



770 West Ridge Rd
Wytheville, VA 24382

276-223-3200

mountrogers.org

August 24, 2021

Mr. Michael Watson, County Administrator
Carroll County Board of Supervisors
605-1 Pine Street
Hillsville, VA 24343

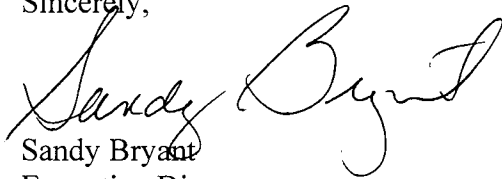
Dear Mr. Watson:

As you are aware, section 37.2-508 of the *Code of Virginia* requires Community Services Boards to submit to the local governments in our service areas our performance contract with the Department of Behavioral Health and Developmental Services (DBHDS) for review and approval.

We are enclosing both a hard copy summary and a complete copy on a flash drive of our Board's *FY 2022 Community Services Performance Contract* for review and consideration by your Board. If you would like us to provide you a hard copy of the complete performance contract, please let us know.

If you have any questions concerning our performance contract, which we finalized with the DBHDS in July, please give me a call. I will appreciate the opportunity to meet with either you or your Board of Supervisors, if necessary or desired, prior to any action on this item.

Sincerely,



Sandy Bryant
Executive Director

SB/pb

Enclosures



Fiscal Year (FY) 2022 Community Services Performance Contract Summary

Mount Rogers Community Services (MRCS) submitted the *FY 2022 Community Services Performance Contract (PC)* to the Virginia Department of Behavioral Health and Developmental Services (DBHDS) in July 2021. This Performance Contract is the renewal and revisions to the Performance Contract for the biennium of FY 2022 and FY 2023. This submission includes community services programming projected at a total of \$49,683,864. Community services program areas comprising this total are:

- \$27,655,151 for Mental Health Services
- \$10,724,822 for Developmental Services
- \$4,572,945 for Substance Abuse Services
- \$6,576,006 for Emergency Services
- \$154,940 for ancillary services (assessment and evaluation services, early intervention services, and consumer run services)

The *PC* for FY 2022 includes detailed information concerning responsibilities and requirements regarding the following areas:

(1) Community Services Board Responsibilities

- Provide services funded by DBHDS
- State hospital bed utilization
- Quality of care
- Reporting requirements
- Data quality
- Providing information
- Compliance requirements
- Regional programs
- Electronic health record
- Reviews
- Consideration of DBHDS comments or recommendations

(2) Virginia Department of Behavioral Health and Developmental Services Responsibilities

- Funding
- State facility services
- Quality of care
- Reporting requirements
- Data quality
- Compliance requirements

- Communication
- Regional programs
- Peer review process
- Electronic health record
- Reviews
- DBHDS comments or recommendations on CSB operations or performance

(3) State Requirements

- General state requirements
- Protection of individuals receiving services
- CSB and board of directors organization and operations
- Reporting fraud
- Financial management
- Employment of a CSB executive director or BHA chief executive officer (CEO)
- Procurement
- Reimbursement
- Human resource management
- Information technology
- Planning
- Forensic services
- Access to services for individuals who are deaf, hard of hearing, late deafened, or deafblind
- Interagency relationships

(4) Virginia Department of Behavioral Health and Development Services Requirements

- Information technology
- Planning

(5) Federal Requirements

- General federal compliance requirements
- Disaster response and emergency service preparedness requirements
- Federal certification regarding lobbying for the mental health and substance abuse block grants

(6) State and Federal Requirements

- Employment anti-discrimination
- Service delivery anti-discrimination

(7) Special Procedures and Requirements

- Continuity of care procedures
- Federal substance abuse treatment and prevention block grant requirements
- Unspent balances principles and procedures
- User acceptance testing process
- Continuous quality improvements (CQI) process
- Regional Discharge Assistance Program (RDAP) requirements
- Regional Local Inpatient Purchase of Services (LIPOS) requirements
- State hospital census management admission and discharge requirements

BLUERIDGECROSSROADS

economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority
Regular Meeting Agenda
Monday, August 23, 2021
Time: 3:00 PM

Location: Crossroads Institute

1. Call to Order
2. Consent Agenda:
 - a. Minutes from the July 26th Meeting
3. Treasurer's Report for July
4. Unfinished Business
 - a. SBDC Report
 - b. Wildwood Commerce Park
 - c. Director's Report
5. New Business
 - a. SBDC CY 2022 Budget
 - b. Announcements
6. Adjourn

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive . Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org

BLUERIDGECROSSROADS

economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority
July 26, 2021 Minutes

Roll Call

- Mike Watson- Carroll County present
- Rex Hill- Carroll County present
- C.M. Mitchell- City of Galax present
- Matt Settlemyer City of Galax absent
- Bill Shepley - Grayson County present – arrived at 3:13 p.m.
- Kenneth Belton- Grayson County present
- Tracy Moore- Carroll alternate absent
- Mike Larrowe- Galax alternate present
- Mike Hash- Grayson alternate present
- Others present-
 - Mandy Archer- SBDC Director
 - Ginny Plant- Administrative Assistant
 - Nichole Hair- BRCEDA Director

Call to Order

Mr. Mitchell called the meeting to order at 3:01PM.

Consent Agenda

Mr. Hash made the motion to approve the consent agenda as presented. Mr. Larrowe seconded the motion, which carried unanimously.

Treasurers Report

Mr. Hash made the motion to approve the treasurers report as presented. Mr. Larrowe seconded the motion, which carried unanimously.

SBDC Report

Ms. Archer stated the full report is in the packet. She informed the board that we are still helping businesses apply for EIDL. There are some funds left and a lot of people are getting emails that they don't understand. Our client intake for new clients is very busy as well. In fact, we are surpassing other centers in our region. Our capital formation for the year will mostly be from pandemic funds. Everyone please note that all the VEZ reports were submitted on time. We

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have QuickBooks trainings beginning this fall. We have a virtual site review at the end of August.

Wildwood Commerce Park

Ms. Hair reported that the board will find two maps in the packet regarding the AEP substation. The land they are looking to use is near the storm water pond. They are looking for 1 ½ - 2 acres for the substation and access via a right-of-way.

Mr. Shepley made a motion to convey the property for \$1.00. Mr. Larowe seconded the motion, which carried unanimously. Mr. Belton abstained from the vote.

Mr. Hill made a motion to approve the right of way and transfer of property to AEP and authorize the chair to sign the deed(s) of conveyance, subject to final approval of the documents by legal counsel. Mr. Larowe seconded the motion, which carried unanimously. Mr. Belton abstained from the vote.

The gas line is finalized except for cleanup. Twin County Airport letters have been sent. Congressman Griffith would like a phone call regarding the situation.

Director's Report

Ms. Hair stated our marketing project is waiting to hear from Virginia Tourism Commission. If we get approved from the Virginia Tourism Commission, we will not need any money from the localities. Strategic planning is on hold for the moment. VIAA is continuing theirs which we should be able to piggyback on. The LOC is moving along. We are working on signatures to get that moved.

Announcements

With no further business, the meeting adjourned.

Respectfully Submitted - by Ginny Plant on behalf of Michael Watson, Secretary

C. M. Mitchell - Chairman

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CROSSROADS SBDC
BALANCE SHEET
JULY 31, 2021

ASSETS

CURRENT ASSETS		
REGULAR CHECKING ACCOUNT	\$ 50,899.84	
CHECKING ACCOUNT SPECIAL	7,843.69	
	<u> </u>	
TOTAL CURRENT ASSETS		58,743.53
PROPERTY AND EQUIPMENT		
FURNITURE & FIXTURES	4,642.43	
OFFICE EQUIPMENT	9,997.48	
ACCUMULATED DEPRECIATION	(14,639.91)	
	<u> </u>	
TOTAL PROPERTY AND EQUIPMENT		0.00
OTHER ASSETS		
DEF OUTFLOWS PENSION	20,858.00	
DEFERRED OUTFLOW-OPEB	1,300.00	
	<u> </u>	
TOTAL OTHER ASSETS		22,158.00
TOTAL ASSETS	\$	<u><u>80,901.53</u></u>

LIABILITIES AND CAPITAL

CURRENT LIABILITIES		
ACCOUNTS PAYABLE - TRADE	\$ 18,730.16	
DEFERRED INFLOWS PENSION	5,862.00	
DEFERRED INFLOW-OPEB	598.00	
ACCRUED LEAVE	8,807.00	
	<u> </u>	
TOTAL CURRENT LIABILITIES		33,997.16
LONG-TERM LIABILITIES		
NET PENSION LIABILITY	69,881.00	
NET OPEB LIABILITY	6,757.00	
	<u> </u>	
TOTAL LONG-TERM LIABILITIES		76,638.00
TOTAL LIABILITIES		110,635.16
CAPITAL		
FUND BALANCE	(81,499.09)	
NET INCOME	51,765.46	
	<u> </u>	
TOTAL CAPITAL		(29,733.63)
TOTAL LIABILITIES & CAPITAL	\$	<u><u>80,901.53</u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

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**CROSSROADS SBDC
INCOME STATEMENT
FOR THE ONE MONTH ENDING JULY 31, 2021**

	Current Month		Year to Date	
REVENUES				
SOLID WASTE AUTH SUPPORT	\$ 70,875.00	100.00	\$ 70,875.00	100.00
TOTAL REVENUES	<u>70,875.00</u>	<u>100.00</u>	<u>70,875.00</u>	<u>100.00</u>
COST OF SALES				
TOTAL COST OF SALES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
GROSS PROFIT	<u>70,875.00</u>	<u>100.00</u>	<u>70,875.00</u>	<u>100.00</u>
EXPENSES				
SALARIES & WAGES	10,139.76	14.31	10,139.76	14.31
PAYROLL TAXES	730.29	1.03	730.29	1.03
EMPLOYEE RETIREMENT	1,379.01	1.95	1,379.01	1.95
HEALTH INSURANCE	1,915.30	2.70	1,915.30	2.70
WORKERS COMPENSATION	20.00	0.03	20.00	0.03
VRS INSURANCE	135.87	0.19	135.87	0.19
PROFESSIONAL FEES	210.00	0.30	210.00	0.30
CARESACT	4,234.14	5.97	4,234.14	5.97
ADVERTISING/MARKETING	124.75	0.18	124.75	0.18
COMPUTER/WEBSITE MAINT	98.51	0.14	98.51	0.14
TELECOMMUNICATIONS	121.91	0.17	121.91	0.17
TOTAL EXPENSES	<u>19,109.54</u>	<u>26.96</u>	<u>19,109.54</u>	<u>26.96</u>
NET INCOME	<u>\$ 51,765.46</u>	<u>73.04</u>	<u>\$ 51,765.46</u>	<u>73.04</u>

FOR MANAGEMENT PURPOSES ONLY

CROSSROADS SBDC
General Ledger Trial Balance
As of Jul 31, 2021

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING AC	50,899.84	
1020	CHECKING ACCOUNT SP	7,843.69	
1525	FURNITURE & FIXTURES	4,642.43	
1530	OFFICE EQUIPMENT	9,997.48	
1700	ACCUMULATED DEPRECI		14,639.91
1801	DEF OUTFLOWS PENSIO	20,858.00	
1803	DEFERRED OUTFLOW-O	1,300.00	
2000	ACCOUNTS PAYABLE - T		18,730.16
2801	DEFERRED INFLOWS PE		5,862.00
28011	DEFERRED INFLOW-OPE		598.00
2802	ACCRUED LEAVE		8,807.00
2810	NET PENSION LIABILITY		69,881.00
2811	NET OPEB LIABILITY		6,757.00
3900	FUND BALANCE	81,499.09	
4070	SOLID WASTE AUTH SUP		70,875.00
6000	SALARIES & WAGES	10,139.76	
6001	PAYROLL TAXES	730.29	
6002	EMPLOYEE RETIREMENT	1,379.01	
6003	HEALTH INSURANCE	1,915.30	
6004	WORKERS COMPENSATI	20.00	
6005	VRS INSURANCE	135.87	
6031	PROFESSIONAL FEES	210.00	
6039	CARESACT	4,234.14	
6040	ADVERTISING/MARKETIN	124.75	
6067	COMPUTER/WEBSITE MA	98.51	
6071	TELECOMMUNICATIONS	121.91	
	Total:	196,150.07	196,150.07

CROSSROADS SBDC
Account Reconciliation
As of Jul 31, 2021
1010 - REGULAR CHECKING ACCOUNT
Bank Statement Date: July 31, 2021

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance				(13,436.52)
Add: Cash Receipts				79,089.19
Less: Cash Disbursements				(14,752.83)
Add (Less) Other				
Ending GL Balance				<u>50,899.84</u>
Ending Bank Balance				<u>51,402.59</u>
Add back deposits in transit				
Total deposits in transit				
(Less) outstanding checks				
	Mar 13, 2020	1497	(50.00)	
	Jul 8, 2021	1649	(400.00)	
	Jul 8, 2021	1650	(52.75)	
Total outstanding checks				(502.75)
Add (Less) Other				
Total other				
Unreconciled difference				<u>0.00</u>
Ending GL Balance				<u><u>50,899.84</u></u>

CROSSROADS SBDC
Account Reconciliation
As of Jul 31, 2021
1020 - CHECKING ACCOUNT SPECIAL
Bank Statement Date: July 31, 2021

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	7,843.69
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>7,843.69</u>
Ending Bank Balance	
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>7,843.69</u>
Ending GL Balance	<u>7,843.69</u>



Rec'd 8/16/21



999-99-99 02867 0 C 001 30 50 004
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY
1117 E STUART DR STE 178
GALAX VA 24333-2656

Your consolidated statement

For 07/30/2021

Contact us



BBT.com



(800) BANK-BBT or
(800) 226-5228

Coming soon...

