

August 20, 2019

Clarke County Board of Supervisors
Regular Meeting
Main Meeting Room

1:00 pm

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, August 20, 2019.

Board Members

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

Absent Afternoon Session: None

County Staff Present

David L. Ash, Cathy Kuehner, Brian Lichty, Brianna Taylor

Constitutional / State Offices / Other Agencies

Barbara Bosserman, Scot Alexander, Travis Sumption

Press

Mickey Powell – The Winchester Star

Others Present

Jeff Hinson, Jason Burns, James Lanham, Michelle Worthing

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:01 pm.

Chairman Weiss announced the death of Mark Cochran, Industrial Development Authority of Clarke County Board of Directors Chair, and owner of Cochran's Lumber and Millwork located

in the Industrial Park. Mr. Cochran died in a farming accident on Saturday, August 17, 2019. He opined that Mark he was a good friend, who had done a great deal of work in service for the community and would be missed. He stated that the Boards thoughts were with the Cochran family.

2) Adoption of Agenda

Vice Chair McKay moved to adopt the 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

3) Citizens Comment Period

Jason Burns, Ebenezer Road, Millwood Voting district: addressed the Board to bring to light some issues with the volunteer fire and rescue system in Clarke County. He opined that change was needed for what was going on now was destroying the volunteer system, creating conflict, and causing volunteers to believe their voices were not being heard. He stated that volunteers provide this thankless service to the community rearranging their schedules to do this extra thing in their lives. He alleged that there were recent comments about volunteers not being dedicated enough and the need to provide staffing in the firehouse. Mr. Burns said that he wanted the Board to understand what it would be like if citizens asked them to staff the county building every day while still making meetings, maintaining their other jobs, and, also, allowing someone else to use their vehicles to make money.

Mr. Burns claimed that he had agreed to fee for service, but there had been many comments and conflicts with this program. He maintained that a majority of them do not feel they are getting their thoughts heard and received. He purported that they had tried to discuss these issues with the Association, but, pretty much, the Association has been pushed out being told that it is no longer a body that is going to be listened to. Mr. Burns opined that they had discussed things at the Commission meetings, but do not feel like it is getting resolved. He contended that we seem to keep flipping things around and changing things.

Mr. Burns maintained that his main concern was that a lot of issues were being ignored and a lot of things are not being brought to light that the Supervisors may not know about. He observed that the Commission minutes were included in the Supervisors' packet noting that he had some very strong comments at the July Commission meeting that were not in

the packet, or attached to the minutes, or posted for everyone to see. He stated that he felt very strongly about a lot of these issues, as did a lot of volunteers, who feel that they have been limited to speak for three minutes at the beginning of a Commission meeting, which is all they get. He did note that the fire stations have a representative on the Commission, who had to make decisions for multiple volunteers, volunteers that put in a lot of time to make these stations run.

Jason Burns concluded that he wanted to bring the Board to light that there were a lot out there that do not feel like their concerns were being heard. He purported that people would come forward in the future to bring these issues to light.

James Lanham, Moose Road: addressed the Board concerning its July 17, 2019, decision not to grant his fee waiver request. He maintained that review by the County's engineer was required only by the County and not required by the State. He alleged that he was unaware that he would be charged \$240 for the County's engineer to review his resistivity testing. He opined that this presented an undue burden on residents.

Chairman Weiss remarked that he was familiar with case reviewed by the Supervisors last month. He apologized if Mr. Lanham was not notified of the public meeting; then, noted that he had been notified of the fees charged to cover the County's expense to review the resistivity tests. He asserted that the Board made its decision in historic fashion in that it does not waive fees.

Mr. Lanham, again, stated that he should not have to pay for a second opinion.

Supervisor Byrd commented that in consideration of the karst geography these rules were made long ago and all abide by the same rules.

Chairman Weiss thanked Mr. Lanham for coming to the meeting.

4) VDOT

Scott Alexander, Assistant Residency Administrator, with Corey Hayton, joined the supervisors to provide the monthly update.

Maintenance:

- Completed mowing of primary routes and began second cutting on secondaries.
- VDOT will complete second cycle this month.
- Performed pothole patching on various primary and secondary routes.
- VDOT will continue with pothole patching on various routes this month.
- Began patching for 2020 surfaces treatment schedule and will continue as weather permits.

