



Thursday, May 28, 2020 - 7:30 p.m.

The next Northern Virginia Regional Commission meeting scheduled for Thursday, May 28, 2020 at 7:30 pm will be held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3). All Commission members and staff are participating from remote locations through a video conference call on Zoom. The video conference can be accessed via Zoom here:

<https://zoom.us/j/92371051316?pwd=ZEFaYlRFcVFKcDIJT0lGTTFZKzRyUT09>

Meeting ID: 923 7105 1316

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

AGENDA

1. CALL TO ORDER - P. David Tarter, Chairman

2. ROLL CALL

3. PRESENTATION

COVID-19 Economic and Tax Revenue Impacts: Estimates for the Commonwealth of Virginia and Localities

The purpose of this presentation is to hear from Terance Rephann, Ph.D., a Regional Economist from the University of Virginia's (UVA) Weldon Cooper Center for Public Service. UVA released a study on April 10th that was authored by Mr. Rephann and titled, *COVID-19 Economic and Tax Revenue Impacts: Estimates for the Commonwealth of Virginia and Localities*. The study examined the potential economic and fiscal impacts of the COVID-19 pandemic on the Commonwealth of Virginia and its localities. The commission presentation will include background on the methodological approaches and the findings of the study. The presentation will also specifically highlight the findings for Northern Virginia localities. Key things for localities to consider for assessing impacts going forward will also be included.

4. ADOPTION OF ACTION ITEMS

A. Resolution P20-24 – Resolution authorizing

Resolution authorizing the retention of the auditor to conduct the annual audit of the Commission. The recommendation is to retain our existing auditor – Robinson, Farmer, Cox Associates.

Recommended Action: Approval

- B. Resolution P20-25 – Resolution authorizing Executive Director to enter into a regional Intergovernmental Service Agreement (IGSA) with the U.S. Military to provide access to cost savings for the military for purchases from VDOT.**

The Northern Virginia Regional Commission (NVRC) has had a long-standing working relationship with the major military facilities in the region. This agreement would allow the military to gain access to lower cost road salt and other transportation related materials from the Virginia Department of Transportation. Federal procurement rules do not allow the military to contract directly with VDOT. NVRC would receive an 8% administrative fee based on the value of the purchase.

Recommended Action: Approval

- C. Resolution P20-26 – Resolution authorizing the acceptance of various Coronavirus Aid, Relief and Economic Security Act (CARES Act) Funding**

Authorizes the Executive Director or his designee is authorized to enter into intergovernmental agreements or contracts to accept CARES Act funding, to execute such agreements or amendments with funders as may become necessary over the course of the contract period to implement the CARES Act activities in suburban Virginia, and to amend the Commission's Budget and Work Plan accordingly.

Recommended Action: Approval

- D. Resolution P20-27 – Resolution to receive funds from the Virginia Department of Health to perform various technical assistance activities in support of HIV/AIDS care and prevention.**

NVRC authorizes the Executive Director to execute such agreements and amendments with VDH as may be necessary to accomplish NVRC Part B related activities for the 2020-2021 grant year.

Recommended Action: Approval

5. **REPORT OF THE NOMINATING COMMITTEE - Commissioner Penny Gross**
6. **EXECUTIVE DIRECTORS REPORT**
7. **ADOPTION OF MINUTES FROM THE APRIL 2020 MEETING**
8. **ADJOURNMENT**



RESOLUTION

Resolution No. P20-24

PATRON: Robert W. Lazaro, Jr.
Executive Director

DATE: May 28, 2020

EXTENSION OF AUDITOR ENGAGEMENT

WHEREAS, the NVRC *Personnel and Administrative Policies and Practices* manual and Commission Resolution No. 17-20, provide that engagement of Robinson, Farmer, Cox Associates for auditing services may be extended annually for up to four years after initial engagement for the FY 2017 audit, contingent upon the assessment that:

- 1) it is in the Commission's interest to exercise the option to extend;
- 2) the auditor continues to meet criteria for engagement, specifically,
 - a) the firm is staffed with CPAs licensed to practice in Virginia, and who satisfy any and all standards of independence issued by the US Government Accounting Office, the Virginia Board of Accountancy and the American Institute of Certified Public Accountants,
 - b) the extension meets any additional criteria established by the Executive Committee, based on requirements of the Commission's funding sources or other factors deemed to be in the Commission's interest; and
- 3) a reasonable price is negotiated for the services to be performed; and