Important information about your transition from BB&T to Truist is on the way. You'll receive your details by mail in September 2021.

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Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BASIC PUBLIC FUND CHECKING	000	480,980.09	page 1
BASIC PUBLIC FUND CHECKING	000	51,402.59	page 2
BASIC PUBLIC FUND CHECKING	000	7,843.69	page 2
Total checking and money market savings accounts		\$540,226.37	



Checking and money market savings accounts

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$152,578.05
Checks	- 56,775.22
Other withdrawals, debits and service charges	- 20.00
Deposits, credits and interest	+ 385,197.26
Your new balance as of 07/30/2021	= \$480,980.09

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
07/26	2417	39,586.79	07/09	2427	200.00	07/28	*2435	69.96
07/06	*2423	70.03	07/08	*2429	8,214.19	07/26	2436	66.00
07/06	2424	110.00	07/30	2430	4,943.80	07/26	2437	1,450.00
07/01	2425	88.00	07/23	2431	774.50	07/26	2438	500.00
07/08	2426	650.00	07/26	*2433	51.95			

* Indicates a skip in sequential check numbers above this item

Total checks = \$56,775.22

■ BASIC PUBLIC FUND CHECKING 000C (continued)

Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
07/21	SERVICE CHARGES - PRIOR PERIOD	20.00
Total other withdrawals, debits and service charges		= \$20.00

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
07/13	DEPOSIT	36,300.00
07/13	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81624048	236,469.63
07/15	DEPOSIT	36,300.00
07/19	DEPOSIT	76,127.63
Total deposits, credits and interest		= \$385,197.26

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$6,584.72
Checks	- 34,271.32
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 79,089.19
Your new balance as of 07/30/2021	= \$51,402.59

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
07/27	1602	93.75	07/02	1643	195.00	07/23	1653	219.10
07/28	*1624	9,451.96	07/06	1644	70.03	07/26	1654	51.95
07/28	1625	2,696.63	07/06	1645	70.03	07/27	1655	38.99
07/22	*1627	80.36	07/26	1646	643.50	07/28	1656	69.96
07/28	*1639	4,725.98	07/26	1647	30.50	07/28	1657	69.96
07/28	1640	1,302.57	07/26	1648	31.00	07/22	1658	121.67
07/06	1641	591.93	07/28	*1651	9,399.90	07/22	1659	900.00
07/02	1642	693.00	07/28	1652	2,723.55			
						Total checks		= \$34,271.32

* Indicates a skip in sequential check numbers above this item

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
07/08	DEPOSIT	8,214.19
07/23	DEPOSIT	70,875.00
Total deposits, credits and interest		= \$79,089.19

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$7,843.69
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 07/30/2021	= \$7,843.69

BLUE RIDGE CROSSROADS EDA
BALANCE SHEET
JULY 31, 2021

ASSETS

CURRENT ASSETS		
REGULAR CHECKING ACCOUNT	\$	453,813.09
MONEY MARKET - GNB		328,175.21
DESIGNATED FUNDS-MARKETING		39,586.79
ACCOUNTS RECEIVABLE		36,300.00
LAND INVENTORY		<u>13,290,000.04</u>
TOTAL CURRENT ASSETS		14,147,875.13
PROPERTY AND EQUIPMENT		
EQUIPMENT		33,178.75
OFFICE EQUIPMENT		1,553.15
ACCUMULATED DEPRECIATION		<u>(22,294.27)</u>
TOTAL PROPERTY AND EQUIPMENT		12,437.63
OTHER ASSETS		
TOTAL OTHER ASSETS		<u>0.00</u>
TOTAL ASSETS	\$	<u><u>14,160,312.76</u></u>

LIABILITIES AND CAPITAL

CURRENT LIABILITIES		
ACCOUNTS PAYABLE	\$	425,237.72
GRANT FUNDS ADVANCED		102,931.80
INTEREST PAYABLE		<u>8,333.75</u>
TOTAL CURRENT LIABILITIES		536,503.27
LONG-TERM LIABILITIES		
NOTES PAYABLE - MRPDC		164,793.18
NOTES PAYABLE - NBB		<u>4,687,000.00</u>
TOTAL LONG-TERM LIABILITIES		<u>4,851,793.18</u>
TOTAL LIABILITIES		5,388,296.45
CAPITAL		
FUND BALANCE		8,848,796.48
NET INCOME		<u>(76,780.17)</u>
TOTAL CAPITAL		<u>8,772,016.31</u>
TOTAL LIABILITIES & CAPITAL	\$	<u><u>14,160,312.76</u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

**BLUE RIDGE CROSSROADS EDA
INCOME STATEMENT
FOR THE ONE MONTH ENDING JULY 31, 2021**

	Current Month		Year to Date	
REVENUES				
GO VA GRANTS	\$ 76,127.63	41.14	\$ 76,127.63	41.14
CITY OF GALAX	36,300.00	19.62	36,300.00	19.62
COUNTY OF GRAYSON	36,300.00	19.62	36,300.00	19.62
COUNTY OF CARROLL	36,300.00	19.62	36,300.00	19.62
INTEREST INCOME	26.07	0.01	26.07	0.01
	<hr/>		<hr/>	
TOTAL REVENUES	185,053.70	100.00	185,053.70	100.00
	<hr/>		<hr/>	
COST OF SALES				
TOTAL COST OF SALES	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
GROSS PROFIT	185,053.70	100.00	185,053.70	100.00
	<hr/>		<hr/>	
EXPENSES				
CONSULTING & CONTRACT SERVI	20,000.00	10.81	20,000.00	10.81
ACCOUNTING FEES	630.00	0.34	630.00	0.34
LEGAL FEES	200.00	0.11	200.00	0.11
ADVERTISING	499.00	0.27	499.00	0.27
GENERAL LIABILITY INSURANCE	2,167.00	1.17	2,167.00	1.17
TELECOMMUNICATIONS	121.91	0.07	121.91	0.07
OFFICE RENTAL	750.00	0.41	750.00	0.41
REPAIRS & MAINT	650.00	0.35	650.00	0.35
BANK CHARGES	26.26	0.01	26.26	0.01
INTEREST EXPENSE	8,333.75	4.50	8,333.75	4.50
WILDWOOD GAS EXTENSION COST	223,245.12	120.64	223,245.12	120.64
DEPRECIATION EXPENSE	210.83	0.11	210.83	0.11
LOAN REFINANCE COSTS	5,000.00	2.70	5,000.00	2.70
	<hr/>		<hr/>	
TOTAL EXPENSES	261,833.87	141.49	261,833.87	141.49
	<hr/>		<hr/>	
NET INCOME	\$ (76,780.17)	(41.49)	\$ (76,780.17)	(41.49)
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FOR MANAGEMENT PURPOSES ONLY

BLUE RIDGE CROSSROADS EDA
General Ledger Trial Balance
As of Jul 31, 2021

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING AC	453,813.09	
1020	MONEY MARKET - GNB	328,175.21	
1025	DESIGNATED FUNDS-MA	39,586.79	
1100	ACCOUNTS RECEIVABLE	36,300.00	
1200	LAND INVENTORY	13,290,000.0	
1500	EQUIPMENT	33,178.75	
1530	OFFICE EQUIPMENT	1,553.15	
1700	ACCUMULATED DEPRECI		22,294.27
2000	ACCOUNTS PAYABLE		425,237.72
2110	NOTES PAYABLE - MRPD		164,793.18
2700	NOTES PAYABLE - NBB		4,687,000.00
2750	GRANT FUNDS ADVANCE		102,931.80
2800	INTEREST PAYABLE		8,333.75
3900	FUND BALANCE		8,848,796.48
4022	GO VA Grants		76,127.63
4050	CITY OF GALAX		36,300.00
4055	COUNTY OF GRAYSON		36,300.00
4060	COUNTY OF CARROLL		36,300.00
4800	INTEREST INCOME		26.07
6030	CONSULTING & CONTRA	20,000.00	
6037	ACCOUNTING FEES	630.00	
6038	LEGAL FEES	200.00	
6040	ADVERTISING	499.00	
6060	GENERAL LIABLILITY INS	2,167.00	
6071	TELECOMMUNICATIONS	121.91	
6073	OFFICE RENTAL	750.00	
6120	REPAIRS & MAINT	650.00	
6400	BANK CHARGES	26.26	
6600	INTEREST EXPENSE	8,333.75	
6725	WILDWOOD GAS EXTEN	223,245.12	
6800	DEPRECIATION EXPENS	210.83	
6950	LOAN REFINANCE COST	5,000.00	
	Total:	14,444,440.9	14,444,440.9

BLUE RIDGE CROSSROADS EDA
Account Reconciliation
As of Jul 31, 2021
1010 - REGULAR CHECKING ACCOUNT
Bank Statement Date: July 31, 2021

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance			111,873.23
Add: Cash Receipts			385,197.28
Less: Cash Disbursements			(43,237.40)
Add (Less) Other			(20.00)
Ending GL Balance			<u>453,813.09</u>
Ending Bank Balance			480,980.09
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Jul 7, 2021	2428	(5,000.00)
	Jul 8, 2021	2432	(2,167.00)
	Jul 12, 2021	2434	(20,000.00)
Total outstanding checks			(27,167.00)
Add (Less) Other			
Total other			
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>453,813.09</u></u>



999-99-99-99 02867 0 C 001 30 50 004
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY
1117 E STUART DR STE 178
GALAX VA 24333-2656

Your consolidated statement

For 07/30/2021

Contact us



BBT.com



(800) BANK-BBT or
(800) 226-5228

Coming soon

Important information about your transition from BB&T to Truist is on the way. You'll receive your details by mail in September 2021.

