

LUNENBURG COUNTY SCHOOL BOARD

LUNENBURG COUNTY PUBLIC SCHOOLS SCHOOL BOARD OFFICE

1009 Main Street
P.O. Box 710
Kenbridge, Virginia 23944
Voice 434-676-2467 Fax 434-676-1000

September 6, 2018

Lunenburg County
Board of Supervisors
11512 Courthouse Road
Lunenburg, VA 23952

Dear Members:

In 2009, the school system purchased Open RDA, which is the financial accounting system used to manage accounts payable, payroll, leave management, revenue, expenditures, etc.

For many years, the county has had a separate checking account for textbooks. I would like to request the separate textbook checking account be closed and that we use our financial accounting system to maintain all textbook transactions for the reasons listed below:

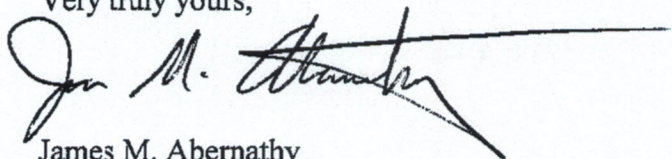
1. In order to comply with the new FY19 State Reporting requirements, we have to report expenditures by individual school and on the district level. RDA will be able to compile this information by school since all textbooks transactions will be entered in RDA using school codes.
2. Using RDA to write checks for textbook purchases like other accounts payable transactions, plus posting textbook expenditures and revenue in RDA, will facilitate reconciliation with the County.
3. RDA has the capability to post beginning and ending balances so we will have a complete representation of the Textbook Fund in our financial software. This allows us to comply with the State mandate to be able to "carry over" Textbook Funds.
4. Transfer of funds would no longer require the writing and depositing of a paper check.
5. Not having a checkbook with paper checks would provide a greater level of security. To write a check, a person would have to have approved access to the financial software.

Lunenburg County
Board of Supervisors
Page 2
September 6, 2018

6. Currently, we are limited in the amount of detail we can display on a paper check when writing multiple purchase order numbers/invoice numbers for one vendor.

Thank you for your consideration of this request.

Very truly yours,

A handwritten signature in black ink, appearing to read "James M. Abernathy", is written over a horizontal line. The signature is fluid and cursive.

James M. Abernathy

JMA/kgw

On motion by Beverley Hawthorne, and seconded by Kathy Coffee the following Textbook Appropriation Request was passed. Motion was to have the chairman sign the request as presented.

Resolution

WHEREAS, the Lunenburg County School Board manages a School Textbook Fund solely for the purchase of textbooks and workbooks for the students of Lunenburg; and

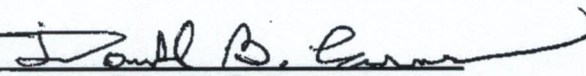
WHEREAS, the balance of this fund comes from the free textbook initiative of the state of Virginia;

NOW THEREFORE BE IT RESOLVED, that the Lunenburg County School Board requests the Lunenburg County Board of Supervisors approve a transfer from the Appropriated FY19 School Fund 250, to FY19 Textbook Fund 253, in the amount of \$180,000.00 to be spent during fiscal year 2019.

PASSED AND ADOPTED this thirteenth day of August 2018.

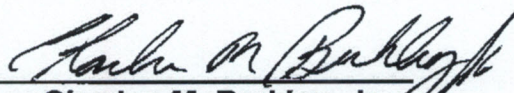
Attest:

Signed:



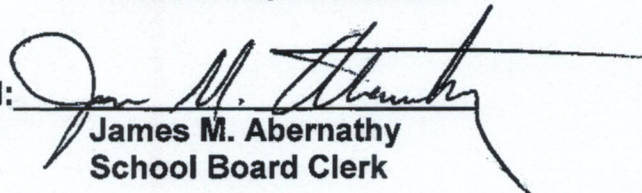
Donald B. Carnes
School Board Chairman

Signed:



Charles M. Berkley, Jr.
Division Superintendent

Signed:



James M. Abernathy
School Board Clerk

County Office and Department Reports

Tracy and Nicole,

In response to your letter dated 08/16/18, regarding the number of hours being worked by Judy , I wanted to provide the justification for the labor and corresponding expense to the County.

During the first half of this year, the County's part-time Registrar passed away. A search began immediately to fill this vacancy and Judy was an ideal candidate with a strong aptitude to learn. The complexity of the job including the requirement to follow the State Board of Election's Regulations, Policy, and Guidance as a Registrar requires significant training. This has resulted in additional hours during Judy's initial on-boarding and will continue as we proceed through the various different elections. So far, there have been two elections this year.

In 2018, there has also been a requirement to scan all voter registration cards. For Lunenburg County, this is approximately 8,000 cards to process manually. In addition, as part of our normal workload, we have also processed and Judy has been trained on the following:

- NCOA mailings to voters for change of address
- Absentee ballots which have been on a steady increase YOY
- On-line applications to vote or voter absentee ballots
- Voter credits for May and June Elections
- Printing election materials including envelopes
- Packing boxes for Officers of Elections, etc


In anticipation of the increased workload for the 2019 year, I had requested \$12,000 for the 2019 budget. The budget approval was \$8,500 covering 2 days per week anticipating a trained assistant limiting the need mainly during election time. The unanticipated change in personnel and the increased demands from the State Board of Elections has resulted in a significant challenge to remain within the approved budget.

In consideration of the information provided, please let me know if there are additional questions I can answer related to the increase need for this support.

Sincerely,

Carolyn Parsons,

Registrar

CCRP GRANTS PROGRAM APPLICATION CERTIFICATIONLocality: Lunenburg CountyDate: July 31, 2018Project Type: Item ConservationAmount of Grant Request: \$21,140.00

Signature of Circuit Court Clerk

G. F. ERBY

Typed or Printed Name of Circuit Court Clerk

Statement regarding expenditure of funds:

I will abide by applicable state and local procurement rules and agree that funds granted under the Virginia Circuit Court Records Preservation Program will be spent only in accordance with the plan of work and budget statement presented in this application, and that any changes in the submitted proposal of work and/or budget will be submitted in writing to the grants office for approval in advance. I understand that grant funds will only be released upon receipt of verification form indicating that the proposal of work has been fully completed. I will ensure that any agreements for goods or services to be paid for with grant funds will be consistent with the project requirements set forth in the CCRP Program Manual.

Statement regarding archival and records management policies and procedures:

I agree to comply with all policies and procedures required by the *Code of Virginia*, and the decisions of the Circuit Court Records Preservation Grants Review Board and the Library of Virginia concerning the management, preservation, reproduction, and storage of public records, as well as those pertaining to the official recording of such records in government offices, whether on paper, microfilm, digital image, or any other medium.

Statement regarding project status and financial expenditure reports:

I agree to submit program status and financial expenditure reports as required by the Library of Virginia. I also agree to account for all grant funds, to maintain separate financial and programmatic records on this project, and to retain such source documentation as canceled checks, paid bills, payroll, or other accounting documentation, in conjunction with the fiscal office of this locality, that would facilitate an audit. I understand that failure to submit the status and financial reports will result in grant funds not being released and this office becoming ineligible to receive future grant funding, until such time that the delinquent reports have been successfully submitted.

By signing below I agree to the three statements above as well as the decision of the CCRP Grants Review Board:

Project Number: 2019FY-07Amount of Grant Award: \$9,555.00

Signature of Circuit Court Clerk

Date: 08/09/18

**LIBRARY OF VIRGINIA**

Sandra Glola Treadway
Librarian of Virginia

July 25, 2018

The Honorable Gordon Erby
Clerk of the Circuit Court
Lunenburg County
11435 Courthouse Rd.
Lunenburg, VA 23952

Grant Agreement Number: 2019FY-07

Dear Mr. Erby,

The Circuit Court Records Preservation Grants Review Board met on Tuesday, July 24th, 2018 to consider eighty-nine applications submitted from eighty-seven localities. It is our pleasure to inform you that your Item Conservation grant application to the Virginia Circuit Court Records Preservation Program has been **approved at a reduced amount of \$9,555.00**, due to funding requests for this cycle exceeding the award amount available. The following item(s) have been approved by the Review Board: **Deed Book 53, 1906-1908; Deed Book 55, 1908-1911**. We encourage you to resubmit items that were not approved this cycle during the next grant cycle. This grant is subject to the stated amount, availability of funds, and any provisos listed in this letter or on the enclosed CCRP Grants Program Application Certification form. Please review these provisos carefully to determine the scope and/or limitations of the project.

