

**LOUDOUN COUNTY GOVERNMENT REFORM COMMISSION  
MEETING SUMMARY  
NOVEMBER 15, 2012**

*Discussions at the meeting were lengthy and can be listened to via audio located at <http://www.loudoun.gov/index.aspx?NID=2565>*

**Opening Remarks:** Chairman Tom Julia convened the meeting of the Loudoun County Government Reform Commission (GRC or Commission) at 6:15pm.

**Participants:** Commissioners present were Tom Julia, Chairman; Scott Hamberger, Vice Chairman; Cliff Keirce; Barbara Munsey; Woody Turner (arrived at 6:30pm); Don Walker; and John Whitbeck (Bob Gordon, Tanya Matthews, Mark Nelis and James Rohrbaugh absent).

Also present were John Sandy, Assistant County Administrator; Chief Keith Brower-Fire & Rescue; Doug Rambo, Chair of Loudoun Fire & Rescue Commission (LCFR); and Chief Michael O'Brien of Purcellville Fire & Rescue.

**Approval of October 25, 2012 Meeting Summary:** Chairman Julia reviewed the summary of the GRC's October 25 meeting. Mr. Whitbeck made a motion to approve the meeting summary as drafted. Mr. Keirce seconded the motion. The meeting summary was approved 6-0-5 (Bob Gordon, Tanya Matthews, Mark Nelis, James Rohrbaugh and Woody Turner absent).

**Assessment Function Update:** It was reported that the Board of Supervisors (BOS) item on the Assessment Function was presented at a Public Hearing on November 13<sup>th</sup> and the item will go to the BOS for action on December 5<sup>th</sup>. The Commissioners discussed the change of employment status for current Assessor's Office employees transferring to the Commissioner of Revenue office and whether this issue was relevant to the GRC's recommendation. It was agreed that they did not consider the employment status change as having any impact on underlying rationale of the GRC, and Commissioners affirmed their original vote on the recommendations.

**Adult Day Care Program Recommendations:** The Commissioners reviewed the draft recommendations on the County's Adult Day Care Program. One grammatical edit was made on page 4 in paragraph d, line 8, with the word "the" added in front of "household". Mr. Walker stated he supported the need for an adult program but favored outsourcing or privatizing it due to costs. Mr. Turner stated there are no private-for-profit programs in this area such that this could be done. He stated he reviewed a 501(c)3 facility in Winchester and another facility in Fairfax County. It was noted that staffing of the program is mandated by state regulations. Mr. Turner also stated that Spring Arbor in Leesburg has a comparable program but that it is offered only to its residents.

*Chairman Julia moved for a motion to approve the Commission's recommendations on the Adult Day Care Program as amended. Mr. Turner made the motion to approve the recommendations. Mr. Keirce seconded the motion. The motion was approved 6-1-4 with Mr. Walker voting no (Bob Gordon, Tanya Matthews, Mark Nelis and James Rohrbaugh absent).*

**Consolidation Update:** The Commissioners discussed an email from Dr. Hatrick, Superintendent of Schools, regarding the School's delayed response to the GRC's request for information on potential consolidated services. Chairman Julia stated that he had conveyed his concerns regarding the delayed response to Eric Hornberger, School Board Chairman. Chairman Julia hopes to discuss this matter at the November 28<sup>th</sup> Joint BOS/School Board Committee meeting to ensure everyone understands the GRC's request for information. Supervisor Ken Reid has requested that the GRC prepare a brief memo summarizing its requests and noting the chronology of the communications with LCPS. Chairman Julia will ask James Rohrbaugh and Julie Grandfield to work on this memo. (NOTE: This memo was not prepared, LCPS ultimately provided a response to the GRC in late November, and the GRC cancelled its attendance at the November 28<sup>th</sup> Joint Board/School Board Committee meeting.)

**Privatization Update:** Mr. Whitbeck stated he has a conference call with Richard Norman of the National Council of Public-Private Partnerships on November 16<sup>th</sup> regarding privatization. Mr. Whitbeck stated he will have a draft report in time for the Subcommittee 1 meeting on December 13. He will include information on the bidding process and how to work with a non-profit on plan implementation for outsourcing and/or privatization. Chairman Julia requested to see the draft in advance of the December 13<sup>th</sup> meeting. Vice Chairman Hamberger stated that CHM2Hill will not issue a white paper due to their tight budget, resource issues, and concerns regarding the issuance of a paper would impede them from participating in a formal bidding process with the County. He further stated that the Subcommittee has enough information to make a meaningful recommendation to the BOS.

