

Virginia: At the budget work session meeting of the Essex County Board of Supervisors held on Wednesday, April 11, 2023 at 7:00 p.m. in the School Board Meeting Room, at 109 S. Cross St., Tappahannock, Virginia:

Board of Supervisors Present:            Robert Akers, Jr., Chairman  
   Ronnie G. Gill, Vice Chairman (arrived 5:22)  
   Edwin E. Smith, Jr., Supervisor  
   Sidney N. Johnson, Supervisor  
   John C. Magruder, Supervisor

County Administration Present:            April Rounds, Interim County Administrator, Deputy Clerk

Absent:

**CALL TO ORDER**

Chairman Akers called the Board of Supervisors Budget Work Session of April 11, 2023, to order.

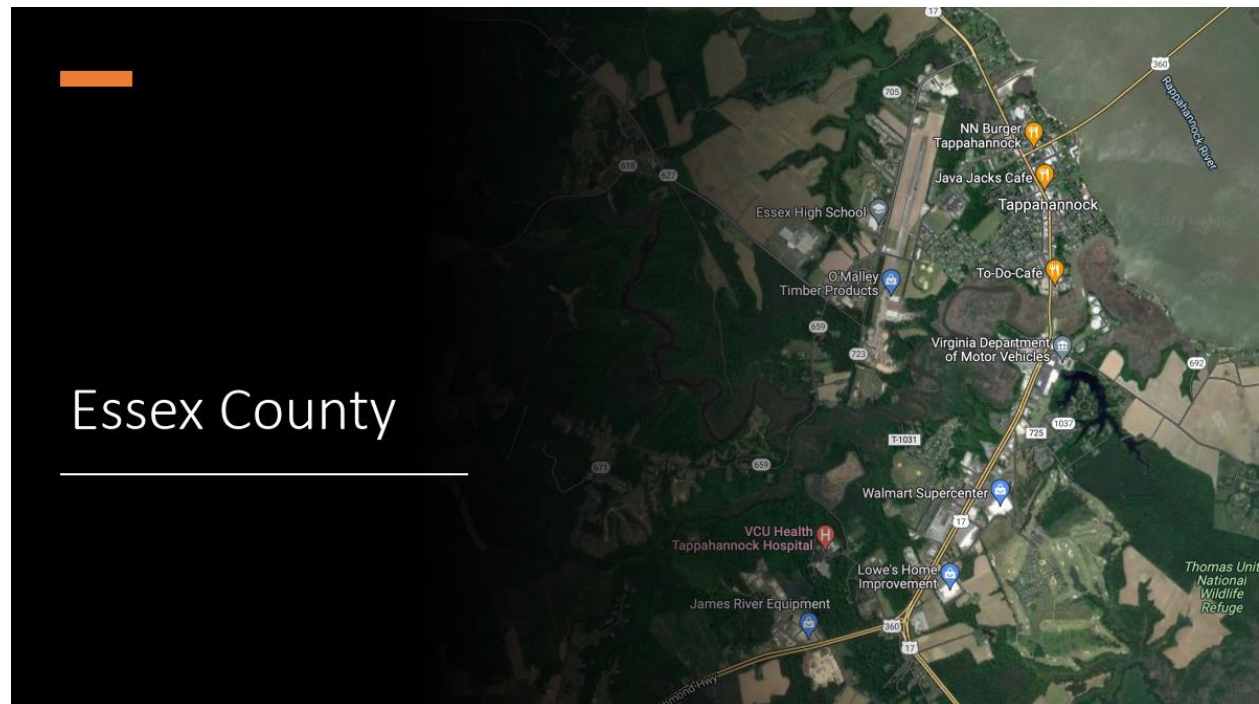
**ROLL CALL**

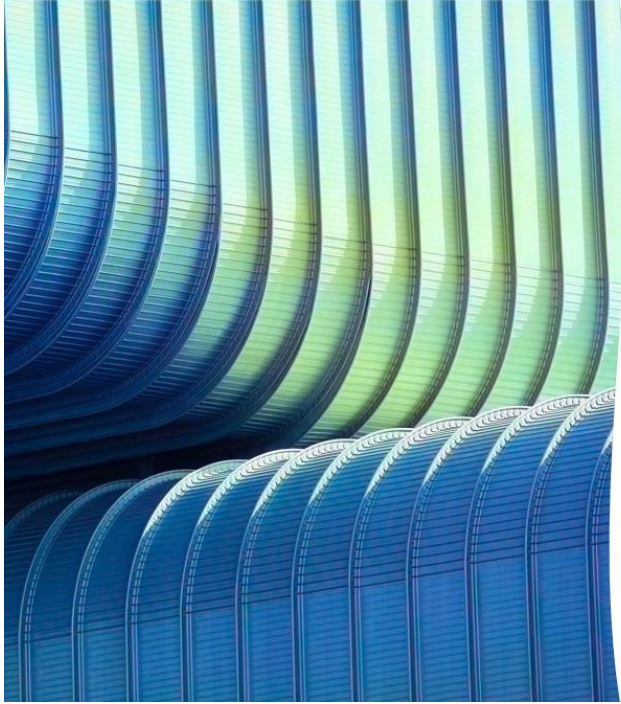
The Clerk called out the roll for the Board of Supervisors; a quorum was met.

**DISCUSSION**

EMS Overview – Thomas Hicks

Mr. Hicks wanted to give an update of the past year. He gave a presentation on the Emergency Services.





People

Process

Technology

- Our mission is to protect the lives and property of the citizens and visitors of Essex County, while providing safe, timely, and effective emergency services



## Core Professional Values

Dedication

Respect

Integrity

Empathy

## Mission Driven Culture



Service for the Common Good



High Trust State



Pursuit of Truth



Form and Function Defined by the End State



Individual Initiative



Continuous Improvement

# Organization and Staffing

The organization  
has been working  
this past year to  
build a strong  
foundation