You will find the Application Certification form enclosed. This agreement, along with the original grant application details the term of your project, the portion of your project supported with grant funds, and the specific work that is to be accomplished. It will also indicate your fiscal and program reporting requirements. Please read the agreement carefully and return it to Michelle Washington at the Library of Virginia in the prepaid envelope included in this mailing. Contact your item conservation vendor representative to make arrangements for them to collect the approved items. If you have any questions regarding this award or agreement, please contact Greg Crawford at (804) 692-3505.

Please accept our congratulations on the approval of your application. We appreciate your interest in preserving Virginia's documentary heritage and extend our best wishes for a successful project.

Sincerely,

Sandra G. Treadway
State Librarian and State Archivist of Virginia

Paul F. Ferguson
President, Virginia Court Clerks' Association

Landfill Liaison Report - Carl Ashworth

September 5, 2018

August 2018 Report

CFS Landfill:

1. Citizen Advisory Board meeting was held at the landfill on August 28, 2018 at 3:30pm.
2. DEQ inspector, Doug Masini conducted his quarterly inspection on September 5, 2018.
3. Tim Webb has contracted with Baker Contractors to haul dirt to keep much needed cover around the working face.
4. The contractor is awaiting the arrival of the 60ml cell liner to move forward to cell completion.
5. They are projecting the cell expansion completion to be around the middle of November 2018.

Citizen Complaints:

1. Jeff Burgess of Old Mansion Road made an odor complaint coming from the landfill. I was able to meet him at his residence and speak with him concerning his complaint. After speaking with Mr. Burgess he revealed that his air conditioner had stopped working and he had to open his windows. His residence is a neighbor to the landfill. I believe Mr. Burgess was appeased for the time being. I had noted no odors outside the working face and had no complaints from any other Old Mansion resident.
2. Jeff Burgess made a subsequent complaint on September 5, 2018 about a CFS truck without a cover. He called me at the landfill to ask if I would check the truck when it reached the landfill. After investigating, the cover was found to be over the load however, the cover was damaged and was blowing to one side leaving some trash exposed. Tim Webb was present and agreed to take the truck out of service until the cover can be repaired. I met with Mr. Burgess and explained the circumstances to him. He seemed satisfied with the explanation.

Comments:

1. There have been marked improvements to the working face and slope areas. They are now working in a much tighter working face.

Convenience Sites:

1. Convenience sites have been operating normally this month.

BOARD OF SUPERVISORS

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Frank W. Bacon, VICE-CHAIRMAN
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Election District 1

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Election District 6

Robert G. Zava
Election District 7



Lunenburg County Administration
11413 Courthouse Road
Lunenburg, VA 23952

Tracy M. Gee
County Administrator

Telephone: (434) 696-2142
Facsimile: (434) 696-1798

Animal Control Report to the Board of Supervisors

Date: 9-4-18

The following activities were conducted by Animal Control during the month of August 2018:

<u>10</u> Stray Cat(s) Picked Up	\$ <u>70⁰⁰</u>	Surrender Fees
<u>17</u> Stray Dog(s) Picked Up	\$ <u>25⁰⁰</u>	Impoundment Fees
<u> </u> Injured or Ill Cat(s)	\$ <u>15⁰⁰</u>	Adoption Fees
<u> </u> Injured or Ill Dog(s)		
<u>16</u> Cat Calls Dispatched	\$ <u>110⁰⁰</u>	Total Fees Collected
<u>43</u> Dog Calls Dispatched		
<u>3</u> Cats, Surrendered by Owner		
<u>9</u> Dogs, Surrendered by Owner		
<u> </u> Cat Bite		
<u> </u> Dog Bite		
<u>4</u> Cat(s) Euthanized	<u>16</u> Dog(s) Transferred to SPCA	
<u>2</u> Dog(s) Euthanized	<u>6</u> Cat(s) Transferred to SPCA	
<u>11</u> Cat Trap(s) Set	<u>7</u> Wildlife Calls	
<u>6</u> Dog Trap(s) Set		
<u> </u> Summons Issued		
<u> </u> Animal(s) Released to ACO		
<u> </u> Expired at Shelter and/or DOA		
<u>94</u> Telephone Calls for Animal Issues		
<u>15</u> Check License		
<u> </u> Lost Cat(s) – Incoming Calls		
<u> </u> Lost Dog(s) – Incoming Calls		
<u> </u> Cat(s) Returned to Owner		
<u>1</u> Dog(s) Returned to Owner		
<u> </u> Quarantine		
<u> </u> Adoption—Dogs		
<u> </u> Adoption—Cats		
	<u>42</u> Total Number of Animals Handled	

D. Ray Elliott ACO

D. Ray Elliott
Animal Control Officer



**Lunenburg County Sheriff's Office
Report To The Board Of Supervisors
August 2018**



Jury Summons Served	0
Subpoenas Served	83
Criminal Warrants & Summons Served	50
Levies Executed	0
Other Civil Process	237
Accident Investigations	0
Traffic Summons	10
Protective Orders	11
DUI Arrests	1
Inmates Transported	14
Mental Patients	0
Extraditions	0
Circuit Court Days	4
General Court Days	4
J&DR Court Days	5

Expense Report

Dues	\$0.00
Postage	\$100.00
Office Supplies	\$210.77
Telephone	\$237.11
Contracts (Maintenance & Repairs)	\$122.48
Police Supplies	\$0.00
Vehicle Maintenance & Repairs	\$1,239.99
Fuel (July)	\$2,434.57
Gallons of Fuel Use	1,087

Arthur Townsend, Jr.
Arthur Townsend, Jr.
Sheriff, Lunenburg County

9/5/18
Date

Next Gen 9-1-1 Migration Proposal and Deployment

Virginia Information Technologies Agency



Commonwealth of Virginia Next Generation 9-1-1

Lunenburg County PSAP/GIS Specific NG9-1-1 Migration Proposal

July 1, 2018

www.vita.virginia.gov



Executive Summary

This migration proposal is being prepared for the **Lunenburg County PSAP** based on the Fairfax County contract with **AT&T. DJ Penland** shall be the primary contacts.

The Commonwealth has been discussing and planning for next generation 9-1-1 (NG9-1-1) for nearly a decade. With significant advances of the technology, capabilities and functionality of an NG network, now is the time to move from planning to implementation. The question is not if the Commonwealth should deploy NG9-1-1, but rather, how should the Commonwealth deploy NG9-1-1. There is no option for not deploying it. Since 9-1-1 is a local service, it is up to each locality to determine how they will move forward with NG9-1-1 deployment. To aid that decision, the 9-1-1 Services Board (the Board) adopted the Virginia NG9-1-1 Deployment Plan in January 2018. That plan proposed the methodology and process to guide the 9-1-1 Services Board and Commonwealth as a whole, through this deployment. Fortunately, localities in the Commonwealth are able to leverage a project in Northern Virginia for both lessons learned and a procurement vehicle that will make the process significantly easier. Though the Board is recommending the Fairfax County contract with AT&T for NG9-1-1 services since it was awarded through a competitive process, each locality will need to determine the most appropriate path. The Board and VITA are positioned to provide assistance, and to assure a seamless, unified network.

Regardless of the locality's decision, all stakeholders in the 9-1-1 ecosystem must work together on deployment. A primary goal of NG9-1-1 is to ensure calls and information received in one locality can be transferred to any surrounding locality even if it is to another state. Accomplishing that will require continual coordination, communications and cooperation among the stakeholders throughout the deployment process. The cost of failure is too high. Each stakeholder in the 9-1-1 ecosystem must work together and ensure a smooth transition to NG9-1-1.

A Migration Proposal is being developed for each locality (or groups of localities if served by a consolidated public safety answering point or PSAP) to provide information about the AT&T solution, prerequisite work needed within the PSAP and the expected costs and funding provided by the Board. The goal of this document is to provide each PSAP/locality with all of the information needed to evaluate the AT&T solution and determine whether it will meet the local needs. No locality should feel obligated to accept this proposal as they may use an appropriate procurement process for these services. This is simply to provide more information about services that are already available through an existing contract.

