

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
September 22, 2020
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

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

ADOPTED

NOV 10 2020

**Board of Supervisors
James City County, VA**

C. BOARD DISCUSSIONS

1. Colonial Behavioral Health's Fiscal Year 2019-2020 Performance Contract Amendment and Extension Agreement

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

Ms. Rebecca Vinroot, Director of Social Services, introduced Mr. David Coe, Executive Director of Colonial Behavioral Health, and gave an overview of the memorandum and resolution included in the Agenda Packet. She stated the Performance Contract comes around every year and the contract will move forward regardless of Board approval. She noted this is simply an opportunity for the Board to provide any discussion or questions it may have regarding the services provided by Colonial Behavior Health.

Mr. McGlennon stated he might have misunderstood the intention of the item being brought forward today and inquired if it was to approve this in moving ahead with the contract as opposed to any informational materials about what has happened so far.

Ms. Vinroot replied correct and explained the next agenda item would go into a related but separate item.

2. Presentation on Options for Collaboration between Colonial Behavioral Health and Olde Towne Medical and Dental Center

Ms. Vinroot gave an overview of the memorandum included in the Agenda Packet. She recognized in the audience: Mr. Aaron Thompson, Executive Director of Olde Towne Medical and Dental Center; Mr. Coe; and Ms. Carol Sale, Williamsburg Health Foundation. Ms. Vinroot acknowledged the instrumental support throughout the process by representatives

from York County and the City of Williamsburg. She introduced Ms. Gail Mayeaux and Mr. Josh Rubin, Principals for Health Management Associates, who gave an overview, via Zoom, of the PowerPoint slideshow included in the Agenda Packet.

Ms. Mayeaux gave a short biography of her career and led the presentation summarizing the business of Health Management Associates in regard to Olde Towne Medical and Dental Center and Colonial Behavioral Health. She reviewed the syllabus which included: Implication of Health Care Environment; Our Process and Findings; Imperatives; Clinical Imperative; Financial Imperative; Workforce Imperative; Public Policy Imperative; Options for Consideration; and Creating a “Glide Path” for a Future Model. Ms. Mayeaux discussed the Implications of Current Health Care Environment section, which included: Current models of single-specialty care are not sustainable long-term; Data sophistication is essential; and Medicaid providers need to get efficient at capturing all available revenue.

Mr. Rubin continued the presentation and gave a brief biography of his career as well as a summarization of the process and findings. He briefly discussed the Robust Data and Information Gathering section to include: Review of programmatic and financial data for both organizations; Key informant and essential stakeholder interviews; and Environmental scan. He referenced the findings and stated there was a remarkable degree of quality and effort given with very thin budgets. He stated that both organizations had a lot of recommendations about the quality of care to provide, and significant structural financial challenges, but the key finding was that neither Olde Towne Medical and Dental Center nor Colonial Behavioral Health were integrated into a comprehensive, coordinated, integrated system of care. He further stated each of them is able to meet a specific need of the people they serve, but is unable to meet the totality of the needs of the people they are serving. He discussed staffing and funding for both organizations and commented they are in good financial shape considering the very thin funding. He discussed the Imperatives section of the presentation and highlighted: Clinical; Financial; Human Resources; and Public Policy.

Ms. Mayeaux steered the focus to the Financial Imperative portion of the presentation and reviewed the Revenues by Prospective Models and Profitability by Prospective Models charts. She discussed the Human Resources perspective and noted a key point is to be able to retain and attract talents and have enough resources to build-out staffing to plan for long-term sustainability and transition to population-based health. She reviewed: Benefits structure which supports retention efforts of existing staff; Resources to effectively recruit new staff, including competitive salaries and benefits, along with engaging work environment; An ability to address workforce shortages and provider burnout; and Providers prefer to work in integrated settings.

Moving along, Mr. Rubin discussed the Public Policy Imperative section of the presentation. He reviewed the Alternative Payment Model Penetration chart noting Virginia is moving toward value-oriented payments and gave a summary of the Options for Consideration segment of the slideshow.