Our Compass Point



Invest in full time staffing



Consistency in crews



Reduce mandatory overtime



Develop a strong foundation in the organization

Staffing



# Staffing Plan

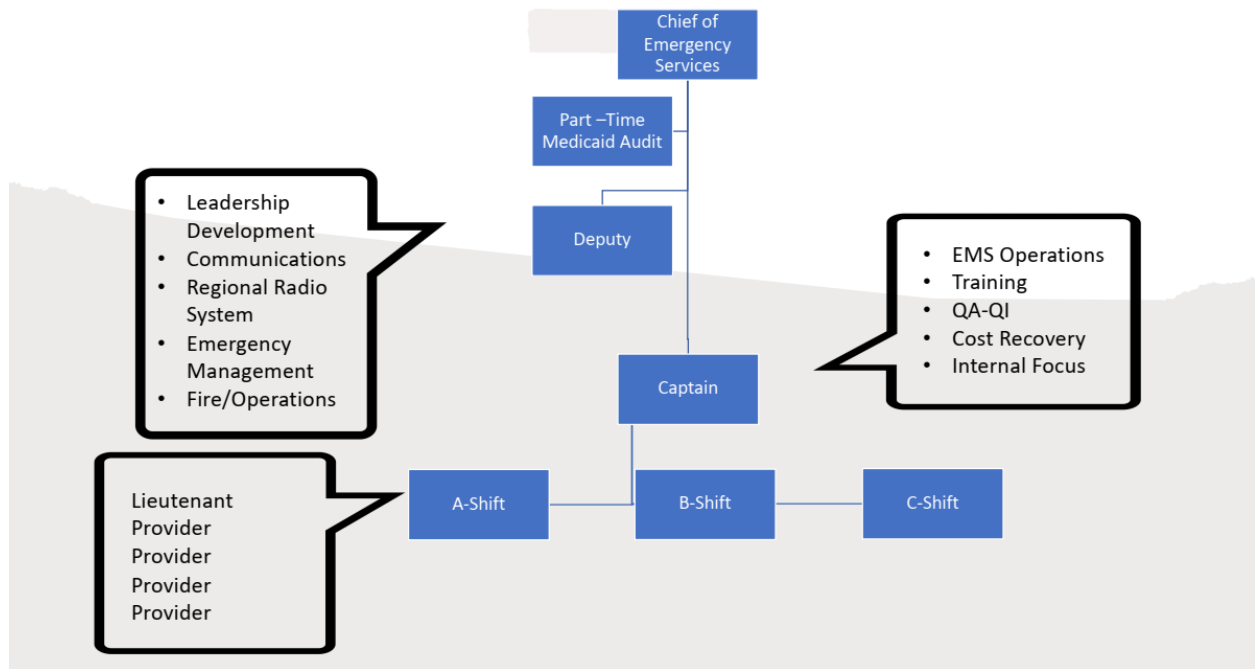
3-shift platoon

56-hour work week

Increases the depth of the organization and provides consistency

Staffing of five providers per shift

Minimum Staffing of four





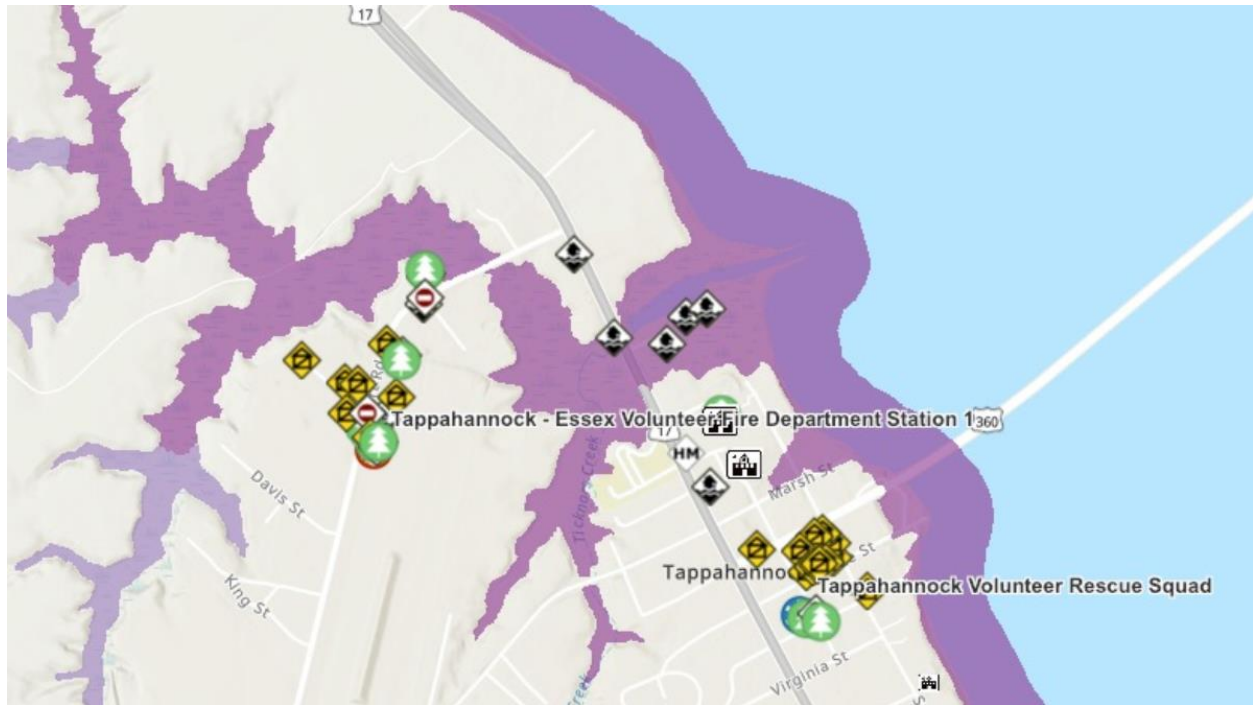
## Essex County Goals

Community-based  
Emergency  
Management &  
Preparedness

Housing &  
Sheltering Team

Food Security  
Team

Water  
Quality/Septic  
Pump Outs



### **American Red Cross**

**Address:** 2825 Emerywood Parkway  
Richmond, VA 23294

**Phone number:** (804) 780-2250

**Link:** <https://www.redcross.org/local/virginia/about-us/locations.html>

**Summary:** National-branch nonprofit which provides emergency assistance, disaster relief, and preparedness education. Vast majority of responses across the country are fire-related, but Essex Co. is particularly vulnerable to flood-related damage and injury. Long-term work includes emergency financial assistance to affected households and providing grants at the community level.



