

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD EXECUTIVE COMMITTEE VIRTUAL MEETING

Garrett McGuire, Chair

Wednesday, December 8, 2021, 4:30 p.m.

Will be held electronically due to the COVID-19 pandemic

Dial by your location to access live audio of the meeting:

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Meeting ID: 856 0939 5319 • Passcode: 282468

MEETING AGENDA

1. **Meeting Called to Order** Garrett McGuire 2. **Roll Call, Audibility and Preliminary Motions** Garrett McGuire 3. **Matters of the Public** Garrett McGuire 4. **Amendments to the Meeting Agenda** Garrett McGuire 5. Approval of the November 10, 2021, Meeting Minutes Garrett McGuire 6. **Directors Report Daryl Washington** 7. **CSB Board Annual Planning Calendar** Garrett McGuire 8. Matters of the Executive Committee A. Service Delivery Oversight Committee Anne Whipple B. Compliance Committee Garrett McGuire C. Fiscal Oversight Committee Jennifer Adeli D. Other Matters

- 9. Closed Session: Discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1) and consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, as permitted by Virginia Code Section 2.2-3711(A)(8).
- 10. Adjournment

Meeting materials are posted online at www.fairfaxcounty/community-services-board/board/archives or may be requested by contacting Joseline Cadima at 703-324-7827 or at joseline.cadimasalvatierrade@fairfaxcounty.gov

FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES NOVEMBER 10, 2021

The Executive Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic that has made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available via video and web conferencing platform to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building in which the meeting is typically held. Additionally, attendees were offered an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

1. Meeting Called to Order

Board Chair Garrett McGuire called the meeting to order at 4:32 p.m.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR;

JENNIFER ADELI (GREAT FALLS, VA); CAPTAIN DEREK DEGEARE (LOUDON COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT

FALLS, VA)

ABSENT: BOARD MEMBERS: BETTINA LAWTON

<u>Also present</u>: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, County Attorney Cynthia Tianti, and Board Clerk Joseline Cadima.

Board Chair Garrett McGuire conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members was present and audible. Board Chair McGuire passed the virtual gavel to Board Vice Chair Dan Sherrange to make several motions required to begin the meeting. A motion was offered confirming that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Board Member Dan Sherrange and passed unanimously.

Preliminary Motions

Board Chair Garrett McGuire made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CSB Board and the physical presence of the public, cannot be implemented safely or practically. A further motion was made that this Board may conduct this meeting electronically through a dedicated online video and web conferencing platform, and that the public may access this meeting via Meeting ID: 856 0583 3429 and Passcode: 086771. Motions were seconded by Board Member Captain Derek DeGeare and unanimously approved.

Board Chair McGuire made a final motion that that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded by Board Member Captain Derek DeGeare and unanimously passed.

3. Matters of the Public.

None were presented.

4. Amendments to the Meeting Agenda

The meeting agenda was provided for review and no amendments were made.

COMMITTEE CONSENSUS TO APPROVE AGENDA ITEM NO. 4

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS,

VA)

NOES: BOARD MEMBERS: NONE ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: BETTINA LAWTON

5. Approval of the Minutes

Meeting minutes of the October 20, 2021, Executive Committee were provided for review and revision.

MOVED BY BOARD MEMBER CAPTAIN DEREK DEGEARE, SECONDED BY BOARD MEMBER DAN SHERRANGE TO APPROVE ITEM NO. 5

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

VA)

NOES: BOARD MEMBERS: NONE ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: BETTINA LAWTON

6. <u>Director's Report</u>

Executive Director Daryl Washington stated that changes on how crisis services are classified and billed will begin on December 1, 2021, this will have an impact on the Crisis Stabilization Unit and