The Commonwealth's goal is to have all PSAPs fully deployed with the National Emergency Number Association (NENA) i3 standard. This standard states that all 9-1-1 calls are delivered to the PSAP on IP circuits with associated caller location data. If the equipment or GIS data in the PSAP is not capable of supporting the NENA i3 standard, interim solutions are available. These solutions allow calls to be delivered to the PSAP as IP, but then be converted back to analog for interface with the PSAP's systems. This interim solution established the PSAP's connection to the ESInet and will serve as the initial migration to NG9-1-1. After system and/or GIS data upgrades are complete the PSAP will be able to reach a full i3, NG9-1-1 environment. While AT&T will conduct a more exhaustive assessment after the PSAP executes a participation agreement, the review ISP performed for this proposal indicates that the **Lunenburg County PSAP** will need to have i3-capable call handling equipment in place that has been approved on the AT&T ESInet™ to be able to implement the full NENA i3 standard without the need for any interim or transitional steps. Some work on their GIS data will be required, but it should not impact the deployment schedule.

Solution Overview

AT&T is offering their Next Generation ESInet solution throughout Virginia as a solution that will facilitate a transition from legacy 9-1-1 networks to networks capable of supporting the growing demands of a mobile society. AT&T's solution supports key NENA i3 capabilities today, while forming the basis of a true NG9-1-1 platform that will support multimedia emergency services as standards are solidified in the industry.

The AT&T ESInet™ solution is a combination of a world class IP network and the NG9-1-1 components. Their ESInet solution (delivered as a service) comes complete with a full suite of advanced features, management services and tools to help ensure they provide the best possible service to each PSAP and ultimately the citizens they serve.

The AT&T ESInet™ solution provides the public safety community with an i3 architecture built from the ground up. AT&T's commitment to the NENA i3 standard is based on years of contributions to NENA standards committees and understanding the evolving needs and requirements of the Public Safety community. The AT&T solution is not just "i3 like," or "i3 aligned." As elements of the i3 standard continue to be ratified, updated and enhanced—AT&T will continue its commitment to i3. The AT&T ESInet™ services will provide Virginia everything needed to deliver the critical foundational components of an industry standard i3 solution delivered over the world's most advanced IP network.

AT&T ESInet™ Included Features

- Initial build-out with expandable capacity
- Nationally distributed, geographically diverse and redundant service architecture
- Pre-deployed ESInet Call Processing Centers in AT&T datacenters across US
- Aggregation Centers (AGC) in AT&T Central Offices across the US to easily augment growth capacity
- Initial call processing capacity more than twice current US E9-1-1 call volumes
- NENA i3 compliant
- High availability design (99.999% availability)
- 6 core redundant architecture
- Redundant ALI database
- Interoperable with neighboring PSAPs
- Defense in depth security
- Text to 911 – National TCC Provider
- IPV6 capable
- Reporting Suite
- Full lifecycle management
- End to end management and monitoring
- Fully resourced team to install and support
- Full Business Continuity/Disaster Recovery organization
- Dedicated Program / Service Manager

The proposed solution provides a secure IP-based network with no single point of failure. With no single point of failure, the solution includes six ESInet data centers located at AT&T facilities throughout the country. The ESInet will provide the core for a robust emergency services IP network that assures call delivery. The AT&T solution enables call delivery into a legacy PSAP environment, an IP-enabled 9-1-1 PSAP, or to peer ESInets. AT&T and West Corporation have deep security and support provisions in

place. AT&T has demonstrated experience in cybersecurity. All of this is backed by AT&T's 24/7/365 Resolution Center, AT&T Labs, AT&T's world class project management and service delivery organizations.

Additional information about the AT&T solutions and the contract with Fairfax County can be found at: <https://www.fairfaxcounty.gov/cregister/ContractDetails.aspx?contractNumber=4400007825>

PSAP Call Handling Systems and Applications

Each PSAP system and application that interfaces with the 9-1-1 call must be assessed to determine if it will be compatible with NG9-1-1. This section of the migration proposal identifies each major system, assesses its readiness and outlines any upgrades that must or could be implemented with NG9-1-1.

Call Handling Equipment

Obviously, the PSAP's call handling equipment (CHE) is the primary system that interfaces with the 9-1-1 network. As such, it is likely the one that will require the deepest assessment and potential upgrades to operate with the NG9-1-1 network. CHE that is non-vendor supported (NVS) (or will become NVS during the transition period) or cannot be upgraded to be NG9-1-1 capable will be identified for replacement, but will be subject to the funding limits currently in place for the PSAP grant program (\$150,000 individual or \$200,000 shared services). This may also apply to technology refreshes of hardware due to becoming NVS or operating systems becoming end-of-support. The current CHE in the PSAP has been identified as:

- CHE manufacturer: **Motorola**
- CHE model: **Sentinel Patriot**
- CHE version number (clients): **Sentinel 3.3**
- CHE version number (server): **Patriot 3.3**
- CHE maintenance provider (channel): **No current contract**
- CHE Geodiversity: **No**
- Number of positions: **2**
- SIP capable: **No**

This CHE is not NG9-1-1 capable and will likely need to be replaced. The PSAP has a current PSAP grant for CHE replacement. The PSAP indicates they have no plans to replace their CHE in the next three years. If this is not accomplished until after the NG9-1-1 migration, an interim solution will be needed to connect the existing CHE to the ESInet. Any new CHE will need to be tested and i3 functional on the AT&T ESInet. When it is deployed, the new CHE can be migrated to i3 call routing. There will be no functionality loss while using the interim solution. The voice call and data will be delivered as IP (SIP), but then will be converted back to analog as required by the current CHE using a legacy PSAP gateway (LPG).

Text to 9-1-1

Text to 9-1-1 can be deployed web-based on a separate computer or integrated with the CHE. While the former is typically at no cost, the latter tends to have a cost associated with it. Though text to 9-1-1 will be a base feature of NG9-1-1, the passage of Senate Bill 418 in the 2018 General Assembly requires all PSAPs to implement text to 9-1-1 by July 1, 2020. The PSAP has not yet deployed text to 9-1-1. Since their deployment for NG9-1-1 is scheduled before the new deadline for text to 9-1-1 deployment, they will deploy it with NG9-1-1 as a direct IP service integrated with their CHE. The cost to implement this will be covered by the Board.

Computer-Aided Dispatch

A computer-aided dispatch (CAD) system usually receives 9-1-1 location information (ALI) through an interface with the CHE. As a result, the change to NG9-1-1 should not have an impact on a CAD system. However, an assessment is made to determine if that is the case and if any options are available from the CAD vendor that could improve operations after NG9-1-1 is deployed. Any required upgrades would be funded through the Board, but any options to improve operations would be at the PSAP's expense. Additionally, as a reminder, CAD system replacement is no longer funded through the PSAP grant program so PSAPs need to plan for its replacement locally. The current CAD system has been identified as follows:

- CAD vendor: **ID Networks**
- CAD software version: **IBR Plus**
- CAD interfaces: **Yes**
- Method of data transfer: **RS232**

This CAD system has been determined to no longer be vendor supported. The PSAP will need to upgrade with the deployment of NG9-1-1. They currently have a FY19 CAD grant in the amount of \$75,000.

Mapping Display System

Similar to a CAD system, a mapping display system usually receives 9-1-1 location information (ALI) through an interface with the CHE or is part of the CHE or CAD. As a result, the change to NG9-1-1 should not have an impact on a mapping display system. However, an assessment is made to determine if that is the case and if any options are available from the mapping vendor that could improve operations after NG9-1-1 is deployed. The current mapping display system has been identified as follows:

- Dispatch Mapping Vendor: **MSAG Data Consultants**
- Dispatch Mapping Software Version: **Eagle**
- Method of data transfer: **RS232**

This mapping display system has been determined to not require any upgrade or modification with the deployment of NG9-1-1.

Voice Logging and Recording

Typically, the audio recorded by a voice logging recorder is generated by the CHE. Though not a best practice, it is possible to record audio directly from the incoming 9-1-1 trunks so an assessment must be performed to ensure that audio from 9-1-1 calls will still be recorded after the deployment of NG9-1-1. The current logging system has been identified as follows:

- Logging Recorder Vendor: **NICE**
- Logging Recorder Model: **RevCord**
- Logging Recorder Software Version: **most recent**
- Audio Origination Point: **Both position and trunk based**

It is important to note that with an IP connection, audio is not present on the circuit until the CHE responds with an answer code. This is usually not until it is answered by a call taker, though it could be earlier if an audio message is played for the caller (which technically requires the CHE to answer the call to play the message). This voice logging recorder system has been determined to not require any upgrade or modification with the deployment of NG9-1-1.