## Sheltering- Broader Concern



Education



Resource Need



Emergency Sheltering

## Lessons Learned



Include any lessons learned, including challenges, that your implementation team worked to overcome during the year of implementation. What have you learned about resilience in the process?



Maintaining connections and ongoing conversations between stakeholders is critical



Developing strategic goals to improve processes and solutions



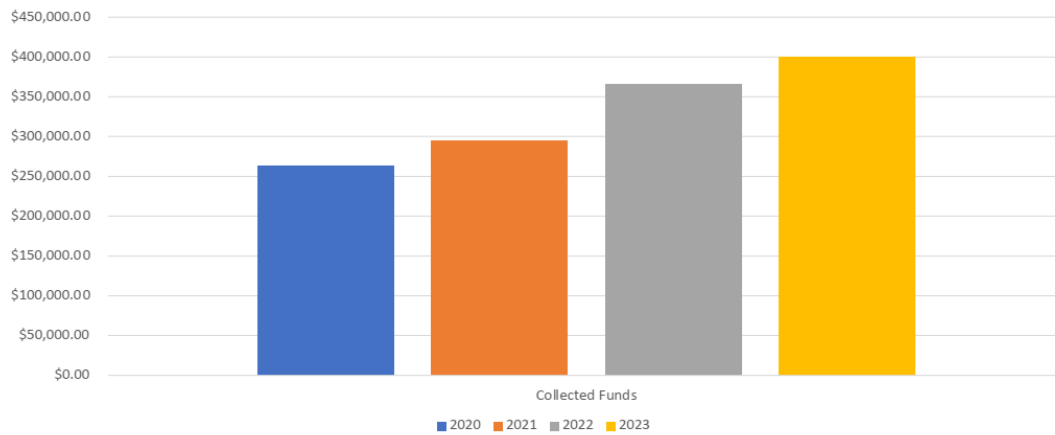
Continuity plans should be emphasized to retain contact during personnel turnover