Emergency Services staff, the main changes include billing a per diem rate (one full day) instead of blocks of time, having the capacity to bill for providing pre-screening services, and have the flexibility to operate "23-hour-beds" which are beds that will have supervision and allow a patient to stay for that period of time (not overnight) and get re-stabilized, these beds will open in the Merrifield Center but will launch at a later date; toured the Regional Crisis Stabilization Unit in Chantilly, Virginia, which has the capacity to operate a 16 bed unit with the possibility to add an additional 16 (23) hour beds/chairs (due to unfished space in the building), currently awaiting final sign off from the Fire Marshall's Office and state license to license the program which will allow them to open; noted his participation in the Opioid Abatement Authority, the state is hoping to enter a joint settlement agreement with drug distributors and all localities which would allow disbursements in the hundred of millions of dollars; licensed clinician volunteers are temporarily being deployed to the assessment unit to help with the assessment capacity, along with processing an emergency procurement to secure a telehealth vendor to help with license assessments; the three teams that have been identified to temporarily transition staff from are the partial hospitalization program, wellness and health prevention program, and the homeless outreach program, there still continues to be over 100 patients waiting to receive outpatient case management services; stay surveys with HSD Metrics showed the three main areas of concern are pay, workload and administrative requirements, and communication/lack of communication with leadership, the following steps have been taken to address those concerns: creation of SharePoint site where staff can provide recommendation and comments, Listening and Town Hall Meetings, weekly updates from the Executive Team, identification of positions that need salary compression and retainment bonuses; new guidance for vaccination and testing policies have been provided by CMS and OSHA, Department of Human Resources and County Attorney's office will provide direction on how the CSB should proceed.

7. Review of the CSB Board November 17, 2021, Agenda

The November 17, 2021, CSB Board Meeting agenda was presented for review, no revisions were made, the agenda was accepted as presented.

8. CSB Board Annual Planning Calendar

The CSB Annual Planning Calendar was reviewed, it was recommended to cancel the CSB Board December 15, 2021, meeting, and to place September 22, 2022, as the General Assembly Legislative Session Board Meeting, the calendar was accepted as revised.

9. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Anne Whipple did not have a report as they did not meet in the month of November. The next meeting of the Service Delivery Oversight Committee is Wednesday, December 1, 2021, at 5:00 p.m., via Zoom Conference.

B. Compliance Committee:

Compliance Committee Vice Chair Dan Sherrange mentioned Joan Rodgers as the new Director of Quality Improvement position. The next meeting of the Compliance Committee is Wednesday, December 8, 2021, at 4:00 p.m., via Zoom Conference.

C. Fiscal Oversight Committee:

Fiscal Oversight Committee Member Jennifer Adeli mentioned the change in the meeting's date to accommodate Veteran's Day. The next meetings for the Fiscal Oversight Committee are Thursday, November 18, 2021, at 4:00 p.m., and Thursday, December 9, 2021, at 4:00 p.m. via Zoom Conference.

D. Other Matters:

Committee Member Dan Sherrange requested a follow up meeting with Deputy Director of Administrative Operations Daniel Herr in regards to the Strategic Plan vendor.

10. Closed Session

Board Chair Garrett McGuire inquired whether there any matters that required discussion in closed session, none were raised.

11. Adjournment

Board Member Dan Sherrange made the motion to adjourn the meeting at 5:12 p.m.

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR;
JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN
COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA);
ANNE WHIPPLE (GREAT FALLS, VA)

NOES: BOARD MEMBERS: NONE ABSTAIN: BOARD MEMBERS: NONE ABSENT: BOARD MEMBERS: NONE

Date Approved	Clerk to the Board

December 2021

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		***Service Delivery Oversight Committee **Virtual Meeting – 5:00p.m. Access: 847 0638 8845 Passcode: 650806	2	3	4	5
6	7 BOS Meeting *BAC Appts	**Compliance Committee Virtual Meeting – 4:00 p.m. Access: 828 4113 4961 Passcode: 130275 **Executive Committee Virtual Meeting – 4:30 p.m. Access: 856 0939 5319 Passcode: 282468	**Fiscal Oversight Committee Meeting Canceled	10	11	12
13	14	CSB Board Meeting Canceled	16	17	18	19
20	21	22	23 Christmas Eve (½ Day)	24 Christmas Day (Observed)	25 Christmas Day	26
27	28	29	30	New Year's Day (Observed)		

