

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 24, 2020
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

P. Sue Sadler, Stonehouse District - via phone
John J. McGlennon, Roberts District
Ruth M. Larson, Berkeley District
Michael J. Hipple, Vice Chairman, Powhatan District
James O. Icenhour, Jr., Chairman, Jamestown District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

Mr. Icenhour requested a motion to allow Ms. Sadler to participate remotely for the Work Session due to an illness which did not allow her attendance.

A motion to allow Ms. Sadler to participate remotely was made by Michael Hipple, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Hipple, Icenhour Jr, Larson, McGlennon
Absent: Sadler

ADOPTED

APR 14 2020

Board of Supervisors
James City County, VA

C. BOARD DISCUSSIONS

1. Emergency Ordinance - An Ordinance to Ensure the Continuity of Government

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Kinsman addressed the Board noting an Emergency Ordinance was before it which provided for continuity of government in times of emergency. He noted the Ordinance addressed three main sections. Mr. Kinsman further noted the area of management succession, in which each department manager designated three successors in the event of one or two people getting sick. He noted the importance as the Board verified a number of these positions, and this allowed for succession to already be in place without returning to the Board to fill any vacancies temporarily. Mr. Kinsman noted it provided a 'wholesale extension' of many of the timelines in place. He further noted in drafting the Ordinance with his staff, there were many deadlines tucked into different areas and this allowed for those various deadlines, though not all would be needed. Mr. Kinsman noted the Ordinance also addressed limitations on person-to-person contact and emergency online meetings. He further noted this particular Ordinance was adopted on an emergency basis so there was no advertisement, but added that was a requirement so it would be placed on the next Board meeting agenda and properly advertised. Mr. Kinsman noted once that Ordinance was adopted, it could remain in place for

six months with any adjustments or amendments as necessary. He recommended adoption of the Ordinance.

Mr. Icenhour asked for confirmation on the formal re-adoption of the Ordinance after public notice.

Mr. Kinsman confirmed yes. He noted adoption at this meeting allowed for the Ordinance to be in place for a short time, but adoption at the next Board meeting allowed for the Ordinance to be in place for six months.

Mr. McGlennon thanked Mr. Kinsman and his staff for the detailed Ordinance to allow for government continuation.

Mr. Kinsman thanked Mr. McGlennon. Mr. Kinsman noted he was appreciative of his entire staff for the help with all the pieces that were involved with the Ordinance.

Ms. Sadler concurred with Mr. McGlennon and also thanked Mr. Kinsman.

2. COVID-19 Staff Update

Mr. Stevens noted the update included comments from Fire Chief Ryan Ashe, Police Chief Brad Rinehimer, Ms. Rebecca Vinroot, Director of Social Services, and Ms. Latara Rouse, Communications Manager. Mr. Stevens further noted he would conclude with additional comments on County activities.

Chief Ashe noted the daily Virginia Department of Health (VDH) map. He further noted James City County had 37 confirmed cases of the virus with two citizen deaths. Chief Ashe noted continued daily conversations with VDH, Department of Emergency Management, regional Peninsula health partners, and the three area hospital systems on coordination of the information flow. Chief Ashe noted challenges related to Health Insurance Portability and Accountability Act (HIPAA) laws and information on positive cases. He further noted the monitoring of Personal Protective Equipment (PPE) and current orders for supplies over the next few weeks. Chief Ashe noted Virginia did receive a portion of the strategic national stockpile. He further noted when divided amongst the state, the percentage was based on hospitals receiving the most. He added that at the local Fire and EMT level, the portion was very limited. Chief Ashe noted the regional Fire and EMT council elected to retain the supplies in the event a locality had an emergency. He further noted continued efforts to check with manufacturers for additional supplies. Chief Ashe referenced Governor Northam's press conference and the efforts to have manufacturers potentially switch from their normal manufacturing to focus on respirators and surgical masks. He noted more information to come as that situation was monitored over upcoming weeks.

