Run Services (No. Individuals Served)			\$345,742
<b>Totals</b>		<b>2,594</b>	<b>\$2,855,442</b>

**FY 2019 And FY2020 Community Services Performance Contract**

**Table 2: Board Management Salary Costs**

Name of CSB:	Northwestern Community Services	FY 2019		
Table 2a:	FY 2019	Salary Range	Budgeted Tot.	Tenure
Management Position Title	Beginning	Ending	Salary Cost	(yrs)
Executive Director			\$146,711.00	2.80

**Table 2: Integrated Behavioral and Primary Health Care Questions**

1. Is the CSB participating in a partnership with a federally qualified health center, free clinic, or local health department to integrate the provision of behavioral health and primary health care?

Yes

2. If yes, who is the partner?

a federally qualified health center  
Name:

a free clinic  
Name: St. Luke and Shenandoah Free Clinics

a local health department, or  
Name:

another organization  
Name: Shenandoah Pediatrics

3. Where is primary health (medical) care provided?

on-site in a CSB program,  
 on-site at the primary health care provider, or  
 another site --specify:

4. Where is behavioral health care provided?

on-site in a CSB program,  
 on-site at the primary health care provider, or  
 another site --specify:

**Supervisor Byrd moved to approve the items on the Consent Agenda as presented. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

Chairman Weiss noted that Angie Jones' retirement party, held earlier in the day, was excellent and well attended.

Steve DeHaven joined the Supervisors. Chairman Weiss read the resolution of appreciation and provided Mr. DeHaven the framed resolution and retirement gift.

9) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through September 2018

2018-08-29 9:30 am Session Summary: The Personnel Committee discussed appointments and timing but made no recommends for additional appointments.

B. Clarke County Personnel Policy Re Health Insurance Eligibility for Retirees

2018-08-29 9:30 am Session Summary: David Ash summarized the item inadvertently omitted in the July 1, 2017, Revision 16, total rewrite of PD-121101-05 Personnel Policies:

*PD-121101-05 Revision 15 Health Insurance Eligibility Retirement:*

*A regular full-time employee that has served Clarke County for a minimum of 10 years, and who is eligible to draw retirement payments from the Virginia Retirement System, may be a part of the health insurance retiree group, if the employee elects to join this group within thirty-one days subsequent to the termination date.*

*The premium for the retiree group membership shall be borne by the member and;*

*If membership is discontinued, there is no eligibility for reinstatement.*

*Dependents covered on the termination date can continue to be covered, but;*

*Dependents cannot be added subsequent to the termination date.*

David Weiss interjected that the Joint Administrative Services Board was currently reviewing this issue. He reminded that last month Tom Judge had told the Board that an audit is now required for any benefits provided post employment.

C. Clarke County General Government Compensation Adjustment for Regular, Part-time Employees

2018-08-29 9:30 am Session Summary: David Ash summarized the discussion noting that both regular, part-time employees were not included in the annual salary adjustment schedule. The Personnel Committee, noting that the exclusion was not intentional, recommended they be included retroactively as of July 1 in adjusting the hourly compensation in the same amount as full-time employees.

**Supervisor Byrd moved to include the regular, part-time employees in the annual salary adjustment retroactively to July 1 adjusting the hourly compensation in the same amount as full-time employees. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

D. Personnel Policies: Circuit Court Clerk's Office, Commonwealth's Attorney's Office

2018-08-29 9:30 am Session Summary: David Ash summarized informing the Supervisors that the Circuit Court Clerk and the Commonwealth Attorney provided the Personnel Committee with copies of alternate personnel policies that they propose to implement in their respective offices. Questions were raised in the Commonwealth Attorney referenced versions of the County's personnel policy that has since been amended and staff was directed to:

- Provide a complete, corrected copy of the proposed Circuit Court Clerk's policy proposal.
- Review with the Commonwealth Attorney and the County Attorney the language used to reference the County personnel policies and compliance with the Fair Labor Standards Act.

Chairman Weiss added that both the Circuit Court Clerk and the Commonwealth Attorney have indicated that they wish to have their own personnel policies. While the County would prefer that all adhere to the same policy, separate personnel policies are

acceptable as long as the policies are comparable to those adopted by the Board of Supervisors.

E. Closed Session Pursuant to §2.2-3711-A1 Specific Employee and §2.2-3711-A4 Privacy of Individuals in Personal Matters to Discuss Residency Requirement Waiver

2018-08-29 9:30 am Session Summary: David Ash advised that the Personnel Committee would recommend action in September but was inclined to grant the requested waiver. Chairman Weiss added that he would individually brief member.

**Supervisor McKay moved that the Clarke County Board of Supervisors Personnel Committee enter Closed Session pursuant to §2.2-3711-A1. The motion carried by the following vote:**

Beverly B. McKay - Aye  
David S. Weiss - Aye

**The members of the Board of Supervisors Personnel Committee, being assembled within the designated meeting place, with open doors, and in the presence of members of the public and/or the media desiring to attend, Supervisor McKay moved to reconvene in open session. The motion carried as follows:**

Beverly B. McKay - Aye  
David S. Weiss - Aye

**Supervisor McKay further moved to execute the following Certification of Closed Session:**

**CERTIFICATION OF CLOSED SESSION**

**WHEREAS, the Board of Supervisors Personnel Committee of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors Personnel Committee of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.**

**NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors Personnel Committee of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully**

**exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution 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 Board of Supervisors Personnel Committee of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:**

Beverly B. McKay - Aye  
David S. Weiss - Aye

No action taken following Closed Session of the Personnel Committee at its 9:30 am session.