## Equipment

This image by Unknown Author is licensed under CC BY-NC

## Cost Recovery

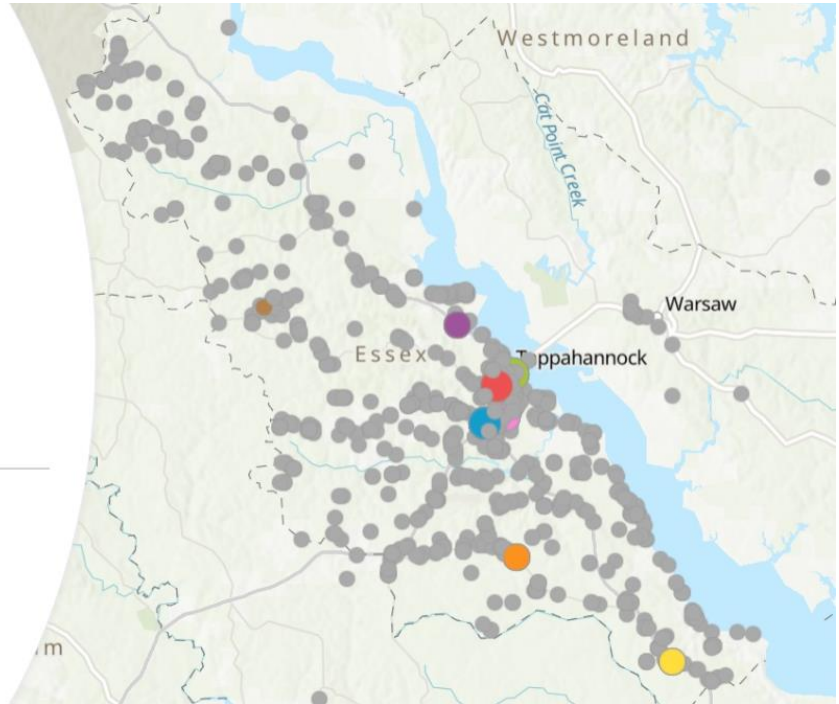


2022 Calls

2160 Runs



Where we go



### Average Total Call Time EDITED

Previous Year Jan 1, 2022 - Dec 31, 2022

## 48:45

MM:SS  
Average Total Call Time

## 30%

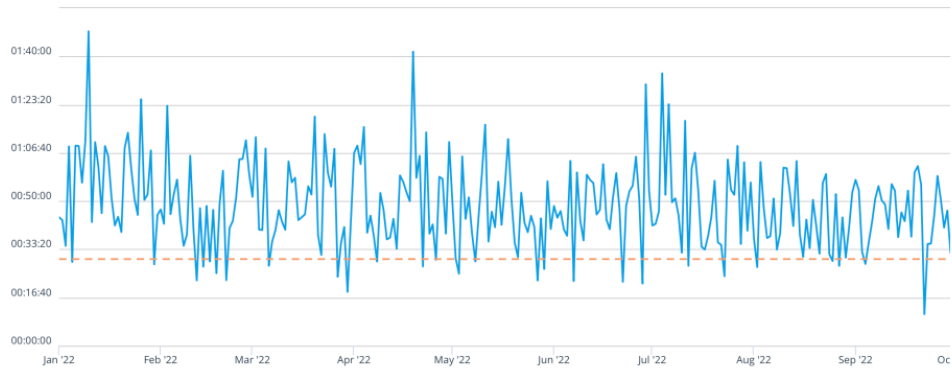
OF PATIENT  
ENCOUNTERS  
Total Call Time < 30:00

