

ADMINISTRATION / HUMAN SERVICES COMMITTEE  
October 4, 2011

Committee Members present:

Eddie Gunter, Supervisor	Mary Pascale, Director
Hugh Rosser, Supervisor	Clif M. Tweedy, Deputy County Administrator
Anne Blair, Director	Rick Verilla, Director
Nan Carmack, Director	Shameka Wright, Deputy Director
Mike Daly, Director	Beverly Eubank, Administrative Support
Sherry Harding, Director	
Alan Lane, Director	
R. David Laurell, County Administrator	

// Administrator Laurell welcomed everyone present and called the meeting to order at 2:30 p.m.

// Human Resources

Shameka Wright distributed a copy of the vacancy report. She explained several positions were now being interviewed for and the Human Resources staff was busy with new positions being advertised for since the conversion back to a 90-day hiring hold.

// Information Technology

Anne Blair brought to the attention of the committee the new Community Calendar and Online Tax Inquiry links now available on our website. Developed by Recreation and IT staff the Community Calendar will be maintained by Recreation staff members. Important dates to a broad majority of the population will be on the calendar with links to agendas and more information.

The new Online Tax inquiry will allow residents to check on their personal property tax information with a PIN or account number and real estate tax information can be accessed by name. Anne explained these links were tools to improve customer service for the public and she demonstrated how each one worked.

Anne explained the home page of our web site is in the process of being redesigned and new subscriber availability would be offered for the public to sign up for news notifications. Staff is planning to launch this change in November.

// Library

Nan Carmack reported the Bedford Campbell County borrower services merger would begin on Tuesday, October 11, 2011. She is anticipating cost savings with the sharing of licensing and borrowing books from each other.

Nan noted individual invitations had not yet gone out but there would be a grand opening and ribbon cutting on October 31, 2011 for the new, grant funded Early Learning Literacy Center.

// Management Services

Alan Lane explained the HSA administrator selection process noting staff was bringing a recommendation to the Board today for an administrator and approval for staff to negotiate and execute a contract. He noted the Richmond firm being recommended had good references and is used by several other localities in our area. Supervisors asked questions about cost and options for where monies are held/invested as well as how receptive the employees are to this change. Alan and David discussed several avenues available and Alan reminded Supervisors the final contract had not been negotiated. The consensus is employees are still apprehensive but there are now more staff members managing their health care and staying connected to the cost of health care than ever before.

Alan also explained the reason for a corrected Debt Service Stabilization carryover, which is also being presented to the Board today. The mistake was found during the reconciliation process and as soon as Management Services realized it, the bank was contacted to return the overpayment.

Alan told committee members the Management Services office keeps a list of Contracts as a safety back up in case a department misses a renewal or a request notice date to be advertised. He noted staff was in the process of checking with departments to make sure this Master List of Contracts is up to date.

// Recreation

Sherry Harding reported the Heritage Festival was well attended with 1,078 paid spectators, approximately 350 children (admitted free of charge) and 142 volunteers. Next year's festival is planned for the first Saturday in August 2012.

She referenced the Empty Bowls program and noted Recreation was assisting along with local Social Services, REAP, and YACS to offer a fundraiser soup lunch/supper on December 9; lunch is

11:00 a.m. – 2:00 p.m. and supper 4:00 p.m. – 6:30 p.m. The proceeds from the program will go to support the Rural Emergency Assistance Program (REAP). Local potters are donating bowls for purchase and participants can make their own pottery bowls in upcoming Recreation classes. For \$10.00 you purchase a handmade bowl, and all-you-can-eat homemade soup (not bought), bread and a beverage.

Sherry explained VDOT's Comp Roadside Management Sponsorship Plan, a Board approved priority for 2012, is to develop a plan that would allow businesses or civic groups to sponsor improvement gardens in VDOT right-of-ways in Campbell County. This plan would operate within the framework of the VDOT Comprehensive Roadside Management Program. Recreation is working with Economic Development to select potential sites. Staff has researched how other localities have implemented the program in their communities and is currently writing the Campbell County plan for consideration by the Board this winter.

Mary Pascale distributed photographs and updated the committee on the status of Long Mountain and English Parks. She noted Ben Wright of Concord has taken on creating a walking trail at Long Mountain as his Eagle Scout project. He submitted a project plan that is available in Mary's office if anyone would like to view it.

// Department of Social Services

Rick Verilla stated he had no report for the Department of Social Services.

// Youth, Adult, & Community Services

Mike Daly reported CSA was well under budget in FY11. He noted there was a CSA Coordinator position still open for that department.

Mike discussed two legislative actions that may affect the county; the first is the proposal of migrating the Office of Comprehensive Services' financial system from the Department of Education to the Department of Medical Assistant Services (DMAS). The Office of Comprehensive Services held several meetings around the state for input from affected parties and has drafted a position paper, which is to be presented sometime this month. Once that paper is presented he will know better what effects the county may experience. The second action is DMAS' Medicaid funded services may be changed to a managed care approach. DMAS has developed an RFP for the managed services and as early as July 2012 they may change. Mike is unsure of the impact on the county but will keep the committee apprised.

On the federal level, the RSVP program has received a 20% across the board cut. Mike has been assured Campbell County will receive grant funding through March 2012 due to staggered grant cycles and after that, he is at this time unsure of what will happen.

Administrator Laurrell stated if the program is not funded next year the program will look very different, noting it would probably be transformed into a volunteer/support/coordination activity rather than a senior volunteer program.

The Campbell County Sesquicentennial committee applied for the CW150 History Mobile, a traveling Civil War museum to come to Campbell County and Mike believes it is possible they may accept the application for the next Heritage Festival.

Mike's last item was to bring to Supervisors attention that he would be submitting a request from the Central Virginia Community Services Board for a resolution to allow them to set a borrowing limit. All localities are being asked to sign the resolution, which will give the CSB more flexibility when projects come up as opposed to going to each locality individually.

// County Administration

Administrator Laurrell explained two items being presented to the Board today. He explained the process for the disposition of the Gladys Elementary School building giving Supervisors time to ask questions and make comments.

He also updated everyone on the future of Air Shows in the region. The Board will have the opportunity to discuss suggestions on how to handle and when to have future shows.

Administrator Laurrell brought up for discussion the practice of having public hearings at 7:00 P.M. and/or at 5:30 P.M. He had had request for both times and asked if anyone had preferences. After some discussion, the consensus was to keep the practice we had and if anyone had suggestions later, he would like to hear them.

// New Business & Matters from the Floor

There were no new business or matters from the floor.

// Next Meeting

The next meeting will be on Tuesday, January 3, 2012 at 2:30 p.m. Administrator Laurrell noted Supervisor Rosser would be retiring after this year and this is his last meeting on the Administration/Human Services meeting; he thanked him for his service on the committee.

// Adjournment

There being no more business to discuss the meeting was dismissed at 3:44 p.m.