10) Board of Supervisors Finance Committee Items

A. Supplemental Appropriations

a. *"Be it resolved that Parks Administration expenditure and appropriation be increased \$709, that donation revenue of the same amount be recognized, and that this amount be transferred from the Parks Construction Fund to the General Fund, all for the purpose of purchasing a park bench".*

David Ash reviewed the proposed supplemental appropriations with FC approval recommended

b. *"Be it resolved that Swimming Pool expenditure and appropriation be increased \$2,924, that donation revenue of the same amount be recognized, and that this amount be transferred from the Parks Construction Fund to the General Fund, all for the purpose of purchasing lane reels."*

c. *"Be it resolved that Fire and EMS expenditure and appropriation be increased \$2,000, and that donation revenue from REC be recognized in the same amount, all for the purpose of purchasing gas meters for testing gas levels."*

**Supervisor Byrd moved to approve supplemental appropriations a), b), and c) as presented. The motion carried by the following vote:**

Barbara J. Byrd - Aye  
Terri T. Catlett - Aye  
Mary L.C. Daniel - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

B. Bills and Claims

2018-08-29 10:00 am Session Summary: The Finance Committee recommends approval of the July 2018 Invoice History Report.

**Supervisor Catlett moved to accept the July bills and claims as presented. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

C. Standing Reports

FYI: Expenditure Summary. Reconciliation of Appropriation,

D. Closed Session

2018-08-29 10:00 am Session Summary: David Ash advised that the Finance Committee added a closed session pursuant to §2.2-3711-A1 Specific employees and privacy of individuals.

**Supervisor Catlett moved that the Clarke County Board of Supervisors Finance Committee enter Closed Session pursuant to §2.2-3711-A1. The motion carried by the following vote:**

Terri T. Catlett	-	Aye
David S. Weiss	-	Aye

**The members of the Board of Supervisors Finance Committee, being assembled within the designated meeting place, with open doors, and in the presence of members of the public and/or the media desiring to attend, Supervisor Catlett moved to reconvene in open session. The motion carried as follows:**

Terri T. Catlett	-	Aye
David S. Weiss	-	Aye

**Supervisor Catlett further moved to execute the following Certification of Closed Session:**



**CERTIFICATION OF CLOSED SESSION**

**WHEREAS, the Board of Supervisors Finance Committee of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors Finance Committee of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.**

**NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors Finance Committee of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution 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 Board of Supervisors Finance Committee of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:**

Terri T. Catlett - Aye  
David S. Weiss - Aye

No action taken following Closed Session of the Finance Committee at its 10:00 am session.

11) Government Projects Update

David Ash provided the monthly project update.

- Vice Chair McKay and David Ash spent a day touring all the various County-owned properties including parks.
- Park Pavilion: Contractor discovered deterioration in the wood framing / planking delivered a year and a half ago. The contractor has agreed to order replacement and promise to have completed by the end of August.
- Park Pool: Pool problems resulted in early closure for the season. Subsequent to closure, the problem was identified; and, the blockage in the hydrostatic valves removed allowing the valves to close properly.
- Convenience Center:
  - o Progressing with completion anticipated for September/October.

- No request for additional construction days; however, such a request would not be unreasonable given the amount of rainfall this season.
- Major materials have been delivered.
- Kohn Property:
  - Repairs to the pond appear to be working and the pond appears to be slowly refilling.
  - Fallen trees have been removed; and, while the trees remain on the property, they have been sawn into reasonable lengths.
  - Facility was mown but will require mowing in the near future.
- DSS building:
  - Toured the facility.
  - Discussed space issues with the retiring and the new director.
  - In the process of scheduling with the new director a tour of other facilities.

12) Miscellaneous Items

None added.

13) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process approved 2018-010R and 2018-11R.	Lora B. Walburn
3.	Update and distribute Rules of Procedure.	Lora B. Walburn
4.	Letter to Town of Berryville re joint meeting.	David L. Ash
5.	Process revised FY2019 Lord Fairfax Health District Agreement.	Lora B. Walburn
6.	Process FY2019 Northwestern Community Services Performance Contract.	Lora B. Walburn
7.	Follow up with Anne Williams re Personnel Policies.	David Ash
8.	Follow up with Helen Butts re Personnel Policies.	David Ash

14) Board Member Committee Status Reports

Due to time constraints, the Board agreed to suspend status reports.

Supervisor Daniel distributed a flyer for an October 6 event in honor of Ella Nora Phillips Stewart, born in Stringtown, and one of the first African-American female pharmacists in the United States.

15) Closed Session Pursuant to §2.2-3711-A3

**At 8:10 pm, Supervisor Catlett moved that the Clarke County Board of Supervisors enter Closed Session pursuant to §2.2-3711-A3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

**The members of the Board of Supervisors, being assembled within the designated meeting place, with open doors, and in the presence of members of the public and/or the media desiring to attend, Supervisor Daniel moved to reconvene in open session. The motion carried as follows:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

**Supervisor Daniel further moved to execute the following Certification of Closed Session:**

**CERTIFICATION OF CLOSED SESSION**

**WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.**

**NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution 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 Board of Supervisors of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

No action taken following Closed Session.

16) Adjournment

Chairman Weiss adjourned the meeting at 9:00 pm.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 18, 2018, at 6:30 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 29, 2018

\_\_\_\_\_  
David S. Weiss, Chair

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David L. Ash, County Administrator

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Recorded and Transcribed by Lora B. Walburn, Deputy Clerk to the Board of Supervisors