Board Review, Action, or Information:

• Finalize Testimony: January 2022 State Budget Hearings (R)

*BAC Appointments: Boards, Authorities, and Commissions

- **Meeting date change to accommodate holiday schedule
- *** SDOC meets on the 2nd Wednesday of every even month

- Upcoming: House Appropriations-Senate Finance Committee's Public Hearings on Budget (January 2022)
- Upcoming: Fairfax County Delegation's Pre-General Assembly Public Hearing (January 2022)
- Review Governor's Proposed Budget
- Upcoming: VACSB Legislative Conference in January 18-19, 2022 (Richmond, VA)

January 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
Martin Luther King, Jr Holiday	18	Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	20 Fiscal Oversight Committee Meeting – 4:00 p.m.	21	22	23
24	25	CSB Board Meeting – 5:00 p.m.	27	28	29	30

Board Review, Action, or Information:

- CSB Board Testimony before House Appropriations Senate Finance Committee State Budget Hearings (R)
- CSB Board Testimony before Virginia Legislative Delegation (R)

- CSB Board Testimony before House Appropriations Senate Finance Committee's Budget Public Hearings and Fairfax County Delegation's Pre-General Assembly Public Hearing
- VACSB Legislative Conference in January 18-19, 2022 (Richmond, VA)
- Board of Supervisors (BOS) Budget Committee Meetings

February 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9 *Service Delivery Oversight Committee Meeting – 5:00 p.m.	10	11	12	13
14 President's Day	15	Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30p.m.	17 Fiscal Oversight Committee Meeting – 4:00p.m.	18	19	20
Holiday 21	22	CSB Board Meeting – 5:00 p.m.	24	25	26	27
28					Off-Site Retreat	

Board Review, Action, or Information:

- Preparation of talking points for County Advertised Budget Public Hearings (April 2022) (I)
- CSB Board reviews updated FY 2023 CSB Fee Schedule (I)
- Possible 3rd Quarter Submission due to DMB (R)
- **CSB Board Member Annual Off-site Retreat

*SDOC meets on the 2nd Wednesday of every even month

- Board of Supervisors (BOS) Budget Committee Meetings
- Release of FY 2023 Advertised County Budget by County Executive
- Board of Supervisors (BOS) Proclamation of March 2022 as DD Inclusion Month and Pre-Proclamation Reception at Government Center

March 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
		Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00p.m.			
21	22	23	24	25	26	27
		CSB Board Meeting – 5:00 p.m.				
28	29	30	31			

Board Review, Action, or Information:

- Identify CSB Board Members for Budget Testimony (R)
- Prepare for Budget Testimony & Board of Supervisors Budget Public Hearings in April 2022 (R)
- Development of CSB Input for Human Services Council 2022 Budget Testimony before the Board of Supervisors (R)
- CSB Board Approval of FY 2023 CSB Fee Schedule Submission to Board of Supervisors

- Board of Supervisors (BOS) Markup of County FY 2023 Budget
- VACSB Development & Training Conference May 4-6, 2022 (Hyatt Regency – Reston, VA)
- Updated FY 2022 CSB Fee Schedule included in the May 2022 BOS Meeting Agenda
- Board of Supervisors (BOS) FY 2022 Advertised Budget Public Hearings – CSB Testimony



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
	12	*Service Delivery Oversight Committee Meeting – 5:00 p.m.	14	13	10	17
18	19	20	21	22	23	24
		Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00 p.m.			
25	26	27	28	29	30	
		CSB Board Meeting – 5:00 p.m.				