Mr. Icenhour asked about a third fatality in the County.

Chief Ashe noted one was in the City of Williamsburg.

Mr. Stevens noted there were five confirmed within the area. He further noted the VDH site listed six. Mr. Stevens noted seven fatalities listed for the state with five of those listed within 'our region'.

Mr. Icenhour noted the difficulty of keeping current on the information as there was question as to the specific localities within the region. He asked about Fire Department staff and possible exposure or quarantines or any issues as they were out with the public.

Chief Ashe thanked Mr. Icenhour. He noted earlier screening at the 911 center with questions about different signs and symptoms. He further noted initially some people may have had some potential exposure. Chief Ashe noted discussion concerning contact versus exposure. He further noted staff being on call with someone who may have been potentially exposed or other parameters which included distance and time. Chief Ashe noted VDH had new guidelines regarding 15 minutes of sustained contact within a 6-foot distance for healthcare providers and the various levels of exposure. He further noted the transport of a patient who eventually became a positive case and the timeline of the shifts involved. Chief Ashe noted the quarantine on those staff involved, adding testing had come back, and currently there were no providers out on quarantine. He further noted staff was wearing protective gear on the majority of calls based on additional information from hospitals regarding other symptoms being presented. Chief Ashe noted ongoing precautionary measures to conserve protective gear. He further noted no providers were quarantined.

Mr. McGlennon thanked Chief Ashe and his team for all their work and the ongoing information. He noted this was a difficult time. Mr. McGlennon further noted the large number of cases in the County and data on statewide hospitalizations. He asked about the number of cases in local hospitals.

Chief Ashe noted this was information staff was obtaining from the hospitals. He further noted daily information included patients under investigation (PUIs) and patients testing positive and how many PUIs or positive cases were at home in self-quarantine or in hospitals. Chief Ashe noted the relationship with the hospitals and obtaining current information through conference calls and meetings. He further noted refinement of the information. He referenced the County's 37 cases with two fatalities and noted of the 35 cases currently in the County were those people at home or in a hospital. Chief Ashe noted that data was currently unknown, but he was hoping to have it later this week.

Mr. McGlennon noted the importance of this information. He referenced the VDH data and the percentage of hospitalized cases in the County in relation to statewide data. He noted information on the number of cases in the general population now testing negative or in recovery.

Chief Ashe noted conference calls with County Administration Officers (CAOs) asking about the number of recoveries. He further noted the importance of getting that positive information out to the public.

Mr. McGlennon agreed. He noted citizen concerns regarding policies on funeral homes and guidelines. He further noted the state mandated 10-person rule was in effect as the Centers for Disease Control (CDC) guidelines had a slightly larger number allowance and inquired if people were generally following the rule.

Chief Ashe noted generally people were adhering to the guidelines. He further noted Governor Northam's order on essential facilities and the 10-person rule. Chief Ashe noted there were some guidelines in place if people did not adhere to that rule. He added it was easier to enforce on County facilities rather than public facilities.

Mr. McGlennon noted citizen concerns, particularly regarding visiting travelers or people returning from winter stays elsewhere. He further noted the area depended on visitors, but this was not the time to visit. He asked Chief Ashe if he had any indication if there were any difficulties on that point.

Chief Ashe noted he did not have that information on timeshares or tourism to know if there was a rise or decline in those areas compared to last year. He further noted the public message emphasized local and regional efforts to "flattening the curve" knowing a spike was coming at

some point.

Mr. McGlennon noted Chief Ashe was leading the way on this aspect of the health crisis. Mr. McGlennon further noted he had some other issues he wanted to explore with staff about messaging and rationale on decision-making with matters other than the health crisis. He thanked Chief Ashe for all he was doing.

Ms. Larson noted she would confirm with Chief Rinehimer about the penalty, but she thought it was a Class I Misdemeanor if groups larger than 10 did not disperse upon request based on Governor Northam's mandate.