- Conducted grading operations on various non-hard surfaced roads and will continue this month.
- Performed shoulder repairs on various routes and will continue this month.
- Cleaned up debris from recent storms in various areas.

Board Issues:

- Locke's Mill RR - Completed tree trimming and are now in process of grading and installing drain culverts.
- Rt. 7 Safety Audit: Traffic Engineering says they will have it complete in September.
 - Responses to questions from Supervisor Byrd:
 - VDOT's workload has caused delays in completion.
 - Study will explore widening shoulders, increasing recovery areas, sight distance, striping, rumble strips, etc.
 - Study will identify problems and frame in a way to allow our locality to compete for funding.
 - While moving fences back would help, when it gets into private property, it is up to the landowner.
- Appalachian Trail Head Rt. 605 Parking: Still on Hold
- Appalachian Trail Head/Pedestrian Safety Rt. 7: Waiting on signs
- Route 723 Bridge Work: Ongoing. Expect beam delivery Thursday. Expect completion in November.

Supervisor Byrd:

- Route 340: Asked VDOT to look at speeding issues on this major commuter road.
- Route 7 Business and Route 7 Bypass: Asked VDOT to explore Jay Arnold's, Berryville Town Council Recorder, request for streetlights at this intersection.

Supervisor Catlett:

- Route 50 and Route 255 Millwood Stop Sign: Reminded of request to add a white bar and suggested that this be done in conjunction with stop sign repair.

Supervisor Weiss:

- Route 7 Route 340 Exit between Business 7 light and the interchange of Business 7 and Route 340: Suggested relocating sign. Mr. Alexander stated that he would research locating advanced warning signs.
- Crossover Directly East of Route 340 and Route 7 used by Unauthorized Vehicles: Asked VDOT to shut down the crossover for safety reasons and suggested chaining it off.

5) Approval of Minutes

Vice Chair McKay moved to accept the minutes for July 16, 2019. The motion carried by the following vote:

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


6) Consent Agenda

A. Northwestern Community Services Board FY2020 Performance Contract



RECEIVED
JUL 15 2019
Clarke County

Memorandum

To: County Administrators/City Manager 
From: Michael F. Elwell, Chief Executive Officer
Re: Review of NWCS' Fiscal Year 2020 Performance Contract
Date: July 1, 2019

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 2020. 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 25, 2019.**

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 2020 Performance Contract at its _____ meeting.

County Administrator/City Manager

Serving Winchester and the Counties of Clarke, Frederick, Page, Shenandoah and Warren

Administrative Offices
209 West Criser Road, Suite 300
Front Royal, Virginia 22630-2360
951-842-1236

FY2019 And FY2020 Community Services Performance Contract

FY 2020 Exhibit A: Resources and Services

Northwestern Community Services

Consolidated Budget (Pages AF-3 through AF-12)				
Funding Sources	Mental Health (MH) Services	Developmental (DV) Services	Substance Use Disorder (SUD) Services	TOTAL
State Funds	7,143,238	211,871	1,561,803	8,916,912
Local Matching Funds	140,559	281,118	983,914	1,405,591
Total Fees	4,608,808	1,951,916	1,808,428	8,369,152
Transfer Fees In/(Out)	0	0	0	0
Federal Funds	57,993	0	852,613	910,606
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
Subtotal Ongoing Funds	12,078,138	2,444,905	5,206,758	19,729,801
State Funds One-Time	0	0	0	0
Federal Funds One-Time	0		0	0
Subtotal One -Time Funds	0	0	0	0
TOTAL ALL FUNDS	12,078,138	2,444,905	5,206,758	19,729,801
Cost for MH/DV/SUD Services	10,128,251	2,444,905	4,070,198	16,643,354
Cost for Emergency Services (AP-4)				2,264,609
Cost for Ancillary Services (AP-4)				804,957
Total Cost for Services				19,712,920

Local Match Computation	
Total State Funds	8,916,912
Total Local Matching Funds	1,405,591
Total State and Local Funds	10,322,503
Total Local Match % (Local / Total State + Local)	13.62%

CSB Administrative Percentage	
Administrative Expenses	2,202,014
Total Cost for Services	19,712,920
Admin / Total Expenses	11.17%

