Thursday, February 24, 2022 - 7:30 p.m.

The next Northern Virginia Regional Commission meeting scheduled for Thursday, February 24, 2022, at 7:30 pm will be held in person and electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3). NVRC offices are located at 3040 Williams Drive, Suite 200, Fairfax, Virginia. NVRC meetings are streamed live on its Facebook page: https://www.facebook.com/NoVARegion

This NVRC meeting does not have a public hearing component, so public comments will not be taken.

AGENDA

1. CALL TO ORDER - Cydny A. Neville, Chairwoman

2. ROLL CALL

3. PRESENTATIONS

Virginia Coastal Resilience Master Plan

In 2018, then Governor Northam directed The Chief Resilience Officer (Secretary of Natural Resources), with the assistance of the Special Assistant to the Governor for Coastal Adaptation and Protection, to create and implement a Coastal Resilience Master Plan for coastal Virginia to reduce the impacts of tidal and storm surge flooding. Among other things, the plan incorporated ongoing planned and proposed federal, state, and local projects and infrastructure to reduce tidal and storm surge flooding and flood risk. In developing this Master Plan, the Chief Resilience Officer consulted with localities and worked closely with all coastal planning district commissions to identify regional resiliency needs.

The Commission will receive with an overview of the Resilience Master Plan and the tools developed to support the Plan from Matt Dalon, Virginia Department of Conservation and Recreation. The Northern Virginia Regional Commission is a coastal planning district.

4. ADOPTION OF ACTION ITEMS

Resolution P22-19 – Authorization to Amend the Reserve Fund Policy

The Executive Committee of NVRC is recommending the Commission adopt the amended Reserve Fund Policy of the Commission. The Executive Committee discussed this matter at its January 24, 2022, meeting.

Recommended Action: Adoption

Resolution P22-20 – Authorization to Establish a New Position to Support NVRC’s HIV Services

NVRC Resolution 21-16 dated 2/25/21 and Resolution 22-05 dated 9/23/21, the Commission authorized the Executive Director to apply for and receive Ryan White Part B/Rebate funds from Virginia Dept. of Health and HOPWA funds from the DC Dept. of Health. Several current staff vacancies within the Human
Service Division has led to the need for part-time clerical assistance. Such a position was not included in the FY2022 budget and personnel schedule adopted by the Commission on June 24, 2021. Only the Commission has the authority to amend the budget and approve the number, type and original grade of staff positions.

**Recommended Action: Adoption**

**Resolution P22-21 – Grading of Approved Position: Environmental Planner – Coastal and Chesapeake Bay**

The position in question is being advertised at a lower grade than the current vacant position. Only the Commission can make changes to the grade of a position. The resolution provides flexibility to fill the position at a lower grade or at the current grade depending on the qualifications of applicants.

**Recommended Action: Adoption**

### 5. EXECUTIVE DIRECTOR’S REPORT

- Activity Report
- Financial Report
- Salary Survey Update

### 6. CHAIRWOMAN’S REPORT

### 7. COMMUNITY/MILITARY PARTNERSHIP COMMITTEE REPORT

### 8. ADOPTION OF MINUTES FROM JANUARY 2022 MEETING

### 9. ADJOURNMENT
RESOLUTION

Resolution No. P22-19

WHEREAS, the Commission on September 22, 2016 adopted a Reserve Fund Policy for the Commission; and

WHEREAS, the Executive Committee of the Commission has received a proposal from the Executive Director to amend the Reserve Fund Policy; and

WHEREAS, the Executive Committee has reviewed and has discussed said policy at its January 27, 2022, meeting and recommends adoption of said amended policy; and

THEREFORE BE IT RESOLVED, the Northern Virginia Regional Commission adopts Resolution P22-19 amending the Reserve Fund Policy as detailed as Attachment A.
PURPOSE OF RESERVE POLICY

The purpose of the Reserve Policy for the Northern Virginia Regional Commission is to ensure the stability of the mission, programs, staff talent, and ongoing operations of the organization. The Commission’s intent is to have a sustainable, internal source of funds for situations such as one-time unbudgeted expenses, a sudden increase in expenses, an unanticipated loss in funding, a temporary interruption in revenue receipts or uninsured losses. To achieve this end, the Commission establishes two restricted reserves with specific goals that also permit maintaining an appropriate level of undesignated cash assets in its fund balance.