Chief Ashe thought that was so, but noted Chief Rinehimer could confirm that point.

Ms. Larson asked about the status of testing in relation to the number of requests that doctors and hospitals were receiving and the volume compared to previous weeks. She noted Sentara Hospital had shut down and then reopened.

Chief Ashe noted testing was more available. He further noted the volume of information on the internet as well as people working on a 45-minute test. He noted if that test became available and approved, it would really change things. Chief Ashe noted the recent increase was possibly due to people being tested the prior week and the lag time in getting results. He further noted moving forward as test results become available sooner, there should be a decrease. Chief Ashe noted the particular swabs needed for testing had been an issue and that was why Sentara Hospital had temporarily closed. He further noted no one was sure how long the supply of swabs would last as everyone competed for the same resources. Chief Ashe referenced tabletop drills and the availability to request resources from the state or federal level, but the widespread nature of the virus diminished the availability and presented supply challenges nationwide. Chief Ashe noted the testing was still not available for everyone and the criteria for testing still existed, but the testing was becoming more available.

Ms. Larson noted her participation last night on a conference call with Governor Northam's Office that featured Virginia Secretaries Brian J. Moran, Public Safety and Homeland Security, Aubrey Lane, Finance, and Daniel Carey, M.D., Health and Human Services. She further noted they stressed the same message about personal protective equipment and acquiring more gear. Ms. Larson noted only 10% of what was needed had been received. She further noted a question had been asked about a locality that had a large number of tourists, but was a rural community. Ms. Larson noted that community had several campgrounds and if people became sick, many of the area hospitals had temporarily closed. She added something could have changed as the conference call was the previous night, but the question still remained of what options were there for the sick visitors to get healthcare in those areas. Ms. Larson noted hotel occupancy was down, but she was unaware of timeshare occupancy. She further noted the importance of the protective gear and asked Chief Ashe the timeline on the supply.

Chief Ashe noted, based on current usage, the supply should last a couple of weeks. He further noted, based on current restock orders and if orders come through, it should last through the projected three month timeframe. Chief Ashe noted the burn rate which indicated how quickly PPE was used as well as following CDC guidelines. He further noted normal use allowed for a mask to be used one-time for a patient and be disposable. Chief Ashe noted with the CDC guidelines if an N95 respirator is put on and it is neither frayed nor contaminated, then the inside piece that comes in contact with the responder's face could be cleaned and reused on another patient since that piece does not come in contact with the patient. Chief Ashe further noted an additional level of protection with a surgical mask over the N95 respirator as most people tend to touch their faces without contaminating the respirators. He noted the surgical mask supply was easier to obtain than the N95 respirators. Chief Ashe added part of the regional coordination allowed everyone to evaluate supplies and coordinate

a shift in supplies if needed. He noted currently the County had the highest number of cases on the peninsula.

Ms. Larson asked about the budget impact to the Department. She noted the impact of these additional supplies.

Chief Ashe noted in conferring with Mr. Stevens and Financial and Management Services that many other purchases had been put on hold, but the current supply already purchased was within its operating budget. He further noted there may be an overage in medical supply purchases, but still within budget. Chief Ashe noted approximately 100-150 N95s were usually kept on hand and normally they were used infrequently, but noted the County had started 'getting in line' in mid-January for those supplies and it was projected to be next week to receive them. He noted it had been difficult to get them.

Ms. Sadler asked who the PPEs were ordered from, adding if it was through the state.

Chief Ashe noted it was through a variety of vendors. He further noted contacting other localities, Amazon, Walmart.com, as well as the state. Chief Ashe noted daily internet searches for possible supplies.

Ms. Sadler noted during a Town Hall call with the Honorable Senator Rob Wittman that she shared these County requests. She further noted Governor Northam's Office had referred Senator Wittman's Office to the Virginia Department of Emergency Management.

