



County of King William, Virginia
Est. 1702

**BOARD OF SUPERVISORS
WORK SESSION MEETING OF MARCH 12, 2018 – 7:00 P.M.
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

AMENDED AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. Work Session Matters:**
 - a. Historical Review Fee – Sharon Williams, Director of Community Development
 - b. Changing Setbacks Requirements for Kennels – Sharon Williams, Director of Community Development
 - c. Mutual Aid Agreement – Andy Aigner, Chief of Fire & EMS
 - d. EMS Response Plan – Andy Aigner, Chief of Fire & EMS
- 5. Administrative Matters from County Administrator:**
 - a. March 22, 2018 Joint Board of Supervisors/Economic Development Authority Meeting
 - b. Update on Health Coverage Plan
- 6. Closed Meeting**
- 7. Adjourn or Recess**

AGENDA ITEM 4.e.



King William County
Est. 1702

Board of Supervisors

Stephen A. Aigner
Chief of Fire and Emergency Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
David E. Hansen, Fourth District
Robert W. Ehrhart, Fifth District

DATE: March 12, 2018
TO: King William Board of Supervisors
FROM: Andy Aigner, Chief of Fire and EMS
SUBJECT: Regional Mutual Aid Agreement

The need for a Regional Middle Peninsula and Northern Neck *EOC Emergency Management Mutual Aid Agreement* was identified through the *2017 Regional Emergency Management Gap Analysis* for the Middle Peninsula and Northern Neck. While many local first responding organizations, such as Fire and EMS, have and regularly use existing Mutual Aid Agreements, our local Emergency Operations Centers (EOC) do not have Agreements that identify how to efficiently coordinate our limited resources in coping with disasters and/or civil emergencies. The proposed EOC Mutual Aid Agreement is designed to formalize this for our EOC's and allow participating localities to support each other when a local emergency exceeds the jurisdiction's capacity. The localities are so authorized to make this Agreement pursuant to the *Code of Virginia § 44-146.16*.

Requesting Assistance and Working in Another EOC

If a local emergency exceeds the capacity of your jurisdiction, mutual aid resources may be needed to fill positions within the County's EOC or assist in response. To request support reach out to the jurisdiction directly via phone, email or text. Requests for additional EOC support should be answered within 24 hours of the request.

Jurisdiction Name	Emergency Manager	Contact Information
Essex County	Jimmy Brann	804-443-4059
Gloucester County	Brett Major	804-693-1390
King and Queen County	Greg Hunter	804-785-5975 ext. 5 option 5
King William County	Andy Aigner	804-769-4961
Pamunkey Indian Tribe	Robert Gray	804 572-1225
Lancaster County	Terry McGregor	804-436-3553
Mathews County	Willie Love	804-384-2003
Middlesex County	David Layman	757-759-5835
Northumberland County	Rich McClure	804-761-3250
Richmond County	Greg Baker	804-333-5089
Westmoreland County	Bill Cease	804-456-6268

If you are requested by a neighboring jurisdiction to fulfill a position in the EOC, take the following actions:

Pre-Deployment

- Ensure you have the time to commit to the request.
- Inform your County Administrator or Director of Emergency Management that you will be supporting another County's EOC.
- Confirm you have accommodations if an overnight stay is needed.
- Pack a bag with personal supplies and equipment to last up to 3 days.
- Travel to the requesting jurisdiction.

Deployment

- Check in with the EOC Commander and get your assignment.
- Meet with outgoing personnel for transfer of assignment briefing, if applicable.
- Log-in to all applicable applications supporting the incident.
- Conduct the roles and responsibilities of your designated position in the EOC.
- Direct all media inquiries to the host EOC PIO.

Post-Deployment

- Coordinate your demobilization details with the host EOC.
- Turn in any equipment or supplies that were provided to you to support the mission.
- Pack all your personnel gear.
- Check out with the EOC Commander.
- Submit any observations, after-action review items, and post-response activities to the EOC Commander.
- Return home.

Middle Peninsula/Northern Neck Mutual Aid Agreement

This Mutual Aid Agreement (Agreement) is entered into by and between all the Virginia counties of: Gloucester, Mathews, Middlesex, King William, King and Queen, Essex, Lancaster, Westmoreland, Richmond, and Northumberland; and the Pamunkey Tribe Indian Reservation which comprise the Middle Peninsula and Northern Neck (the "Region") listed above (the "Parties").