## 365

DAYS  
In Selected Time Slice

## 2,028

Patients  
In Selected Time Slice



### Average Scene Time By Hour of Day EDITED

Previous Year Jan 1, 2022 - Dec 31, 2022

Info Share Menu

Filters 1

## 19:30

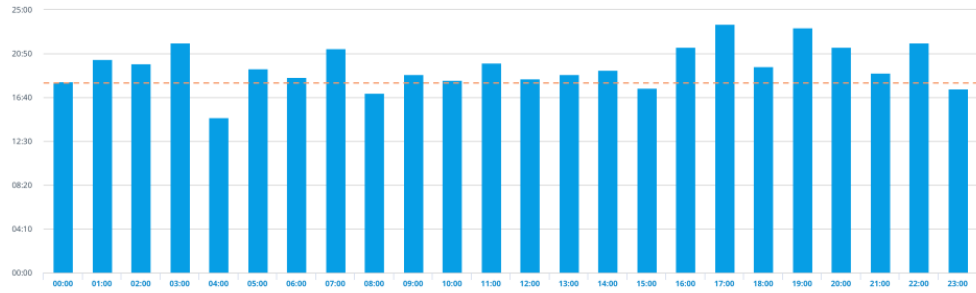
MM:SS  
Average Scene Time

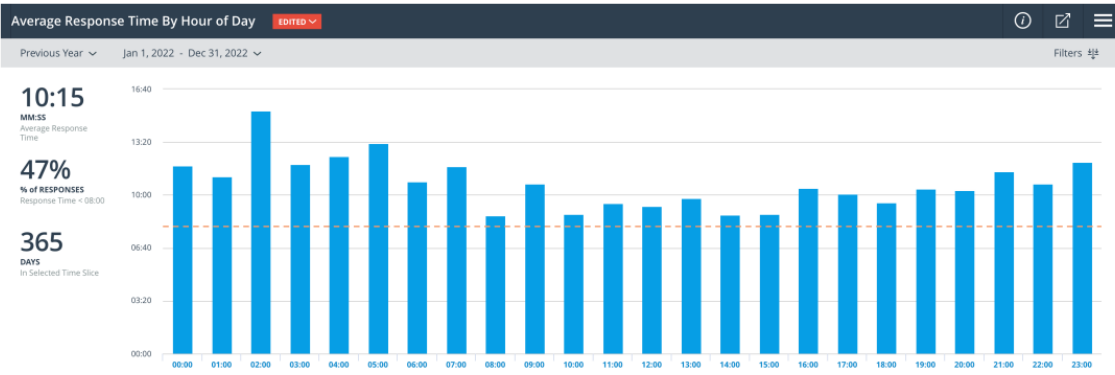
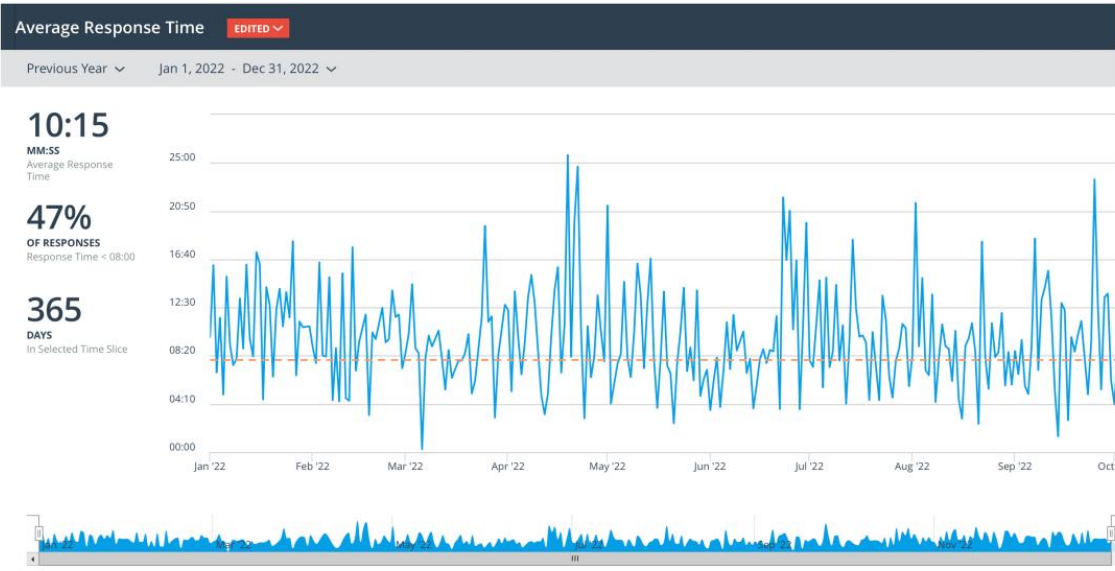
## 53%