In conclusion, Ms. Mayeaux surmised the Creating a “Glide Path” to a Future Model piece of the slideshow and acknowledged creating sustainability and the opportunity for growth and expansion to meet the needs of the community. She noted that both organizations serve a large number of uninsured and uninsurable people, stressing it really becomes imperative to be able to maximize your revenue in other areas in order to maintain the mission. She noted fellow colleague Ms. Mary Kate Brousseau, Senior Consultant and a Virginia resident, who was instrumental on this project.

Mr. McGlennon stated he still struggled with the emphasis on profitability for one agency that was created for the purpose of addressing the needs of those who are uninsured or underinsured. He further stated that even with the movement to Medicaid expansion, there will

be those left behind who would not have the ability to access those programs. He noted what happens to that imperative moving forward especially as we are talking about consolidation or partnership with an agency that is governed through state directives and public policy determinations. He remarked he would like to have a much clearer sense of what happens to the essential values that each of these organizations has. He emphasized the value of treating the whole person, and was uncomfortable with the questions that remain about how something like this might work in a way that continues to serve the missions that are the homegrown determinations by our three local communities in the Historic Triangle of people who have medical needs not being served.

Ms. Mayeaux replied profitability was looked at and the one thing that should be known was that when the financial model was built, you became more and more sustainable financially, it would never force you to get into a position where you could not provide as much care for free as you presently provide. She discussed the way the model is currently funded, explaining that of every dollar spent on care, 80% comes from other sources and 20% comes from patient service revenue.

Mr. Rubin commented these are not organizations that have shareholders who are going to take any of the profits out. He noted money left over at the end of the year gets reinvested in the infrastructure that is going to enable these organizations to provide a higher quality of care to the people they serve.

General discussion ensued.

Mr. McGlennon stated he still felt there were some practical questions involved in how this plays out.

Mr. Stevens stated that action wise, the intent was to bring this before the Board as an awareness. He commented it is something the health foundation funded, we do receive the funding, and it is our contract. He noted that Mr. Coe and Mr. Thompson were both sharing with their Boards and staff so they are aware of this conversation and wanted to make sure this Board had access to the consultants. He expressed his thanks to Ms. Mayeaux and Mr. Rubin for condensing their presentation as it is usually a one- or two-hour discussion. He stated it is a decision of the two Boards and really was not this Board's decision for them to do it or not; staff was trying to provide information to guide the Boards and give them some direction and conversation and they will decide as independent Boards if they are going to work together to discuss this any further or not. He relayed his hope they will discuss if it is collocated or merging together, whatever is in the best interest of the customers and individuals they serve.

Ms. Larson stated there were some concerning issues brought forward and if the two Boards decided this was not something they wished to do, she hoped a report would be brought back before this Board. She elaborated at that time a decision would need to be made moving forward regarding continued funding.

Mr. Stevens replied yes and mentioned some County staff members serve as members on each Board, allowing input and knowledge of what is going on, and noted Mr. Coe and Mr. Thompson are both very communicative with County staff.

Ms. Larson inquired about a timeline.

Mr. Stevens replied hopefully over the next three to six months the Boards will work through the process and have an outcome to either do it or not. He emphasized the structure was their decision; however, we do control a small portion of the funding and want to be certain the funding is doing the most it can do to serve our residents in need within the community.

Mr. Hipple commented these are two great organizations that will merge into one and be a one-stop shop and with that be able to have more profitability. He stated with more profitability we would be able to do more for the community that we currently are unable to do because of funding and limits. He emphasized it would allow a stronger financial backing to be able to reach more people who do not have the ability to get to these services and needs in the community.

Ms. Vinroot stated the next steps would be for the Williamsburg City Council to hear this presentation and then the two Boards would make the recommendation. She further stated the internal working group that has been working all along will come back to the table and consider how to move forward in terms of what the two Boards have decided. She noted this will continue the collaboration and the conversations.

Ms. Larson and fellow Board members expressed their gratitude to the Williamsburg Community Health Foundation for its partnership on this matter.