Mr. Hipple noted the long period of time and the stress associated with it for children out of school and impacts on families. He asked if collectively actions were being taken to help with those issues through County programs. Mr. Hipple noted this impacted the Board members as well and looking to use communications to help people. He further noted the concern for the virus, but also the family component and looking out for each other.

Chief Ashe noted his deferment to the others on some of those points. He further noted additional focusing on mental health patients in the community, daycares, and helping people adjust to the changes.

Mr. Hipple agreed.

Chief Ashe noted the social media overload and its daily information flood. He further noted the Department had offered training updates and other information to relieve some pressure.

Mr. Hipple noted the importance of that shift in messaging, particularly with first responders. He further noted other staff members who were working on other issues and helping assist others. He noted churches assisting with looking at the human element.

Mr. Icenhour asked if an individual who was identified as positive, had been hospitalized, completed treatment, and "recovered" was not considered recovered until the individual passed two tests at least 24 hours apart. He noted there was a method to identify recovered individuals who could go back out to the public without infecting others. Mr. Icenhour noted the difficulty of individuals testing positive who then stayed home for 14 days after which they are presumed cured, but no provision was in place for testing them for the potential of reinfecting the community. Mr. Icenhour asked about recovery and when people should be allowed to have public contact.

Chief Ashe noted those were the same questions Fire and EMS had asked. He further noted reading about the two negative result tests. He noted asking VDH about positive test patients receiving those two tests and protocol.

Mr. Icenhour noted part of the issue was driven by the availability of tests. He further noted an email he sent to Dr. Steve Julian, Peninsula Acting Health Director, on that point. Mr. Icenhour reminded Chief Ashe to get that point in mind during the planning process going forward.

The Board thanked Chief Ashe.

Chief Rinehimer addressed the Board with a Police update noting the Department was operating at almost full staff. He further noted there were six employees who were self-quarantining, but no positive tests of which he was aware. Chief Rinehimer noted the Department was focusing its efforts especially on patrol functions and investigations as School Resource and Community Service Officers were not engaged in school or community events. He further noted it was a challenging time and flexibility was needed. Chief Rinehimer noted the Department had the manpower and resources to maintain that flexibility at the current time. He further emphasized to County citizens to 'be good, no crime', particularly in these stressful times of quarantining and such. Chief Rinehimer anecdotely noted hearing a few more domestic calls on the radio lately, but that overall calls for service had not increased much. He anticipated that changing. Chief Rinehimer addressed two of the Board's earlier questions regarding handling of groups larger than 10 people. He noted one incident at a private community park where a Community Service Officer would be in touch with the management. Chief Rinehimer noted he expected citizens to call in such incidents. He further noted very specific guidance had been given to Patrol Officers regarding those calls or if they see that type of activity in the community. Chief Rinehimer noted a high level of compliancy and respect in the community. He further noted if it did reach a level of enforcement action, the officer was to contact the supervisor who would come on scene. He noted verbal skills for voluntary compliance and if that was not effective, then enforcement action would result in a summons with a later court date. Chief Rinehimer noted he did not anticipate that level would be reached, but those were the steps if it should. He further noted if non-compliance remained, then he or another Division Commander would be involved on the next course of action. He noted it was not the goal to take anyone to jail, but to follow the state directive and comply. Chief Rinehimer noted it was normal to have an increase in calls when people were stuck in their homes during snowstorms or other situations.

Ms. Larson referenced Mr. Hipple's comments on the amount of time kids would be out of school. She asked if there are any programs or ways to positively work with neighborhoods to help in this matter.

Chief Rinehimer noted they could look into those possibilities and positive messages.

Mr. McGlennon asked about officers responding to accidents and such and distancing precautions.

Chief Rinehimer noted as police officers they were trained to maintain distance and adherence to the six-foot requirement was the norm for them.

The Board thanked Chief Rinehimer.