Data Analytics

Though the ECaTS data analytics application is provided to all PSAPs by the 9-1-1 Services Board, some PSAPs still use a second application, native to the CHE, for data analytics in the PSAP. While the Board will directly fund the upgrade to ECaTS to handle NG9-1-1, the local data analytics application may also need to be upgraded. The current data analytics application has been identified as follows:

- Primary Data Analytics System: **ECaTS and Aurora are used equally**
- Data Analytics Vendor: **ECaTS and Motorola**

All required upgrades to ECaTS will be handled through the statewide contract at no cost to the PSAP. Aurora has been determined to not require any upgrade or modification with the deployment of NG9-1-1 if it is upgraded with the CHE upgrade.

Outcall Notification Systems

The PSAP currently uses **CodeRed** as their outcall notification system. AT&T will provide quarterly subscriber data for use in this system at no cost. It is important to note that this data's use is limited to the outcall notification system and cannot be used for other purposes.

Other Systems or Applications

No other systems, that interface with the 9-1-1 call flow have been identified that will impact the PSAP's readiness for NG9-1-1.

Rack Space

The AT&T solution requires four units (4U) of rack space in the PSAP equipment/computer room for networking equipment. The rack must also have available electrical connections and be properly grounded. The PSAP has confirmed that this space is currently or will be available.

Coordination with Open Grants

The PSAP currently has two open grants:

1. **FY18 – NG9-1-1 GIS – \$114,214.00**
2. **FY19 – CAD - \$75,000**

To ensure the grant funds support the migration to NG9-1-1, the PSAP should, to the extent practical, use funding from the FY18 regional GIS grant to correct geospatial issues identified in the following section.

GIS Data Preparation

GIS Data Sources

Currently, **MSAG Data Consultants** maintains all of the GIS data for the PSAP and will be the source for all GIS data required for NG9-1-1 geospatial routing; however, other departments within the locality may contribute data or manage various processes. It is the responsibility of **Lunenburg County** to aggregate the GIS data required for the PSAP and NG9-1-1.

Locality GIS Data Readiness

Geospatial data drives the routing of NG9-1-1 calls. It is imperative that road centerline and address point data layers are highly accurate and well maintained. In 2016, VITA conducted an analysis of these data against the existing automatic location identification (ALI) database and master street address guide (MSAG) to help determine readiness and provided a report to each PSAP of the results. This analysis has been repeated making adjustment to the logic to ensure it matches the methodology used

by AT&T in their analysis. The goal is to have 98% of all addresses in the current ALI database geocode against the locality's road centerline data layer. Once the 98% threshold recommended by NENA is met, the PSAP is ready to deploy NG9-1-1. Since matching to the address point is more accurate, VITA is recommending the additional goal of matching 98% of ALI database addresses when geocoded against the address point data layer. If either of these goals is not achieved, then GIS data work must be completed to meet or exceed these goals. While financial support from the PSAP grant program may be available to fund this work, localities with GIS programs will be encouraged to make the necessary corrections in house if resources and time before deployment permits.

These are preliminary results based on expected data criteria of AT&T, and will be retested directly by AT&T after the execution of the participation agreement. This analysis provides the PSAP and their GIS support with an estimate of the extent of potential errors and helps identify the issues that need to be resolved. ISP staff including a GIS analyst and/or regional coordinator will begin working with the GIS data maintenance provider (internal or external) to identify and correct the GIS data or ALI data and achieve a higher match rate and thus more accurate geospatial routing.

Though there are other types of errors that may exist in the GIS data used by the PSAP (such as parity or cartography errors), these do not usually impact the routing of a 9-1-1 call. As a result, as part of this effort, only corrections that impact routing the 9-1-1 call will be required. PSAPs, in coordination with their GIS support, are encouraged to look more broadly at their data and work to improve its overall quality as well.

The 2018 MSAG/ALI/GIS analysis for the PSAP determined the current match rate to be as follows:

- Road Centerline (RCL) – **79.1%**
- Address Point – **90.6%**

The primary issue with the RCL data is differences in street names between the ALI and GIS data. Correcting the street names so they match would increase the match rate for RCL to **81.6%**. The analysis also determined that no more than ten addresses were responsible for many of the address point discrepancies. Resolving no more than ten addresses will increase the result to **93.8%**. During July 2018, VITA will send each PSAP and/or GIS manager a report detailing this analysis, and identifying the specific ALI records that could not be matched to the RCL or address point data. To resolve these ALI address discrepancies, there are potentially four actions that will need to take place:

1. **Add a record to the GIS** – When the ALI database has correct addresses that have not been added to the GIS data, the addition of data needs to occur. This may entail adding a road segment to the RCL or a point to the address points.
2. **Change attribution in the GIS** – When an ALI record has a correct address but the RCL or address point attribution is incorrect the discrepancy in the GIS data must be resolved. A common issue is a difference with the street name or street type between the ALI and the GIS data. Often, this issue can be corrected using a batch script process. VITA staff can assist.
3. **Change attribution in the ALI database** – When the RCL or address point has the correct address but the ALI record is incorrect, the discrepancy in the ALI database may need to be resolved. Again, this is often caused by differences in the street name or street type between the records. If necessary, AT&T can make batch changes as they load the ALI database into the ESInet.
4. **Determine that the discrepancy is not an error** – There are often ALI records associated with telephone numbers that can never actually dial 9-1-1. They could be pilot numbers for a multi-line telephone system, foreign exchanges or shell records for wireless calls. While

many of those records were filtered out of the analysis, some may still be within the data. These ALI records need to be identified and removed from the match rate calculation. VITA staff will assist with this process.

In addition to the requirement for ALI address matches, there are five GIS data reviews that AT&T conducts on the GIS data to ensure there are no errors that would cause issues or uncertainty when routing a 9-1-1 call. As an example, duplicate GIS data could cause a search for an address to result in two or more matches. Since certainty of a location is important, checks are performed to ensure no duplicate data exist. The following is a list of the additional analyses performed and the number of records that were found to be in error that will need to be corrected:

- Road centerline has duplicate address ranges - **0**
- Road centerline has right or left side overlapping address range - **13**
- Road centerline has street name attributes not meeting Virginia, USPS, & NENA standard - **0**
- Address point is duplicate, has no street name, or no address number - **12**
- Address point street name and road centerline street name mismatch - **14**

All of these errors will be also included in the analysis delivered to the PSAP and GIS Manager in July 2018. This includes geospatial data identifying each specific error that can be viewed in ArcMap. Utilizing this information will assist in error identification and correction.

Regardless of how they are resolved, **Lunenburg County** will need to resolve these issues through a GIS consultant, at least 3 months prior to the targeted deployment date.

PSAP Boundary

This is a GIS polygon data layer that defines the area of responsibility for each PSAP. The PSAP boundary must be agreed to by all adjoining PSAPs, thus its development must be a regional effort. VITA ISP will support the regional development and maintenance of a statewide PSAP boundary. This PSAP boundary layer is essential to routing 9-1-1 calls based on caller location by either civic address or coordinate location. This layer must not have gaps or overlaps to ensure correct call routing. VITA will develop a best practice to guide each PSAP through this process, which can also be facilitated by the VITA ISP regional coordinator.

Authoritative GIS Data Source Boundary

This polygon layer defines the area of authoritative GIS data sources, with no unintentional gaps or overlaps. The boundary must be agreed to by all adjoining data provisioning providers. Edge-matching conformance is ensuring that one and only one entity is responsible for maintaining each piece of GIS data within a PSAP. Within a PSAP boundary, there may be multiple sources for authoritative GIS data as a combination of cities and counties. The GIS sources within the PSAP need a common and agreed-upon understanding for the maintenance of each feature and the provisioning boundary of responsibility. Edge-matching conformance addresses boundaries between GIS sources within a PSAP and between neighboring PSAPs to ensure that there are no overlaps or gaps in the maintenance of GIS data. GIS features need to meet at the agreed upon boundary for geometric continuity and attribute consistency.

MSAG transition/confirmation

In order to accommodate originating service providers (OSP) that are not fully i3 capable, AT&T will maintain a master street address guide (MSAG) as part of the NG9-1-1 solution. While the existing MSAG can be used and maintained, generating a new MSAG from local GIS data is the end-state goal for full i3 implementation since existing GIS data is generally of superior quality than the MSAG. To use GIS data to generate the MSAG, an emergency service number (ESN) data layer must exist or be created. The PSAP

has 20 ESNs for their area of responsibility. **Lunenburg County** has an ESN boundary layer depicting this area so they will utilize a GIS generated MSAG with the migration to NG9-1-1.