3. Space Needs Assessment

Mr. Shawn Gordon, Chief Civil Engineer, Capital Projects, approached the Board and introduced Ms. Grace Boone, Director of General Services; Mr. Tony Bell, Managing Principal of Moseley Architects; and Mr. Adam Berker, Project Manager. He expressed his gratitude to the James City County Administration and the Executive Team for its participation and feedback which was vital for the validity of this document; a special thank you to Ms. Julie Northcott-Wilson, Business Analyst, Parks and Recreation and Ms. Boone for coordinating all the interviews. He gave a summary of the highlights of the assessment and stated the last County Administration assessment was completed in 1999 and excluded the schools. He noted this assessment included the Williamsburg-James City County (WJCC) School Administration, the WJCC Courts, and James City County Administration. He stated to complete the assessment, 66 questionnaires were filled out, over 132 interviews and follow-up interviews, and 73 functional division spaces were incorporated. He commented the current and future needs looked at efficient and effective uses of the spaces, to include the personnel office spaces, support spaces, meeting rooms, conference rooms, and copy areas. He noted the assessment did not focus on the existing space uses in each of the facilities today. He explained that the result is a comprehensive report that can be used for future master plan needs as well as for a Facilities Master Plan.

Mr. Bell gave an overview of the PowerPoint presentation included in the Agenda Packet. Mr. Bell stated the real goal of this exercise was to develop a proactive approach to space needs and reviewed the process details outlined in the slideshow which is included in the Agenda Packet. He noted 21 departments that were interviewed along with the various facilities included in the assessment. He discussed the difference between net square footage and gross square footage and how the terms are frequently utilized throughout the study. He explained the breakdown of the various columns reported in the space needs summary for WJCC School Administration, WJCC Courts, and James City County Administration. He noted that for every single department interviewed and analyzed, there is a breakdown with every single space and position itemized and totaled. He discussed the Benchmarking Analysis as well as the Developing Space Standards portions of the presentation. He cited typical drivers for a position to require a private office or workstation and spoke with different department directors on how they anticipate delivering services over the next 20 years. Mr. Bell reviewed the Example of Existing Space Allocation and Future Step-Example Master Plan included in the assessment. He briefly discussed how ideally the County could create a diagram County-wide that would show roughly 500,000 square feet of space, 20 years out.

Ms. Larson commented the assessment showed 48 employees listed under Voter Registrar. She expressed concern with this type of valuable information and noted glaring issues, such as with General Services, which stuck out to her. She clarified that the recommended next step would be to draw up what we think the future should look like and start working toward that goal. She inquired about the timeframe of this assessment as a living document.

Mr. Bell replied the document has somewhat of an expiration date, noting the longer it is put off, the more obsolete the information. He recommended data be updated in 10 years and discussed the potential for figures to be adjusted as circumstances change.

Ms. Larson noted possible lack of space issues currently going on in some of the more pressing departments and was pleased the WJCC School Administration was considered in the assessment.

Ms. Sadler questioned the example of Hanover County being used and emphasized that space in general is the focus.

Mr. Bell clarified the takeaway from the document is only numbers; how space is going to be partitioned out in the future needs to be determined. He briefly discussed the differences in Hanover County versus James City County in regard to the number of campuses spread out. General discussion ensued regarding space needs and the COVID-19 Pandemic as well as technology, file storage, and dedicated space allotted for early voting and various meeting gatherings.

Ms. Larson referenced positions dealing with the public that need to be on-site versus positions that never interact with the public and a possible telecommuting situation could be feasible.

Mr. Bell cited a position, such as a building inspector for example, that requires frequent out of the office duties on a daily basis versus a position that typically utilizes in-office space.

Ms. Larson referenced Voter Registrar and inquired about the new laws and the possibility of any forthcoming monies.

Mr. Hipple noted his lingering desire for one building to house County offices. He discussed current offices and varying size issues. He described his vision of safety rooms as well as automobile garages for employee parking. He focused on the current campus style spaces and costs versus the potential advantages of a single County facility that would serve citizens needs collectively in one building. He touched base on the current costs of maintaining several buildings compared to a single facility housing all offices. He remarked this is something we need to move on sooner than later and the assessment shows how far behind we are in what is needed.