Ms. Vinroot addressed the Board noting Social Services had been working on many things such as reduced work hours, meals, and assisting other families. She noted an increase in applications for benefits and programs for which people were now qualified. Ms. Vinroot further noted those benefits and programs were available online and the benefits staff was teleworking and able to process those applications. She noted providing direction for unemployment and financial needs for the community and offering resources. She further noted a weekly call to communicate with schools for the Grab and Go meals, as well as putting information into that packaging. Ms. Vinroot stated that additional people may need resources

as this situation goes on and that everyone is learning and communicating. She noted donations were welcome as safety precautions were in place. Ms. Vinroot further noted Williamsburg House of Mercy and Grove Outreach Center were coordinating that outreach. She noted ensuring the homeless were in hotels and not on the streets. She further noted on a case-by-case basis that the Williamsburg Area Transit Authority (WATA) was still assisting in some deliveries. Ms. Vinroot noted child care and that several facilities were still open. She added getting that information out to the public, but she also encouraged those who were able to stay home with their children, please do so. Ms. Vinroot said those facilities were being compiled and were forthcoming. She noted the daily coordination and communication in a constantly changing situation. Ms. Vinroot further noted those were things they did on a regular basis, but 'a little bit on steroids right now.'

Mr. McGlennon noted the challenges included the people who needed these resources the most were the least likely to have access. He further noted no internet access, as well as no understanding of some of the processes to get assistance were challenges. He asked if there was a regional effort to coordinate people in that situation.

Ms. Vinroot noted there were several ways and that process was ongoing. She further noted the local level community organizations had the information available and people could come in and get that information during the hours of operation. Ms. Vinroot noted the benefits process could be accessed via the website or telephone. She further noted daily, if not more frequent, guidance from the Virginia Department of Social Services on ways to take additional steps and not take negative actions. Ms. Vinroot noted some staff was necessary in the office to receive verification and process applications, while still maintaining a low barrier.

Mr. McGlennon noted the Department's telephone number was on the website, but again not everyone could access the website. He further noted that created a challenge in itself.

Ms. Vinroot noted Ms. Rouse could address that point, but noted some printed materials to help citizens access information. She further noted continued communication with partners to get information to people.

Ms. Sadler asked if WATA buses were carrying information on them for people.

Ms. Vinroot noted that was a great idea.

Mr. McGlennon noted that also. He asked about telephone assistance to citizens who may be socially isolated.

Ms. Vinroot noted the connection piece adding that seniors who were already connected with Meals on Wheels or other programs had contact and communication. She further noted neighborhoods and faith-based organizations could check within their spheres and reach out to individuals who might not already have communication from some of the existing programs. Ms. Vinroot noted the importance of coordinating volunteers.

Mr. McGlennon agreed noting the number of volunteers in the community and coordinating information. He noted the number of organizations who wanted to help.

Ms. Vinroot noted she had provided information to Ms. Sadler and Ms. Larson. She further noted sharing information with a pastor who was then sharing it within his circle. Ms. Vinroot noted this consistent, structured way to share information was important. She further noted resources for assistance with coping skills and the importance of lessening the impact of trauma and sharing that information through a local trauma impact network. Ms. Vinroot noted the first week of May will be "Resilience Week in Virginia" and its timing. She further noted there would be more information forthcoming.

Ms. Larson asked about child care in relation to Governor Northam's latest press conference. She noted grocery store workers as essential and questioned how payment was made. She inquired if the workers were responsible for payment or were the localities responsible since those positions were deemed essential.

Ms. Vinroot noted each provider may have individualized approaches. She further noted some businesses may make changes through their individual business offices while others took child care subsidies, which are provided by the Social Services Department. Ms. Vinroot noted the Department's child care subsidy worker was on standby to process applications as these decisions were made. She further noted ongoing information was forthcoming on the processing of those applications. Ms. Vinroot noted different organizations may be targeting to assist particular populations and referenced the YMCA offering child care to essential healthcare workers. She further noted community advocacy at the local level may be needed for retail workers.