The Parties recognize the vulnerability of the people and communities within the Region to damage, injury, and loss of life and property resulting from disasters and/or civil emergencies and recognize that disasters and/or civil emergencies may present resource and manpower requirements beyond the capacity of each individual Party.

The Parties recognize that in the past mutual aid has been provided between or among the Parties in the form of personnel, supplies, and equipment during disasters and/or civil emergencies as well as during recovery.

The governing officials of the Parties desire to secure for each Party the benefits of mutual aid and protection of life and property in the event of a disaster and/or civil emergency.

The Parties wish to make suitable arrangements for mutual aid in coping with disasters and/or civil emergencies and are so authorized and make this Agreement pursuant to *the Code of Virginia § 44-146.16*.

The Parties recognize that a formal agreement for mutual aid would allow for better coordination of effort, would provide that adequate equipment is available, and would help ensure that mutual aid is accomplished in the minimum time possible, and thus desire to enter into an agreement to provide mutual aid.

NOW, THEREFORE, the Parties agree as follows:

TERMS

1. Recitals. The recitals set forth above are true and correct.
2. DEFINITIONS. For purposes of this Agreement, the terms listed below will have the following meanings:
 - a. "Disaster" means (i) any man-made disaster including any condition following an attack by any enemy or foreign nation upon the United States resulting in substantial damage of property or injury to persons in the United States and may be by use of bombs, missiles, shell fire, nuclear, radiological, chemical, or biological means or other weapons or by overt paramilitary actions; terrorism, foreign and domestic; also any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resources shortage, or other condition such as sabotage, oil spills, and other injurious environmental contaminations that threaten or cause damage to property, human suffering, hardship, or loss of life; and (ii) any natural disaster including any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, communicable disease of

public health threat, or other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life;

- b. "Emergency" means any occurrence, or threat thereof, whether natural or man-made, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property or natural resources and may involve governmental action beyond that authorized or contemplated by existing law because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens or the environment of the Commonwealth or some clearly defined portion or portions thereof;
 - c. "Local Emergency" "Local emergency" means the condition declared by the local governing body when in its judgment the threat or actual occurrence of an emergency or disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby; provided, however, that a local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the local governing body, when he deems the threat or actual occurrence of such an emergency or disaster to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby; provided, however, nothing in this chapter shall be construed as prohibiting a local governing body from the prudent management of its water supply to prevent or manage a water shortage;
 - d. "Mutual Aid" includes, but is not limited to, such resources as equipment, supplies, and personnel;
 - e. "Regional" means counties/Tribes within the Middle Peninsula and Northern Neck.
3. **Party's Emergency Operations Plan.** Each Party shall prepare and keep a current Emergency Operations Plan (EOP) for its jurisdiction to provide for emergency/disaster mitigation, preparedness, response, and recovery, in accordance with the code of Virginia, § 44-146.19. *Powers and duties of political subdivisions.* The EOP shall incorporate the use of available resources, including personnel, equipment and supplies, necessary to provide mutual aid.
 4. **Emergency Management Director or Coordinator:** The Emergency Management Director and/or Emergency Management Coordinator should take all steps necessary for the implementation of this Agreement.
 5. **Activation of Agreement:** This Agreement shall be activated in the event of a declaration of a local state of disaster by a Party pursuant to § 44-146.21. The activation of the Agreement shall continue, whether or not the local emergency declaration or state of civil emergency is still active, until the services of the Party rendering aid are no longer required or when the officer in charge of the forces of the Party rendering aid determines, in their sole discretion, that further assistance should not be provided.
 6. **Request for Mutual Aid:**
Local Emergency. In the event of a local emergency, and following the guidance in the "Statewide Mutual Aid Plan":
The designated locality chief administrative official (City Manager or, Town Manager, or County Administrator) or the local Director of Emergency Management:

shall make the request directly to the Party from whom aid is sought. A Party from whom mutual aid is sought shall furnish mutual aid to cope with the disaster to the requesting Party, subject to the terms of this Agreement.