Mr. Stevens expressed his gratitude to Mr. Bell, Mr. Berker, and Mr. Gordon for their work contributions and coordination as well as noted returning in the future for the next step in continuing the discussion. He relayed his intentions to speak with each supervisor sometime in October regarding end of the year dollars and funding. He stated this project was in last year's operational budget and there is currently no funding for it; however, he will come back before the Board at the end of the year to see if it wants to reauthorize those monies in order to move forward. He further stated he would speak with each Board member regarding the numbers being considered so they will have that information before walking into a meeting.

Ms. Larson clarified that Mr. Stevens was referring to the master plan and not the single building vision Mr. Hipple previously discussed.

Mr. Stevens replied correct.

4. FY 2021 Financial Update

Ms. Sharon Day, Director of Financial and Management Services (FMS), noted the PowerPoint slides included in the Agenda Packet covered the first two months of this fiscal year (FY), July-August 2020, but she wanted to provide a quick update on the last fiscal year which ended on June 30, 2020, before reviewing the slideshow. She stated that last month she provided an update on FY 2020 and at that time was projecting a year-end surplus of approximately \$6 million, mainly made up of expenditure savings. She stated a revenue shortfall was projected of approximately \$3.5 million and expenditure savings of about \$9.8 million, which cumulatively brought the surplus to about \$6 million. She commented that not much has changed, we are still in the process of going through the audit and closing books and estimating we will fall somewhere between the \$6-7 million range for FY 2020. She noted receipt of an update from the Chief Financial Officer of the School Division regarding its year end results for FY 2020 and it is estimating a surplus of approximately \$5.5 million with the County share being about 90%, which would equate to approximately \$5.2 million. She stated of that \$5.2 million, \$2 million is already included in the FY 2021 budget. She further stated it was her understanding there was an additional request for about \$750,000 that would be forthcoming to the Board, leaving a balance of approximately \$2.5 million that would add to the County year-end surplus of the \$6-7 million, meaning the total with the School number included would be approximately \$9 million. She relayed intentions of applying the Coronavirus Aid, Relief, and Economic Security (CARES) Act for COVID-19 presumptive clause to public safety, which would allow CARES funding for some of the personnel costs and the Fire and Police Departments. She stated there is approximately \$3-4 million that is being applied to CARES Act which would also add to the year-end surplus, without that we are at about \$6-7 million, add another \$2.5 million for the Schools, and potentially add another \$3-4 million by using that presumptive clause from CARES. She projected ending somewhere in the range of \$12-13 million all-inclusive for FY 2020.

Ms. Larson inquired when conversations would begin with the Chief Financial Officer of WJCC Schools in regard to moving forward.

Ms. Day replied those conversations have taken place explaining they begin with enrollment numbers as of September 30, 2020. She remarked data was received and downloaded this week from the School Division and briefly discussed the processes of analyzing the information.

Ms. Larson inquired about a timeline regarding the September 30, 2020 enrollment figures, realizing some families have chosen homeschooling or other virtual learning opportunities.

Ms. Day replied typically in the November-December timeframe.

Mr. Hipple referenced the \$12-13 million surplus and inquired about the amount of loss this fiscal year if the COVID-19 money did not exist.

Ms. Day replied she was only presenting the General Fund this evening and the CARES money resides in a different fund; however, in total for FY 2020 approximately \$6.7 million was received, noting there were other smaller grants but the bulk of it was the CARES monies. She commented that without the CARES Act monies it would have been approximately \$6.7 million of expenditures that would have had to been covered and briefly discussed the General Fund impact.

Mr. Hipple noted efforts made by staff behind the scenes in an attempt to save money, as well

as the influx of the COVID-related monies, all of which helped the County achieve its current financial status.

Ms. Day concurred that was a very fair statement and noted the speed of actions and restrictions that were put in place as compared to other localities.

General discussion ensued regarding future costs of furniture, vehicles, and equipment maintenance and/or replacement.