Ultimately, ESN and community name need to be attribute fields in the address points and road centerlines layers to support call routing until the OSP can transition to i3. If these attributes are not part of a locality's existing maintenance workflow or GIS database, they can be created by building a separate polygon layer and transferring these values to the centerline segments (commonly referred to as a spatial join). The spatial join method can be implemented as part of the workflow for preparing to transfer GIS data to AT&T to ensure these fields are accurately populated.

GIS Ingest Readiness

Localities may choose to implement AT&T's tools and workflows for ongoing maintenance of GIS data, or may choose to continue using internal workflows or third-party support services. As GIS data is updated, regardless of the tool set or service provider, the GIS datasets must be provided to the spatial interface (SI). The SI provisions the updated GIS data to drive location validation and call routing functions in the ESInet.

Localities choosing to adopt or transition to the AT&T toolset will have a defined workflow for providing GIS data to the AT&T Spatial Interface. Localities wishing to use existing internal tools, acquire third-party tools, or rely on a service provider will need to ensure the workflows are in place to review and resolve error and discrepancy reports within the timeframe required by AT&T and periodically provide updated GIS datasets to the AT&T spatial interface. This section will establish the path and milestones for completing this work.

Data maintenance Workflow/Procedures

The quality of GIS data diminishes over time unless it is properly maintained. It is important localities document GIS data maintenance workflows to ensure maintenance activities engage all responsible entities. It is equally important to ensure GIS maintenance workflows and procedures are updated to be compatible with discrepancy management required to support NG9-1-1. NG9-1-1 will introduce additional maintenance issues such as periodically reviewing conformance of edge matching of GIS data at shared boundaries. VITA has confirmed that the GIS organizations supporting the PSAP have appropriate internal data maintenance procedures/discrepancy management workflows.

Call Routing

The ultimate goal for all PSAPs is to use geospatial (i3) routing for all 9-1-1 calls. This solution uses all the NENA i3 standards for delivering voice and data directly into the PSAP's CHE. 9-1-1 call routing is based on the PSAP-provided GIS data. The ESInet router hands off the call to the PSAP networking equipment (router or firewall). The PSAP's CHE must be able to receive the voice call via SIP. Location data delivered via SIP using PIDF-LO, and would perform all the i3 protocols such as LoST and HELD.

If the PSAP's CHE is not NG9-1-1 capable or the geospatial data is not ready for deployment, a PSAP can still connect to the ESInet with an interim solution for call delivery. This will allow the PSAP to migrate on schedule, and they can implement geospatial (i3) routing when the GIS data is suitable for this use and the CHE is i3 capable.

The two interim solutions are as follows:

Legacy PSAP Gateway - This solution allows the PSAP to be connected to the ESInet through a network gateway. In this call delivery configuration, the call is routed with the legacy MSAG and ALI data, however this is done over the IP network. Once the call reaches the gateway, the voice

data is converted to analog and processed over an analog voice circuit to the PSAP's CHE. This does not require any upgrade to the CHE and as mentioned uses a legacy ALI lookup. The ALI lookup would use a standard serial connection (in this case to the legacy PSAP gateway placed in the PSAP) to retrieve location information.

Transitional SIP - This solution uses an IP (SIP) connection to get the voice call directly into the PSAP's CHE. The ESInet router passes the call to the PSAP networking equipment (router or firewall). The PSAP's CHE must be capable of receiving the voice call via SIP. The CHE would still use a legacy ALI lookup. The ALI lookup would use the standard serial connection (in this case to the ESInet routers) to retrieve location information. MSAG and ALI are still used to conduct the routing.

Again, the ultimate goal for all PSAPs is to geospatially route all 9-1-1 calls. If the geospatial data meets the accuracy goals, a PSAP should be able to deploy NG9-1-1 with geospatial routing. If for some reason, this cannot be accomplished, interim solutions are available to allow the PSAP to deploy on schedule, and they can convert to geospatial routing later.

Based on an assessment of the CHE and GIS data, geospatial routing can be implemented initially with NG9-1-1 and no interim solution will be necessary. While some GIS data correction must take place, the PSAP is committed to correcting those issues well in advance of the required milestone and to maintain that data through the transition period.

Call Transfers

During the transition to NG9-1-1, the AT&T ESInet will be interconnected with all selective routers from Verizon and CenturyLink to ensure that calls received by PSAPs that have deployed NG9-1-1 can be transferred to PSAPs on the legacy E9-1-1 network and vice versa. No ability to transfer calls will be lost during the transition when neighboring PSAPs may be on different networks.

Post deployment, all Virginia PSAPs should be on an ESInet and should be able to transfer calls among PSAPs with accompanying location data. Even if more than one ESInet is deployed from different solution providers, the goal is that they are interconnected and calls can be transferred between them.

Network

The NG9-1-1 solution offered by AT&T is a service; therefore, the network is provided as part of that service. However, there are several issues impacting the network that may be outside of this service that must be considered. The configuration of the PSAP's connection to the network will be based on the legacy E9-1-1 network information as follows:

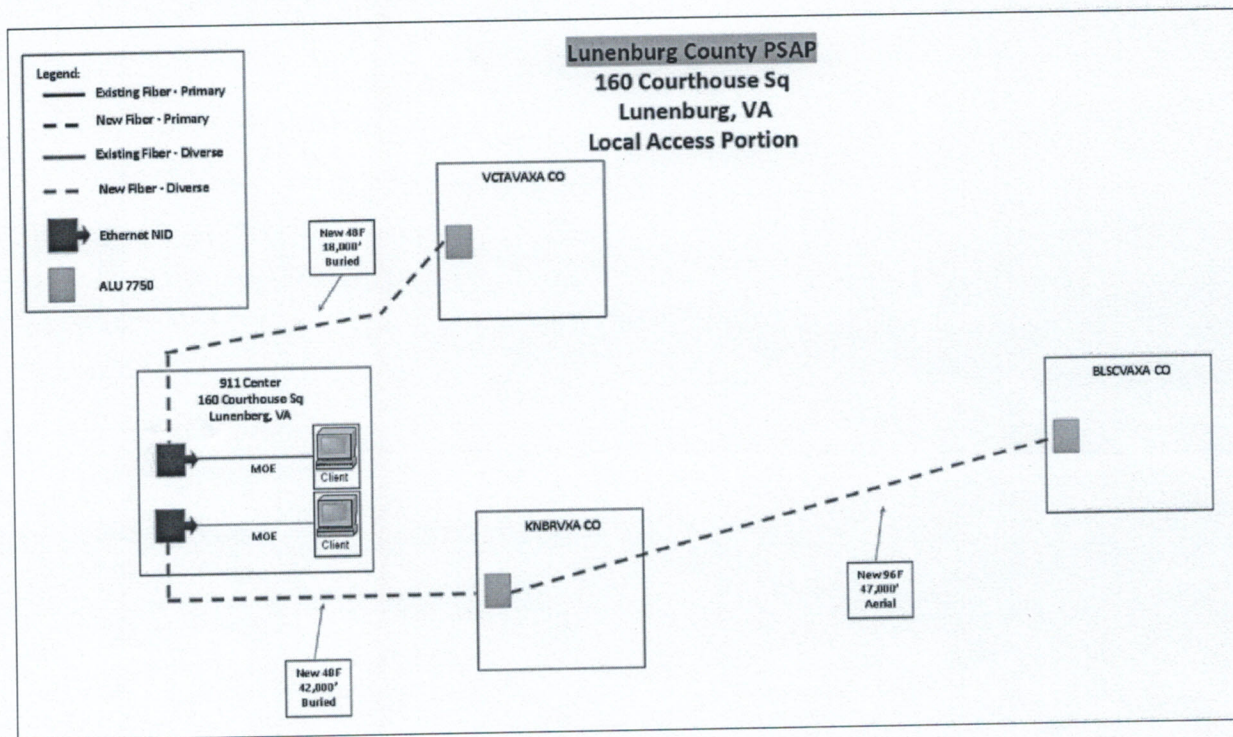
- Legacy E9-1-1 service provider: **Century Link**
- ALI database provider: **Century Link**
- Selective router pair(s): **Charlottesville/ Farmville and Chester/Richmond Stuart**
- Trunk counts (all): **11**
 - Wireline: **3**
 - Wireless: **4**
 - SIP:
 - Administrative: **4**

The NG9-1-1 network will be designed to support the same number of concurrent 9-1-1 calls as can be supported on the legacy network (wireline and wireless trunks). The PSAP can designate what happens to calls that exceed this number. This setting is determined in the PSAP CHE, but the options will be

discussed with AT&T during system configuration. The options include providing the caller with a fast busy signal, routing the call to another PSAP, or overflowing the call to another line. As a best practice, VITA ISP recommends routing the call to a fast busy signal or rerouting calls to another PSAP.