WHEREAS, Robinson, Farmer, Cox Associates has provided a cost proposal for \$18,400 for the third optional year of extending the engagement – less than 2% above the price for the previous year (\$18,050 for FY 2019), and 6% above the price for the initial engagement (\$17,375 for FY 2017); and

WHEREAS, Robinson, Farmer, Cox Associates continues to meet qualifications for serving as the Commission's independent auditor;

WHEREAS, as the Support Organization under contract to the Region Council 7 pursuant to the Virginia Growth and Opportunity Act (GO Virginia), the Commission is responsible for producing an audit of the GO Virginia funds for which it has had fiduciary responsibility; and

WHEREAS, Robinson, Farmer, Cox Associates has proposed to extend its procedures to cover transactions related to GO Virginia funds for an additional \$2,500;

THEREFORE BE IT RESOLVED, that the Northern Virginia Regional Commission authorizes the Executive Director to extend the engagement of Robinson, Farmer, Cox Associates for the third optional year, for a price not to exceed \$18,400, plus the cost of additional procedures required by the GO Virginia Region Council 7, which shall reimburse the Commission for the full cost of such additional procedures.



RESOLUTION

Resolution No. P20-25

PATRON: Robert W. Lazaro, Jr.
Executive Director

DATE: May 28, 2020

AUTHORIZATION TO ENTER INTO A REGIONAL INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA) ON BEHALF OF THE NORTHERN VIRGINIA MILITARY BASES WITH VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) TO PROVIDE BULK SALT AND OTHER ROAD MAINTENANCE MATERIALS AND SERVICES AND RECEIVE AN 8 PERCENT PAYMENT TO FUND FUTURE COMMUNITY AND MILITARY PARTNERSHIPS ACTIVITIES RELATED TO THE COMMUNITY AND MILITARY NEEDS.

WHEREAS, the Northern Virginia Regional Commission was involved in coordinating a regional response in working with the Community, Military, and Federal Facility Partnership of Northern Virginia (CMFFP); and

WHEREAS, NVRC has been working with the Military on Section 331 (codified in 10 USC 2336) of FY13 National Defense Authorization Act (NDAA) which allows for expanded partnerships through Intergovernmental Support Agreements (IGSA); and

WHEREAS, NVRC is currently only supported for a portion of the salary of the Director of CMFFP through jurisdiction dues and grants, and this funding will support programs for the bases and military personnel in the region and brings sustainability to the programs in place such as the Cyber Training and Education and Transportation Demand Management (TDM) programs; and

WHEREAS, NVRC will be added as a rider on the VDOT contract and designate a point person to respond to the base needs that will be funded from the 8 percent per request; and

WHEREAS, funding remaining can be used for attendance at Association of Defense Communities (ADC), Transportation Research Board (TRB), and Association for Commuter Transportation (ACT) dues and industry events; as match to grants applied for projects on behalf of the bases; and for programs that are currently unfunded or have been turned down in the past in trying to work on issues in common between the host community and the base such as the Autonomous Vehicle demonstration; and

WHEREAS, NVRC has worked on a regional agreement with the three bases (Fort Belvoir, Joint Base Myer- Henderson Hall, and Marine Corps Base Quantico) that will allow NVRC to order bulk salt and other VDOT materials and services as they become available as a rider to the current VDOT contracts; and

WHEREAS, The CMFFP met on May 21, 2020 and have recommended this resolution to the NVRC board for support of signature by the Executive Director to set up a fund and enter into the IGSA with the bases and as a rider to the VDOT contract.

THEREFORE BE IT RESOLVED, that the resolution endorses Northern Virginia Regional Commission to sign the Intergovernmental Support Agreement to establish the Community Military Partnership Fund to provide VDOT the contracting vehicle to provide bulk salt to the bases in Northern Virginia to support and improve the readiness and value of military installations in Northern Virginia and benefit the communities that host these bases.