Mr. Stevens commented the departments had really pulled their weight during this pandemic. Mr. Stevens noted he and Ms. Day would return before the Board in the October timeframe to discuss refunding of some, but not all, of the budget and certain activities that were taken out because of pressing needs.

Mr. Hipple emphasized the Board's appreciation toward County staff for its joint efforts and hard work throughout the pandemic.

Ms. Day proceeded to give an overview of the FY 2021 Financial Update included in the Agenda Packet and pointed out that the information was based on a cash basis as well as an accrued basis. She noted the majority of the revenue received this year is for last year and has been moved and adjusted accordingly. She explained this is part of the surplus numbers shared earlier and felt the presentation would be more meaningful if actual collections this year compared to last year were presented. She anticipated providing a similar summary to include graphs and charts each month for the foreseeable future until instructed otherwise by the Board.

Ms. Larson inquired about Howl-O-Scream at Busch Gardens Williamsburg.

Mr. Stevens replied he recently spoke with Mr. Kevin Lembke, President of Busch Gardens Williamsburg, who indicated Busch Gardens would not be doing Howl-O-Scream due to the cost of upfitting and hiring, but did hope to extend similar current operating events through the fall. He commented Busch Gardens Williamsburg would like for its attendance numbers to be up closer to the 5,000-7,000 attendance capacity. He noted working on putting a date in place for the Board members and our legislators to visit the theme park in an effort to bring attention back and show how safe it is for a patron. Mr. Stevens expressed his hope that attendance numbers would increase. He explained that he did not anticipate Busch Gardens Williamsburg would be back to 20,000-30,000 patrons or the big Howl-O-Scream or Christmas Town events would be held as in past years. He commented that he did not know much about the December events planned, but hoped it would continue some operation. Mr. Stevens inquired if the Board had any other information it would like incorporated into the financial reports Ms. Day previously mentioned. He asked if there were any missing pieces the Board would like added; if so, that information would happily be included in an effort to keep up-to-date in present standing with financial trends.

Mr. Icenhour offered that graphs and/or trend lines on a month-to-month basis would be helpful. He explained this would be especially useful to see if we were on track and whether adjustments would need to be made and when.

Ms. Day reflected back on a comment made by Mr. Hipple in regard to COVID-related expenditures, and stated the CARES Act funding ends on December 30, 2020, and the current budget does not include any funding for ongoing COVID-related expenditures.

Mr. Hipple stated that expense would have to be covered in-house creating a compounded issue in the budget.

5. Authorization for the Reclassification of Accounts Payable Specialist Position and Related Budget Appropriation

A motion to Approve 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

Ms. Day gave an overview of the memorandum and resolution included in the Agenda Packet.

Mr. Hipple asked if after the pandemic settles down, will the reclassified Accounts Payable Specialist position be utilized moving forward.

Ms. Day replied absolutely as this upgraded position was included in the FY 2021 budget and was approved by Human Resources as well as County Administration; however, with the budget reductions and the pandemic, the funding was removed. She noted that currently there is one full-time Accounts Payable employee who processes the invoices for every County department, James City Service Authority, Economic Development Authority, Williamsburg Area Transit Authority, Olde Towne Medical and Dental Center, the jail, and juvenile detention. She expressed her gratitude to the employee and noted the need for this reclassification full-time position.

6. REC Connect Program Modification and Williamsburg-James City County School Division COVID-19 Child Care Program

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. John Carnifax, Director of Parks and Recreation, introduced in the audience Ms. Arlana Fauntleroy, Recreation Services Administrator and Ms. April Melton, Operations Manager who oversees all of the Before and After School Programs, which is currently a full day program. He expressed kudos to the contributions of both employees, school staff, as well as Ms. Day and Ms. Cheryl Cochet, Assistant Director of FMS, in putting together this program. Mr. Carnifax proceeded to give an overview of the memorandum and resolution included in the Agenda Packet. He explained the program was set on four school sites for community use and one for school staff. He discussed that only three school sites have been opened due to current demand, with 60 youths registered at each site, averaging approximately 35-45 participants per day, per week at the community site. He noted the school site averages about 6-10 participants as the schools have allowed teachers to bring their children to school during the day. He briefly explained the projection of the CARES Act funding based on the current needs to offset this program.