% of PATIENT  
ENCOUNTERS  
Scene Time < 18:00

## 365

DAYS  
In Selected Time Slice

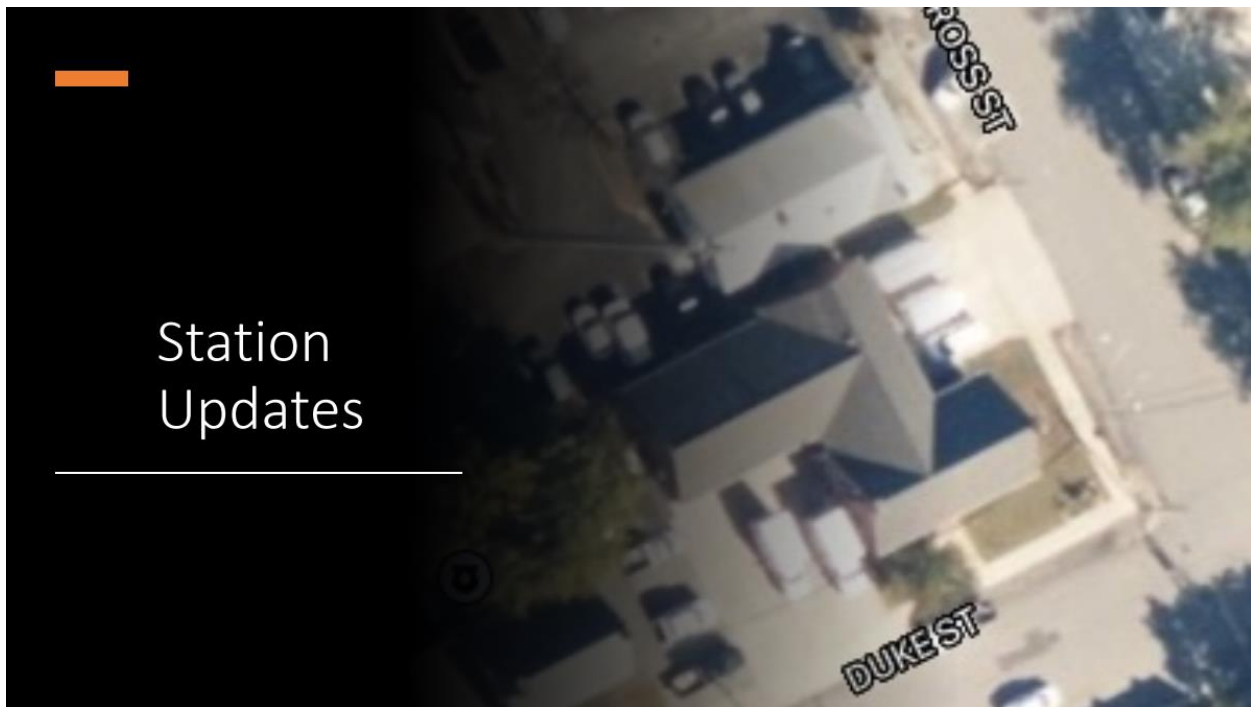






# Station Updates


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- Ⓜ Essex County
- Ⓜ Richmond County
- Ⓜ King and Queen County
- Ⓜ Mathews County
- Ⓜ Rappahannock Tribe

## Regional Radio System

- Northumberland County
- Lancaster County



Considerations  
and ideas  
moving  
forward

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## Service Delivery



STANDARD OF  
COVERAGE



RESPONSE  
TIME



DEPTH OF  
SERVICES



TYPES OF  
SERVICES



STATION  
LOCATIONS



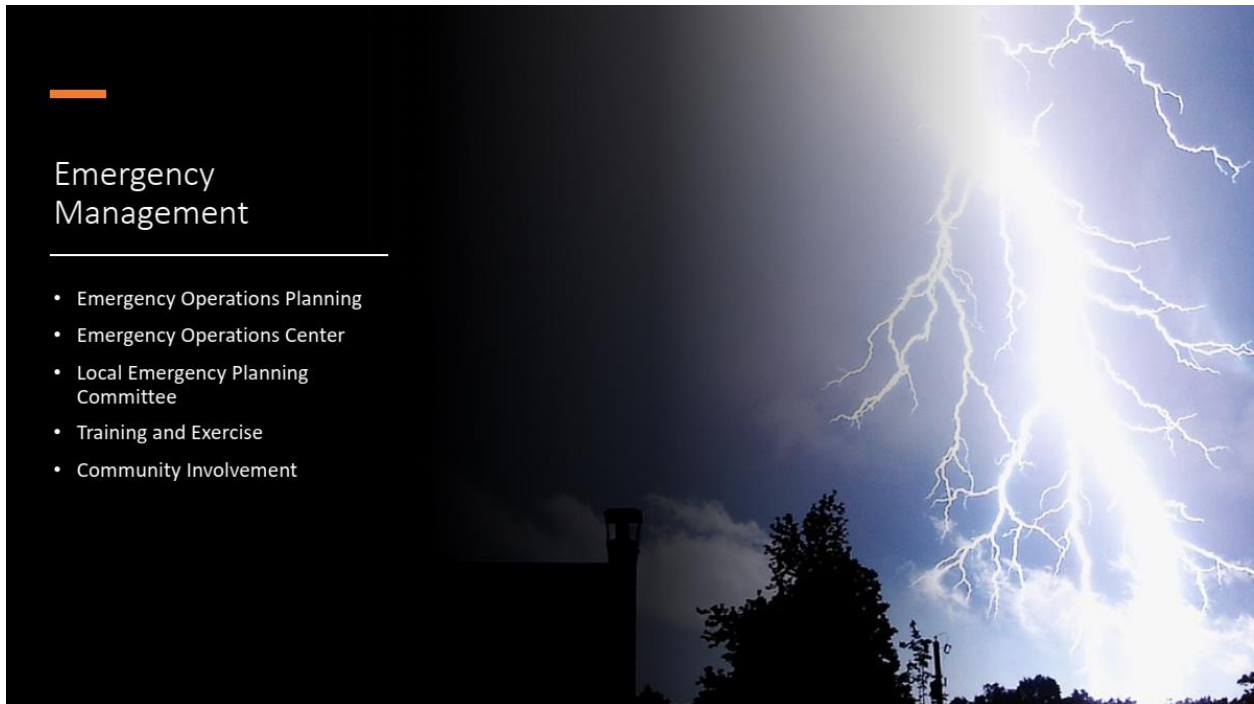
STAFFING



## Volunteers, Workforce Development, Recruitment and Retention,

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- Develop a program that is community focused
- Goals of creating the next generation of providers
- Enhances safety on emergency scenes for all public safety



## Emergency Management

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- Emergency Operations Planning
- Emergency Operations Center
- Local Emergency Planning Committee
- Training and Exercise
- Community Involvement





### SSYP Review – Administrator Rounds

This will be what will be presented in May for you all to adopt.