Ms. Larson noted her worry about the number of children at home and the availability of child care as people return to work. She further noted her concern for children left alone at home and what role Social Services may play in those situations. Ms. Larson asked how this was addressed and what would be done if a neighbor called about children alone at home.

Ms. Vinroot noted the Department received those type of calls daily and was not specific to the virus. She further noted people do the best they can, and safety concerns. Ms. Vinroot added that checking in on citizens was an ongoing service and what was a safe option for children. She noted community problem-solving and suggested the college student who was home assisting neighbors or providing tutoring. She further noted people help each other.

Ms. Larson asked about school involvement.

Ms. Vinroot noted schools were reaching out.

Discussion ensued on the school involvement and communication.

Mr. Hipple asked if there were any issues with food in terms of supply and demand. He noted food trucks in the community and their services as an option.

Ms. Vinroot noted working together as a community with coordination and communication. She further noted a group who was working on a map to detail food distribution, which would be advantageous for many groups in the coordination process. Ms. Vinroot noted timelines and that this was an evolving situation.

Mr. Hipple noted this could be an option for the future.

Ms. Vinroot noted that communication and information were continually being worked on to help the community.

The Board thanked Ms. Vinroot.

Ms. Rouse addressed the Board regarding Communications. She noted a daily news release was sent out at 5 p.m. as well as sharing information from Governor Northam's Office. She further noted a restructuring of the website due to the volume of information. Ms. Rouse detailed the changes to the COVID-19 page for accessibility. She highlighted the Frequently Asked Questions (FAQs) aspect of the website and the importance of addressing state and local FAQs. Ms. Rouse noted the initial response to COVID-19 had been focused on informing the public of operational closures and contact with essential County services. She

further noted a pivot in the upcoming weeks as telework services were now in place. Ms. Rouse noted getting information to people who may have been left out and the heavy reliance on technology and social media. She further noted the use of printed materials and the inability to utilize areas of high traffic for those materials. Ms. Rouse noted cross-coordination among various departments to distribute the Citizens Guide, FAQ handouts, and other information throughout the County possibly over the next week. She added the use of distribution boxes in the County with minimal contact. Ms. Rouse noted the County's hotline at 757-564-2140 where citizens could call in for daily information updates. She further noted a change to non-essential County services to assist citizens with library services, working with Parks and Recreation on fitness or activity videos, and other messaging. Ms. Rouse noted particular target groups, such as faith-based organizations, Spanish-speaking communities, and businesses with specific messaging designed for those groups. She added this was an evolving situation and subject to change.

Ms. Sadler asked about grocery stores and the availability to post flyers there for people to access information.

Ms. Rouse noted that was a great idea and thanked Ms. Sadler.

Mr. McGlennon noted the staff at Social Services and Communications were doing a great job to offer reassurance and alternatives and thanked them for that work. He further noted the ongoing need to keep people informed of opportunities and information. He added he had been sharing information from the website with people. Mr. McGlennon noted the need for some guiding principles during this unprecedented event and to communicate those clearly to the community. He further noted decision-making for the good of the community. Mr. McGlennon noted the use of food trucks and flexibility of the County Ordinance around the use of them during this time. He further noted a coordinated effort from various groups like the Chamber of Commerce, restaurant associations, and others. Mr. McGlennon added the decisions needed to be sure not to work against restrictions such as social distancing and others. He noted the need to focus on those necessary principles.

Ms. Larson noted she liked the Parks and Recreation idea for activities and getting people involved. She further noted the idea of people with communities creating daily logs of miles walked and avoiding 'brain drain.' Ms. Larson noted calls from congregations seeking information and ways to help. She further noted a retired doctor in her neighborhood who was reaching out to other retired physicians within her congregation to contact seniors who might be isolated. Ms. Larson noted as a result of those actions, five people had been admitted to the hospital for medical care. She further noted it was not all our responsibility, but sharing more information out in the available pipelines was helpful. Ms. Larson thanked Ms. Rouse for all her efforts and noted the need to continue the information flow.