Board Review, Action, or Information:

- Appointment of CSB Officer Nominating Committee (A)
- Board of Supervisors FY 2023 Advertised Budget Public Hearings CSB Testimony (R)

*SDOC meets on the 2nd Wednesday of every even month

- Board of Supervisors (BOS) Markup of County FY 2023 Budget
- VACSB Development & Training Conference May 4-6, 2022 (Hyatt Regency – Reston, VA)
- May 2022 CSB Spirit of Excellence and Honors Awards
- Updated FY 2022 CSB Fee Schedule included in the Board of Supervisors May Meeting Agenda

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00 p.m.	20	21	22
23	24	CSB Board Meeting – 5:00 p.m.	26	27	28	29
30	31 Memorial Day					

Board Review, Action, or Information:

- Review of County Legislative Proposals in Preparation for the Human Services Issue Paper (R)
- Revised Fee Policy and Related Materials Presented to the Board of Supervisors for Approval (A) (Effective July 1, 2022)

- VACSB Development & Training Conference May 4-6, 2022 (Hyatt Regency – Reston, VA)
- CSB Executive Director Evaluation due in June 2022
- Board of Supervisors Adoption of County FY 2023 Budget

June 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
	BOS Meeting	*Service Delivery Oversight Committee Meeting – 5:00 p.m.				
13	14	15	16	17	18	19
		Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00p.m.			
20	21	22	23	24	25	26
Juneteenth Holiday	BOS Meeting	CSB Board Meeting – 5:00p.m.				
27	28	29	30			

Board Review, Action, or Information:

- Election of CSB Board Officers (A)
- SDOC Associate Member Nominations and Appointment (A)
- Community Services Performance Contract Renewal (A)
- CSB Board Review of Human Services Issues Paper (R)

*SDOC meets on the 2nd Wednesday of every even month

- Budget Carryover Due in July 2022
- Board of Supervisors Meetings

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1 FY 2023	2	3
				BEGINS		
4	5	6	7	8	9	10
Independence Day						
11	12	13	14	15	16	17
	BOS Meeting					
18	19	20	21	22	23	24
		Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00p.m.			
25	26	27	28	29	30	31
	BOS Meeting *BAC Appts	CSB Board Meeting – 5:00 p.m.				

Board Review, Action, or Information:

- Approval of FY 2023 Budget in Concept (A)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)
- Board Carryover Actions (R)
- Approval to Submit Annual FYE 2021 Report (A)

- Upcoming: Board of Supervisors (BOS) Carryover Approvals
- Upcoming: VACSB Public Policy Conference 2022

^{*}BAC Appointments: Boards, Authorities, and Commissions

August 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
		*Service Delivery Oversight Committee Meeting – 5:00 p.m.				
15	16	17	18	19	20	21
		Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	Fiscal Oversight Committee Meeting – 4:00 p.m.			
22	23	24	25	26	27	28
		CSB Board Meeting – 5:00 p.m.				
29	30	31				

Board Review, Action, or Information:

Draft of Annual FYE Report to CSB Board Chair 08/31/2022 (R)

- Upcoming: VACSB Public Policy Conference
- Upcoming: Review of FY 2023 Budget

^{*}SDOC meets on the 2nd Wednesday of every even month

September 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6	7	8	9	10	11
Labor Day						
12	13	14	15	16	17	18
19	20	21	22	23	24	25
	BOS	Compliance Committee Meeting – 4:00 p.m.	Fiscal Oversight Committee			
	Meeting *BAC Appts	Executive Committee Meeting – 4:30 p.m.	Meeting – 4:00 p.m.			
26	27	28	29	30		
		CSB Board Meeting – 5:00 p.m.				