Redundancy and Diversity

In order to provide 99.999% availability of the NG9-1-1 service, each PSAP must have diverse and redundant IP connections to the ESInet. Having redundant connectivity means having two connections, but they could be co-located or follow the same path. Having diversity means that those redundant connections follow different paths that never touch from origin to destination. To achieve the 99.999% availability, diverse connectivity is planned for all PSAPs. There is a chance the diversity is simply not available to all PSAPs. AT&T has conducted a diversity study for each PSAP and the results for the current location of the **Lunenburg County PSAP** are as follows:



The total cost for this diverse connectivity is **\$571,000** which will be provided by the Board as part of the PSAP's funding submission. The timing of the implementation of the diverse connectivity may not be completed until after initial NG9-1-1 deployment.

Disaster Recovery

Though the NG9-1-1 solution is designed to provide 99.999% availability, disaster recovery plans still need to be in place for instances when the network becomes unavailable or the PSAP is otherwise inoperable (evacuation, structural damage, etc.). Broadly, when the PSAP must be abandoned, there are two approaches to disaster recovery, a) having a backup PSAP within the locality or b) partnering with a neighboring PSAP to take the calls. Additionally, if only the network is impacted and the PSAP is still operable, 9-1-1 calls can be forwarded to a 10-digit telephone number in the same PSAP. Location data is lost, but that call can still be answered and processed.

Currently, the PSAP has a disaster recovery plan. If the PSAP must be evacuated for any reason calls are forwarded to the **Nottoway PSAP**. If the 9-1-1 network is unavailable calls receive a fast busy signal.

Based on the current disaster recovery plan, no additional steps need to be taken in order for this plan to continue to be viable with NG9-1-1. The PSAP need only inform AT&T of their disaster recovery plan during the detailed planning after the participation agreement is signed. AT&T will then build those routes in the configuration files both for during the transition and post-migration to NG9-1-1.

While support will be available to maintain the current disaster recovery capability for the PSAP, it is important to note that there are aspects of disaster recovery that are beyond the scope of this migration proposal. As an example, while the NG9-1-1 network can be configured to route calls to a neighboring PSAP in the event of a PSAP evacuation, getting the 9-1-1 call to another PSAP to be answered is only part of the dispatching process. The call for service then needs to be sent to first responders through a radio channel or mobile data. Assuming that capability already exists, nothing about the deployment of NG9-1-1 should impact that. In cases where disaster recovery does not exist currently, this migration proposal only deals with getting the 9-1-1 call routed to another PSAP (backup or neighboring) and does not address radio or CAD interoperability needed to effect the dispatch of first responders. VITA ISP can assist with that process, but outside of NG9-1-1 deployment. Additionally, VITA ISP can assist with the exercising of disaster recovery plans, which should be done at least once a year to make sure they are fully functional when needed.

Secondary PSAP

There are no secondary PSAP(s) identified within the service area of the primary PSAP.

Network Security

AT&T employs a defense-in-depth security strategy to protect sensitive information. Security mechanisms are deployed throughout the service in addition to the multi-layered security provided by the network itself, in order to provide seamless and effective security. AT&T's world-class experience in both IP and Telephony Security provides the following key security elements.

- Availability of the VoIP Service: Stop denial or deterioration of service functionality
- Integrity of the VoIP environment: Prevent system functions or data from being corrupted
- Confidentiality and Data Privacy in VoIP: Keep information secure and private

The AT&T IP/MPLS Converged Network deploys the same attention to state-of-the-art security measures as have been provided on traditional PSTN networks:

- AT&T Security Policy and Requirements (ASPR) and AT&T OneProcess provide the security foundation.
- AT&T Internet Protect helps protect against worm/virus attacks and offers DoS (denial of service) protection.
- A 24x7 Security Network Operations Center (SNOOC).
- AT&T MPLS Voice Aware Network provides security and QoS.
- AT&T Global Fraud Management System protects AT&T VoIP against fraud.
- AT&T hub-and-spoke MPLS VoIP VPN for customer access helps to provide security and QoS for AT&T.

In the AT&T MPLS network, customer services are provisioned on specific interfaces of an MPLS VPN by using known IP addresses. This approach enables AT&T to authenticate users and traffic. Rather than supporting signaling or voice encryption, AT&T relies on the MPLS security and secured IP tunnels to provide confidentiality for signaling and voice.

The data privacy and data integrity of an MPLS VPN is not dependent on encryption or address space-based access controls. AT&T protects the core network against compromise by:

- Hardening the routers and turning off unnecessary services.
- Implementing TACACS+ authentication, authorization and accounting for router access/commands.
- Automated provisioning of router configuration driven from ordering systems, to minimize human error, complimented by daily discord reports and investigation.
- 24/7 monitoring and DoS mitigation tools.
- Route dampening and/or limiting total number of routers learned to protect routing stability.
- Firewalls, IDS, token based authentication, encrypted remote access for network and service management systems/work centers.

The AT&T security culture assures that these architectural protections are enforced by audits, employee awareness training, penetration testing and enforcement of architectural principles and policy.

In addition, AT&T MPLS VPN service is a transport only service, with the data integrity and data privacy protection as described above. AT&T monitors the core network for traffic anomalies and shared resource consumption thresholds to protect the core network and assure that traffic storms do not impact the performance of other customers. AT&T network management and service management systems are hardened, require authentication and authorization control, and are instrumented with intrusion detection to assure that they are not compromised, and cannot serve as a vector to attack the network or customers.

Schedule for Deployment

A clear and accurate schedule is essential to ensure cost effective and coordinated deployment throughout the Commonwealth. For that reason, this section identifies all milestones that must be met in order to successfully deploy. To manage costs, a six-month deployment window has been established for each selective router pair regardless of whether the PSAPs choose the AT&T or another NG9-1-1 solution. The following chart identifies the deployment periods for each selective router pair:

Selective Routers	9-1-1 Service Provider	Population	Time Period
Fairfax/Alexandria	Verizon	2,494,184	June 2018 - December 2018
High St Portsmouth/Jefferson	Verizon	1,662,247	January 2019 – June 2019
Stuart/Chester	Verizon	1,660,182	July 2019 – December 2019
Charlottesville/Farmville	CenturyLink	403,369	January 2020 – June 2020
Fredericksburg/Winchester	Verizon	343,031	January 2020 – June 2020
Danville/Lynchburg Church St	Verizon	320,247	January 2020 – June 2020
Staunton/Salem	Verizon	453,065	July 2020 – December 2020
Shenandoah County ECC	Shentel	43,175	July 2020 – December 2020
Covington	Ntelos	21,556	July 2020 – December 2020
New Castle	TDS Telecom	5,158	July 2020 – December 2020
Floyd County	Citizens	15,651	July 2020 – December 2020
Monterey-Highland Telephone	Highland Telephone	2,216	July 2020 – December 2020
Blacksburg/Norton	Verizon	340,101	January 2021 – June 2021
Johnson City/Wytheville	CenturyLink	338,311	January 2021 – June 2021

The Lunenburg County PSAP's deployment window will be **July 2019 - December 2019**. A specific date will be determined after all PSAPs have made the NG9-1-1 decision and AT&T develops the master schedule. Regardless of the specific date, any CHE upgrades, diverse connectivity enhancements and GIS data corrections must be completed at least **three months** before the deployment date. If they are not

completed by this date, migration can still occur on schedule, but it will require the deployment of an interim solution instead of full i3.