FY2019 And FY2020 Community Services Performance Contract

FY2020 Exhibit A: Resources and Services

**Mental Health (MH) Services
Northwestern Community Services**

<u>Funding Sources</u>	<u>Funds</u>
<u>FEES</u>	
MH Medicaid Fees	4,608,808
MH Fees: Other	0
Total MH Fees	4,608,808
MH Transfer Fees In/(Out)	0
MH Net Fees	4,608,808
<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 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)	112,910
Total MH Net Acute Care - Restricted	112,910
MH Regional DAP (Fiscal Agent)	0
MH Regional DAP Transfer In/(Out)	1,381,287
Total MH Net Regional DAP - Restricted	1,381,287
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

FY2019 And FY2020 Community Services Performance Cor

FY2020 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)	0
Total MH Net Unrestricted Regional State Funds	<u>950,857</u>
Total MH Net Regional State Funds	2,445,054
<u>Children State Funds</u>	
MH Child & Adolescent Services Initiative	113,382
MH Children's Outpatient Services	75,000
MH Juvenile Detention	65,880
Total MH Restricted Children's Funds	<u>254,262</u>
MH State Children's Services	25,000
MH Demo Proj-System of Care (Child)	0
Total MH Unrestricted Children's Funds	<u>25,000</u>
MH Crisis Response & Child Psychiatry (Fiscal Agent)	0
MH Crisis Response & Child Psychiatry Transfer In/(Out)	70,000
Total MH Net Restricted Crisis Response & Child Psychiatry	<u>70,000</u>
Total State MH Children's Funds (Restricted for Children)	349,262
<u>Other State Funds</u>	
MH Law Reform	331,492
MH Pharmacy - Medication Supports	115,000
MH Jail Diversion Services	217,154
MH Rural Jail Diversion	0
MH Forensic Discharge Planning	0
MH Docket Pilot JMHCP Match	0
MH Adult Outpatient Competency Restoration Services	0
MH CIT-Assessment Sites	344,055
MH Expand Telepsychiatry Capacity	14,000
MH PACT	850,000
MH PACT - Forensic Enhancement	0
MH Gero-Psychiatric Services	0
MH Permanent Supportive Housing	448,888
MH STEP-VA	687,743
MH Young Adult SMI	0
MH Expanded Community Capacity (Fiscal Agent)	0
MH Expanded Community Capacity Transfer In/(Out)	0
Total MH Net Expanded Community Capacity	<u>0</u>
MH First Aid and Suicide Prevention (Fiscal Agent)	0
MH First Aid and Suicide Prevention Transfer In/(Out)	0
Total MH Net First Aid and Suicide Prevention	<u>0</u>
Total MH Restricted Other State Funds	3,008,332

FY2019 And FY2020 Community Services Performance Co

FY2020 Exhibit A: Resources and Services

Mental Health (MH) Services
Northwestern Community Services

Funding Sources	Funds
MH State Funds	1,340,590
MH State Regional Deaf Services	0
MH State NGRI Funds	0
MH Geriatrics Services	0
Total MH Unrestricted Other State Funds	1,340,590
Total MH Other State Funds	4,348,922
TOTAL MH STATE FUNDS	7,143,238
OTHER FUNDS	
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	0
Total MH Other Funds	127,540
LOCAL MATCHING FUNDS	
MH Local Government Appropriations	140,559
MH Philanthropic Cash Contributions	0
MH In-Kind Contributions	0
MH Local Interest Revenue	0
Total MH Local Matching Funds	140,559
Total MH Funds	12,078,138
MH ONE TIME FUNDS	
MH FBG SMI (93.958)	0
MH FBG SED Child & Adolescent (93.958)	0
MH FBG Peer Services (93.958)	0
MH State Funds	0
MH One-Time Restricted State Funds	0
Total One Time MH Funds	0
Total MH All Funds	12,078,138

FY2019 And FY2020 Community Services Performance Contract

FY2020 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	1,951,916
DV Fees: Other	0
Total DV Fees	1,951,916
DV Transfer Fees In/(Out)	0
DV NET FEES	1,951,916
<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	171,074
DV OBRA Funds	40,797
Total DV Unrestricted State Funds	211,871
DV Trust Fund (Restricted)	0
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	211,871
<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

FY2019 And FY2020 Community Services Performance Contract

FY2020 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	281,118
DV Philanthropic Cash Contributions	0
DV In-Kind Contributions	0
DV Local Interest Revenue	0
Total DV Local Matching Funds	<u>281,118</u>
Total DV Funds	2,444,905
<u>DV ONE TIME FUNDS</u>	
DV One-Time Restricted State Funds	0
Total One Time DV Funds	<u>0</u>
Total DV All Funds	<u>2,444,905</u>