Ms. Larson inquired if there was communication with the Schools in regard to changing phases.

Mr. Carnifax replied yes, Ms. Fauntleroy has already had two meetings and they are preparing for these scenarios. He noted one concern being if we are not allowed to be in the schools when they are doing the two or three day sites that will definitely impact what can be offered.

General discussion on this topic as well as staff and student safety ensued.

7. Communications Overview

Ms. Latara Rouse, Communications Manager, gave an overview of the PowerPoint presentation included in the Agenda Packet. She addressed in detail the various forms of communication such as: News Flashes; Social Media; Podcasts; Emergency Communications; Graphic Design; Community Meetings; Internal Communications; Special Projects and Department Support; as well as COVID-19 Response. She explained that a primary information function is the publication of News Flashes, also known as press releases, producing an average of 39 News Flashes per month, up slightly due to the COVID-19 Pandemic. She stated one of the best known public information tools is social media, with the County having over 12,000 followers on Facebook and over 5,000 on Twitter. She acknowledged various types of information shared on these sites and said all social media posts that are for County-related content always point back to the County's website. Ms. Rouse explained the County website is the number one source of information for James City County and discussed social media algorithms. She listed two sets of options regarding moving forward in Communications. Option A included: Continued Emergency Communications; Community Engagement Alternatives; and Special Projects and Department Support. Option B included: Emergency Communications Enhancing the PIO Team; Community Engagement, Community Walking Groups; Social Media Instagram; Process Improvements Marketing, Podcasts, Community Conversations; Integrating Tools from COVID-19 Experience; and Branding Evolution. In conclusion, she reviewed the ways for citizens to "Stay in the Know" such as: the County website, Facebook and Twitter, Podcasts, video alternatives, emergency notifications, and COVID-19 information. She noted an upcoming episode of *This Week in James City County* streaming live on October 1, 2020, with guest Ms. Dianna Moorman, James City County General Registrar, talking all things election.

Ms. Larson inquired about Ms. Rouse's thoughts on the website.

Ms. Rouse replied the County is due for a website upgrade and noted the upgrade will be managed by Information Resources Management; however, Communications and Administration will be involved in the process which will allow the offering of advice in terms of the organization of the context.

Ms. Larson complimented Ms. Rouse on her idea regarding future neighborhood walks.

Mr. McGlennon extended his congratulations to the Communications Department on doing a great job sending out a positive message about the County and allowing individuals to learn information in an entertaining and engaging way.

Ms. Sadler expressed her thanks for keeping the COVID-19 information available, noting it is very resourceful and the citizens appreciate it.

D. BOARD REQUESTS AND DIRECTIVES

1. Additional Voting Drop Boxes

Mr. Icenhour welcomed Ms. Sadler back in-person to the meeting.

Ms. Sadler expressed her gratitude to Ms. Moorman for doing an outstanding job as well as going above and beyond in order to see that everything is running efficiently. She offered the thought of how to better help Ms. Moorman with staff and funding some of the needs in the General Registrar's Office. She extended her condolences to the family of Supreme Court Justice Ruth Bader Ginsburg on her recent passing.

Mr. McGlennon welcomed Ms. Sadler back. He echoed her thoughts regarding Supreme Court Justice Ginsburg as well as Ms. Moorman. He extended his support in providing Ms.

Moorman additional help because it is important for citizens to have the opportunity to vote.

Ms. Larson stated she would like to follow up on Ms. Sadler's words regarding Justice Ginsburg as she saw value in the role that women play in the economics of the world. She shared recently visiting the General Registrar's Office and noticing a congested space issue where every available amount of space was being utilized. She emphasized the uniqueness of the General Registrar's position and the inadequate compensation associated with the amount of work and responsibilities designated to the position. She referenced the Legislative Agenda stating this should be one of the topics addressed. She discussed determining the responsibility of compensation as a locality as well as the Commonwealth and looking to the General Assembly for help with this issue. Ms. Larson stressed that in some localities this position is part-time; however, in a growing community such as James City County it is not a part-time job. She referenced the Ambers House and expressed her thanks for a recent tour along with everyone associated in maintaining the house as well as emphasized the need for a future discussion regarding the house. She relayed her gratitude to Mr. Stevens and Mr. Carnifax for the information and tour of the Marina. She expressed her appreciation for the approach at which these matters are given and emphasized these two properties need decisions made or monies spent due to rapid deterioration of the properties.