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Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BASIC PUBLIC FUND CHECKING	000	480,980.09	page 1
BASIC PUBLIC FUND CHECKING	000	51,402.59	page 2
BASIC PUBLIC FUND CHECKING	000	7,843.69	page 2
Total checking and money market savings accounts		\$540,226.37	



Checking and money market savings accounts

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$152,578.05
Checks	- 56,775.22
Other withdrawals, debits and service charges	- 20.00
Deposits, credits and interest	+ 385,197.26
Your new balance as of 07/30/2021	= \$480,980.09

Checks

DATE	CHECK #	AMOUNT(\$)
07/26	2417	39,586.79
07/06	*2423	70.03
07/06	2424	110.00
07/01	2425	88.00
07/08	2426	650.00

DATE	CHECK #	AMOUNT(\$)
07/09	2427	200.00
07/08	*2429	8,214.19
07/30	2430	4,943.80
07/23	2431	774.50
07/26	*2433	51.95

DATE	CHECK #	AMOUNT(\$)
07/28	*2435	69.96
07/26	2436	66.00
07/26	2437	1,450.00
07/26	2438	500.00

* indicates a skip in sequential check numbers above this item

Total checks = \$56,775.22

■ BASIC PUBLIC FUND CHECKING 000 (continued)

Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
07/21	SERVICE CHARGES - PRIOR PERIOD	20.00
Total other withdrawals, debits and service charges		= \$20.00

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
07/13	DEPOSIT	36,300.00
07/13	VENDORPAYM COVA Carroll-Grayson-Galax CUSTOMER ID 81624048	236,469.63
07/15	DEPOSIT	36,300.00
07/19	DEPOSIT	76,127.63
Total deposits, credits and interest		= \$385,197.26

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$6,584.72
Checks	- 34,271.32
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 79,089.19
Your new balance as of 07/30/2021	= \$51,402.59

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
07/27	1602	93.75	07/02	1643	195.00	07/23	1653	219.10
07/28	* 1624	9,451.96	07/06	1644	70.03	07/26	1654	51.95
07/28	1625	2,696.63	07/06	1645	70.03	07/27	1655	38.99
07/22	* 1627	80.36	07/26	1646	643.50	07/28	1656	69.96
07/28	* 1639	4,725.98	07/26	1647	30.50	07/28	1657	69.96
07/28	1640	1,302.57	07/26	1648	31.00	07/22	1658	121.67
07/06	1641	591.93	07/28	* 1651	9,399.90	07/22	1659	900.00
07/02	1642	693.00	07/28	1652	2,723.55			
						Total checks		= \$34,271.32

* Indicates a skip in sequential check numbers above this item

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
07/08	DEPOSIT	8,214.19
07/23	DEPOSIT	70,875.00
Total deposits, credits and interest		= \$79,089.19

■ BASIC PUBLIC FUND CHECKING 000

Account summary

Your previous balance as of 06/30/2021	\$7,843.69
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 07/30/2021	= \$7,843.69

BLUE RIDGE CROSSROADS EDA
Account Reconciliation
As of Jul 31, 2021
1025 - DESIGNATED FUNDS-MARKETING
Bank Statement Date: July 31, 2021

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	39,586.79
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u> </u>
Ending GL Balance	<u>39,586.79</u>
Ending Bank Balance	<u>39,586.79</u>
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>39,586.79</u></u>



100 South Main Street
 P.O. Box 90002
 Blacksburg, Virginia 24062-9002
 540-552-2011 • 800-552-4123
 www.nbbank.com

284 00009 01
 ACCOUNT:

PAGE: 1
 2275014 07/30/2021

Rec'd 8/14/21

*****AUTO**SCH 5-DIGIT 24105
 2980 0.4310 AV 0.398 10 1 82
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 CARROLL GRAYSON GALAX RIFA
 DBA BRCEDA
 1117 EAST STUART DRIVE
 GALAX VA 24333-2656

30-0
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 0

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LOCAL BANK. PERSONAL SERVICE.

=====

CLASSIC - PUBLIC FUN ACCOUNT 2275014

=====

LAST STATEMENT 07/26/21 .00
 1 CREDITS 39,586.79
 DEBITS .00
 THIS STATEMENT 07/30/21 39,586.79

----- DEPOSITS -----

REF #	DATE	AMOUNT	REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	07/26	39,586.79						

----- ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES -----

*	TOTAL FOR	TOTAL	*
*	THIS PERIOD	YEAR TO DATE	*

* TOTAL OVERDRAFT FEES:	\$.00	\$.00	*

* TOTAL RETURNED ITEM FEES:	\$.00	\$.00	*

----- DAILY BALANCE -----

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
07/26	39,586.79				



NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION



BLUE RIDGE CROSSROADS EDA
Account Reconciliation
As of Jul 31, 2021
1020 - MONEY MARKET - GNB
Bank Statement Date: July 31, 2021

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	328,155.40
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>19.81</u>
Ending GL Balance	<u>328,175.21</u>
Ending Bank Balance	328,175.21
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>328,175.21</u></u>

69

Skyline
National Bank
PO Box 186
Independence, Virginia 24348
www.skylinebank.com

paid 8/16/21

Account Number XXXXXXXXXXXX1161
Statement Date 08/10/2021
Enclosures 0
Page 1 of 1

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Skyline



Contact a Skyline National Bank Customer Service Representative about protecting your account today with **Current Protect**.

*AUTO**SCH 5-DIGIT 24105 P:1286 / T:4 / S:

|||||.....

CARROLL GRAYSON GALAX REGIONAL
DBA BLUE RIDGE CROSSROADS EDA
1117 E STUART DR
GALAX VA 24333-2656



MMDA BUSINESS ACCOUNT XXXXXXXXXXXX1161

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			07/09/21	328,175.21
INTEREST		28.77	08/10/21	328,203.98
FEDERAL WITHHOLDING	6.90		08/10/21	328,197.08
BALANCE THIS STATEMENT			08/10/21	328,197.08
TOTAL CREDITS (1)		28.77		
TOTAL DEBITS (1)		6.90		

INTEREST

AVERAGE LEDGER BALANCE:	328,175.21	INTEREST EARNED:	28.77
INTEREST PAID THIS PERIOD:	28.77	DAYS IN PERIOD:	32
INTEREST PAID 2021:	218.44	ANNUAL PERCENTAGE YIELD EARNED:	.10%
FEDERAL WITHHOLDING 2021:	52.42		

ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES:	\$.00	\$.00
TOTAL RETURNED ITEM FEES:	\$.00	\$.00

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S K Y L I N E

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NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

BRCEDA Monthly Report: 8/18/2021
Activities Reported 7/16/21 – 8/15/21

1) Virginia SBDC Funding Updates:

CY 2021 Spending Summary (Invoice Copy) attached for your review. Please note, salaries are for payroll through June.

CY 2022 Program Announcements were made earlier this month. Our center will be receiving \$74,457 from SBA. This will need to be matched 100% from local and in-kind funds. I request that BRCEDA / SWA continue to support the program with a cash contribution of \$70,875 in July 2022. The remaining match funds, \$3,582, will be from usage of facilities at Crossroads Institute.

ACTION ITEMS:

- 1) Approve the Cash Match Certification as presented for the Chairman to sign. The SBDC will request \$70,875 in July 2022 to continue support of the program.

- 2) Approve CY 2022 budget as presented. (We can update in early 2022 if needed)
 - a. *Salaries and Fringe* – no change, however we are working with Michelle in Carroll to assign our positions a grade based on the STEP salary system.
 - b. *Travel* – will be a little higher in 2022. Expect to attend two Director meeting, all staff to attend one professional development meeting, and Director to attend ASBDC conference.
 - c. *Supplies* – a little lower this year. All staff have received new computers within the last 2 years. Program should not need any major purchases.
 - d. *Contractual* – Our accounting fees have increased slightly.
 - e. *Consultant* – We want to continue our accounting and legal consulting programs. We have been working with Chappell Business Strategies to provide existing businesses with strategic business planning. Ms. Chappell specializes in this work and has been an asset to our program. We want to continue using her as a consultant.
 - f. *Other* – no major changes. We have added a few software programs that help deliver some of our new initiatives, including videos that can be recorded and edited.

2) Pandemic Funding Updates:

- a. Paycheck Protection Program – Assist clients on their forgiveness applications.
- b. EIDL – continue to help clients apply for funds if they are eligible.
- c. Rebuild Virginia – General Assembly approved \$25M for the fund. They are working through all existing applications that were in the pipeline and did not receive funding during the initial application period.

3) Projects/ Highlights / Significant Accomplishments:

- a. Connected with 147 unique clients in 2021. (up from 130)
- b. Working with Chappell Business Strategies to create and deliver content in response to the Business Summit. (Resource page, podcasts, etc)
- c. Entrepreneur Guide – received first digital proof for review.
- d. QuickBooks training – working with Sykes to deliver virtual training on QB programs and usage of the software in the business. We are working on a schedule that delivers content 1-3 times per month.
- e. Partnering with GENEDGE on their Region 1 Business Continuity and Resiliency GO Virginia grant award. SBDC's will be part of roundtable discussions across the region and help perform one-on-one assessments with companies.
- f. Asked to work with City of Galax on the management team for the DHCD COVID-19 grant. My role will be to help connect small restaurants and/or caterers to City of Galax to fulfill the meals portion of the grant.

4) Training for Clients:

- a. Focused on advertising state-wide events to our clients at this time.
- b. QuickBooks – see above



Virginia SBDC Financial Invoice/Statement

SBDC Name		BLUE RIDGE CROSSROADS SBDC	E2055022
Agreement #		SBAHQ-21-B0050, CFDA No. 59.037	
From:		1/1/2021	To: 7/31/2021
Invoice Date:		8/9/2021	
BILL TO:		George Mason University 4400 University Drive, MS 3C1 Fairfax, VA 22030	
	Current Billing	Year-to-Date	Budget
Salaries/Wages	22,825.24	22,825.24	55,955.00
Fringe Benefits	8,286.19	8,286.19	17,447.00
Travel		-	-
Supplies	2,061.98	2,061.98	2,150.00
Contractual		-	-
Consultants		-	-
Other		-	-
Rent		-	-
TOTAL SBA GRANT	\$33,173.41	\$33,173.41	\$75,552.00
Please pay this amount		\$33,173.41	
	Current Billing	Year-to-Date	Budget
Salaries/Wages	14,239.59	14,239.59	31,165.00
Fringe Benefits	6,516.66	6,516.66	13,505.00
Travel	22.29	22.29	6,673.00
Supplies		-	-
Contractual	3,360.47	3,360.47	7,800.00
Consultants	1,179.50	1,179.50	2,450.00
Other	2,767.16	2,767.16	5,282.00
Rent		-	4,000.00
TOTAL CASH MATCH	\$28,085.67	\$28,085.67	\$70,875.00
	Current Billing	Year-to-Date	Budget
Salaries/Wages		-	-
Fringe Benefits		-	-
Travel		-	-
Supplies		-	-
Contractual		-	-
Consultants		-	677.00
Other		-	-
Rent	3,985.00	3,985.00	4,000.00
Waived Indirect	0	-	-
TOTAL IN-KIND MATCH	\$3,985.00	\$3,985.00	\$4,677.00
	\$65,244.08	\$65,244.08	\$151,104.00
			\$85,859.92

Pay to: **Carroll-Grayson-Galax Regional Industrial Facilities Authority**

Address: **1117 East Stuart Drive, Galax, VA 24333**

Federal ID#: **27-21223677**

Submitted by: **Amanda Archer** Title: **Director**

Organization: **Blue Ridge Crossroads SBDC** Phone: **276-601-7727**

Director's Name: **Amanda Archer**

The undersigned certifies that all expenditures (or payment requested) are for appropriate purposes and in accordance with the agreement set forth in the award.

Director's Signature: _____

BLUE RIDGE CROSSROADS SBDC - CALENDAR YEAR 2022

DRAFT 8/17/2021
PRESENTED 8/23/2021

DESCRIPTION	SBA CY21	LOCAL CASH CY21	LOCAL IN-KIND CY21	TOTAL
A. PERSONNEL				
Key Personnel Costs (include all paid personnel)				\$ -
Mandy Archer, Director	\$ 49,955			\$ 49,955
Ginny Plant, Administrative Assistant		\$ 31,165		\$ 31,165
Teresa Catron, PT Staff. 12 weeks @ 30 hours/ week @ \$20/	\$ 6,000			\$ 6,000
Hourly Wage, 250 hrs @ 8.00 /hr				\$ -
Student Wage, hrs @ . /hr				\$ -
	\$ 55,955	\$ 31,165	\$ -	\$ 87,120
B. FRINGE BENEFITS				
Faculty - %	\$ 16,922			\$ 16,922
Admin Faculty - %		\$ 13,505		\$ 13,505
Classified - %				\$ -
Wage - % rate	\$ 525			\$ 525
Total Fringe Benefits	\$ 17,447	\$ 13,505	\$ -	\$ 30,952
C. TRAVEL				
In-state: 2500 miles @ .56 /mi.		\$ 1,438		\$ 1,438
In- state: 2 Director Meetings (Lodging, Meals, etc)		\$ 1,280		\$ 1,280
In- state: 1 PD for 3 staff members (Lodging, Meals)		\$ 660		\$ 660
In-State: Parking or other \$15*8 days		\$ 120		\$ 120
Registration Fees for Continuing Education		\$ 750		\$ 750
				\$ -
Out-of-state: (ASBDC Annual Meeting)				\$ -
Airfare or Mileage: .		\$ 575		\$ 575
Lodging: 5 nights @ 200 /nt.		\$ 800		\$ 800
Meals: 4 days @ 65 /day		\$ 260		\$ 260
Parking or other 5 days @ 25 per day		\$ 40		\$ 40
Registration		\$ 750		\$ 750
Total Travel	\$ -	\$ 6,673	\$ -	\$ 6,673
D. EQUIPMENT				
(Specify each item)				\$ -
Total Equipment	\$ -	\$ -	\$ -	\$ -
E. SUPPLIES				
General office, operational, and computer supplies	\$ 2,150			\$ 2,150
Total Supplies	\$ 2,150	\$ -	\$ -	\$ 2,150
F. CONTRACTUAL				
Accounting Services		\$ 2,000		\$ 2,000
Computer Repairs & Maintenance/ IT Contract		\$ 2,000		\$ 2,000
Cybersecurity Insurance		\$ 800		\$ 800
Training Services - UVA Wise		\$ 3,000		\$ 3,000
Total Contractual	\$ -	\$ 7,800	\$ -	\$ 7,800