FY2019 And FY2020 Community Services Performance Contra

FY2020 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	1,319,936
SUD Fees: Other	488,492
Total SUD Fees	1,808,428
SUD Transfer Fees In/(Out)	0
SUD NET FEES	1,808,428
<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
Tota 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)	120,000
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 Federal Opioid Response -- Recovery (93.788)	0
SUD Federal Opioid Response -- Treatment (93.788)	0
SUD Federal Opioid Response -- Prevention (93.788)	0
Total SUD Federal Opioid Response Funds (93.788)	0
SUD Other Federal - DBHDS	0
SUD Other Federal - CSB	0
TOTAL SUD FEDERAL FUNDS	852,613

FY2019 And FY2020 Community Services Performance Co

FY2020 Exhibit A: Resources and Services

Substance Use Disorder (SUD) Services

Northwestern Community Services

Funding Sources	Funds
<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	<u>0</u>
SUD Transfers from DBHDS Facilities (Fiscal Agent)	0
SUD Transfers from DBHDS Facilities - Transfer In/(Out)	0
Total Net SUD Transfers from DBHDS Facilities	<u>0</u>
SUD Community Detoxification (Fiscal Agent)	0
SUD Community Detoxification – Transfer In/(Out)	0
Total Net SUD Community Detoxification	<u>0</u>
Total SUD Net Regional State Funds	0
<u>Other State Funds</u>	
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
SUD Permanent Supportive Housing Women	331,518
SUD SARPOS	43,944
SUD STEP-VA	0
SUD Recovery	0
Total SUD Restricted Other State Funds	<u>522,087</u>
SUD State Funds	1,039,716
SUD Region V Residential	0
SUD Jail Services/Juvenile Detention	0
SUD HIV/AIDS	0
Total SUD Unrestricted Other State Funds	<u>1,039,716</u>
Total SUD Other State Funds	1,561,803
TOTAL SUD STATE FUNDS	1,561,803
<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
Total SUD Other Funds	<u>0</u>

FY2019 And FY2020 Community Services Performance Contract

FY2020 Exhibit A: Resources and Services

Substance Use Disorder (SUD) Services

Northwestern Community Services

<u>Funding Sources</u>	<u>Funds</u>
<u>LOCAL MATCHING FUNDS</u>	
SUD Local Government Appropriations	983,914
SUD Philanthropic Cash Contributions	0
SUD In-Kind Contributions	0
SUD Local Interest Revenue	0
Total SUD Local Matching Funds	<u>983,914</u>
Total SUD Funds	5,206,758
<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
Total SUD One-Time Funds	<u>0</u>
Total All SUD Funds	5,206,758

**FY2019 And FY2020 Community Services Performance Contract
FY 2020 Exhibit A: Resources and Services**

Local Government Tax Appropriations

Northwestern Community Services

City/County	Tax Appropriation
Warren County	318,463
Winchester City	233,421
Page County	90,538
Clarke County	94,000
Shenandoah County	252,662
Frederick County	416,507
Total Local Government Tax Funds:	1,405,591

**FY2019 And FY2020 Community Services Performance Contract
FY2020 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
Total All Funds (Page AF-1)	12,078,138	2,444,905	5,206,758	[REDACTED]		19,729,801
Cost for MH, DV, SUD, Emergency, and Ancillary Services	10,128,251	2,444,905	4,070,198	2,264,609	804,957	19,712,920
Difference	1,949,887	0	1,136,560	-2,264,609	-804,957	16,881

Difference results from

Other: 16,881

Explanation of Other in Table Above:

\$16,881 not reflected in core services as this relates to regional program Boxwood.

FY2019 And FY2020 Community Services Performance Contract

FY2020 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
250 Acute Psychiatric Inpatient Services	0.32 Beds	35	\$112,910
310 Outpatient Services	5 FTEs	250	\$1,406,344
312 Medical Services	12 FTEs	2890	\$1,243,411
350 Assertive Community Treatment	14 FTEs	115	\$1,431,460
320 Case Management Services	36 FTEs	2000	\$3,054,213
425 Mental Health Rehabilitation	46 Slots	105	\$637,536
521 Intensive Residential Services	32.3 Beds	39	\$1,759,957
581 Supportive Residential Services	3 FTEs	30	\$482,420
Totals		5,464	\$10,128,251