RESOLUTION

Resolution No. P20-26

PATRON: Robert W. Lazaro, Jr.
Executive Director

DATE: May 28, 2020

AUTHORIZATION TO ACCEPT VARIOUS CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) FUNDING TO ADDRESS REGIONAL CORONAVIRUS NEEDS

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act (H.R. 748), also known as the CARES Act, is a law designed to help localities, businesses, service organizations and individuals to mitigate the impact of the COVID-19 pandemic in the United States; and

WHEREAS, the Human Services Division has received requests from two of its funders to assess emergency needs for CARES Act funds related to the Ryan White and Housing Opportunities for Persons with AIDS (HOPWA) programs; and

WHEREAS, needs assessments and budget estimates have been prepared and submitted to funders detailing extraordinary client and administrative needs brought about by COVID-19 in the Ryan White and HOPWA programs; and

WHEREAS, similar requests may be forthcoming related to other NVRC program areas; and

WHEREAS, other CARES Act funding helpful to member local governments may also become available for which NVRC could be eligible to apply to help address unmet regional emergency and economic recovery needs;

THEREFORE BE IT RESOLVED, that the Commission authorizes the Executive Director or his designee to apply for and accept the wide variety of CARES Act funds that may be available to it; and;

BE IT FURTHER RESOLVED, that the Executive Director or his designee is authorized to enter into intergovernmental agreements or contracts to accept CARES Act funding, to execute such agreements or amendments with funders as may become necessary over the course of the contract period to implement the CARES Act activities in suburban Virginia, and to amend the Commission's Budget and Work Plan accordingly; and

BE IT FURTHER RESOLVED, that following negotiation of the intergovernmental agreements or contracts to receive CARE Act funds, the Executive Director is authorized to execute agreements with consultants and subcontract service providers as may be needed to accomplish proposed tasks and deliverables in conformity with all applicable state and federal rules and laws; and

BE IT FINALLY RESOLVED, that the Executive Director or his designee will keep the Commission fully apprised of these activities.



RESOLUTION

Resolution No. P20-27

PATRON: Robert W. Lazaro, Jr.
Executive Director

DATE: May 28, 2020

AUTHORIZATION TO RECEIVE FUNDS FROM THE VIRGINIA DEPARTMENT OF HEALTH TO PERFORM VARIOUS TECHNICAL ASSISTANCE ACTIVITIES IN SUPPORT OF HIV/AIDS CARE AND PREVENTION

WHEREAS, the Northern Virginia Regional Commission (NVRC) has demonstrated its commitment to facilitating the availability of services to persons living with the human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS) since the reauthorization by Congress of the Ryan White HIV/AIDS Treatment Extension Act (Treatment Extension Act) in 2009 and its predecessor legislation the Ryan White CARE Act in 1990; and

WHEREAS, the U. S. Health Resources and Services Administration (HRSA) distributes Treatment Extension Act Part B funds to states and territories for the purchase of AIDS Drug Assistance Program (ADAP) benefits and other health and social services for persons living with HIV/AIDS; and

WHEREAS, in Virginia the Federal Recipient of Part B funds -- the Virginia Department of Health (VDH) has contracted with NVRC for the past 29 years to receive and subcontract funds for HIV services in Suburban Virginia; and

WHEREAS, the types of tasks identified for NVRC staff that would be performed under contract to VDH are consistent with NVRCs' role and mission, including: grants management, training and technical assistance, research, program development, and neutral convener; and

WHEREAS, VDH staff has indicated the source of funding for such work is likely to include drug rebates earned from Ryan White Part B activities, as well as other funds (e.g. CDC prevention awards); and

WHEREAS, VDH staff has received and approved a budget and work plan prepared by NVRC staff that articulates a variety of proposed projects;

THEREFORE, BE IT RESOLVED, that NVRC authorizes the Executive Director to execute such agreements and amendments with VDH as may be necessary to accomplish NVRC Part B related activities for the 2020-2021 grant year;

BE IT FINALLY RESOLVED, that the Northern Virginia Regional Commission authorizes the Executive Director to amend the Commission's Work Plan accordingly.