SBA CY22	LOCAL CASH CY22	LOCAL IN-KIND CY22	TOTAL
			\$ -
\$ 49,955			\$ 49,955
	\$ 31,165		\$ 31,165
			\$ -
			\$ -
			\$ -
\$ 49,955	\$ 31,165	\$ -	\$ 81,120
\$ 17,090			\$ 17,090
	\$ 13,560		\$ 13,560
			\$ -
			\$ -
\$ 17,090	\$ 13,560	\$ -	\$ 30,650
	\$ 1,400		\$ 1,400
	\$ 1,254		\$ 1,254
	\$ 1,791		\$ 1,791
			\$ -
	\$ 750		\$ 750
			\$ -
	\$ 1,000		\$ 1,000
	\$ 1,000		\$ 1,000
	\$ 260		\$ 260
	\$ 125		\$ 125
	\$ 800		\$ 800
\$ -	\$ 8,380	\$ -	\$ 8,380
			\$ -
\$ -	\$ -	\$ -	\$ -
\$ 537	830		\$ 1,367
\$ 537	\$ 830	\$ -	\$ 1,367
	\$ 3,500		\$ 3,500
	\$ 2,575		\$ 2,575
	\$ 800		\$ 800
			\$ -
\$ -	\$ 6,875	\$ -	\$ 6,875

G. CONSULTANTS								
Accounting Contract Services (Client) 20hrs@\$85/hr		\$ 1,700		\$ 1,700	\$ 2,125			\$ 2,125
Legal Accounting Contract Services (Client) 5hrs@\$150/hr		\$ 750		\$ 750	\$ 1,500			\$ 1,500
Staff support for delivery of training events			\$ 677	\$ 677				\$ -
Chappell Business Strategies				\$ -	\$ 3,250			\$ 3,250
Total Consultants	\$ -	\$ 2,450	\$ 677	\$ 3,127	\$ 6,875	\$ -	\$ -	\$ 6,875
H. OTHER								
Rent (2 offices - 264 sq ft)		\$ 4,000		\$ 4,000		\$ 4,000		\$ 4,000
Copying		\$ 700		\$ 700	\$ 750			\$ 750
Postage		\$ 132		\$ 132	\$ 100			\$ 100
Printing/Publications		\$ 200		\$ 200	\$ 100			\$ 100
Dues/Subscriptions		\$ 200		\$ 200	\$ 300			\$ 300
Telephones		\$ 1,500		\$ 1,500	\$ 1,565			\$ 1,565
Computer Software		\$ 1,200		\$ 1,200	\$ 1,950			\$ 1,950
Website		\$ 300		\$ 300	\$ 300			\$ 300
Marketing		\$ 1,050		\$ 1,050	\$ 1,000			\$ 1,000
				\$ -				\$ -
Facility Usage Fees Small Conference Room, Café, Large Conference Room			\$ 4,000			\$ 3,582		\$ -
				\$ -				\$ -
				\$ -				\$ -
Total Other	\$ -	\$ 9,282	\$ 4,000	\$ 13,282	\$ -	\$ 10,065	\$ 3,582	\$ 13,647
TOTAL DIRECT COSTS	\$ 75,552	\$ 70,875	\$ 4,677	\$ 151,104	\$ 74,457	\$ 70,875	\$ 3,582	\$ 148,914
REVENUE	\$ 75,552	\$ 70,875	\$ 4,677	\$ 151,104	\$ 74,457	\$ 70,875	\$ 3,582	\$ 148,914
TOTAL BUDGET	\$ 75,552	\$ 70,875	\$ 4,677	\$ 151,104	\$ 74,457	\$ 70,875	\$ 3,582	\$ 148,914

BLUERIDGECROSSROADS

economic development authority

Carroll – Grayson – Galax Regional Industrial Facilities Authority

Date: July 20, 2021
To: BRCEDA Board of Directors
From: Nichole Hair
Re: Director's report

Wildwood Commerce Park

- a. AEP Transmission Line – the vote and relevant information given to AEP. No further communication from them at this time.
- b. Gas Line – ANG has finalized the gas line extension. Final project items such as asphalt and seeding being completed. TRRC requires project completion by September 20, 2021.
- c. Twin County Airport – a letters of support have been mailed to state and federal representatives.
- d. Marketing: VTC grants were not awarded to BRCEDA and the Mount Rogers Planning District Commission. A contract is executed with Creative Energy. Friends of SWVA and Creative Energy are taking the lead for completing video and photo shoots. A landing page will be developed for the Mount Rogers Region. Each community will have an individual page with materials from Creative Energy and Friends of SWVA. Final products will include a Quality of Life marketing video for BRCEDA. This will assist in marketing Wildwood Commerce Park.
- e. Strategic Planning: Project on hold. Discussion to begin later this summer/early fall.
- f. Refi – Letter of Credit – Finalizing LOC with Truist Bank.

Projects/Prospects

- a. Continue discussions on distribution with 2 prospects.

While this report is currently short in nature, I am sure it will continue to grow. Please let me know of any questions. Thank you.

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive . Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org

DRAFT MINUTES

Galax-Carroll Regional Library

Board Meeting Minutes

July 19, 2021

The Galax-Carroll Regional Library Board of Trustees met on Monday, July 19, 2021, 4:30 p.m. at the Galax Public Library. **Attending** were trustees Felecia Bowman, Janet Crowder, Mimi Leonard, Sarah Nielson, Mary Elizabeth Whartenby, regional library director Trish Fore, assistant regional library director Sarah Lagen Terry, and branch manager Jessi Campbell. Library Board Trustee Dr. Samuel Luague resigned from the Board effective immediately, July 15, 2021.

With a quorum present, Chairman Crowder welcomed new trustee Sarah Nielson and called the meeting to order. **Election of Officers** was held. Mary Elizabeth Whartenby was voted in by acclamation as Chairman for the ensuing year. Felecia Bowman was voted in by acclamation as Vice Chairman for the ensuing year.

On a motion made by Ms. Leonard, simultaneously seconded by Ms. Crowder and Ms. Bowman, and passed by the Board, **minutes** from the previous meeting of May 25, 2021, were approved as presented. No citizens were present with items to share.

Library expenditures for Fiscal Year 2021 were reviewed totaling \$784,133.65, the annual budget overspent by \$14,938.65, which was primarily due to desperately needed repairs on the Galax Public Library roof with that budget line being overspent by \$27,227.75. In addition to the building and grounds maintenance line, the professional health insurance line was underbudgeted by approximately \$5,000. Budget lines that were less than anticipated included digital materials due to the discontinuation of the Dear Reader database, the Carroll County Public Library custodial service line due to the lack of attendance and later resignation of the custodian, and lower than anticipated utility and miscellaneous costs. As of June 30, the GCRL Board checking account balance totaled \$58,818.41; outstanding checks totaled approximately \$38,421.72, which left an approximate fund balance total of \$20,396.69. The drop in the fund balance recently can be attributed to the roof repairs, and over the years, to the replacements of all HVAC units at the Galax Public Library and the use of library income to supplement the regional library's operating budget.

The Galax-Carroll Regional Library **Foundation funds**, as of the end of June 2021, totaled \$76,894.01: Money Market is \$1,514.84 (Galax Donations); Pimco Low Duration Income Fund Class C is \$16,488.81 (Galax Donations). Mutual funds, Pimco Income Fund Class A and Class C (\$35,646.08) and Franklin Low Duration Total Return Fund Class C (\$23,244.28) are \$58,890.36 (Carroll donations).

The **Director's Report for May and June 2021** was included in trustee meeting packets. Average circulation for both branches combined was 7,357 items per month, (compared to 3,559 May-June 2020; and 10,062 May-June 2019) still lower than our usual numbers due to the ongoing COVID-19 health & safety precautions, but definitely increasing since the onset of the COVID-19 pandemic in March 2020. The print and audio-visual collection for both library branches combined now totals 78,354 items (compared to 73,466 May-June 2020). Patron visits for both branches combined, averaged approximately 4,508 per month (compared to approximately 1,000 May-June 2020; and 9,367 May-June 2019), with total regional library card holders at 15,540 (compared to 15,083 May-June 2020). Overall, statistics were lower **due to the ongoing COVID-19 pandemic, but they have slowly and steadily been increasing since the Regional Library reopened in June 2020**. Also of particular note stemming from trustee training and discussions over the past year, Ms. Fore purchased Local Government Liability insurance coverage from VRSA for the Galax-Carroll Regional Library.

Other Unfinished Business

The third and final phase of **roof repairs to the Galax Public Library**, which will include the entire north side of the building is expected to begin around the middle of August when the windows are received. Ms. Fore began a conversation with Galax City Manager, Keith Barker, about the possibility of financial assistance from the City to help pay for the dormer repairs. After their initial conversation, and at the suggestion of Mr. Barker, she wrote a letter formally requesting financial assistance. Upon receiving a breakdown of remaining costs from Mr. Wilmoth for repair of the entire north side (materials \$18,000 and labor \$40,800) Mr. Barker proposed that if the Regional Library could pay for the materials, the City could cover the labor costs with the money coming from the

DRAFT MINUTES

City's contingency fund. On June 14, the Galax City Council approved the budget containing the funding to cover the labor costs for the north side of the library.

Included in trustee meeting packets were copies of the Code of Ethics and Code of Conduct for GCRL Trustees. These were signed and returned to Ms. Fore.

Ms. Fore presented trustees with a newly revised **GCRL Collection Development Policy** containing the addition of suggested revisions made at the May 25th meeting. Upon review, Ms. Leonard made a motion to accept the revisions, additions, and corrections made to the Collection Development, which was seconded by Ms. Bowman, and passed by the Board.

The current status on Strategic Plan Action Step activities was presented to the Board.

New Business

The **Operating Budget for Fiscal Year 2022** was presented and reviewed. On a motion made by Ms. Bowman, seconded by Ms. Nielson, and passed by the Board, the Operating Budget for Fiscal Year 2022 was approved.

Mimi Leonard and Mary Elizabeth Whartenby will continue to serve and **represent the Library Board on the Library Foundation Board** for the ensuing year.

The **annual audit** is scheduled to be done on Thursday, September 9, 2021, by Robinson, Farmer, Cox Associates.

On Thursday, July 8, 2021, Mr. Douglas Vaught, Attorney at Law, visited the Galax Public Library and brought a check for \$75,000 from the Ruth Jones Puckett Estate. The Galax-Carroll Regional Library was included for a 50% interest in the net estate. This is a partial distribution payment; final payment should be sent out near the end of this year or the first of next year. According to Mr. Vaught's letter, the final payment will likely be near the same amount. At this time there was brief discussion to allow this money to help bolster the Regional Library Fund Balance which has been needed to help supply for library needs over past years.

Although this item did not appear on the approved agenda, due to the unexpected vacancy on the Library Board, Chairman Whartenby asked the group for possible recommendations for a new Galax trustee to fill the position left by Dr. Samuel Luague's resignation. After a brief discussion ensued, Chairman Whartenby announced she would speak with Lee Chaffee to gauge his interest in serving as a Galax trustee.

The **next regular meeting** of the Library Board will be Monday, September 20, 2021, 4:30 p.m. at the Carroll County Public Library. On a motion made by Ms. Crowder, seconded by Ms. Bowman, and passed by the Board, the meeting was adjourned at 6:06 p.m.

Respectfully submitted: _____, Secretary

Approved by the Board: _____, Chairman



Terry Woods
Animal Control Officer

Animal Control Office

605 -1 Pine Street
Hillsville, VA 24343
276-730-3011

August 31, 2021

Animal Control received 56 animal related calls, and 18 animals were taken into custody by animal control. 4 dog bites 6 wildlife calls, 1 bat sent for Rabies test .6 calls of livestock out. 3 goats found running loose no owner located at this time.

Terry Woods
T.L. Woods
Chief Animal Control Officer
Carroll County

(276) (730-3011)

twoods@carrollcountyv.org

(276) (730-3004) -- fax

CARROLL COUNTY



CARROLL COUNTY GOVERNMENTAL COMPLEX

TERESA ISOM - DIRECTOR

DEPARTMENT OF SOCIAL SERVICES

September 8, 2021

Carroll County Board of Supervisors
605 Pine Street
Hillsville, VA 24343

Dear Board Members:

I am providing BOS Board Members with statistics and budget for the August 2021 Department of Social Services Board Meeting. This will be provided monthly to be added to the BOS informational packet.