Form 11A: Pharmacy Medication Supports	Number of Consumers
803 Total Pharmacy Medication Supports Consumers	105

FY2019 And FY2020 Community Services Performance Contract

FY2020 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	675	\$1,899,572
430 Sheltered Employment	9.9 Slots	20	\$62,601
551 Supervised Residential Services	1.5 Beds	3	\$100,242
581 Supportive Residential Services	2 FTEs	19	\$382,490
Totals		717	\$2,444,905

FY2019 And FY2020 Community Services Performance Contract
FY2020 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	8.75 FTEs	500	\$1,111,292
312 Medical Services	2 FTEs	270	\$398,764
313 Intensive Outpatient Services	4 FTEs	100	\$320,222
335 Medication Assisted Treatment Services	7 FTEs	175	\$818,914
320 Case Management Services	2.25 FTEs	175	\$728,400
521 Intensive Residential Services	0.21 Beds	5	\$105,263
581 Supportive Residential Services	2.75 FTEs	15	\$331,518
610 Prevention Services	2.25 FTEs		\$255,825
Totals		1,240	\$4,070,198

FY2019 And FY2020 Community Services Performance Contract
FY2020 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	22.25 FTEs	2900	\$2,264,609
390 Consumer Monitoring Services	1.3 FTEs	225	\$699,675
720 Assessment and Evaluation Services	2.5 FTEs	200	\$105,282
Totals		3,325	\$3,069,566

FY2019 And FY2020 Community Services Performance Contract

Table 2: Board Management Salary Costs

Name of CSB: Northwestern Community Services		FY 2020		
Table 2a:	FY 2020	Salary Range	Budgeted Tot.	Tenure
Management Position Title	Beginning	Ending	Salary Cost	(yrs)
Executive Director			\$154,047.00	3.80

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 Clinic

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:

B. Conservation Easement Authority Easement Purchase – Coleman

“Be it resolved that budgeted expenditure and appropriations for the Conservation Easement Fund be increased \$40,000, that revenue from VDACS be recognized for \$20,000, and that the designation for Conservation Easements be decreased \$20,000, all for the purpose of purchasing a development right on the property of Alida Coleman”.

MEMORANDUM

TO: Finance Committee, Tom Judge
FROM: Alison Teetor
DATE: August 5, 2019
SUBJECT: Application for easement DUR purchase – Alida Coleman

Alida Coleman has applied to the easement authority for approval of an easement DUR purchase. The property is located at 1805 Wrights Mill Road just north of the intersection of Wrights Mill and Russell Roads. The property is identified by Tax Map# 6-A-6. It consists of 23 acres with 1 existing pre-1980 house and 1 DUR. The applicant proposes to retire the remaining DUR.

The property meets 2 of the 4 criteria. The property resource score is 54.2. The applicant is retiring 1 DUR. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on the Opequon Creek, and having a house built in 1925 that is eligible to be a contributing structure in a future rural historic district. A site visit was conducted on February 27th.

Recommendation

At their May 16th meeting, the Authority approved payment of \$40,000 to Alida Coleman for the DUR purchase of 1 DUR for the parcel identified as Tax Map# 6-A-6. \$20,000 will be provided by the County and \$20,000 from VDACS.

C. July 2019 Bills and Claims / Invoice History Report and General Fund Expenditure Summary

In response to concerns raised by Vice Chair McKay, Supervisors Catlett and Daniel requested update by Northwestern at a future meeting of the Board of Supervisors.

David Ash assured that Northwestern Community Services provides annual update with its budget request to the Board of Supervisors Finance Committee.

Supervisor Byrd moved to approve the items on the Consent Agenda. 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) Board of Supervisors Work Session Items

Board of Supervisors Work Session Agenda
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

August 12, 2019, 9:30 AM, Meeting Room AB

Present: Barbara J. Byrd; Terri T. Catlett; Mary L.C. Daniel, Beverly B. McKay, David S. Weiss

A. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees.

2019-08-12 Summary: At 10:00 am, Vice Chair McKay moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A1. The motion carried by the following vote:

Mary Beth Price joined the Supervisors in closed session.

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

At 11:19 am, 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 was taken following Closed Session.

2019-08-20 Summary: Chairman Weiss stated that the Board discussed employee replacement. No action was taken.

Government Projects Update

David Ash provided the monthly project update.