Mr. Hipple noted Mr. McGlennon had a good point with churches using phone trees and contacting people. He further noted the no internet group and the possibility of postcards in the mail to the areas where internet was not available. Mr. Hipple noted the use of Christmas decorations to encourage people. He further noted a monthly decoration challenge throughout the County as well as photo submissions to possibly get a Recreation Center membership when County facilities reopen. Mr. Hipple noted a key component would be to have each Board member deliver a community message of encouragement. He further noted each of the Board members had fears, but community needs and how the Board was looking at those needs financially, emotionally, and on all levels.

Ms. Sadler had no additional comments.

Mr. Icenhour noted pharmacies and food stores presented opportunities to post information. He asked for the video clip on the power of social distancing be displayed as it showed the

exponential effect over time.

Ms. Rouse noted that while Communications pivoted in its information flow, it would continue to highlight County operational messages.

Mr. Icenhour thanked Ms. Rouse. He highlighted the impact of social distancing in the video clip. He echoed Mr. Hipple's comments on the Board sending a community message. Mr. Icenhour also noted deferment of the Workforce Housing Task Force Findings and Recommendations and the Closed Session to a later date.

3. Workforce Housing Task Force – Findings and Recommendations

Deferred.

D. BOARD REQUESTS AND DIRECTIVES

Mr. Icenhour noted the budget was scheduled for release on March 27, 2020.

Mr. Stevens noted that was the schedule, but he would confirm that date later in the week.

Mr. Icenhour also noted the Board's thoughts for the County Administrator and staff on how to proceed with this process as things will be different and great flexibility will be needed with so many unknowns. He asked the Board to share ideas and thoughts on that point. Mr. Icenhour noted he had spoken with Mr. Kinsman regarding other Boards and Commissions meetings. He further noted no meetings to be held unless they had critical business and the only one group would probably be the Planning Commission. Mr. Icenhour asked for the Board's thoughts on the meetings. He also asked about the April meeting format of meeting as they currently were or as a virtual meeting.

Mr. McGlennon agreed on no other meetings for Boards or Commissions unless critical business was necessary. He noted that if the Planning Commission had cases that could be deferred then should be an option. He further noted the unknowns regarding the budget and possible federal assistance as well as state reserves. Mr. McGlennon noted during recent walks he met a citizen on the trail at Mainland Farms who thanked him for providing the facility. He further noted the opportunity for people to get fresh air and exercise at some of the County's facilities. Mr. McGlennon noted the use of parks and the consistent measures of social distancing.

Ms. Larson noted her use of local trails, particularly the one behind Warhill Sports Complex, which she added was a tough course. She further noted people being very respectful of social distancing. Ms. Larson referenced Mr. McGlennon's comment on information and how decisions were made. She noted citizens concern on Governor Northam's decision on the school closings. She further noted sending these decisions to local level governments to share that information with their communities so people understood why those decisions were made. Ms. Larson agreed if Boards and Commissions did not need to meet, then do not meet, with the possible exception of the Planning Commission. Ms. Larson noted she had mixed feelings on the virtual meeting in light of asking grocery store workers to go to work. She cited Ms. Sadler's health and its importance while still maintaining an active role in participating remotely for Board meetings. She noted a decision today for April 14 was difficult for her. She further noted the school impact and emphasized the most budgetary information the Board had then the better it was for it to know how to proceed. Ms. Larson noted the shutdown's impact on revenue loss and looking at what could be addressed. She further noted Governor Northam's Office with the three state secretaries which addressed the health and economic crisis in Virginia. Ms. Larson noted she was able to be on the call as she was on the Virginia Association of Counties (VACo) Board of Directors. She further noted those same

Secretaries agreed to be on another call and she hoped VACo would furnish notes from that call. Ms. Larson noted her frustration at the flow of information and the County being viewed as a 'hot spot'. She noted personal information did not need to be known, but possibly neighborhoods or travel information. She noted she asked Mr. Stevens for a write-up on what the County had been through and Secretary Carey had requested that information. Ms. Larson noted HIPAA and frustration about not having the ability to let her community know about the health crisis.