Mr. Hipple concurred with his fellow Board members on every issue discussed. He agreed that the new building was going to be great when all the needs are met. He inquired about recent information regarding Cox Communications (Cox).

Mr. Stevens replied that Mr. Kinsman had been back and forth with Cox regarding an agreement. He stated there were 12 projects and a few merged together. He explained two of the larger projects were concerned with the timeframe and a second agreement is being developed. He noted the other projects are on a very good track to move forward and we are close to having the contract signed.

Mr. Hipple shared an idea of collecting data and assigning someone in charge of what has been done and put in place since the start of COVID-19. He explained this would be a collection of information regarding processes as well as things being considered in order to get through this event. He discussed this might be a useful tool to reference down the road if necessary.

Mr. Stevens agreed with Mr. Hipple's suggestion and referenced after action reports. He noted the length of time this event has remained and considered a mid-action report in order to have a better memory of the last six months. He stated this could be very helpful in the future and noted to confer with Fire Chief Ashe and/or Ms. Sara Ruch, Deputy Coordinator Emergency Management, as they may already be contemplating such a list.

Mr. Icenhour stated he also went on a tour through the Voter Registrar's Office and it is obvious there is not adequate space. He commented that Ms. Moorman informed him there are over 60,000 registered voters in the County, and approximately 12,500 absentee ballots were sent out last Friday. He stated it was his understanding, that last Friday and the following Monday, there were over 700 in-person early voters. He mentioned County staff has been operating under stressful conditions for an extended period of time and would like to commend staff, on behalf of the citizens served, of doing a superb job and everyone is appreciated. Mr. Icenhour referenced an earlier email from Ms. Moorman regarding a decision whereby they will be operating at the library and the Abram Frink Community Center, Monday-Friday, from October 19, 2020, through the end of the cycle. He noted the library location was contingent upon receiving approval from the library and asked Mr. Stevens to reach out to the library for whatever can be done to try to make that happen.

Ms. Larson mentioned the first wave of mail ballots went out last Friday. She explained that if

you do go to in-person voting and indicate you already requested a mail-in ballot, you will be given a provisional ballot which will not be opened until November 6, 2020, so that they can count to see whether your original mail-in ballot has come in. She stressed they are asking people to wait a little while to see if their ballot comes out in the first wave, or possibly the second, before going to the Vote Center.

Mr. Icenhour emphasized we should all be telling people that if they have asked for an absentee ballot it is much simpler on our Voter Registrar if they vote the absentee ballot. He noted if there is a concern about putting it in the mail there is an alternative method of returning it. He explained that whether they mail it back or put it in one of the drop boxes, it is easier on the process if you requested the absentee ballot to actually vote the absentee ballot. He remarked that Ms. Moorman mentioned the absentee ballots went out last Friday and if you have not received yours in about 7-10 days to contact her.

Ms. Larson stated if the post office scans it correctly the ballot should be able to be tracked.

Mr. Icenhour stated individuals can also go on the Department of Elections website and enter the barcode to track the status of the ballot.

E. CLOSED SESSION

None.

F. ADJOURNMENT

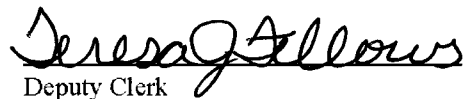
1. Adjourn until 5 p.m. on October 13, 2020 for the Regular Meeting

A motion to Adjourn was made by Sue Sadler, the motion result was Passed.

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

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

At approximately 6:39 p.m., Mr. Icenhour adjourned the Board of Supervisors.


Deputy Clerk