SUMMARY OF REVENUE AND EXPENSES
April 30, 2020

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2020 Cumulative Total 10 months</u>	<u>Adopted Revised FISCAL YEAR 2020 FINANCIAL PLAN</u>	Actual is:
REVENUE EARNED				lower/(higher) than plan
Local (50¢) and State Contributions	\$ 116,466	\$ 1,164,661	\$ 1,397,592	\$ 232,931
Local (10¢) Designated Contributions	\$23,468	211,238	280,514	69,276
Local Agreements	\$69,253	430,584	704,406	273,822
State Grants and Contracts	3,599	92,225	116,427	24,202
Direct Federal Grants and Contracts	1,767	23,055	32,437	9,382
Indirect Federal Grants and Contracts	247,017	3,117,126	4,629,145	1,512,019
Shared Facilities Revenue	15,241	149,412	180,531	31,119
Other	20,332	165,976	175,289	9,313
Interest	833	14,096	3,000	(11,096)
Miscellaneous	-	-	-	-
Total Revenue	\$ 497,975	\$ 5,368,372	\$ 7,519,341	\$ 2,150,969
EXPENSES				lower/(higher) than plan
Personnel	\$ 163,744	\$ 1,570,442	\$ 2,144,237	\$ 573,795
Consultants / Contracts	256,403	2,722,383	4,112,374	1,389,991
Housekeeping Expenses	47,407	471,998	602,947	130,949
Operating Expenses	9,215	73,355	84,046	10,691
Duplicating Expenses	1,221	30,100	43,738	13,638
Travel and Conference Expenses	986	68,857	102,109	33,252
Recruit and Development Expenses	-	1,215	9,070	7,855
Other	327	3,775	5,000	1,225
Total Expenses	\$ 479,302	\$ 4,942,126	\$ 7,103,521	\$ 2,161,395
INCOME OVER (UNDER) EXPENSES	\$ 18,672	\$ 426,247	\$ 415,820	\$ (10,427)

NORTHERN VIRGINIA REGIONAL COMMISSION

Minutes of the Commission Meeting Held Thursday, April 23, 2020 – via Zoom

COMMISSIONERS

(The names of those members present are highlighted.)

Hon. Walter L. Alcorn
Hon. Victor S. Angry
Hon. Andrea O. Bailey
Hon. Elizabeth Bennett-Parker
Hon. Kenny A. Boddy
Hon. Kelly Burk
Hon. John T. Chapman
Hon. Matt de Ferranti
Hon. Laurie A. Dirocco
Hon. Libby Garvey
Hon. Penelope A. Gross
Hon. Pat Herrity
Hon. Caleb A. Kershner
Hon. Rodney L. Lusk
Hon. Lisa Merkel
Hon. David Meyer
Hon. Cydny A. Neville, NVRC Vice Chairman
Hon. Dalia A. Palchik
Hon. Jeanette Rishell
Hon. Kathy L. Smith, NVRC Treasurer
Hon. David Tarter, NVRC Chairman
Hon. Kristen C. Umstatt
Hon. James R. Walkinshaw
Hon. Mark Wolfe

County of Fairfax
County of Prince William
County of Prince William
City of Alexandria
County of Prince William
Town of Leesburg
City of Alexandria
County of Arlington
Town of Vienna
County of Arlington
County of Fairfax
County of Fairfax
County of Loudoun
County of Fairfax
Town of Herndon
City of Fairfax
Town of Dumfries
County of Fairfax
City of Manassas Park
County of Fairfax
City of Falls Church
County of Loudoun
County of Fairfax
City of Manassas

STAFF PRESENT

Robert Lazaro
Linda M. Tenney
Gina Kesselmann-Smith
Allison Doerfler
Normand Goulet
Dale Medearis
Michelle Simmons
Peggy Tadej

Executive Director
Deputy Director
Management Analyst
Transportation Demand Management Outreach Coordinator
Director, Environmental Services
Senior Environmental Planner
Human Services Director
Director, Community and Military Partnerships

CALL TO ORDER

Chairman Tarter called the meeting to order at 7:30 p.m.

ROLL CALL

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

ACTION ITEMS

Commissioner Gross moved approval of the Resolution No. P20-22 – Emergency Resolution to modify public meeting practices and procedures to address continuity of operations associated with pandemic disaster. The motion was seconded by Commissioner Merkel and carried unanimously.

Background:

Resolution authorizes the Northern Virginia Regional Commission to meet remotely via electronic means to ensure continuity of operations.