This Reserve Policy will be implemented in concert with the other governance and financial policies of the Northern Virginia Regional Commission and is intended to support the goals and strategies contained in these related policies and in strategic and operational plans.

1. Creation and Funding of Capital Reserve

A Capital Reserve is established to provide funding for unanticipated capital expenditures including such items as technology advances, equipment, etc.

The Capital Reserve may be funded with surplus unrestricted funds and/or budget appropriations. The Board of Commissioners may from time to time direct specific allocations to the Capital Reserve.

The Commission shall keep a minimum of $100,000 in said reserve, unless otherwise determined and authorized by action of the Board of Commissioners.

It is the intention of the Northern Virginia Regional Commission that the Capital Reserve be replenished, when used, within a reasonably short period of time.

2. Creation and Funding of Operating Reserve

An Operating Reserve is established to mitigate a sudden increase in expenses, an unanticipated loss in funding, a temporary interruption in revenue receipts or uninsured losses. The Operating Reserve is not intended to replace a permanent loss of funds or to eliminate an ongoing budget gap.

The Operating Reserve may be funded with surplus unrestricted funds and/or budget appropriations. The Board of Commissioners may from time to time direct specific allocations to the Operating Reserve.

The amount of the Operating Reserve shall be established each year at the time the Commission adopts its annual budget for the upcoming fiscal year. The Commission’s goal is to keep in the Operating Reserve an amount sufficient to maintain ongoing operations and programs for four to six months of average operating costs, unless
otherwise determined and authorized by action of the Board of Commissioners.

The calculation of average monthly operating costs includes all budgeted, recurring, predictable expenses such as salaries and benefits, occupancy, office, travel, program and ongoing contract services. It excludes pass-through programs funding, depreciation, in-kind and other non-cash expenses.

3. Accounting for Reserves

The Capital and Operating Reserves shall be recorded in the financial records as board-designated reserves. The funds shall be available in cash or cash equivalents. These reserve funds shall be maintained in segregated general ledger accounts and shall be invested in accordance with the Commission’s usual investment practices.

4. Use of Reserves

Using designated reserve funds requires the following steps:

a. Identification of appropriate use of reserve funds.

The Executive Director will identify each proposed use of reserve funds and will confirm that the use is consistent with the purpose of the reserve as described in this Policy. This step requires justification for use of the funds, and assessment of the availability of any other sources of funds before using reserve funds.

b. Authority to use reserves

The Executive Director will submit a request to use reserve funds to the Executive Committee of the Board of Commissioners. The request will include the purpose of using the funds and the plan for replenishment, recognizing that it is the Commission’s goal to replenish reserve funds to the target amounts within twelve months. The Executive Committee will approve, disapprove, or modify the request and will forward its recommendation the Board of Commissioners, which will be responsible for authorizing use of funds from either reserve.

5. Reporting and monitoring

The Executive Director is responsible for ensuring that reserve funds are maintained and used only as described in this Policy. Upon approval for the use of reserve funds, the Executive Director will maintain records of the use of funds and report regularly to the Executive Committee/Board of Commissioners progress in restoring the Fund to the target minimum amount.

The Executive Director shall provide to the Commission a regular financial report on the cash and non-cash net assets in the fund balance, including the undepreciated value of furniture and equipment, the balance of the restricted reserves, and the amount of undesignated cash assets.
6. **Review of Reserve Policy**

   This Policy will be reviewed every other year, at minimum, by the Executive Committee, or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Executive Committee to the Board of Commissioners.