Supervisor Johnson stated that the only roads in his area that is not paved is Carpenters Rest, Kindle Road as place holders for the next time.

Supervisor Magruder stated that Carpenters Rest is on the list.

Vice Chairman Gill asked about the Collin Brook and it is not on this map.

Supervisor Magruder stated he assumes that the roads on the list have already had the testing done for traffic count. Administrator Rounds stated that is correct.

Chairman Akers stated the new signs that will be coming out with vehicle weights.

### Reserves Policy Discussion – Chairman Akers

Chairman Akers stated that the full financial policy was handed out but looking at just the reserves policy that states a minimum of 12% but list the ideal of 15%. We will have some language that will address the surplus for the schools and we would need to document that in this policy. We need to get with Davenport to go over these. If the board would look at this and see if there is anything else they would like to see updated we can discuss it with davenport all at once.

Vice Chairman Gill asked when the last time this was updated? Administrator Rounds stated that it was updated in March of 2015.

Supervisor Magruder stated if we go below the 12% we have 36 months to restore it. Can we continue to go below the 12% or does it immediately stop? Should we add something where we can not continue to go below that mark?

Chairman Akers stated that Administrator Rounds said we can add a stop gap.

Supervisor Johnson stated we should add a statement of what our normal operating fund balance should be considering the latest economic trend and if we are below that then the statement would bring it back to that level.

Chairman Akers stated that Davenport can give us a recommendation on what that normal should be.

Vice Chairman Gill asked if they could come to a work session? Administrator Rounds stated that she had reached out to them and they were unable to come tonight but will reach out for them to come to another meeting.

#### Financial Discussion – Chairman Akers

There is nothing to fully discuss as the school has not provided a budget yet. The school meets on the 13<sup>th</sup> to hopefully adopt a budget.

Supervisor Magruder stated that in the joint session it was asked of Dr. Thomas on the funding of the broadband. They were supposed to get back to the board last week and have not so we need to keep in mind that we will most likely be funding the whole broadband project.

Chairman Akers stated they had a conference call recently to discuss the grant money. The bottom line is no one really knows. The money coming from the state is all bundled together. It is likely that there were local dollars that were spent that could have been done with grant dollars. Grant dollars aren't awarded until after expenditures have already been paid. There is not a clear connection as what is local or grant dollars being spent.

Supervisor Johnson asked if when the school embarks on a project that money has not been appropriated by the board and they have been approved to get a grant and they perform those functions on the basis that the grant has been approved then how do we know that the function is not because of the grant?

Chairman Akers stated that there hasn't been a reappropriation.

Vice Chairman Gill stated the school can not spend a dime that has not been appropriated. Grants will come over 2-3 years. We are at high levels of grant money because of COVID. They all have limitations on what they can be used for. They have allocated funds that could have been done locally but they have the grant funds. It goes back prior to this year and the funds get carried over. The schools will be doing a better job of reporting this and tracking internally.

Supervisor Johnson asked if when the school gets awarded a grant then could they come to the board to have the funds appropriated.

Chairman Akers stated that they have to.

Supervisor Magruder stated that they should be spending the grant money first and not the county's money where they can.

Chairman Akers stated that they have to spend the money before they get the reimbursement. So it has to come out of local dollars first.

Supervisor Magruder stated that if they allocate funds for something that a grant would cover than the additional funds should come back to the County not be used as extra money.

Delegate Keith Hodges

Mr. Hodges made a presentation of the things going on in commonwealth.

**ADJOURN**

Having no further discussion, Chairman Akers adjourned the Work Session meeting of the Board of Supervisors.

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Chairman

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Clerk of the Board