Board Review, Action, or Information:

- Approval to submit annual FYE 2022 Report (A)
- General Assembly Legislative Session (A)

- Board of Supervisors Carryover Approvals
- Upcoming: VACSB Public Policy Conference

October 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	BOS Meeting	5	6	7	8	9
10	11	**Service Delivery Oversight Committee Meeting – 5:00 p.m.	13	14	15	16
17	BOS Meeting *BAC Appts	Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	20 Fiscal Oversight Committee Meeting – 4:00 p.m.	21	22	23
24	25	26 CSB Board Meeting – 5:00 p.m.	27	28	29	30

Board Review, Action, or Information:

- Begin Preparation for January 2023 CSB Testimony Local General Assembly Hearings (R)
- Submission of Annual FYE Report to Board of Supervisors, Fairfax City, and Falls Church City

- VACSB Public Policy Conference
- Review and Prepare Board of Supervisors Legislative Priority Issues, VACBS, & Region II CSB Priorities

^{*}BAC Appointments: Boards, Authorities, and Commissions

^{**}SDOC meets on the 2nd Wednesday of every even month

November 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9	10	11	12	13
	Election Day	*Compliance Committee Meeting – 4:00 p.m. *Executive Committee Meeting – 4:30 p.m.	*Fiscal Oversight Committee Meeting – 4:00 p.m.	Veteran's Day		
14	15	*CSB Board Meeting – 5:00 p.m.	17	18	19	20
21	22	23	24	25	26	27
			Thanksgiving Holiday	Thanksgiving Holiday		
28	29	30				

Board Review, Action, or Information:

- CSB Board Meeting Schedule Approval (A)
- Identify CSB speakers, priorities & prepare testimony for January 2023 Hearings (R)
- FY 2023 CIP Budget (I)

- Review and Prepare Board of Supervisors (BOS) Legislative Priority Issues, VACSB & Region II CSB Priorities
- Upcoming: VACSB Legislative Conference

^{*}Meeting schedule date change to accommodate holiday schedule

December 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	BOS Meeting *BAC Appts	7 **Service Delivery Oversight Committee ***Meeting-5:00 p.m.	8	9	10	11
12	13	**Compliance Committee Meeting – 4:00 p.m. **Executive Committee Meeting – 4:30 p.m.	**Fiscal Oversight Committee Meeting – 4:00 p.m.	16	17	18
19	20	**CSB Board Meeting – 5:00 p.m.	22	23 Christmas Eve (½ Day)	24	25
26	27	28	29	30 New Year's Day Observed	31	

Board Review, Action, or Information:

- Finalize Testimony: January 2023 State Budget Hearings (R)
- FY 2023 CIP Budget (I)

- Upcoming: House Appropriations-Senate Finance Committee's Public Hearings on Budget (January 2023)
- Upcoming: Fairfax County Delegation's Pre-General Assembly Public Hearing (January 2023)
- Review Governor's Proposed Budget
- Upcoming: VACSB Legislative Conference January 2023

^{*}BAC Appointments: Boards, Authorities, and Commissions

^{**}Meeting schedule date change to accommodate holiday schedule

^{***}SDOC meets on the 2nd Wednesday of every even month

January 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
				1.0		1.5
9	10	11	12	13	14	15
16	17	18	19	20	21	22
Martin Luther King,		Compliance Committee Meeting – 4:00 p.m.	Fiscal Oversight Committee			
Jr Holiday		Executive Committee Meeting – 4:30 p.m.	Meeting – 4:00 p.m.			
23	24	25	26	27	28	29
		CSB Board Meeting – 5:00 p.m.				

Board Review, Action, or Information:

- CSB Board Testimony before House Appropriations Senate Finance Committee State Budget Hearings (R)
- CSB Board Testimony before Virginia Legislative Delegation (R)

- CSB Board Testimony before House Appropriations Senate Finance Committee's Budget Public Hearings and Fairfax County Delegation's Pre-General Assembly Public Hearing
- VACSB Legislative Conference in January 2023 (Richmond, VA)
- Board of Supervisors (BOS) Budget Committee Meetings