Commissioner Gross moved approval of the Resolution No. P20-23 – Resolution to call on the US Congress and the Governor of Virginia to address the immediate crisis of rent and mortgage payments through a potential moratorium and to suspend the reporting of negative credit information by credit bureaus . The motion was seconded by Commissioner Merkel and carried unanimously.

EXECUTIVE
DIRECTOR'S
REPORT

Mr. Lazaro presented his report to the Commission, which included the following:

- Working with our Local and State Government Partners
 - Twice a week conference calls with Mayors and Chairs with CAOs since March 16
 - Two conference calls with Governor and key Secretariats; commitment from Governor to have key officials on Mayors/Chairs phone calls
 - Daily updates to Mayors, Chairs, Commissioners and CAOs related to regional activities
 - Conference call with MWCOG and Local Government Attorneys organization with smaller jurisdictions regarding electronic meetings
 - Statewide conference call with other Planning District Commissions with US Senator Tim Kaine re: CARES Act
 - Conference call with Mayors and Chairs with two Deputy Secretaries of Commerce for the Commonwealth.
 - Conference call this coming Monday with VA Secretary and Deputy Secretary of Finance on VA rules related to use of CARES Act funds.

- Coordinating with their Federal Representatives
 - NoVA Mayors and Chairs had a video conference call with US Senators Warner and Kaine. Local officials expressed their support for maximum flexibility in utilizing CARES Act funding and the need for clear information on what the Act is or is not funding in Virginia.

- Communicating with the Public
 - YouTube video featuring Mayors and Chairs urging residents to follow governor stay at home order and following distancing guidelines if they must be out and wear a mask.
 - Our original demographer has put together an informative dashboard on the impact of the Coronavirus pandemic on unemployment claims and vulnerable industries in the region and across the Commonwealth.

- Sharing Regional Information
 - NVRC has created a dedicated website to sharing regional Coronavirus information:
 - <https://www.coronavirus-novaregion.org/>

- Next Steps
 - CARES Act Flexibility
 - Reopening the Region
 - Learning from Others

- CARES Act Flexibility
 - Continue to advocate on behalf of local governments the importance of flexibility in the CARES Act funding. Cannot be just tied to reimbursable expenses for things like Personal Protective Equipment.
 - US Treasury Department guidance recently released does not allow CARES Act funds to be used to supplant lost revenue.
 - The entire NoVA Congressional delegation has been supportive of efforts to get flexibility.
 - Working with State officials with respect to guidelines of use of funds already approved for local governments in VA - \$1.3 billion.

- Reopening the Region, NCR & Commonwealth
 - Coordinative effort in the National Capital Region, but in Northern Virginia as well with respect to reopening the Commonwealth and the NCR.
 - Specific ask has been made of the Governor's Office to include NoVA on any workgroup with respect to planning the reopening of the economy. CARES Act funding has been requested to assist the region in the planning.
 - Working to coordinate meeting of CAOs, Superintendents of School and Health Directors.

- Learning from Others
 - NVRC has arranged phone call with the Lord Mayor of Kiel, Germany and our colleagues in Stuttgart Region about how their localities are working to reopen their communities and local government facilities.
 - Agenda includes:

- What is the process by which you are looking to re-open your city?
 - What health metrics and benchmarks do you use to determine any safe measures for the public's return and businesses to re-open?
 - How are the plans for re-opening evaluated in your city and how are corrections or adjustments made administratively, scientifically and politically?
 - What are the future steps you think Kiel might take, especially this summer on parks, swimming pools, libraries, community centers, day camps, etc.
- Continuing to Provide Services
 - Virtual staff meetings via Zoom
 - Continuity of Operations Planning for our Ryan White providers.

OTHER BUSINESS

Commissioner Umstadt brought up the need for transit funding increase.

Commissioner Boddy suggested that NVRC could push for a testing increase in the region.

Commissioner Gross brought up that there is a lot of misinformation out there. So maybe NVRC can be sort of a library of facts for the region.

ADJOURNMENT

Chairman Tarter adjourned the meeting at 8:09 p.m.

Respectfully submitted:

Robert W. Lazaro, Jr.
Executive Director

Approved by:

P. David Tarter
Chairman