Please do not hesitate to ask any questions concerning the information provided.

Sincerely,

A handwritten signature in black ink that reads "Teresa Isom".

Teresa Isom

605-8 PINE STREET • HILLSVILLE, VIRGINIA 24343-1404

(276) 730-3130

(276) 236-8008

FAX (276) 730-3135

LOCAL BOARD MEETING

August 17, 2021

6:00pm

- 1- **Call to Order**
- 2- **Public Comments**
- 3- **Approval of Minutes of June 15, 2021**
- 4- **Agency Expenditures for June & July 2021**
- 5- **Director's Report**
- 6- **Closed Session – Director's evaluation**
- 7- **Scheduling of the Next Meeting**
- 8- **Adjournment**

July 2021 Board Report

CPS:

Investigations: 4

Family Assessments: 12

Courtesy: 1

Ongoing: 4

FC Prevention: 2

Diversion from FC: 5 children

APS:

Referrals: 22

Invalid: 8

APS Investigations: 14

LTSS Screenings:

Referrals: 25

Screened: 16

FC: 81 foster care -

19 – Therapeutic foster care placement

14 – Residential Placement

31 – Locally approved foster home

14 – Fostering Futures Program

1 – Trial Home Placement

1 – Detention

1 – College

1- Psychiatric hospitalization

7 – Community Based Services

75 – Youth receiving Adoption Subsidy

33 - Foster Care Youth eligible for IV-E funding

29 - Youth w/foster care goal of adoption

F&C:

Snap – 78
Medicaid – 41
Child Care – 8
TANF – 10

IVE Referrals: 1

FRAUD: prepared by: Jessica Hawks

June 2021

Referrals received	22
Investigation completed	17
Referred for prosecution	0
Administrative Disqualification	0
Court Decisions	0
ADH initiated	0
ADH completed	0
Disqualification savings	0
Total pending in court	24
Ongoing cost savings	\$ 2,808.00
Front end investigation savings	0

ABD:

Snap -25
Medicaid - 42

ENERGY ASSISTANCE:

Cooling applications: as of 7/15/2021 – 225 applications

ADMIN: Hired part-time Office Associate, Summer Slate.

August 2021 Board Report

CPS:

Investigations: 3

Family Assessments: 14

Courtesy: 1

Ongoing: 4

FC Prevention: 2

Diversion from FC: 12 children

APS:

Referrals: 22

Invalids: 7

APS Investigations: 15

Screenings Referrals: 21

Screened: 10

FC:

78 foster care -

- 14 – Therapeutic foster care placement

- 14 – Residential Placement

- 31 – Locally approved foster home

- 14 – Fostering Futures Program

- 2 – Trial Home Placement

- 1 – Detention

- 2 - Hospitalization

Adoption Subsidies:

F&C:

Snap: 81

Medicaid:46

TANF applications: 12
Child Care applications: 14

IVE Referrals: 5

FRAUD: prepared by: Jessica Hawks

July 2021

Referrals received 19
Investigation completed 24
Referred for prosecution 0
Administrative Disqualification 0
Court Decisions 0
ADH initiated 0
ADH completed 0
Disqualification savings 0
Total pending in court 24 \$128,444.51
Front end investigation savings 0

ABD:

SNAP: 27
Medicaid: 36

ENERGY ASSISTANCE: Cooling assistance ends August 16, 2021.
As of July 29, 2021- 280 applications

ADMIN: Sold a Trailblazer and an old cell phone on GovDeals.com. Purchased two new vehicles: 2010 Subaru Forester and a 2013 Ford Escape.

CARROLL COUNTY SOCIAL SERVICES

<u>PERIOD</u>	<u>TOTAL LASER EXPENDITURES</u>	<u>Fed/State Reimbursement</u>	<u>LOCAL</u>	<u>CSA ADMIN</u>
JUL 20	458,890.84	414,246.51	44,644.33	1,562.52
AUG 20	313,107.99	291,583.21	21,524.78	520.84
SEP 20	463,276.73	418,882.91	44,393.82	1,562.52
OCT 20	388,676.73	353,216.67	35,460.06	1,040.68
NOV 20	311,323.84	293,917.71	17,406.13	520.84
DEC 20	469,122.78	421,421.28	47,702.60	1,562.52
JAN 21	334,254.99	412,270.92	(78,015.93)	520.84
FEB 21	412,027.23	277,937.12	134,090.11	1,562.52
MAR 21	699,611.27	648,747.63	50,863.64	1,562.52
APR 21	411,768.00	281,564.35	36,752.58	1,040.68
MAY 21	381,303.31	358,914.62	22,316.28	520.84
JUNE 21	494,771.22	406,820.40	87,950.82	1,040.68
FY 21 Totals	5,138,134.93	4,579,523.33	465,089.22	13,018.00
		0.89	0.09	
County Budget	4,792,207.00	4,433,589.00	358,618.00	16,187.00
		0.93	0.07	
Difference	(345,927.93)	(145,934.33)	(106,471.22)	3,169.00

Actual Figures

CARROLL COUNTY EMERGENCY SERVICES

FIRE CALLS RESPONSE SUMMARY

County-Wide Summary						
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-21	45	14	1	3	19	8
Feb-21	52	10	4	5	16	17
Mar-21	57	10	6	21	14	6
Apr-21	60	13	4	6	24	13
May-21	69	10	7	9	36	7
Jun-21	68	9	8	2	37	12
Jul-21	54	10	7	3	21	13
Aug-21	0	0	0	0	0	0
Sep-21	0	0	0	0	0	0
Oct-21	0	0	0	0	0	0
Nov-21	0	0	0	0	0	0
Dec-21	0	0	0	0	0	0
2021 TOTAL	405	76	35	49	167	76

Note:
CCFR responds on ALL calls with the volunteer fire departments to provide man-power support with air-pack qualified personnel, to be used at the discretion of the fire chief.

Cana Fire Department							Laurel Fork Fire Department					
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-21	14	5	0	2	4	3	3	0	0	0	3	0
Feb-21	26	2	4	1	9	10	5	2	0	2	0	1
Mar-21	18	3	2	4	6	3	7	2	0	3	1	1
Apr-21	16	1	2	4	7	2	6	3	0	0	0	3
May-21	20	5	2	2	9	2	6	1	0	2	2	1
Jun-21	26	2	5	1	9	9	3	2	0	0	0	1
Jul-21	23	3	5	0	10	5	7	3	0	0	2	2
Aug-21	0	0	0	0	0	0	0	0	0	0	0	0
Sep-21	0	0	0	0	0	0	0	0	0	0	0	0
Oct-21	0	0	0	0	0	0	0	0	0	0	0	0
Nov-21	0	0	0	0	0	0	0	0	0	0	0	0
Dec-21	0	0	0	0	0	0	0	0	0	0	0	0
2021 TOTAL	143	21	20	11	54	34	37	13	0	7	8	9

Hillsville Fire Department						
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-21	28	9	1	1	12	5
Feb-21	21	6	0	2	7	6
Mar-21	32	5	4	14	7	2
Apr-21	38	9	2	2	17	8
May-21	43	4	5	5	25	4
Jun-21	39	5	3	1	28	2
Jul-21	24	4	2	3	9	6
Aug-21	0	0	0	0	0	0
Sep-21	0	0	0	0	0	0
Oct-21	0	0	0	0	0	0
Nov-21	0	0	0	0	0	0
Dec-21	0	0	0	0	0	0
2021 TOTAL	225	42	17	25	105	33

Outside agencies also responded to the following number of fire calls within Carroll County
 Fries Fire Department 5
 Galax Fire Department 10

CARROLL COUNTY EMERGENCY SERVICES

EMS CALLS RESPONSE SUMMARY

County-Wide Summary

Month	GRAND TOTAL ANSWERED CALLS ALL AGENCIES	CCFR Total Dispatched	CCFR 911	Inter- Facility Transports	Returns to SNF / Homes	Total of Volunteer Calls Dispatched	Total Volunteer Calls Unable to Respond	Total Answered with CCFR Assist	Total Answered without CCFR Assist	% Missed Calls by all Volunteers Combined
Jan-21	366	282	278	1	3	146	59	16	71	40%
Feb-21	370	240	239	0	1	129	51	13	65	40%
Mar-21	369	289	286	0	3	147	65	16	66	44%
Apr-21	395	310	310	0	0	174	84	15	75	48%
May-21	404	308	308	0	0	177	80	14	83	45%
Jun-21	402	339	338	1	0	155	90	10	55	58%
Jul-21	406	331	331	0	0	162	87	21	54	54%
Aug-21	0	0	0	0	0	0	0	0	0	0%
Sep-21	0	0	0	0	0	0	0	0	0	0%
Oct-21	0	0	0	0	0	0	0	0	0	0%
Nov-21	0	0	0	0	0	0	0	0	0	0%
Dec-21	0	0	0	0	0	0	0	0	0	0%
2021 TOTAL	2712	2099	2090	2	7	1010	516	105	459	0%

Laurel Rescue

Month	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance
Jan-21	38	11	7	20	29%	47%
Feb-21	28	5	5	18	18%	36%
Mar-21	41	12	5	24	29%	41%
Apr-21	28	10	2	16	36%	43%
May-21	45	12	7	26	27%	42%
Jun-21	48	12	7	29	25%	40%
Jul-21	38	3	11	24	8%	37%
Aug-21	0	0	0	0	0%	0%
Sep-21	0	0	0	0	0%	0%
Oct-21	0	0	0	0	0%	0%
Nov-21	0	0	0	0	0%	0%
Dec-21	0	0	0	0	0%	0%
2021 TOTAL	266	65	73	157	16%	26%

Outside agencies also responded to the following number of rescue calls within Carroll County:

Fries Fire & Rescue 20
Galax Grayson EMS 20

Laurel Fork Rescue

Month	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance
Jan-21	24	0	0	24	0%	0%
Feb-21	23	0	0	23	0%	0%
Mar-21	29	0	0	29	0%	0%
Apr-21	46	0	1	45	0%	0%
May-21	32	0	0	32	0%	0%
Jun-21	34	0	0	34	0%	0%
Jul-21	38	1	2	35	3%	8%
Aug-21	0	0	0	0	0%	0%
Sep-21	0	0	0	0	0%	0%
Oct-21	0	0	0	0	0%	0%
Nov-21	0	0	0	0	0%	0%
Dec-21	0	0	0	0	0%	0%
2021 TOTAL	226	1	3	222	0%	1%

Pipers Gap Rescue

Month	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance
Jan-21	84	60	9	15	71%	82%
Feb-21	78	60	8	10	77%	87%
Mar-21	77	54	11	12	70%	84%
Apr-21	100	65	12	23	65%	77%
May-21	100	71	7	22	71%	78%
Jun-21	73	43	3	27	59%	63%
Jul-21	86	50	8	28	58%	67%
Aug-21	0	0	0	0	0%	0%
Sep-21	0	0	0	0	0%	0%
Oct-21	0	0	0	0	0%	0%
Nov-21	0	0	0	0	0%	0%
Dec-21	0	0	0	0	0%	0%
2021 TOTAL	598	403	58	137	0%	0%

**Virginia Department of Taxation
Communication Tax Distribution Report**

August Distribution for June 2021 Sales

Statewide	Amount (\$)
Total Communications Tax	22,176,319.76
Total E-911	1,954,475.69
Total Right-of-Way	1,121,362.49
Sub-total	25,252,157.94
Less: Administration Fee	-18,004.52
Less: Transferred to Deaf and Hard of Hearing	-244,416.22
Sub-total	-262,420.74
Adjustment	-2,090,780.00
Total Amount Available for Statewide Distribution:	22,898,957.2
Locality: Carroll - 51035	
Locality APA Percentage:	0.241729 %
Total Amount Distributed	55,353.42