**Fire and Rescue (F&R) Recommendations:** Chairman Julia acknowledged receipt of a memo from Mark Fontaine, President-Fire-Rescue Commission, titled "Issues and Observations from the Volunteer Perspective" that was forwarded to the GRC from Supervisor Janet Clarke two days prior to this meeting. Assistant Chief O'Brien-Purcellville F&R was present to discuss the memo in general although he was not its author.

The draft F&R recommendations were reviewed and discussed. Vice Chairman Hamberger stated that the Fire and Rescue Commission (F&R Commission) should be strengthened and made a stronger governing body that more accurately reflects the present makeup of the combined system. Chairman Julia stated that the current structure is not accomplishing what its objective is due to its current representation on the career and volunteer side and that there is a need for a more comprehensive rebalancing with a greater role for the Chief, as well as more effective career and volunteer representation. Chief Brower, Commissioner Rambo, Chief O'Brien and Assistant County Administrator John Sandy provided input on the need for additional support to the F&R Commission.

The following are the edits made by the GRC to the draft recommendations:

**Recommendation #2 – Composition of Fire and Rescue Commission:** The Commissioners agreed to add the sentence *"Finally, the County should ensure that the Commission has appropriate assigned staff resources to support the work of the Commission."* to the last line.

**Recommendation #5 – Financial Operational Support for Companies:** The last sentence was amended to read *"This calculation should be regularly reviewed and updated as part of the Service Plan update, but also on an interim basis."*

**Recommendation #6 - EMS/Ambulance Billing:** The last line was changed to read: “The Chief of Department and Fire and Rescue Commission should be tasked with determining these numbers, *including appropriate allocation of resulting funds within the combined system.*”

**Recommendation #7 – Disciplinary Policies:** Line 8, paragraph 3, was changed to read: “Regardless of the internal workings of a Company’s disciplinary system it stands to reason that the Chief should have the ability to suspend any individual from participation in the operation of the fire and rescue system for as long as required to complete a full investigation *and to take action* regarding any incidence of serious misconduct.” The following line was added as a new paragraph at the end of the Recommendation: *“The Government Reform Commission urges that the implementation of this recommendation take proper care for the dignity, privacy and fair treatment of all individuals.”*

**Recommendation #8 – Board of Supervisors Control Over Companies – Neersville:** Chairman Julia stated that the Finance, Government Services & Operations Committee (FGSO) requested this Commission to review the Neersville issue. The last line of the Recommendation was amended to read “Moreover, the Neersville Company should not be given any official role at the newly constructed station on Route 671, *and the County’s funds now held in escrow for Neersville, as well as any fund balance from FY 13, should be allocated to other companies in the combined Fire & Rescue System.*”

*Chairman Julia moved for a motion to accept the draft as amended for presentation to the BOS. Mr. Walker asked to separate Recommendation #8.*

*Chairman Julia moved for a motion to accept recommendations #1 through #7 as amended. Mr. Keirce moved the motion. Ms. Munsey seconded. The motion was approved 7-0-4 (Bob Gordon, Tanya Matthews, Mark Nelis and James Rohrbaugh absent).*

*Chairman Julia moved for a motion to accept recommendation #8 as amended. Vice Chairman Hamberger moved the motion. Ms. Munsey seconded. The motion was approved 6-1-4. Mr. Walker voted no (Bob Gordon, Tanya Matthews, Mark Nelis and James Rohrbaugh absent).*

Chief O’Brien was present to speak on behalf of Mark Fontaine, President-LCFR Commissioner. He stated there wasn’t any input from volunteers to the GRC during the review of the combined system. Chairman Julia expressed his disappointment that the volunteer companies were not aware of the Commission’s efforts over the past six months and noted that updates had been provided at a recent LCFR Commission meeting. Staff and Commissioners discussed financial issues and funding contributions, utility bills, and lease and occupancy agreements. Mr. Rambo offered to share models on reallocation of resources with the Commissioners. Staff was invited to the next Subcommittee #2 meeting for further discussions about funding issues related to volunteer companies.

**Subcommittee #1 and #2 Tasks:** Commissioners discussed taking on new tasks. Chairman Julia will talk to Mr. Gordon and Ms. Matthews regarding the distribution of work for the Subcommittee 2. Mr. Walker noted that he will be absent for the December 6<sup>th</sup> Subcommittee #2 meeting. It was noted that Subcommittee #1 will be advancing its consolidation and privatization work in December.

**Other Business:** Issues regarding the Inspector General position and form of government as it relates to resources for the BOS will be discussed during the December meeting of the GRC.

**Next Meeting and Adjournment:** The next meeting of the GRC will be held on December 20 at 6:00pm, tentatively in the Lovettsville Room. Vice Chairman Hamberger made a motion to adjourn. Mr. Walker seconded, and the meeting was concluded.