- Kohn Property:
 - o Vice Chair McKay and he conducted a site visit including examining the structure.
 - o Structure Livability:
 - Uncertain if it is habitable during the winter.
 - Maintenance Director Joe Braithwaite is working with Broy and Son Pump Service to check the water supply.
 - Plan to report and discuss next steps at October work session.
- Recycling:
 - o Frederick County closing in on details with a firm to recycle.
 - o Clarke is included in Frederick's procurement and will have access to its vendors.
 - o Frederick County switched containers to accommodate the smaller volume of recyclables with the reduction of accepted types of recyclable items.
 - o Will now deliver material to Hagerstown.
 - o Will no longer use Southern Scrap.
- Traffic Study:

- Do not have anything back from Norfolk Southern.
- Review Committee members: Town Manager, Town Planner, County Planner, County Administrator.
- Developing alternative access connection between Buckmarsh Street (US Route 340) and Main Street (Virginia Business Route 7).
 - At-grade crossing generally located where Jack Enders Boulevard dead ends; or
 - Improvement of the existing crossing at Smallwood Lane.
- Railroad and County engineer to review. Will explore accessibility of existing, upgrading current, or adding a new crossing.
- Railroad did not give a turn-around time or promise to answer.
- Town's smart scale grant application was not accepted. Town will probably resubmit during the next round.
- Courthouse HVAC: Maintenance Director has received a cost estimate.
- Boundary Line Warren County
 - Public meeting with Warren County scheduled for 4 pm to 7 pm on Thursday, August 29, at the Shenandoah Farms Volunteer Fire Department.
 - Notified all affected property owners via letter.
 - Supervisors reviewed preliminary adjustments at its March 19, 2019, regular meeting.
 - Public hearings will be held in late fall 2019 or early spring 2020.

8) Miscellaneous Items

No items identified.

9) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Request update from Northwestern Community Services Board at the October or November Work Session.	David Ash
2.	Road sign replacement Route 255 and Route 50 north side – Bishop Meade.	Ed Carter
3.	Process, archive, and post approved minutes.	Lora B. Walburn
4.	Process Northwestern Community Services Board agreement.	Lora. B. Walburn

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
5.	Execute NWCSB agreement.	David Ash
6.	Detail recommendation on Kohn property for review at the October Work Session.	Lora B. Walburn

10) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Board of Social Services Board: Meets tomorrow.
- Clarke County Humane Foundation:
 - Planning to build a six-run addition.
 - Addition will be accessible to the Sheriff's Office after hours.
 - Architect is Allen Kitselman.
 - George Ohrstrom is working with County staff on required process and permits.
- Community Policy and Management Team:
 - Met yesterday.
 - Losing two members: Grafton School representative, Clarke County Public Schools representative.
 - Met in closed session to discuss cases.
- Conservation Easement Authority: Attended by alternate Supervisor Catlett.
- Northwest Regional Adult Drug Treatment Court Advisory Committee: Attended by alternate Supervisor Catlett.
- Northwestern Regional Jail Authority: No update.
- Northwestern Regional Juvenile Detention Center Commission: No update.
- Town of Berryville: No meeting.

Supervisor Terri T. Catlett

- Career and Technical Education Committee: No meeting.
- Conservation Easement Authority:
 - Attended July 18 meeting.
 - Discussed donor fair.
 - Discussed easements reviewed by summer intern.

- Historic Preservation Commission: Meeting cancelled.
- Department of Social Services Board:
 - Attended July 17 meeting.
 - Met with Tom Judge to compare processes.
 - DSS calendar year ends May 31.
 - Discussed programs and employee matters.
- Northwest Regional Adult Drug Treatment Court Advisory Committee:
 - Met July 19.
 - Committee continuously reviews its program.
 - Considering reducing program participants from 50 to 40 or 45.
 - Lauren Cummings shared information gleaned at a recently attended national conference, which she found useful.
 - Judge sharp will step into the role currently held by Randy Bryant.
 - Clarke has four clients in the program.
- Parks and Recreation Advisory Committee: No meeting.
- School Board:
 - Met July 29.
 - Reviewed Superintendents goals including providing academic opportunities:
 - Schools are monitoring tier 2 and 3 in elementary school and will conduct increased testing.
 - Exploring opportunities to increase community participation and engagement in School-division sponsored events and activities.
 - Contemplating a newsletter for local distribution.
 - Supervisors could communicate to the Schools things it identifies.
 - Evan Robb did a series of TEDx talks. *[A TEDx Talk is a showcase for speakers presenting great, well-formed ideas in under 18 minutes.]*
- Village of Millwood: Meeting October 19 to review long-range plans.
- VACo:
 - Attended a summit in Richmond last week with Vice Chair McKay.
 - Included an historic review of funding.
 - Counties are treated differently from cities, which is an item counties should continue to make a legislative priority.