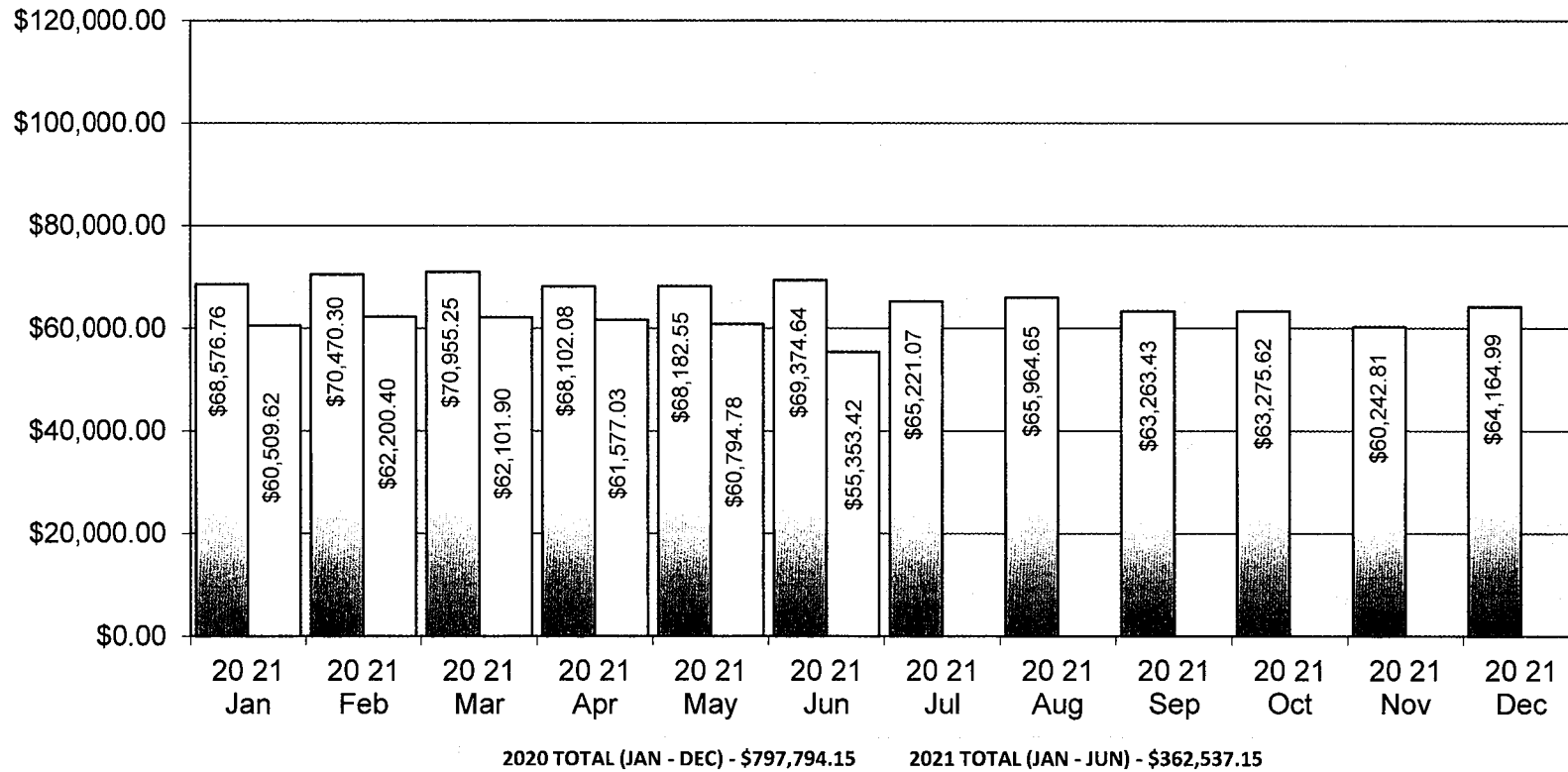
Additional Information: CONFIDENTIAL TAXPAYER DATA UNDER SECTION 58.1-3 OF THE CODE OF VIRGINIA. PENALTIES FOR UNAUTHORIZED DISCLOSURE. In accordance with Section 3-1.01 paragraphs X and HH of the 2021 Appropriation Act, this month's distribution contains a reduction needed for the transfer to the General Fund.

Time Created: 12 08 PM

Submitted 9/7/21 by:
Matthew Surratt
Master Chief Deputy
Commissioner of the Revenue
Carroll County

Communication Tax Distribution Report Carroll County VA

Communication Tax Distribution reports are reported to the Commissioner of the Revenue Office monthly. Reports and distributions are received approximately two months after the last day of the current month.





August 2021

Finding a way...

Board Adopts Plan and Budget for New Year

The Board of Commissioners of District Three Governmental Cooperative has adopted a plan and operating budget for next fiscal year of about \$8.4 million. Aging and Transit services both show an increase in total overall funding for 2022 mostly related to the additional funding due to COVID-19 as well as the extension of unlimited carryover into the new year.

Programmatically, next year the agency plans to offer two new programs. One is called Nutrition Education and provides services that are designed to promote the general health and well-being of older individuals in the Congregate Nutrition and the Home-Delivered Meals Programs. The other program is called Consumable Supplies. This program allows the agency to provide disposable items to seniors that requires replenishment on a regular basis.

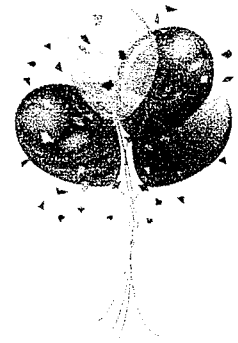
Senior Group Representatives Annual Meeting Set for August 13



The annual meeting of senior group representatives will be held at 10 a.m. on August 13 at the District Three office at 4453 Lee Highway in Marion. The agenda will include updates on the agency's plan and budget for the upcoming fiscal year, a general orientation on agency services, and the election of officers for the new cycle. Meetings of the Advisory Council on Aging Services and the Board of Commissioners are open to the public.

Farmers Market Update

To date, a total of 3,530 senior citizens have enrolled in the Senior Farmers Market Nutrition Program and have been sent coupon booklets valued at \$45 each to use at local participating vendors. District Three was allotted 3,800 coupon booklets this year and is still accepting applications. The last day to submit an application and receive coupons is September 30.



Friendship Cafés Have Reopened!

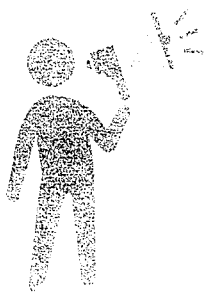
Meal bid solicitations for Congregate hot meals have been mailed to potential bidders. Bids are due to the District Three office in Marion, Virginia by noon on August 20, 2021. Nutrition Site Control and Site Managers' Contracts for fiscal year 2021 will be mailed to sub-contractors on August 6, 2021.

All of the Congregate sites will reopen by August 10, 2021. Additional procedures have been set in place to ensure the safety of our staff, members and volunteers. Face masks are required at all times except when eating and temperatures are taken before members can attend a meeting. District Three staff is keeping a close watch on COVID-19 cases in each area and will close the Café's with guidance from the local health department once it is deemed unsafe for the clients and staff to congregate.

Senior Cool Care Wraps Up Another Season

The Senior Cool Care Program at District Three has completed another successful season and ensured that seniors in need of cooling assistance were able to receive air conditioners and fans. In the past seven weeks, 58 air conditioners and 36 fans were delivered or distributed, subsequently serving a total of 90 individuals this season. District Three would like to thank Dominion Energy for their financial support and efforts to keep seniors cool during the summer season.

Home Delivered Meals Seeking Bids for Next Year



Meal bid solicitations for Home Delivered frozen and shelf stable meals have gone out to potential bidders. Bids are due to the District Three Governmental Cooperative office in Marion, Virginia by noon on August 20, 2021. The annual training for the Home Delivered Meals staff will be held on Monday, September 13 at the Marion central office location. The Home Delivered Meals drivers will also be participating in a driver safety training administered by the agency's transit division.

Benefits Enrollment Center

The Benefits Enrollment Center has been very busy assisting Medicare beneficiaries and adults with disabilities through the application process. The program continues to grow and has shown an increase in referrals over the past fiscal year. The program has also developed strong local partnerships with other government and community-based organizations.

If you or someone you know needs assistance, please call District Three and ask to speak to a Benefits Enrollment Counselor at 276-783-8157 or 1-800-541-0933.

Public Guardianship Program Update



The Public Guardianship Program (PGP) is currently fully staffed. Amberlynn Jackson has joined the program as a Guardianship Care Manager, and will be filling Vicki Sexton's position upon her retirement the end of September. Guardians are set to attend the annual Guardianship Conference in September in Virginia Beach.

The PGP currently provides services for 123 individuals with two court hearings pending. Multi-disciplinary panel meetings will be held in September to fill the last remaining slot.

The PGP continues to follow client visitation guidelines set forth by the Department for Aging and Rehabilitative Services (DARS) and the Centers for Disease Control (CDC). The monthly meetings and visitations continue to be held within those guidelines.

Chore/Residential Repair Service Resumes

The Chore Program has now resumed in-home visits to complete a variety of services including installation of grab-bars, handrails, as well as continuing to install handicap access ramps. Due to overwhelming requests for ramps this summer, we have a much longer waiting list than usual. We would like to thank you in advance for your patience and support. We know that each and every request is of great importance, and we are working diligently to reduce this list within the next month.

Clients who report an illness in the home will be placed on a waiting list until we are notified that it is safe to complete the requested service. The Chore Crew is equipped with the proper personal safety equipment to protect themselves as well as the client. If you have any questions or concerns, please contact Becky Freeman at 276-783-8157.

Senior Community Service Employment Program Seeks Workers

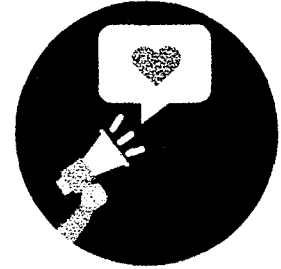
The Senior Community Service Employment Program (SCSEP) offers part-time training opportunities to unemployed persons 55 years of age and older who have limited income and are willing to serve their community while earning minimum wage and learning new skills or advancing their current skills. Participants must also be eligible to work in the United States.



The program offers a free annual physical and assistance to acquire a full-time job. If you would like more information contact Callie Helton, Title V Coordinator at 276-783-8157, ext. 3156 or chelton@district-three.org. The SCSEP Program is currently awaiting their slot levels for the new program year beginning July 1, 2021, but is still seeking qualifying seniors to fill open slots in our service areas.

Advocating for Rights and Quality Care

An Ombudsman advocates for individuals receiving long-term care services in nursing homes, assisted living facilities, or home and community settings in order to provide quality of life and quality care. The Ombudsman assists in many ways including complaint investigation, problem resolution, information and assistance about issues related to long term care, as well as understanding and exercising individual rights. Ombudsman services are person-centered, confidential, provided free of charge, and focused on solutions. For more information on the Ombudsman program, contact the Local Long-Term Care Ombudsman, Karen Doss, at 276-783-8157 or via email at kdoss@district-three.org.



Care Managers Continue to Experience a High Volume of Referrals

The Care Management Program is sometimes called the “hub” of services at District Three. Care Managers have been receiving referrals and have now returned to doing home visits. They are keeping their visits to no more than two a day for the safety of clients, due to COVID-19 cases once again being on the rise. Each Care Manager will continue to wear PPE for the safety of all and will collect as much information by phone as possible to reduce home visit time. Care Managers will also ask if anyone within the home is sick or in contact with someone that has tested positive for COVID-19.

Emergency Service cases have increased greatly with a wide variety of needs. In order to apply for Emergency Service assistance, an individual needs to be age 60 or older. Care Managers are also experiencing a large volume of requests for Home Delivered Meals, Chore Services, and Senior Medical Transportation.

Care Managers are available to answer any questions or make a referral to other services to assist with a senior’s need. If you have any questions about any services, please contact a Care Manager in either the Marion office at 276-783-8157 or the Galax office at 276-236-5228. Or you may visit our website at www.district-three.org.

Mountain Lynx Transit Drivers Recognized for Reaching Safety Milestones

Mountain Lynx Transit completed their first 5307 Compliance Review in June. They are now working on making changes to the necessary policies.

Mountain Lynx Transit also handed out safety awards to all safe drivers for the second quarter of fiscal year 2021. The two areas which earned the awards were Marion and Abingdon. The Safety Stars program was created by District Three’s Board of Commissioners to recognize and reward employees for reducing accidents. Board members and staff appreciate the drivers for improving safety, reducing costs, and providing safe transportation to the public.