7. **Undesignated Cash Assets in Fund Balance**

   The Commission expects to maintain a fund balance with an amount of undesignated surplus funds that will have, on an ongoing basis, a dynamic role in relation to the Commission’s month-to-month operating costs, and that may increase or decrease accordingly, should there be, for example, unexpected income or a need to expend funds before they are reimbursed from a grant source. The target minimum amount will be reviewed and adjusted no less than annually in response to internal and external changes.
RESOLUTION

Resolution No. P22-20

PATRON: Robert W. Lazaro, Jr
Executive Director
DATE: February 24, 2022

AUTHORIZATION TO ESTABLISH A NEW POSITION TO SUPPORT NVRC’S HIV SERVICES

WHEREAS, via NVRC Resolution 21-16 dated 2/25/21 and Resolution 22-05 dated 9/23/21, the Commission authorized the Executive Director to apply for and receive Ryan White Part B/Rebate funds from Virginia Dept. of Health and HOPWA funds from the DC Dept. of Health; and

WHEREAS, the budgets associated with these two grant programs include funding for staff to accomplish each program’s work; and

WHEREAS, several current staff vacancies within the Human Service Division have led to the need for part-time clerical assistance; and

WHEREAS, such a position was not included in the FY2022 budget and personnel schedule adopted by the Commission on June 24, 2021; and

WHEREAS, only the Commission has the authority to amend the budget and approve the number, type and original grade of staff positions;

THEREFORE, BE IT RESOLVED, that the Commission authorizes the Executive Director to amend the budget accordingly, establishing a new regular part-time position entitled Human Services Assistant, Grade 5, within the duration of the grant periods and in accordance with the grant budgets.
RESOLUTION

Resolution No. P22-21

PATRON: Robert W. Lazaro
Executive Director
DATE: February 24, 2022

GRADING OF APPROVED POSITION:
ENVIRONMENTAL PLANNER – COASTAL AND CHESAPEAKE BAY

WHEREAS, according to the Commission’s policy on budget approval, only the Commission has authority to approve the number, type and grade of staff positions; and

WHEREAS, there is a vacancy in the FY22 approved position of Environmental Planner – Coastal and Chesapeake Bay, Grade 11; and

WHEREAS, the Executive Director has determined that the duties could be modified in seeking an employee to fill this vacancy; and

WHEREAS, a prospective change in duties could align with requirements of Grade 10 in the Commission’s salary plan; and

WHEREAS, recent experience with recruitment and employment argues for a degree of flexibility in seeking new hires;

THEREFORE BE IT RESOLVED, that the Commission authorizes filling the vacant position at Grade 10 or Grade 11, based on the identification of a candidate who is best suited for employment at Grade 10 or Grade 11.
NVRC COVID19 Data Shared by Senate Majority Leader

Jill Kaneff's chart on the impact of COVID19 on the workforce in the region was shared by the Virginia Senate Majority Leader.

We are now into the second week of the new Administration and the marked differences in the new Governor’s agenda are becoming crystal clear. Covid-19 may be ebbing nationwide, but in Richmond, Omicron is large and in charge. It is wreaking havoc and claiming legislators, staff, and others. It may be a political aspiration to lift restrictions but it has come at a cost and creates a very tense workplace. Ironically, the code phrase for infected people is “working remotely.”

The General Assembly is just a microcosm of what’s happening all across various parts of the Commonwealth and this nation. Omicron is still present and taking a toll on Virginia’s health and economy. The graphic reflects just how impactful Covid is on the labor workforce.

Labor force not working for pay or profit due to Covid-19 sickness or caring for someone with Covid-19

[Graph showing labor force not working due to Covid-19 sickness or caring for someone with Covid-19]
NVRC's Executive Director was pleased to join with the President of the Virginia Association of Planning District Commissions (VAPDC) and the Executive Director of the New River Valley Planning District to present Delegate David Bulova with VAPDC's Legislator of the Year Award. Delegate Bulova has been a strong supporter of regional planning districts throughout the Commonwealth.
Clean Water Partners

Our Clean Water Partners campaign recently released a new video that will air on Comcast and on social media with respect protecting our streams and waterways from pollution. NVRC coordinates this campaign to help our communities with MS4 permits meet their public education requirements of their permits from the Commonwealth.

There is also a web site that accompanies the program and NVRC staff undertakes webinars, etc to help educate the public on the value of rain gardens, planting native plants, etc.
NVRC is pleased to partner with a number of community organizations to help co-sponsor the Shape of the Region event with the Community Foundation of Northern Virginia focusing on Mental Health.

A survey from Fall 2021 indicates that an estimated 545,000 adults in Northern Virginia (28%) are experiencing symptoms of clinical anxiety or depression, a sharp increase from pre-pandemic times. But complex barriers to basic mental health services—to therapy, helpful medications, and early interventions—abound.