- Provide legislative priorities to state legislators early – November or December can be too late.
- Discussed composite index, which VACo will probably not include in its legislative priorities.
 - Chairman Weiss commented that Clarke wants its land use taxation taken into consideration opining that failure to recognize continues to add to the urban and rural divide.
- Discussed importance of 2020 US Census and provided examples of initiatives to engage the community.
- VACo & VML sponsoring a broadband summit on September 5, which could be valuable to members of the Broadband Implementation Committee.

Supervisor Mary L.C. Daniel

- Planning Commission - Did not meet
- Broadband Implementation Committee - Did not meet
- Sheriff's Department: Met August 2
 - a. Employees of the Quarter: Brad Charles (Patrol side) and Pam Hess (Communications)
 - b. Reviewed importance of training on Pit Maneuver in light of its use in a situation on Rt. 7. This is a "car tap" used to end a high speed chase. CCSO impact occurred at 45mph, no civilians affected and no one was injured.
 - c. Boyce SRO Scottie Erwin is trained and had a meet & greet.
 - d. "Catastrophic" failures of communications during a storm left only one unreliable analog channel. Maintenance went to the tower & reset the generator. This is the 3rd time this summer. Compliments to Joey B & his crew for keeping the old system going. This is why we're getting the new system.
 - e. Significant issues with Workers Comp claim for Deputy out for 2 months with a pulled tendon after a Grafton call. Got bad information from VaCoR, then conflicting information. Whole staff had to move to 12-hour shift rotations; convinced would have been worse but for David Ash's position and knowledge of VaCoR. Officer and the Chief Deputy have spent days' worth of hours on phone calls and with paperwork to get his benefits, which still hadn't come at meeting.
- Library - August 5
 - a. Clarke Branch is fully staffed, all 3 PT positions filled (23 hrs/wk) ; credit this to classifying all 3 "assistants" instead of "aides" (\$12.80/hr)
 - Fun Fact: HRL system has the same circulation as the City of Richmond system

- b. RFID contract signed, e-tags on books will allow faster & more reliable self-checkout, locating mis-shelved books, self-check-in and automating sorting.
- c. Redecorating, electrical and new lights done; painting will start now that crews are not working in schools; Clarke Branch will not close for any of the work to be done; already reviewed & approved with building committee.
- d. Main Branch will be Closed Jan/Feb of 2020 for last piece of major renovation project, includes \$1 .5M HVAC replacement. Main Desk will be open for pick-ups/drop-offs during that time.
- 5. Josephine School Museum
 - a. Parking needs being addressed by Alison as she gets apartments and grants squared away.
 - b. Final book club title for 2019 - Rising Out of Hatred: The Awakening of a Former White Nationalist by Eli Saslow
 - c. Jazz fundraiser being planned
- 6. Coalition of High Growth Communities
 - a. No report.

Vice Chair Bev B. McKay

- Board of Well and Septic Appeals: Held meeting and granted exception; within state recommendation regulations but missed the County's by four feet.
- Broadband Implementation Committee: Attended July 25 Governor's ceremony at White Post.
- Economic Development Advisory Committee: July 17, 2019 meeting minutes provided in meeting packet.
- Joint Building Committee: No meeting in August. Bushes trimmed at BCCGC.
- Sanitary Authority:
 - Tank recoating is in process.
 - Rash of leaks last month – all found and repaired.
 - Changing to a type of pipe that is reputed to be more resistant to abrasion.
 - Resolved pump lighting issue.
 - Cleaned up leaves and debris.
 - Conducted meter reading.
 - A person interested in opening a business in Boyce has made application.
- Town of Boyce:

- Fifteen new houses this year.
- Three mayoral candidates in 2019 election.
- One write in for Town Council.
- White Post: Gas station is under repair.
- Northern Shenandoah Valley Regional Commission: No report.