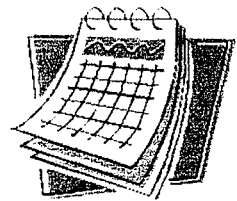
PERSONNEL NOTES

Employees joining the agency: **Amberlynn Jackson**, Guardianship Care Manager; **Deloris Terry**, Transit Driver; **Clarence McLamb**, Transit Driver; **Michael Gentry**, Transit Driver; **Dennis Frye**, Home Delivered Meals Driver

Employees leaving the agency: *N/A*

District Three Events Calendar:

August 13	Meeting of Senior Group Representatives, Central Office, 10 a.m.
August 19	Twin County Senior Day
August 20	Public Bid Opening, Central Office, Noon
September 6	Holiday – Offices and Public Transit closed
September 16	Board of Commissioners, Central Office, 7 p.m.
September 23	Wythe/Bland Senior Day
September 23	Safety Committee Meeting, Central Office, 10 a.m.
October 6	Long Term Care Committee, 10:30 a.m.
October 11	Holiday – Offices and Public Transit closed



District Three Governmental Cooperative, operating as District Three Senior Services and District Three Public Transit, receives funding from the U S Administration on Community Living, the Federal Transit Administration, and other federal sources; the Virginia Department for Aging and Rehabilitative Services, the Department of Rail and Public Transportation, and other state sources; the six counties, two cities and three major towns in Virginia's third planning district, as well as contributions and other community sources. In compliance with appropriate state and federal statutes, the agency does not discriminate in admission to programs or activities, or in employment opportunities. If you feel you have been discriminated against, you have a right to file a complaint with the agency by calling (276) 783-8157.

SUPERINTENDENT'S MONTHLY ACTIVITY REPORT
Month: July 2021

	PRIOR MONTH	ARRESTED	RELEASED	CURRENT MONTH	AVERAGE	STATE	Jul-21		
							Awaiting Trial	SENTENCED	
								Felony	Misdemeanor
Bland County (21)	20	10	8	21	1.7%	4	15	1	1
Carroll County (35)	253	72	71	249	20.0%	43	137	3	2
Floyd County (63)	58	25	21	61	4.9%	8	38	6	2
Giles County (71)	133	35	35	118	9.5%	28	74	3	2
Grayson County (77)	117	38	33	130	10.5%	15	71	4	1
Pulaski County (155)	313	93	110	299	24.1%	48	191	19	8
Radford City (750)	135	45	46	123	9.9%	24	73	0	2
Wythe County (197)	280	83	89	240	19.3%	45	162	8	4
Galax City (640)	16 Carroll- 3 Grayson	33	25	26 Carroll- 6 Grayson		10	54	2	0
Subtotal Members	1309	434	438	1241					

Other Inmates-Henry Co	0			0					
Other Inmates-Martinsville	0			10					
Other Inmates-Bristol VA	0			0					
Federal Inmates	0	1	0	1	0.1%				
State Responsible	318			225					
Total Utilization	1309			1242	100.0%				
Operational Capacity	1183			1183					
Vacant Beds	-125			-59					
Work Release	0			0					
HEM Program	0			0					
TOTAL INMATES	1309			1242					

JAIL ACTIVITY/MAJOR INCIDENTS:

# Escapes	0								
# Assaults	0								
# Disturbances	0								
# Fires	0								
# Shakedowns	89								
Contraband seized	tattoo material, trash, excess jail property,								

EMPLOYEE ACTIVITY:

GENERAL COMMENTS

New Hires:	(11) 3 records, 5 officers, 1 control room, 1 PT officer, 1 dental asst.	
Resignations:	(9) 5 officers, 1 PT dental asst, 1 med tech, 1 control room, 1 IT	
In Training:	6 officers--Graduation on 8/5	

INMATE ACTIVITY:

AA	As of March 13, 2020, all programs were suspended due to the Coronavirus pandemic.
Anger Management	
GED	
Veterans	
Workforce Readiness	
Goodwill--Just Hire One	
Program Compete	
Substance Abuse	
Va Cares	
Inside/Out Prison Exchange	
Empowered Options	
Domestic Violence	
FAST-NRV Re-Entry Council	
NA-Narcotics Anonymous	
Inside Dad	
Women's Resource Center-Domestic Violence	
Life Choices Class	

Budget vs Actual ending July 31, 2021 Cash Basis		NRV	REGIONAL	JAIL	Expected Rev & Exp 8.3%	
REVENUES		Budget	Mnth	YTD	Variance	Prcnt
10-300-001 Bland		\$135,944.00	\$13,179.00	\$13,179.00	\$122,765.00	10%
** 10-301-001 Carroll		\$2,363,339.00	\$0.00	\$0.00	\$2,363,339.00	0%
10-302-001 Giles		\$982,981.00	\$78,672.90	\$78,672.90	\$904,308.10	8%
10-303-001 Grayson		\$742,465.00	\$77,498.25	\$77,498.25	\$664,966.75	10%
10-304-001 Floyd		\$522,863.00	\$33,749.70	\$33,749.70	\$489,113.30	6%
10-305-001 Pulaski		\$2,112,365.00	\$181,555.05	\$181,555.05	\$1,930,809.95	9%
10-306-001 Radford		\$711,092.00	\$73,229.40	\$73,229.40	\$637,862.60	10%
10-307-001 Wythe		\$1,673,160.00	\$325,091.55	\$325,091.55	\$1,348,068.45	19%
10-308-003 U.S. Marshall fixed contract		\$34,050.00	\$0.00	\$0.00	\$34,050.00	0%
10-309-002 St. Comp Salary Reimbursement		\$10,671,251.00	\$764,607.84	\$764,607.84	\$9,906,643.16	7%
10-310-002 St Comp Brd Medical		\$51,406.00	\$5,457.34	\$5,457.34	\$45,948.66	11%
10-311-003 Other authorized fixed contract		\$35,700.00	\$0.00	\$0.00	\$35,700.00	0%
10-312-002 State Per Diem Warrant		\$2,247,473.00	\$533,138.04	\$533,138.04	\$1,714,334.96	24%
10-320-004 Interest Income		\$18,145.00	\$0.00	\$0.00	\$18,145.00	0%
10-321-003 Inmate Telephone Income		\$616,055.00	\$37,500.00	\$37,500.00	\$578,555.00	6%
10-325-003 Miscellaneous Revenue		\$35,434.00	\$218.32	\$218.32	\$35,215.68	1%
10-326-002 Repair & Replacement Reserve		\$350,000.00	\$87,500.00	\$87,500.00	\$262,500.00	25%
10-328-003 Surplus of Jail Property		\$500.00	\$0.00	\$0.00	\$500.00	0%
10-332-005 Inmate Cost Recovery		\$67,900.00	\$6,342.51	\$6,342.51	\$61,557.49	9%
10-334-003 Fees		\$1,065.00	\$154.99	\$154.99	\$910.01	15%
Revenues Totals:		\$23,373,188.00	\$2,217,894.89	\$2,217,894.89	\$21,155,293.11	9%
** A/R Per-Diem & Contracted Bed Older than 30 days			\$142,419.15	\$142,419.15		
July 2021 Jail Per-Diems ADP			\$731,205.30	\$731,205.30		
July 2021 Other Misc Revenue			\$3,120.00	\$3,120.00		
July 21 St Comp Brd Reimbursement & Vacancy Savings			\$699,789.65	\$699,789.65		
July 21 LIDS Reimbursement ADP			\$152,354.04	\$314,046.04		
Accrual Totals:			\$1,728,888.14	\$4,108,475.03		18%
EXPENDITURES		Budget	Mnth	YTD	Variance	Prcnt
Employee Cost		\$13,880,023.00	\$707,447.48	\$707,447.48	\$13,172,575.52	5%
Medical Cost		\$2,130,130.00	\$73,291.49	\$73,291.49	\$2,056,838.51	3%
Building Cost		\$1,014,938.00	\$14,550.39	\$14,550.39	\$1,000,387.61	1%
Admin Cost		\$42,405.00	\$3,562.91	\$3,562.91	\$38,842.09	8%
Service Contract Cost		\$859,299.00	\$206,806.23	\$206,806.23	\$652,492.77	24%
Telecommunication Cost		\$33,800.00	\$2,781.15	\$2,781.15	\$31,018.85	8%
Vehicle Cost		\$126,925.00	\$4,156.74	\$4,156.74	\$122,768.26	3%
Inmate Service Cost		\$1,073,272.00	\$37,524.83	\$37,524.83	\$1,035,747.17	3%
Custodial Cost		\$63,040.00	\$8,708.90	\$8,708.90	\$54,331.10	14%
Travel Cost		\$8,550.00	\$20.70	\$20.70	\$8,529.30	0%
Training & Operational Cost		\$85,500.00	\$18,144.20	\$18,144.20	\$67,355.80	21%
Debt Service Cost		\$3,705,306.00	\$308,325.52	\$308,325.52	\$3,396,980.48	8%
Repair & Replacement		\$350,000.00	\$0.00	\$0.00	\$350,000.00	0%
Expenses Totals:		\$22,793,777.00	\$1,385,320.54	\$1,385,320.54	\$21,987,867.46	6%
Cash			\$832,574.35	\$832,574.35		
Accrual Totals				\$2,723,154.49		

MEMORANDUM

DATE: September 1, 2021
TO: AUTHORITY MEMBERS & GENERAL PUBLIC
FROM: SUPERINTENDENT GREGORY P. WINSTON
RE: AUTHORITY MEETING

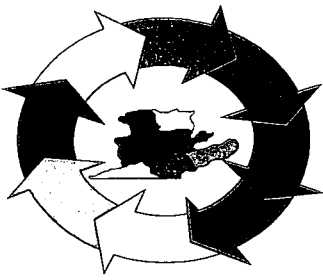
Please be advised that the meeting of the New River Valley Regional Jail Authority will be held:

Friday, September 10, 2021
10:00 a.m.
Admin Conference Room at the Regional Jail

The following committee meeting will be held:

Finance Committee: 9:30 a.m. Admin Breakroom

Anyone desiring to speak before the Authority or present any subject matter for consideration should contact the Superintendent prior to the commencement of the meeting. Any person desiring special accommodations in order to attend or participate in this meeting should notify the Superintendent in advance of the meeting so that conditions can be met.



New River Valley Regional Jail
P.O. Box 1067
Dublin, Virginia 24084
(540) 643-2000 (540) 643-2010 FAX

September 10, 2021

Committee Meeting:

Finance 9:30 a.m., Admin

**Authority Meeting Agenda
10:00 a.m.**

- A. **CALL TO ORDER** - Chairman
- B. **ROLL CALL** – Secretary
- C. **APPROVAL OF JULY 2021 MINUTES**
- D. **OLD BUSINESS**
- E. **COMMITTEE REPORTS**
 - **Finance Committee**
- F. **SUPERINTENDENT’S REPORT**
- G. **NEW BUSINESS**
 - **Comp Board Bonus**
 - **Security System Upgrade**
 - **Employment Contract**
 - **Academy Charter Resolution**
- H. **CITIZENS**
- I. **OTHER BUSINESS OR INFORMATION**
- J. **ADJOURNMENT**

Bland County

Sheriff Jason Ramsey
Eric Workman, **Treasurer**
Chief Deputy John Mustard (A)
Rodney L. Ratliff (A)

Carroll County

Sheriff Kevin Kemp
Nathan Lyons
Chief Dep. Donald Spangler (A)
Michelle Dalton (A)

Floyd County

Sheriff Brian Craig
Joe D. Turman
Chief Deputy Chad Harris (A)
W. Justin Coleman (A)

Giles County

Sheriff Morgan Millirons
Richard Chidester (**Vice Chair**)
Chief Dep. Scott Moye (A)
Todd Martin (A)

Grayson County

William Shepley
Sheriff Richard Vaughan
Mitch Smith (A)
Chief Deputy David Ashby (A)

Pulaski County

Sheriff Michael Worrell
John Travis
Major Daniel Johnson (A)
Jonathan Sweet (A)

City of Radford

Sh. Mark Armentrout, **Chairman**
Mr. Bill Fleisher
Major Charlie Burton (A)
Mr. Don Goodman (A)

Wythe County

Sheriff Keith Dunagan
Mr. Brian Vaught
Chief Deputy Charles Foster (A)
Stephen Bear (A)

Superintendent

Gregory P. Winston

Deputy Superintendent

John S. Bowman

Tonya Akers, **Secretary**

NEW RIVER VALLEY REGIONAL JAIL AUTHORITY
July 16, 2021
Held at the New River Valley Regional Jail

A. CALL TO ORDER:

The meeting of the New River Valley Regional Jail Authority was called to order at 10:05 a.m. by Chairman Mark Armentrout.

Prior to roll call, he read a note from Giles County appointing Chief Deputy Scott Moye as Sheriff Millirons' alternate.