Join us and our panel of state and national experts for a candid discussion of the challenges of accessing basic mental health services in Northern Virginia, and what innovative ideas and opportunities may exist to address this critical issue that impacts us all.

**Finding our Way Back to Mental Health**
Designing a more accessible, equitable system in Northern Virginia

**Tuesday, March 15, 2022**
8:00 am - 12:00 pm | Hybrid Conference

**IN-PERSON**: Capital One Hall, Tysons - **$75**  
**VIRTUAL**: Zoom Webinar - **$25**  
*Proof of vaccination required*

**Host**
Drew Wilder  
NBC4 Northern Virginia Reporter

**Keynote Speaker**
Regina S. James, M.D.  
Chief, Division of Diversity & Health Equity and Deputy Medical Director, American Psychiatric Association

www.cfnova.org/shape-region
## Affordable Housing Grants

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Location</th>
<th>Project</th>
<th>Award</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Habitat for Humanity/NoVA</td>
<td>Fairfax County (Mount Vernon District/Route 1 Corridor)</td>
<td>Single Family Homes</td>
<td>$249,000</td>
<td>3</td>
</tr>
<tr>
<td>Cornerstones Housing Corporation</td>
<td>Loudoun County</td>
<td>Tuscarora Crossing Phase 2</td>
<td>$500,000</td>
<td>180</td>
</tr>
<tr>
<td>Arlington Partnership for Affordable Housing</td>
<td>Loudoun County</td>
<td>Mt. Sterling Senior Residence</td>
<td>$633,819</td>
<td>98</td>
</tr>
<tr>
<td>Green Street Housing/Good Works</td>
<td>Loudoun County</td>
<td>Waxpool Apartments</td>
<td>$569,091</td>
<td>52</td>
</tr>
<tr>
<td>Habitat for Humanity/Loudoun</td>
<td>Loudoun County (Round Hill &amp; Sterling)</td>
<td>Single Family Homes</td>
<td>$143,636</td>
<td>2</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$1,846,546</strong></td>
<td><strong>335</strong></td>
</tr>
</tbody>
</table>

Next steps:
- Develop agreements for each project
- Working with Thomas Jefferson Planning District & Central Shenandoah Planning District to help save resources
### SUMMARY OF REVENUE AND EXPENSES  
**January 31, 2022**

#### REVENUE EARNED

<table>
<thead>
<tr>
<th></th>
<th>CURRENT MONTH</th>
<th>FISCAL YEAR 2022 Cumulative Total 7 months</th>
<th>Adopted FISCAL YEAR 2022 FINANCIAL PLAN</th>
<th>Actual is: lower/(higher) than plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local (50¢) and State Contributions</td>
<td>$118,850</td>
<td>$831,950</td>
<td>$1,426,215</td>
<td>$594,265</td>
</tr>
<tr>
<td>Local (10¢) Designated Contribution</td>
<td>$14,691</td>
<td>$109,615</td>
<td>$252,054</td>
<td>$142,439</td>
</tr>
<tr>
<td>Local Agreements</td>
<td>$100,707</td>
<td>$351,331</td>
<td>$634,469</td>
<td>$283,138</td>
</tr>
<tr>
<td>State Grants and Contracts</td>
<td>$61,553</td>
<td>$146,197</td>
<td>$249,994</td>
<td>$103,797</td>
</tr>
<tr>
<td>Direct Federal Grants and Contracts</td>
<td>$120,709</td>
<td>$542,956</td>
<td>$63,720</td>
<td>$(479,236)</td>
</tr>
<tr>
<td>Indirect Federal Grants and Contracts</td>
<td>$357,603</td>
<td>$2,182,908</td>
<td>$4,624,692</td>
<td>$2,441,784</td>
</tr>
<tr>
<td>Shared Facilities Revenue</td>
<td>$16,059</td>
<td>$111,511</td>
<td>$193,176</td>
<td>$81,665</td>
</tr>
<tr>
<td>Other</td>
<td>$16,911</td>
<td>$145,784</td>
<td>$495,370</td>
<td>$349,586</td>
</tr>
<tr>
<td>Interest</td>
<td>$162</td>
<td>$858</td>
<td>$3,000</td>
<td>$2,142</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$807,245</td>
<td>$4,423,109</td>
<td>$7,942,690</td>
<td>$3,519,581</td>
</tr>
</tbody>
</table>

#### EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>FISCAL YEAR 2022 Cumulative Total 7 months</th>
<th>Adopted FISCAL YEAR 2022 FINANCIAL PLAN</th>
<th>lower/(higher) than plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$149,731</td>
<td>$1,256,019</td>
<td>$2,500,217</td>
<td>$1,244,198</td>
</tr>
<tr>
<td>Consultants / Contracts</td>
<td>$534,774</td>
<td>$2,547,215</td>
<td>$4,489,918</td>
<td>$1,942,703</td>
</tr>
<tr>
<td>Housekeeping Expenses</td>
<td>$50,403</td>
<td>$343,681</td>
<td>$627,183</td>
<td>$283,502</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$10,678</td>
<td>$61,338</td>
<td>$99,119</td>
<td>$37,781</td>
</tr>
<tr>
<td>Duplicating Expenses</td>
<td>$2,585</td>
<td>$18,795</td>
<td>$41,100</td>
<td>$22,305</td>
</tr>
<tr>
<td>Travel and Conference Expenses</td>
<td>$1,275</td>
<td>$8,640</td>
<td>$37,041</td>
<td>$28,401</td>
</tr>
<tr>
<td>Recruit and Development Expenses</td>
<td>-</td>
<td>$150</td>
<td>7,000</td>
<td>6,850</td>
</tr>
<tr>
<td>Other</td>
<td>$314</td>
<td>$2,428</td>
<td>$5,000</td>
<td>$2,572</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$749,760</td>
<td>$4,238,265</td>
<td>$7,806,578</td>
<td>$3,568,313</td>
</tr>
</tbody>
</table>

#### INCOME OVER (UNDER) EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>FISCAL YEAR 2022 Cumulative Total 7 months</th>
<th>Adopted FISCAL YEAR 2022 FINANCIAL PLAN</th>
<th>Income Over (Under)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Income</strong></td>
<td>$57,485</td>
<td>$184,844</td>
<td>$136,112</td>
<td>$(48,732)</td>
</tr>
<tr>
<td>Locality</td>
<td>Mayor/Chair Salary</td>
<td>Council/Board Member Salary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------</td>
<td>-----------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arlington</td>
<td>$ 60,622.00</td>
<td>$ 55,147.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fairfax</td>
<td>$ 100,000.00</td>
<td>$ 95,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loudoun</td>
<td>$ 81,000.00</td>
<td>$ 66,826.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prince William</td>
<td>$ 49,452.00</td>
<td>$ 43,422.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alexandria</td>
<td>$ 41,500.00</td>
<td>$ 37,500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fairfax City</td>
<td>$ 13,000.00</td>
<td>$ 12,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Falls Church</td>
<td>$ 9,800.00</td>
<td>$ 9,200.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manassas</td>
<td>$ 20,000.00</td>
<td>$ 15,759.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manassas Park</td>
<td>$ 4,900.00</td>
<td>$ 4,600.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dumfries</td>
<td>$19,000.00</td>
<td>$18,000 (Vice-Mayor) $15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Herndon</td>
<td>$ 6,000.00</td>
<td>$ 4,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leesburg</td>
<td>$ 16,200.00</td>
<td>$ 15,600.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vienna</td>
<td>$ 7,500.00</td>
<td>$ 5,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note 1. No to VRS - but are allowed to participate in the 457 and/or 401(a) plans

<table>
<thead>
<tr>
<th>Maryland</th>
<th>President/Chair</th>
<th>Council Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Columbia</td>
<td>$210,000</td>
<td>$ 140,161</td>
</tr>
<tr>
<td>Montgomery County</td>
<td>$156,261</td>
<td>$ 142,056</td>
</tr>
<tr>
<td>Prince Georges</td>
<td>$133,309</td>
<td>$ 126,961</td>
</tr>
<tr>
<td>Baltimore City</td>
<td>$128,583</td>
<td>$ 74,790</td>
</tr>
</tbody>
</table>
NORTHERN VIRGINIA REGIONAL COMMISSION

Minutes of the Commission Meeting Held Thursday, January 27, 2022

COMMISSIONERS
(The names of those members present are highlighted.)