7. **Conditions:** Any furnishing of resources under this Agreement is subject to the following conditions:
 - (a) A request for aid shall specify the amount and type of resources being requested, the location to which the resources are to be dispatched, and the specific time by which such resources are needed;
 - (b) The Party rendering aid will make every effort to fulfill requests and to provide and make available the resources requested, provided however, that the Party rendering aid, in its sole discretion, shall determine what resources are available to furnish the requested aid; and
 - (c) The Party rendering aid shall report to the designated location and to the designated party.
8. **Costs:** For the first 72 hours, all costs associated with the provision of mutual aid, such as damage to equipment and clothing, medical expenses, and expenses of travel, food, and lodging, shall be paid by the Party rendering aid, although the Party rendering aid may be reimbursed by the requesting Party for such costs if the Parties in question so agree. Personnel who are assigned, designated or ordered by their governing body to perform duties pursuant to this Agreement shall continue to receive the same wages, salary, pension, and other compensation and benefits for the performance of such duties, including injury or death benefits, disability payment, and worker's compensation benefits, as though the service has been rendered within the limits of the jurisdiction where the personnel are regularly employed.
9. **Equipment and Personnel:** During the time mutual aid is being furnished, all equipment used by the Party rendering aid shall continue to be owned, leased, or rented by the Party rendering aid. At all times while equipment and personnel of a Party rendering aid are traveling to, from, or within the geographical limits of requesting Party in accordance with the terms of this Agreement, such personnel and equipment shall be deemed to be employed or used, as the case may be, in the full line and cause of duty of the Party rendering aid. In addition, such personnel shall be deemed to be engaged in a governmental function of their entity.
10. **Expending Funds:** Each Party which performs services or furnishes aid pursuant to this Agreement shall do so with funds available from current revenues of the Party. No Party shall have any liability for the failure to expend funds to provide aid hereunder.
11. **Termination:** It is agreed that any Party hereto shall have the right to terminate its participation in this Agreement upon ninety (90) days written notice to the other Parties hereto.
12. **Term:** This Agreement shall become effective as to each Party when approved and executed by that Party. This Agreement shall continue in force and remain binding on each and every Party until such time as the governing body of a Party terminates its participation in this Agreement. Termination of participation in this Agreement by a Party(ies) shall not affect the continued operation of this Agreement between and among the remaining Parties and this Agreement shall continue in force and remain binding on the remaining Parties.

13. **Entirety:** This Agreement contains all commitments and agreements of the Parties with respect to the mutual aid to be rendered hereunder during or in connection with an emergency. No other oral or written commitments of the Parties with respect to mutual aid under this Agreement shall have any force or effect if not contained herein.

14. **Ratification:** Each Party hereby ratifies the actions of its personnel taken prior to the date of this Agreement.

EXECUTED by the Parties hereto, each respective entity acting by and through its duly authorized official as required by law, on multiple counterparts each of which shall be deemed to be an original, on the date specified on multiple counterpart executed by such entity.

Gloucester County, Virginia

Name _____ Date _____
Director of Emergency Management of Gloucester County

ATTEST:

Name _____ Date _____

Title _____

Mathews County, Virginia

Name _____ Date _____
Director of Emergency Management of Mathews County

ATTEST:

Name _____ Date _____

Title _____

Middlesex County, Virginia

Name _____ Date _____
Director of Emergency Management of Middlesex County

ATTEST:

Name _____ Date _____

Title _____

King William County, Virginia

Name _____ Date _____
Director of Emergency Management of King William County

ATTEST:

Name _____ Date _____

Title _____

Pamunkey Indian Tribe

Name _____ Date _____
Director of Emergency Management of Pamunkey Indian Tribe

ATTEST:

Name _____ Date _____

Title _____

King and Queen County, Virginia

Name _____ Date _____
Director of Emergency Management of King and Queen County

ATTEST:

Name _____ Date _____

Title _____

Essex County, Virginia

Name _____ Date _____
Director of Emergency Management of Essex County

ATTEST:

Name _____ Date _____

Title _____

Lancaster County, Virginia

Name _____ Date _____
Director of Emergency Management of Lancaster County

ATTEST:

Name _____ Date _____

Title _____

Westmoreland County, Virginia

Name _____ Date _____
Director of Emergency Management of Westmoreland County

ATTEST:

Name _____ Date _____

Title _____

Northumberland County, Virginia

Name _____ Date _____
Director of Emergency Management of Northumberland County

ATTEST:

Name _____ Date _____

Title _____

Richmond County, Virginia

Name _____ Date _____
Director of Emergency Management of Richmond County

ATTEST:

Name _____ Date _____

Title _____

AGENDA ITEM 4.f.



