

**UPCOMING MEETINGS
AND EVENTS**

FEBRUARY 2010

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1 8:30 am Senior Staff meeting	2 6:30 pm Affordable Housing Advisory Committee meeting (OCH) 7 pm School Board meeting (NKHS)	3 8:30 am Board of Supervisors special meeting/ closed session (Boardroom)	4	5 11:30 am – 1 pm Winter Wonderland Social (QCC)	6 8:30 – 11:30 am Annual Rabies Clinic (CH parking lot) – postponed from January 30
7	8 6 pm Board of Supervisors meeting (Boardroom)	9 9 am Plum Point CDBG Management Team meeting (Boardroom) 6 pm Clean County Commission meeting (OCH)	10	11 VML/VACo Legislative Day	12	13
14	15 County offices closed for Presidents Day	16 8:30 am Senior Staff meeting 6:30 pm Planning Commission meeting (Boardroom)	17	18 8:30 am EDA meeting (VCC)	19 10 am Board of Supervisors budget retreat (location to be announced)	20
21	22	23	24 3 pm- Board of Supervisors work session (Boardroom)	25	26	27

MARCH 2010

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1 7 pm School Board meeting (NKHS)	2 6:30 pm Affordable Housing Advisory Committee meeting (OCH)	3	4	5	6
7	8 9 am Finance Committee meeting 6 pm Board of Supervisors meeting (Boardroom)	9	10	11	12 12 noon Semi-annual Board of Supervisors/Senior Staff meeting	13
14	15 6:30 pm Planning Commission meeting (Boardroom)	16	17 8:30 am Social Services Advisory Board meeting (Health & Human Svcs Bldg)	18 8:30 am Economic Development Authority meeting (Boardroom)	19	20

Changes/additions noted in red
2010 meeting schedules and agendas can be accessed at <http://www.co.new-kent.va.us/monthlycal/monthlycal.php>

NOTABLE NEWS FOR THE PAST WEEK

Community Development

- Met with Jack Chalmers and Marc Bennett to discuss the proposed site plan for the Lanexa fire station

County Attorney

- Met with County resident regarding cell tower lease.
- Continued to work on PPEA.
- Two easements were acquired for the reclaimed waterline project.

Economic Development

- Working on the development of a New Kent Visitors Guide, Golf Brochure and Community Calendar to promote tourism in New Kent.
- Businesses can register for the New Kent Business Directory at www.newkentbusinessdirectory.com
- The U.S. Census Bureau will conduct testing throughout the months of January and February at the New Kent Visitors and Commerce Center for persons applying for work with the 2010 Census. For more information on available Census jobs call 1-866-861-2010.

Financial Services

- Compliance Review for Second Phase of CDBG Plum Point Grant performed by the Department of Housing & Community Development
- Filed Requisition #2 with DEQ in the amount of \$86,295 for the reclaimed waterline project
- Filed the Quarterly Financial Report and Request for Funds Report in the amount of \$11,045.43 with the Department of Criminal Justice Services for the Victim Witness Grant
- Submitted one local fiscal impact statement to the Commission on Local Government.
 - Batch #7 – Animal control officers. Clarifies the duties and responsibilities of animal control officers, who shall be sworn law-enforcement officers with jurisdiction over animal control and protection laws. All sheriffs, police officers, conservation police officers, or other peace officers of the Commonwealth shall be ex officio animal control officers. When in uniform or upon displaying a badge or other credentials of office, animal control officers and deputy animal control officers shall have the power to issue a summons or obtain and execute a search warrant or a felony warrant as necessary. Currently, felony warrants must be executed by police officers. Localities must notify the State Veterinarian within 30 days of any change in the employment and training status of the animal control officers employed by the locality. Such reporting does not currently need to be done within a specific timeframe. (Per Joe McLaughlin, no financial impact)
- Met with Utilities staff to discuss utility billing and to review Sensus (radio read) reports
- A drawdown in the amount of \$45,847.04 was prepared and submitted for the Series 2006 (High School, Sheriff's Annex, Courthouse) loan
- An additional 25 plus boxes of old documents were taken to Smurfit Stone for destruction. This project could not have been done without the leadership of Maggie Harrell and the help and support of Calvin, Gary and Burt of General Services.

Meetings of Interest:

- Met with Administration and Schools regarding the upcoming budget retreat.

Statistics of Note:

- January 29 Payroll: 261 direct deposits \$215,254.77; 40 checks \$23,331.01; 13 deduction checks \$95,738.36.

General Services

- A new roof is being installed on the New Courthouse
- The site lighting at the Route 647 refuse center has been lowered in order to reduce the cost of changing light bulbs and photocells. The lights can now be changed from a ladder instead of having to rent a lift for \$500.00/day each time we have a lighting problem.
- Staff met with Heritage Library Board to review their future plans for the Historic School.
- All the rollup doors at Fire Station # 1 have been inspected and upgraded as needed
- Assisted Financial Services with sorting, loading and transport of boxes of old financial documents to Smurfit Stone for destruction

Parks and Recreation

- Program highlights this week included continuation of preschool, youth and adult basketball leagues; youth and adult indoor soccer; new sessions of youth dance; and the introduction of youth "Wonders of Science" program.
- Will host its 4th Annual Winter Wonderland Social for senior adults on Friday, February 5, 11:30 am, Quinton Community Center, \$10 fee. Fee includes entertainment and barbecue lunch. The Health Dept. will be onsite with free H1N1 vaccinations.
- Participated in VRPS Leadership Training.
- Quinton Community Park landscape project is complete.
- Prepared for FY11 Budget Meeting.

Information Technology

- Continue working to develop an intranet mapping site.
- Planning installation of a new iSeries server for January 29 & 30. Working to get new connection to state systems in place. There have been issues with the state systems which may delay this implementation.
- Continue working on new virtual environment.

Social Services

- Employment interviews were conducted for the vacant Child Protective Services Social Worker position.
- Met with the Administrator for Americare Plus, a home health care agency in West Point that provides care for many New Kent residents. The purpose of the meeting was to personally thank New Kent Department of Social Services for creating and maintaining a positive working relationship.
- Submitted the FY10 Data Set for the second quarter to Financial Services for review. The Data Set is a demographic and financial report, which pertains to the clients who receive CSA funds.
- Continued work on the FY11 Budget Request.

Meetings of Interest:

- Met with representatives from Lutheran Family Services to discuss what available services would benefit the agency and community.
- Attended a training provided by the Department of Medical Assistance Services. This training provided knowledge about waiver services provided by Virginia Medicaid.
- Attended the regular committee meeting for the Supplemental Nutrition Assistance Program. During this meeting, the Program Manager spoke about potential changes in policy and procedures. Also, a presentation was provided about Virginia's error rate. Feedback was requested about the best way to manage the growing caseloads and processing errors.

Statistics of Note:

- There are 39 open Services cases. These cases include the following: Child Protective Services, Adult Protective Services, Adult Services, Foster Care, and Adoption.
- The Benefits staff served 48 individuals this week.
- Received during December and January:
 - Brickshire Food Drive – food donations
 - Pamunkey United Methodist Church – Angel Food to two families
 - Emmaus Baptist Church – paper products, detergent, canned food
 - Daisy Troop 657 – 30 pairs of mittens and gloves
 - EVB Bank – canned and boxed food
 - Providence United Methodist Church (Epiphany Project) – food, gloves, mittens, socks, paper products, diapers
 - George W. Watkins Elementary School – little paper bags containing pencils, stickers, candy, small toys, toothbrushes
 - Varina Food Lion – 172 Feeding America boxes, books and stuffed animals