Hon. Walter L. Alcorn County of Fairfax
Hon. Victor S. Angry County of Prince William
Hon. Andrea O. Bailey County of Prince William
Hon. Kenny A. Boddye County of Loudoun
Hon. Juli E. Briskman Town of Leesburg
Hon. Kelly Burk City of Alexandria
Hon. John T. Chapman Town of Vienna
Hon. Linda J. Colbert County of Arlington
Hon. Matt de Ferranti 1 County of Arlington
Hon. Libby Garvey County of Arlington
Hon. Alyia Gaskins City of Alexandria
Hon. Penelope A. Gross County of Fairfax
Hon. Pat Herrity County of Fairfax
Hon. Rodney L. Lusk County of Fairfax
Hon. David Meyer, NVRC Vice Chairman City of Fairfax
Hon. Cydny A. Neville, NVRC Chairwoman Town of Dumfries
Hon. Sheila A. Olem Town of Herndon
Hon. Dalia A. Palchik County of Fairfax
Hon. Jeanette Rishell City of Manassas Park
Hon. Koran T. Saines County of Loudoun
Hon. Kathy L. Smith, NVRC Treasurer County of Fairfax
Hon. David Tarter City of Falls Church
Hon. James R. Walkinshaw County of Fairfax
Hon. Mark Wolfe City of Manassas

STAFF PRESENT
Robert Lazaro Executive Director
Linda M. Tenney Deputy Director
Gina Kesselmann-Smith 2 Management Analyst
Normand Goulet Environmental Services Director
Jill Kaneff Regional Demographer
Christopher Landgraf Military Installation Resiliency Project Manager
Michelle Simmons Human Services Director
Debbie Spiilotopoulos Senior Waste Program Planner
Peggy Tadei 3 Director of Community and Military Partnerships

OTHERS PRESENT
Kevin Williams BBC Research & Consulting

1 Joined virtually
2 Joined virtually
3 Joined virtually
CALL TO ORDER
Chairwoman Neville called the meeting to order at 7:31 p.m.

ROLL CALL
The roll was called and all members present or absent were noted for the record.

PRESENTATION
Potomac Heritage National Scenic Trail Study – Analysis of the Health, Social Equity and Economic Impacts of the Trail

The Northern Virginia Regional Commission (NVRC) authorized a study conducted by BBC Research & Consulting to analyze the health, social equity, and economic impacts of the Potomac Heritage National Scenic Trail (PHNST) in Northern Virginia. In Northern Virginia the trail network spans 140 miles through the Town of Dumfries, the Town of Occoquan, the Town of Leesburg, the City of Alexandria and the Counties of Loudoun, Fairfax, Arlington, and Prince William. The study was funded by the National Park Service.

The Commission received a presentation from NVRC staff and a representative of BBC Research & Consulting on the results of the study.

ACTION ITEMS
Commissioner Gross moved approval of the Resolution No. P22-17–Authorization to issue RFP for Auditing Services. The motion was seconded and carried unanimously.

Background:

The Commission’s contract with its existing auditor has expired consistent with Commission policy. The resolution authorizes the Executive Director to advertise an RFP for auditing services. The Commission will authorize the selection of the auditing firm.

Commissioner Gross moved approval of the Resolution No. P22-18 - Authorization to Engage Consultant(S) To Accomplish NVRC’s Affordable Housing Development Project. The motion was seconded and carried unanimously.

EXECUTIVE DIRECTOR’S REPORT
Mr. Lazaro presented his report to the Commission, which included the financial report for December 2021 and the following:

- 2021 Year in Review Issued
  - Pleased to once again present our Year in Review document highlighting the work of the Commission and its staff being done in the region to the mutual benefit of the communities we serve.
  - Document is shared with local, state, federal stakeholders and others.

- Supporting Our Regional Partners
NVRC working with our local government partners has launched a regional education web site regarding plastic pollution and steps being taken by our localities to address it. Part of the education effort includes digital ads in the Metro system.

www.NOVAPlasticSolution.org

• Occoquan Land Use Update

NVRC staff produced a rolling update to a technical product that the Commission has undertaken for the Occoquan Program going back to the 1980's.