Cost Estimates for NG9-1-1 Funding

The 9-1-1 Services Board has committed to funding the transitional costs for NG9-1-1 deployment so it is important that all such costs are identified and made part of the overall budget. It is also important that the funding be provided on a fair basis across all PSAPs in Virginia. While most costs will be fully funded, others like replacement of non-vendor supported CHE will continue to be funded at the same levels as has been provided through the PSAP grant program in prior years. Based on all of the information provided in this migration proposal, the following budget is for your deployment of NG9-1-1:

Category	Amount	Notes
NG9-1-1 non-recurring cost	\$4,000	Flat rate from AT&T
CHE upgrade	\$150,000	Need a replacement
Text-to-911	\$30,000	Firewalls and professional services
CAD upgrade	\$0	Currently have grant funds
Mapping upgrade	\$0	Not required
Voice logging upgrade	\$0	Not required
ECaTS Data analytics expansion	\$1,000	i3 logging and text to 9-1-1
Other system upgrades	\$0	Not required
Rack space	\$0	Rack space is available
Diverse connectivity costs	\$571,000	107K feet of new fiber
Disaster recovery upgrade	\$0	Not required
Secondary PSAPs	\$0	None
GIS data preparation	\$0	Currently using grant funds
Legacy 9-1-1 transition costs	\$5,000	Verizon costs
Project management assistance	\$0	None requested
Total	\$761,000.00	

The monthly recurring cost for the AT&T solution is **\$3,990.61** which is set for the ten-year term of the Fairfax County contract. The current monthly recurring cost for the legacy E9-1-1 solution is approximately **\$2,164.83**. The estimated monthly increase to the PSAP after deployment is approximately **\$1,825.78**. This increase will be covered by the Board for a period of 24 months after deployment is complete. At the end of this period, the entire cost will be the responsibility of the PSAP. Copies of invoices from the current 9-1-1 service provider must be provided to substantiate the current monthly cost. This will be the basis for determining whether monthly funding is provided and in what amount.

The monthly recurring cost is impacted by the bandwidth into the PSAP. Bandwidth is primarily impacted by the number of concurrent calls each PSAP wants to be able to process. As the PSAP grows and adds bandwidth to handle more concurrent calls, the increased monthly cost will be the obligation of the PSAP even if during the 24 months following transition. Additionally, the recurring maintenance costs for PSAP equipment and GIS data will remain the responsibility of the PSAP.

Projected Board Funding

The Board will begin awarding funding for NG9-1-1 in late 2018. Until the Board approves the funding request from the PSAP, all funding levels shown are just projected. Based on the funding guidelines approved by the Board (or will be approved by the Board), the following funding would be awarded to the PSAP:

Type of Funding	Amount
Non-recurring	\$761,000.00
Recurring (over 24 months)	\$43,818.72
Data Analytics (monthly)	\$415.12

The funding amount shown is based on estimates at this point. As binding quotes are received, the budget will be adjusted. The approval from the Board will be for the specific equipment or services and contingency funding will be available should the final cost be slightly higher so long as the original scope of the effort does not change. Similarly, if the final cost is lower, the budget will be adjusted lower. That additional funding cannot be shifted to another part of the project.

**Piedmont Senior Resources
Nomination and Update**



Piedmont Senior Resources
Area Agency on Aging, Inc.

RECEIVED
AUG 06 2018

BY: _____

Mr. Slayton
Lunenburg County Board of Supervisors
11413 Courthouse Road
Lunenburg, VA 23952

August 1, 2018
RE: County funding

Dear Mr. Slayton,

On behalf of our clients, board, and staff, I want to thank you and the Lunenburg County Board of Supervisors for their support of PSR in the new budget year. We hope to continue to earn your support and your referrals of elderly community members. This agency continues to grow and expand our services. We have several new programs that we believe will benefit the community greatly, including non-emergency medical transportation.

You may not realize that Lunenburg has a second seat open on our board. We would invite you to appoint one of your own board members so you can be more familiar with our work and mission. We are part of the state and nationwide network of Area Agencies on Aging. This agency is expanding every day and has seen nearly a ½ million dollar increase in budget over four years from additional fundraising, grant writing, and partnerships.

Our doors are always open and we invite you to stop in and visit us at any time. We love to have visitors and show the work we are doing in our community. Our board meetings are also open to the public and we welcome you to attend at any time. Just call us for the date and time if you missed our advertisement.

Keep us in mind as you talk to neighbors, friends and family who are aging and may need some supportive care. If anyone 60 or over is asking questions, please refer them to us. If we do not provide the service, we refer them to the appropriate agency. Together we can create a stronger, healthier, safer community for all of us. We all hope to grow old and thus one day, may need some support ourselves.

Regards,

A handwritten signature in black ink that reads 'Justine A. Young'. The signature is fluid and cursive, with the first name 'Justine' being the most prominent part.

Justine A. Young, RN, BSN, MBA
Executive Director

1412 South Main Street, Farmville, VA 23901
jyoung@psraaar.org Phone: 434-767-5588

Planning Update

Planning and Economic Development

Monthly Activities August 2018

- Attended ACT workforce development workshop and training meeting in South Boston, VA.
- Met with cell tower developer regarding a new tower in Lunenburg.
- Met with applicants for conditional use permits to assist in submissions for the September Planning Commission meeting.
- Attended night planning session with members of Victoria's Autumn Days committee.
- Attended ACT Planning Section to develop launch for Advanced Workforce Training program in October at Fort Pickett.
- Met with representative of solar farm development company regarding location in Lunenburg.
- Worked on zoning ordinance revisions.
- Completed review and notifications for September Planning Commission.
- Attended Secretary of Commerce and Trade Brian Ball's regional meeting with Southside Virginia's representatives concerning economic development in South Hill. Spoke regarding issues of transportation, education, and localities needs for assistance to allow them to utilize awards stemming from short time frames and limited staff.
- Met with VA Growth Alliance marketing committee.

Tracy Gee

From: Gail Gregoric [gail@lunenburgva.net]
Sent: Friday, August 10, 2018 11:54 AM
To: 'Tracy Gee'; 'Nicole Clark'
Subject: FW: Adoption of 2010 CRC Regional Bicycle Plan
Attachments: BikePlanPackageforCounties.zip

Kenbridge has already adopted this plan. Victoria will adopt it at their next council meeting. Thanks.

From: mfooster@virginiashheartland.org [mailto:mfooster@virginiashheartland.org]
Sent: Friday, August 10, 2018 10:25 AM
To: gail@lunenburgva.net
Subject: FW: Adoption of 2010 CRC Regional Bicycle Plan

Gail:

Just resending this to make it easier for you to find in order that Lunenburg adopt the 2010 CRC Bicycle Plan at their next meeting.

Hope you have a Great Weekend!

MeLody Foster
Executive Director
Commonwealth Regional Council
P.O. Box P
Farmville, Virginia 23901
434-392-6104

From: mfooster@virginiashheartland.org <mfooster@virginiashheartland.org>
Sent: Tuesday, July 10, 2018 10:44 AM
To: (tgee@lunenburgva.net) <tgee@lunenburgva.net>; Rodney Lewis (rcnsan@embarqmail.com) <rcnsan@embarqmail.com>
Cc: gail@lunenburgva.net; 'Glenn Millican' <gmillican@lunenburgva.net>
Subject: Adoption of 2010 CRC Regional Bicycle Plan

Good Morning:

Robyn Fowler sent me an email that reminded me we of our discussions of the 2010 CRC Bicycle Plan.

At the last L/K/V Comp Plan Working Committee Meeting we discussed the 2010 CRC Bicycle Plan. It was pointed out that while the Plan is 8 years old now it still would be a good idea for a locality to be on the record as having adopted the Plan. Therefore, I am providing you a copy of the entire 2018 CRC Bike Plan package for your locality to review and adopt. This is good source document if a locality were to seek funds to point too for justification. You will also note there is a form in the back of the Plan for a locality to request changes/updates to the Plan.

A copy of this same package has already been sent to Robyn Fowler with the Town of Kenbridge.

Please give me a call if you have questions.