Chairman David S. Weiss

- Fire & EMS Commission:
 - The Commission heard Jason Burns' comments and understand that he believes that it is not functioning as he thought it would.
 - Reviewed strategic plan and will make recommendations to the Supervisors on ways to address concerns.
 - While no one on the Commission believes that concerns are not warranted, it needs more time to review and develop its strategic plan.
 - Persons in volunteer system should utilize members of the Commission to a greater degree.
 - Supervisor Daniel stated that she had not heard that dedication of the volunteers was in question; but, if it were, she would take issue.
 - Supervisor Catlett added:
 - County has worked on getting more staff to address community need.
 - Understand from VACo that every county faces EMS challenges.
 - Citizen At-large Position:
 - Commission discussed the citizen at large including adding the requirement that a member of any fire company not hold the position.
 - Brian Conrad, current citizen at-large member, will not be seeking reappointment. He has served at Boyce Volunteer Fire and Rescue Company for more than forty years.
- Industrial Development Authority:
 - Lord Fairfax Small Business Development Center
 - Christine Kriz, Director, made a good presentation.
 - IDA annually funds.
 - SBDC helps with owners develop business plans, secure funding, etc.;
 - English Koontz, IDA Director and banking expert, was very complimentary of SBDC.

- Berryville Main Street Hotel Study:
 - Discussed hotel study.
 - Study premised on the idea of a 50-room hotel within the Town of Berryville.
 - BMS hopes to finalize the study to make available to persons that wish to utilize the report.
- Joint Administrative Services Board: Meets August 26.
- MOU Committee:
 - Met July 1
 - Good conversation with Jay Arnold and Keith Dalton.
 - Discussed focus on traffic study.
 - Committee thinks it is functioning well; but, members of Berryville Town Council are asking to add two more members, one each from the governing bodies.
 - Vice Chair Mckay maintained that while he was not opposed to expanding the current membership he did not see any reason to expand for it was functioning as intended.
 - Chairman Weiss opined that a second set of eyes was not a bad idea and new members might bring more energy.
 - Supervisor Byrd remarked that new members might help. She also said that she would support a focus on tourism.
 - Supervisor Daniel deferred input to current members. She did ask the Board to consider at what point a group becomes unwieldy noting that two additional members would increase the committee by a third.
 - Chairman Weiss stated that the MOU Committee would meet again in October and would discuss further. He noted that any additional appointments would be made in 2020 as a part of the regular Chair appointments.
- Miscellaneous:
 - The Conservation Easement Authority is asking for a letter support for a land conservation grant for Smithfield Farm. By consensus, the Board approved the letter of support.

August 16, 2019

Department of Conservation and Recreation
Virginia Land Conservation Foundation
Attn: Virginia Land Conservation Fund Grant program
203 Governor Street, Suite 302
Richmond, VA 23219-2010

RE: Letter of Support for Virginia Land Conservation Grant - Smithfield Farm

Dear Members of the Foundation:

The Clarke County Board of Supervisors hereby endorses the application of the Clarke County Easement Authority for a Virginia Land Conservation Fund Grant in the amount of \$153,250. The VLCF grant is being leveraged by a variety of funding sources to maximize the potential purchase power of our limited local funds. Of the estimated \$654,855 purchase price, 50% or \$323,500 is being provided by the Natural Resource Conservation Service ALE grant, 25% is donated by the landowner (\$161,750), and 3% will come from a combination of local \$7,839 and VDACS \$7,838 funds. The VLCF funds will be used to help match the ALE federal funds.

I understand that the current application for Smithfield Farm easement would require \$153,250 of the VLCF funds. The Clarke County Board of Supervisors is in agreement with the Authority that purchase of this easement is well within the goals and objectives of the County's Comprehensive Plan, Zoning Ordinance, and overall objectives of the Easement Purchase program. The specific property under consideration represents the essence of farming in Clarke County, with 91% of the soils classified as important farmland. In addition, the farm is within the Long Marsh Rural Historic District with several contributing structures.

The County Board of Supervisors hopes that the Foundation will consider funding the grant application to allow for protection of this property in perpetuity. Thank you for your consideration.

Sincerely,
David Weiss, Clarke County Board of Supervisors, Chairman

- Meeting with the School Board Chair and School Superintendent in the in next few months.
- Will be entering discussion about Camp 7 soon
- Will be away in September but back by September 17. Will be available via email.

11) Closed Session

None held.

12) Adjournment

At 2:38 pm, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 17, 2019, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 20, 2019

David S. Weiss, Chair

David L. Ash, County Administrator

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