Mr. Hipple noted Mr. Stevens had formed a team to review County profit and loss. He further noted the need to have a monthly report as it will change continually. Mr. Hipple noted the forecast of loss and how to address things. He stressed addressing the financial direction and as a Board member not having to face citizens next year with a tax increase. Mr. Hipple noted the Planning Commission should meet while the others delayed their meetings. He further noted meeting either at the County building or remotely was not a problem as he added no one knew what the next month would bring. Mr. Hipple noted the great parks where people can fish, walk, or even fly a kite. Mr. Hipple referenced a mortar company in Pennsylvania that closed its facility and were not making additional mortar until the health situation was over. He noted a week later they had to reopen due to the demand and increase additional shifts at the plant. Mr. Hipple noted there was talk of shutting down Pennsylvania and that impact on businesses in other areas. He emphasized the need for internet across James City County and stressed the example of knowing what was happening. He added this situation should emphasize why broadband internet was needed from one end of the County to another. He continued discussion on internet education. Mr. Hipple noted this situation will change things across the County, the state, and elsewhere. He further noted concern for citizens. Mr. Hipple noted through the Hampton Roads Transportation Advisory Council and the other transportation agencies that a surveyor had been killed by a vehicle which had gone off the road and into a ravine where the surveyor was working. He further noted reaching out to the family and the devastation of that event.

Ms. Larson thanked staff, noting everyone's help with so many things. She noted how things were changing and the County maintaining operations during the shutdown. She further noted pressure on education and local governments to provide the most efficient services and for everyone to be aware. Ms. Larson noted she had received a great answer from the Real Estate Assessment group on some recent changes.

Ms. Sadler thanked everyone for their patience during her remote participation. She extended her thoughts and prayers to citizens who have been personally impacted by this situation. She echoed her thanks to staff for information to assist citizens. Ms. Sadler encouraged families to spend time together and be grateful for things each day. She noted with everyone working together to get through these difficulties.

Mr. Icenhour noted that four of the 12 Public Hearings for the April 14 Board meeting had been moved to the May meeting. He further noted the remaining eight were land use cases and that the County Attorney felt comfortable with proceeding that way. He noted he would touch base prior to the April meeting for whether to meet in person or remotely. Mr. Icenhour expressed his thanks to staff as well as the citizens for the type of questions received and the information shared.

Mr. Stevens noted yesterday's announcement that along with many other Hampton Roads localities that the County's offices were closed to the public until further notice, but that operations were still ongoing. He encouraged citizens should call with questions. He further noted calls were being answered, grass was being cut, picking up recycling, and numerous other County operations. Mr. Stevens noted teleworking and concerns that full efficiency was in place with the workforce. He further noted adjustments in spacing out the workforce in automobiles and cleaning of high traffic areas. Mr. Stevens noted the closures of playgrounds

and sports courts and maintaining social distances. He addressed limitations at County beaches but that those remain open currently. He thanked staff and citizens. Mr. Stevens noted staff was available for community questions and needs.

E. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia and involving the Chesapeake Bay/Wetlands Board and the Economic Development Authority

Deferred.

F. ADJOURNMENT

1. Adjourn until 5 p.m. on April 14, 2020, for the Regular Meeting

A motion to Adjourn was made by Ruth Larson, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:59 p.m., Mr. Icenhour adjourned the Board of Supervisors.


Deputy Clerk