King William County
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Board of Supervisors

Stephen A. Aigner
Chief of Fire and Emergency Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
David E. Hansen, Fourth District
Robert W. Ehrhart II, Fifth District

TO: Board of Supervisors
FROM: Andy Aigner, Chief of Fire and EMS
RE: EMS Response Plan - Update
DATE: March 12, 2018
CC: Bobbie Tassinari, County Administrator

EMS agencies in the Commonwealth of Virginia have to have an up to date EMS response plan according to 12VAC5-31-610. King William County's plan was last updated in 2013 and did not include Mangohick Fire Department. The attached document was approved by the Volunteer Chiefs at their Chief's meeting on February 20, 2018. The attached document is for you approval.

12VAC5-31-610. Designated Emergency Response Agency Standards.

According to 12VAC5-31-610, a designated emergency response agency shall develop or participate in a written local EMS response plan that addresses the following items:

The designated emergency response agency shall develop and maintain, in coordination with their locality, a written plan to provide 24-hour coverage of the agency's primary service area with the available personnel to achieve the approved responding interval standard.

AGENDA ITEM 5.a.



King William County
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Board of Supervisors

County Administrator

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
David E. Hansen, Fourth District
Robert W. Ehrhart, Fifth District

DATE: March 12, 2018
TO: King William County Board of Supervisors
FROM: Bobbie H. Tassinari
RE: Update on Health Coverage Plan for FY2019

The County was notified that The Local Choice plan coverage will increase by 9.1% for FY2019. With that information, a discussion was held with the insurance provider to address rising costs and plan changes. Currently, the County offers two packages; Key Advantage Expanded and Key Advantage 500. The recommendation for moving forward to ensure health coverage is cost effective for both the employer and the employees is to move away from the Key Advantage Expanded and toward the Key Advantage 250 while keeping the Key Advantage 500 plan. This change will reduce the projected increase impact from 9.1% to 7.67%.

The future goal is to move the County to a two-program system that includes the Key Advantage 500 plan **and** the High Deductible Health Plan. The High Deductible Health Plan puts more emphasis on the employee to manage their health dollars in a health account with some contribution from the County rather than paying Anthem directly. These funds would build up and roll forward each year for the employee to use for health-related activities into retirement.

The High Deductible Health Plan is a more complex plan and will require educating staff on the merit and advantages. Kickoff training will begin in September 2018 with an expectation to convert the Key Advantage 250 Plan to the High Deductible Health Plan in FY2021.

Proposed Change in Program for FY2019
(change KA 250 for KA EXP maintaining current funding strategy, but hold Current KA EXP EE flat with KA 250)

In-Network Benefits	The Local Choice Key Advantage 250	The Local Choice Key Advantage 500
Annual Deductible	\$250/\$500	\$500/\$1000
Annual Out-of-Pocket Max	\$3000/\$6000	\$4000/\$8000
Office Visits (PCP/Specialist)	\$20/\$35	\$25/\$40
Labs/Xrays/Major Diagnostics	Deductible, then 20% coinsurance \$400 copay per stay	Deductible, then 20% coinsurance
Inpatient Hospital Facility	\$150 copay	Deductible, then 20% coinsurance
Outpatient Hospital Facility	\$350 copay (waived if admitted)	Deductible, then 20% coinsurance
Emergency Room Facility	Key Advantage 250	Deductible, then 20% coinsurance
Out-of-Network Benefits	\$500/\$1000	Key Advantage 500
Annual Deductible	30%	\$1000/\$2000
Coinsurance		30%
Annual Out-of-Pocket Max	\$5000/\$10000	\$7000/\$14000

Current Program FY2018

In-Network Benefits	The Local Choice Key Advantage Expanded	The Local Choice Key Advantage 500
Annual Deductible	\$100/\$200	\$500/\$1000
Annual Out-of-Pocket Max	\$2000/\$4000	\$4000/\$8000
Office Visits (PCP/Specialist)	\$15/\$25	\$25/\$40
Labs/Xrays/Major Diagnostics	10% coinsurance, no deductible	Deductible, then 20% coinsurance
Inpatient Hospital Facility	\$200 copay per stay	Deductible, then 20% coinsurance
Outpatient Hospital Facility	\$100 copay	Deductible, then 20% coinsurance
Emergency Room Facility	\$100 copay (waived if admitted)	Deductible, then 20% coinsurance
Out-of-Network Benefits	Key Advantage Expanded	Key Advantage 500
Annual Deductible	\$200/\$400	\$1000/\$2000
Coinsurance	30%	30%
Annual Out-of-Pocket Max	\$3000/\$6000	\$7000/\$14000