MEMBERS PRESENT:	Bland County:	Sh. Ramsey; Mr. Workman
	Floyd County:	Mr. Turman
	Giles County:	Mr. Chidester
	Grayson County:	Sh. Vaughan; Mr. Shepley
	Pulaski County:	Sh. Worrell
	Radford City:	Sheriff Armentrout; Mr. Fleisher
	Wythe County:	Mr. Vaught

ALTERNATES PRESENT:	Carroll County:	Ch. Deputy Spangler
	Floyd County:	Ch. Deputy Harris
	Giles County:	Mr. Martin; Ch. Dep Moye
	Wythe County:	Ch. Deputy Foster

STAFF & GUESTS PRESENT:	Superintendent Gregory Winston
	Major Keith Fleeman
	Mrs. Tonya Akers-NRVRJ
	Mr. Chuck Dunavant-NRVRJ Retiree
	Ms. Veronica Loop-NRVRJ Retiree
	Sgt. Travis Hamilton-NRVRJ
	NRVRJ Officers: Toni Trueheart, Kristi Dalton and Dawn Havens
	Mr. Robert Lyons-Citizen

B. ROLL CALL:

Mrs. Tonya Akers called roll and reported a quorum with ten (10) members and five (5) alternates present.

Chairman Armentrout expressed the Authority's deepest sympathy at the loss of Sgt. Arthur "Woody" Palmer.

C. APPROVAL OF MAY 2021 MINUTES:

Copies of the Minutes from the May 14, 2021 meeting were mailed to each member. Chairman Armentrout asked if there were any additions or additional corrections to the Minutes as presented.

Motion: Sheriff Vaughan moved that the May 14, 2021 Minutes be approved as presented. Ch. Deputy Foster seconded the motion.

Action: The motion passed unanimously.

On behalf of the regional jail employees, Superintendent Winston thanked all of the Authority members that reached out to acknowledge the tragic passing of Sgt. Palmer. The investigation is still ongoing and few details have been released. But the Authority's outpour of support has been impactful to the staff.

Superintendent Winston recognized two recent NRVJR retirees: Officer Chuck Dunavant (22 years of service) and Sgt. Veronica Loop (21 years of service). Sgt. Travis Hamilton spoke of working with Chuck for many years and of his wonderful character, of being a great co-worker and friend. Major Fleeman spoke of Veronica's accomplishments through the years attaining the positions of Master Jail Officer and Sergeant as well as serving as a teacher/mentor to all of the new officers that came in. We wish both Chuck and Veronica the very best in their retirement and they will be missed.

D. OLD BUSINESS:

E. COMMITTEE REPORTS:

Finance Committee:

Copies of the monthly financials were distributed. Mr. Workman reviewed the report in detail with the group.

Motion: On behalf of the Finance Committee, Mr. Workman made the motion to approve the Finance Report as presented.

Action: Following a roll call vote, the motion passed unanimously.

F. SUPERINTENDENT'S REPORT:

Academy:

There are six officers still in the academy with graduation scheduled for August 5th. We look forward to having them all back as certified officers.

Operations:

- Headcount today: 826
- Total days served 26,868
- Average Daily Population: 896
- Average Daily Population for male prisoners: 717
- Average Daily Population for female prisoners: 178
- Number of commitments: 377
- Avg Daily commitments: 12.6
- Number of releases: 485
- Avg Daily releases: 16.2

Staffing:

Like all of the jails in the state, we have staff shortages. Based upon the number of inmates we have and the projects that are going on, Superintendent reached out to see if DOC could possibly take around 30 of our state responsible inmates. They ended up taking over 100 inmates which reduced our ADP to around 830 and our prisoner forecast for budgeting purposes is 884. It will take a while for us to get back to that amount but we'll keep a close eye on those numbers.

Accreditation:

A few months ago, our accreditation sergeant submitted his resignation so we hired a part-time person to come help out then the accreditation sergeant decided to stay. Now our part-time has resigned and our accreditation sergeant has re-resigned and will be leaving at the end of the month. We're actively looking for an accreditation person to help us in that area until we get someone moved over there.

HR:

We have five people starting this week and currently have a little over sixty vacancies. We always keep about twenty vacant positions to help offset the cost of part time employees and locally funded positions. Some additional records clerks have been hired to perform data entry and answer the phone in the back to free up our correctional officers to perform their duties. We've had great success by hiring control room officers and letting them work on the civilian side for 6 months or so before promoting them to a correctional officer. It's a good program and worked so well that we've lost a few of those officers to the jurisdictions.

IT:

We've been working diligently on the inmate telephone contract trying to negotiate something that is not only lucrative but also fair. The initial negotiation gave us a \$3 million dollar up front payment and a million dollars each year for 5 years after that. However, if a something happens

with the FCC that curtails/eliminates inmate commissions, then they had the right to re-negotiate the contract or recover the difference of what we made until the change and the \$3 million they paid us. That version wasn't going to work for us. The new contract states that they will pay us \$1 million up front every year and if the FCC makes a change, it triggers a clause that we can get out of our contract and go to another vendor if need be. That minimizes both our risk and theirs' as well. Essentially the contract will pay us the \$1million up front per year. Once they reach making \$1 million back, they will pay 90% commission on telephone calls. We also will have an on-site person to assist with problems as well as the software DataIQ to assist staff as well as outside jurisdictions. Our attorney, Steve Durbin has approved the contract but there are a few technical terms and conditions that still need to be adjusted from a municipal contracting standpoint. Mr. Durbin was unable to be here today but had asked that someone on the board make a motion to give the Superintendent the authority to sign the contract once our attorney approves the terms and conditions.

Chairman Armentrout asked if there was a motion from the floor.

Motion: Mr. Chidester made the motion to give Superintendent Winston to sign the Inmate Telephone contract once it receives final approval from legal counsel. Mr. Workman seconded the motion.

Action: Following a roll call vote, the motion passed unanimously.

Updates:

Superintendent Winston updated the Authority on two ongoing investigations.

Maintenance:

We sent out an RFP for Security System Upgrade and Improvements. We had three vendors respond and two of them submitted proposals. We've met with both of them and hope to select a vendor so we can begin negotiating a price. This is a project we've been saving up for this but it should be in the neighborhood of \$750,000.

Performance Contracting Project:

The concrete pad has been poured and the chiller will be shipping soon to be set on August 3rd. The cooling tower is being shipped to the crane operator on July 23rd to be delivered to us once the chiller is complete. The project is expected to be finished in August and we've already seen some savings in electricity costs.

Trustees:

We're still struggling to find inmates that qualify to work in the jail even before DOC picked up all of the inmates. Superintendent Winston asked the jurisdictions if we could compile an eight-member inmate workforce would it be better to break them up one or two inmates at a couple jurisdictions or all eight at a jurisdiction for one day at a time on a rotation. Mr. Vaught said that from Wythe County's prospective, years ago they started a trash pickup that was very popular among the citizens. A vehicle was bought for this and there is a line item in the county's budget for it. He added that he constantly receives citizen complaints that the trash isn't being picked up and it was very frustrating for his board that we can't get this program started again.

Superintendent said that he and Sgt. Hamilton are searching for solutions to the problem. They've discussed possible working with the judges to order inmates as part of the judgement to work during their weekend sentences once the weekender program begins again. Until then, he said he'd utilize the trustees that we do have wherever they're needed. If the jurisdictions have a priority project that needs done to contact him and he's open to ideas.

Sgt. Hamilton prepared some documentation and has gone through the entire facility application that we have for trustees. Right now, we just don't have the inmates. The inmates that we would generally send to out in a workforce are bonding out or getting light sentences. To get workforce outside our best avenue would be with our weekenders or inmates that are court ordered to work. We will have to get them medically cleared and get them out there. Also, it's been our practice to not send inmates out to the county they're from or they offended in. The Superintendent said he would open to waiving that with the Authority's approval and Sgt. Hamilton added it would require some direct supervision. Mr. Vaught said his board's perspective they're mainly concerned with trash pickup not anything for building and grounds. Those departments are fully staffed so the inmates that they would need for trash pick-up would be supervised. Mr. Workman said as soon as we can get the inmates out the better that he's received the trash complaints as well. One or two days a week per jurisdiction would be better than what we've been getting. Chairman Armentrout said to keep Jerel Dobbins' work crew staffed first and foremost. He asked as members have a need to send the Superintendent an email so he can prioritize them. Mr. Vaught said what adds to the frustration is that Wythe County has an open security position out there when there are no trusty inmates to supervise. Mr. Shepley added that any help that Grayson County could receive would be appreciated.

Mr. Vaught commended Officer Joshua Arnold that handles our video arraignments stating that Officer Arnold does a great job and the judges love him. Superintendent Winston added that he was a great employee and was recently selected Officer of the Quarter.

G. NEW BUSINESS:

Mr. Workman said the Finance group has been looking at starting salaries across all of our jurisdictions. One of the challenges the jail is currently facing is that we have around sixty vacancies. The new telephone contract will generate approximately \$450,000 a year in revenues. Also in the FY 21-22 budget, extra money was budget for any short falls in an effort not to change per diems but still leaves \$360,000 extra revenue due to the new telephone contract. The request out of Finance is to take that \$360,000 and utilize it to increase/improve salaries here at the jail. Currently our starting salary for the jail is \$35,149 and a 3.6% increase would move it to \$36,414 which is slightly more in line with what localities are paying law enforcement. That was discussed today in Finance and the idea was to bring it before a full board for discussion and possible approval. Chairman Armentrout said that this increase would put us more in line with where we were several years ago. He added increasing starting salary would help compete with other employers when we're all that are fighting for the same employee pool.

Mr. Vaught said his fear is with the current General Assembly leadership in Richmond what happens when they say that we shouldn't charge inmates to make phone calls. Where will that

3.6% come from...it's going to fall back on the localities. He added that he didn't know anything about this until this morning and with the uncertainty of the General Assembly that he just couldn't vote for it. Chairman Armentrout said we'd touched on this back in November and dabbled with doing a pay increase then and didn't do it. So, we wanted to address it again while we had the opportunity to do so.

Sheriff Vaughan mentioned many ways that River North Correctional Center is advertising and asked what ways we were using here. Superintendent Winston said we're doing career days and are most successful with our employee referral program. In the past we've not had a lot of response with newspaper and radio ads. Word of mouth has been most successful for us so far. Several members mentioned sign on bonuses and possible same day application/interviews. Sheriff Vaughan asked the status was of the employment contract. Superintendent Winston thinks we should move forward with it once our attorney finishes reviewing it.

Mr. Workman asked what we were doing for retention. Superintendent Winston said that the comp board gives a regrade after one year once they've been through the academy but we need to look at some short-term retention to lead up to that. Several options were floated around and Superintendent Winston said he is open to any ideas that members may have on the matter.

After much discussion, Mr. Workman suggested tabling this issue until our next meeting. That will give everyone time to think this over and also allow the Superintendent to work with our attorney to get the telephone contract signed.

Ch. Deputy Moyer said he'd just went through a salary study and they were given a certain amount of money. One thing he found was if he gave a flat increase across the board, it did nothing to help compression or retention so they comprehensively changed their entire pay scale. He said we may need to do an entire pay scale adjustment. We need to keep the people that have been here the longest. It may be lower on the bottom end and incrementally goes up. So doing 3.6% just because the money is there, he doesn't think we're exploring every option that we need to do to address retention.

Sheriff Vaughan added that the General Assembly goes into special session on August 1st and there is a \$900 million surplus in the American Recovery Act money so they're probably going to do a substantial hazardous pay bonus to regional jails, deputy sheriffs and corrections staff. Mr. Vaught added that his county in the past had done plaques, t-shirts, etc. but most recently they've started doing \$10 a year for every 5 years of service. It's not much but it's something.

Chairman Armentrout said he'd sent that pay report out to the sheriffs yesterday to spur this conversation. He thinks this is a great discussion and what we need to move forward plus keep people here. Chairman Armentrout also thanked Superintendent Winston for all the work he did with the telephone contract to have this money and be able to do something with it to make the organization healthier. His point was he wants to do something for the folks in the back of the jail to let them know they are appreciated and we have an opportunity. We will table it for now to bounce some ideas around to come up with something good.

H. CITIZEN'S COMMENTS:

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

Sheriff Ramsey asked a question of how many staff members would we need to be down before we were unable to operate. Superintendent Winston said we're not doing mandatory overtime but most of his colleagues that are at our level are requiring it. We're asking people to volunteer for overtime and paying them a non-discretionary bonus to work overtime. In many cases the need for overtime is when we have multiple inmates in the hospital which requires us to send two officers per inmate.

J. ADJOURNMENT:

With no further business to discuss, Chairman Armentrout asked for motion to adjourn.

Motion: Sheriff Vaughan made the motion to adjourn the meeting.
Mr. Vaught seconded the motion.

Action: The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 11:40 a.m.

Chairman Mark A. Armentrout