MeLody Foster
Executive Director

ADMINISTRATOR'S UPDATE

-- As necessary

Board of Supervisors September Meeting - 9/13/18

County Administrator's Monthly Report

Events in August:

August 6-7 - Tracy - PTO

August 9 - Board of Supervisors monthly meeting

August 13 - Tracy - 8hrs STO - two Dr. appointments

August 14 - CREIHT Grant project meeting

August 15 -- Piedmont Regional Jail Board meeting

August 17 - Convocation at CHS

August 20 - Cell Tower Ordinance conference call w/ Jamie and CMS

August 20 - meet w/ DJ re: School Resource Officer grant application

August 22 - CPMT meeting

August 22 - meeting w/ Cell Tower site developer

August 24 - submit SRO grant paperwork

August 28 - Landfill Committee and Citizen Advisory Board meeting

August 29 - meet w/ towns and Glenn re: BEE Grant

August 30 - meet w/ Secretary of Commerce and Trade in South Hill

August 31 - meet w/ Director of Office of Children's Services in Richmond

Administration

- Registered rooms for VACo Conference November 11-13. Veterans Day is observed Monday, November 12th.
- Received bid for planting trees on the cutover at the Lunenburg Commercentre. We continue to stay in touch with Kenbridge about our progress.

Airport

- Hard Times Tree Service must meet reps from DOAV to confirm clearance of easements.
- Rodney Newton used the jointly-owned bush-hog to knock down brush on the lower end of runway 02. He is proposing the use of Town labor on a Saturday in October to accomplish the rest of clearing needed for the cost of labor.

Animal Control -

- Officer King is now registered for the annual conference and training in October.

Budget & Finance -

- Mary Earhart will be in the office September 10-12 for fieldwork.

Building Inspection/Zoning -

- Jamie and I held a conference call with Center for Municipal Solutions regarding state regulatory changes for cell towers and a request from LeClair Ryan on behalf of Verizon for the County to waive a variance request for height.

Building & Grounds -

- Inmates trimmed the bank at the old middle school and should be back at the Courthouse for maintenance before the Board meeting.

Community/Economic Development/Planning -

- met with Magi Van Eps of Prince Edward and Glenn to finalize RFP for signs for the Civil Rights in Education Heritage Trail project through VA's Crossroads.
- met with Glenn and a cell tower site developer regarding a site on County property.

- met with Glenn and both town managers to discuss the BEE Grant.
- Glenn and I went to South Hill to meet Brian Ball, Secretary of Commerce and Trade, and his associates with other members of VA's Growth Alliance to discuss issues in the area.

Emergency Services/Law Enforcement -

- Worked with DJ to submit package to DCJS for School Resource Officer Grant Application.

Piedmont Regional Jail Authority -

- The Jail must bid out again for medical services due to a steep increase in cost of services from the current provider, Mediko.

School -

- Received a call from Ray Watson, School Finance Consultant, regarding a letter from the VA Dept. of Taxation stating that the school would be unable to receive all of the accrued sales tax as budgeted until the second quarter of 2019. More from School officials in their update.
- Attended Convocation for Lunenburg Schools

Social Services and/or CSA-

- Attended an informal conference with the Executive Director of the Office of Children's Services. Cheryl Blow is gathering some additional information for him, and we should hear back from that by the end of September.
- Lack of attendance at Social Services Advisory Board meetings has required us to cancel two meetings.

Solid Waste -

- Still waiting on an updated site plan with requirements from VDOT from the engineer for the potential Gary Road site. Surveyor must show potential stormwater run-off options.
- They are doing well with upkeep; they are keeping the hills clean, trash covered, and the road clear. I would be happy to set up a time for you to visit and view the facility.
- Held a Citizens Advisory Board and Landfill Committee meeting to discuss citizen concerns, the expansion, construction and future plans for closure.

UPCOMING dates of interest:

September 13 - BOS meeting

September 14 - Frank Bacon's birthday

September 10-12 - Finance Consultant fieldwork

September 18 - Planning Commission meeting

September 26 - Edward Pennington's Birthday

ROTARY Four-Way Test:

1. Is it the TRUTH?
2. Is it FAIR to all concerned?
3. Will it BUILD GOODWILL and BETTER FRIENDSHIPS?
4. Will it be BENEFICIAL to all concerned?

"Do not boast about tomorrow, for you do not know what a day may bring forth." (Proverbs 27:1)

CRC August 2018 Items of Interest

New Ventures

- CRC staff surveying Rescue Squads and Fire Departments to gather information in hopes of finding ways to solve common issues.
- CRC are working with the VEC and Counties to address mistakes in information on the published 50 Largest Employer listings provided by County.
- CRC followed-up with Cumberland and Nottoway Counties to request their membership as well as an opportunity to join in the CRC CEDS process. Both counties declined.
- CRC staff submits Lowe's Community Partners Fund Application for Virso Community Center for grounds improvements in Prince Edward County.
- CRC assisting STEPS, Inc. in applying for a VHDA Community Impact Grant to develop an Affordable Housing Strategic Plan for Prince Edward County.
- CRC administering funded VDH Grant for construction of Amelia County Water Tank.
- CRC assisting Town of Keysville with Update of Keysville Comprehensive Plan.
- CRC submits a VML Insurance Risk Management Grant to request funds for a laptop computer for the CRC.
- CRC Assisting Charlotte County with a Tobacco Region Opportunity Fund (TROF) Grant (pending).
- Next CRC Meeting date--**Wednesday, September 19, 2018** at 9:30 a.m. CRC will be meeting in the Mill Room (basement of CRC office building). The meetings are joint meetings with the County Administrators.

Activity

- CRC staff continue to provide funding source information and assistance to County School systems. CRC staff have also met with new Interim Superintendents in Buckingham and Amelia counties to make them aware of the CRC grant writing services.
- CRC staff attended Chesapeake Assessment Scenario Tool (CAST) Training held by DEQ to assist the CRC and stakeholders of Chesapeake Bay Localities of PD 14 to begin the Development of the Watershed Implementation Plan Phase III.
- CRC holding 2nd Meeting for Stakeholders for the Development of the Watershed Implementation Plan Phase III on Thursday, August 30, 2018, 3:00 p.m. in the Mill Room, Farmville, Virginia.
- Town of Charlotte Court House Evergreen Road Sidewalk Project -100% Design submitted by AMT to VDOT for approval. The Town is currently seeking new easements from property owners in the project area to meet VDOT requirements.
- AMT has completed a Draft of the Drakes Branch Flood Protection Study and will present the Report at a Town Community Meeting in September.
- CRC staff met with Lunenburg/Kenbridge/Victoria Comprehensive Plan Working Committee on August 9th to review Special Policy areas and revisions of the Land Use Map, and Goals, Objectives and Strategies sections.
- CRC staff are assisting the Drakes Branch Fire Department and the Prince Edward County Rescue Squad in submitting Rescue Squad Assistance Fund (RSAF) Grants.
- Dillwyn CDBG Housing Project – Work write-ups on 3 houses have been completed. Currently awaiting comments back from DHR. It is hoped project bids can begin in September.
- Regional Emergency Planning Activities–CRC staff are developing FEMA-approved Debris Management Plans for all 5 localities. Plans would be utilized if a natural disaster were to occur. Draft Plans for Amelia, Buckingham and Charlotte have been developed so far.
- CRC staff are assisting the Berkley Group with identifying additional stakeholders for input on the CRC CEDS.



IN PARTNERSHIP WITH

The counties of Amelia | Buckingham | Charlotte | Lunenburg | Prince Edward

Memorandum

To: Lunenburg County/Town of Kenbridge/Town of Victoria
From: André V. Gilliam, Community Development Planner
Subject: Lunenburg/Kenbridge/Victoria Comprehensive Plan (Update)
Monthly Progress Report
Date: September 6, 2018

The Lunenburg/Kenbridge/Victoria Comprehensive Plan (Update) is moving along well, the Working Committee has been very helpful with critical feedback for the various sections of the Plan.

The Working Committee has made changes to the Special Policy Areas section of the Comp Plan. They will finalize this section once the new Solar Farms policy information has been reviewed.

Today, we are sending the Land Use section to the Working Committee for review, and it will be addressed at the next meeting.

We are still receiving updates on the CRC 2010 Regional Bicycle Plan adoption and it may be finalized by the end of this month.

All of the locality's Capital Improvement information for the Comprehensive Plan has been addressed, and the final details will be recorded in the Comp Plan.

Please note that the Joint Comprehensive Plan Update Meeting is scheduled for Thursday, October 11, 2018, at 6:00 p.m. at the Lunenburg County Courthouse (Members of the Lunenburg County Board of Supervisors & Planning Commission, Kenbridge Town Council & Planning Commission and the Victoria Town Council & Planning Commission should be in attendance to provide input).

The CRC is still continuing to update key items in the Plan, as well as adding some new information from the Working Committee meetings.

The next Working Committee meeting is scheduled for September 13, 2018 at 3:30 p.m. at the Victoria Town Hall.