The work for the Land Use Map Update was overseen by the Occoquan Modeling Subcommittee. The modeling subcommittee is comprised of the Occoquan Watershed localities and the Water and Wastewater Authorities within the basin that desire to be involved in the “ins and outs” of the technical aspects of Occoquan Watershed and Reservoir Response Models.

• Regionalism Works

Congratulations to our colleagues in Fairfax County, Arlington County, Alexandria and Prince William County on being recognized for their efforts in helping to promote the regional recycling of glass through the Purple Can Club network.

Since piloting this program in 2019; 20,000 tons of glass has been recycled and the program has grown to localities throughout the region and Commonwealth.

Proud of Debbie S. of our team at the Northern Virginia Regional Commission who serves as the coordinator for the Northern Virginia Waste Management Board. Regionalism works.

• Project Updates

Ferry Business Case

- Nelson Nygaard has been selected as consultant.

Military Installation Resilience Review

- AECOM has been selected as consultant.

Affordable Housing Project

- Proposed projects still being reviewed.

• Communicating – Website (novaregion.org)

Web site unique visitors are 46.9% higher than they were in 2017 and exceed 2018 and 2019 visitor levels.
2020 was a unique year of traffic to our web site. Overall traffic was 19% less than 2020.

- Communicating – Twitter
  - Twitter impressions in 2021 were 172.2% higher than in 2017 and exceed totals in 2018 and 2019. They were 21.4% less than in 2020 reflective of the other sources of pandemic related information.

- Communicating – Facebook
  - Facebook impressions in 2021 were 50% higher than in 2018 and exceed totals in 2019. They are substantially less than 2020 levels which saw 344957 impressions as result of Facebook advertising efforts regarding pandemic related information.

- Communicating – NoVA Region Dashboard
  - Dashboard continues to be an important source of regional data. COVID19 data remains the most popular page for the public to access.

- Locality Salary Survey – Compensation of the elected officials in local jurisdictions

**CHAIRWOMAN’S REPORT**

Chairwoman Neville welcomed Commissioner Gaskins to the Commission.

Chairwoman Neville provided an update on building a presence for HBCUs and the actions of the NSU/VSU Special Committee. A fieldtrip is scheduled to visit Virginia State University on April 4, 2022.

Chairwoman Neville also emphasized the importance of thanking teachers, especially during such challenging times, and to please stay safe and wear a mask.

**COMMUNITY & MILITARY PARTNERSHIP COMMITTEE REPORT**

Commissioner Gross reported that the January 20 Community and Military Partnership Meeting was a great success.

Follow up Actions

- AECOM provided an overview of the MIRR program – A Subset of the Community and Military Partnership will consist of the Policy Group. Supervisor Gross asked about including transportation in the analysis
- ADC provided an update on the FY22 NDAA. DoD is recognizing the “one community agreement”. IGSAs are now SEC 876 and require notification to Congress. Multiple other Sections (2803, 319, and 322) pertain to Resilience. ADC features five communities every year as Great American Defense Community. NVRC is making application.
- Dr. Rowe briefed about Section 1051 of the NDAA. SEC 1051 requires a DEI Survey at 10 geographically diverse military installations. The process must be completed by 30 Sep 2023.
• Supervisor Gross requested SEC 1051 as an action item for future discussion
• Prince William presented their DEI program.
• Everymind provided an update on the 2021 DEI Listening Sessions and presented the tentative schedule for the 2022 sessions.
• Supervisor Gross requested a 10–15-minute segment about the 2022 Listening Sessions on the next agenda
• Future meeting action items:
  o IGSA discussion to evaluate legislative conflicts versus existing IGSA program
  o In-depth look at Veteran’s issues, specifically employment

Commissioner Angry also invited everyone to attend the next Community and Military Partnership meeting on March 17, 2022, 10am-12pm.

ADOPTION OF MINUTES

Commissioner Gross moved approval of the Commission meeting minutes of December 16, 2021. The motion was seconded and carried unanimously.

ADJOURNMENT

Chairwoman Neville adjourned the meeting at 8:58 p.m.