

**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR’S MEETING**  
**AGENDA – JULY 10, 2023**

---

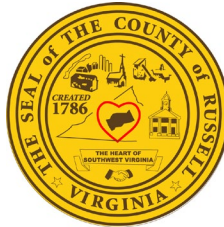
**BOS Board Room**

**Regular Meeting**

**6:00 PM**

---

**Russell County Governmental Center**  
**Lebanon, Virginia 24266**



---

**CALL TO ORDER & ROLL CALL – Clerk of the Board**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PROCLAMATION**

- 1. **Velma Mabry House Day – July 12<sup>th</sup>, 2023 - 100<sup>th</sup> Birthday**

**NEW BUSINESS**

- 1. **Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1**
  - a. **Unapproved minutes of June 5, 2023**
  - b. **Unapproved minutes of June 26, 2023**
- 2. **Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2**
- 3. **Committee Appointments for Board Consideration.....B-3**

**RC Library Board**

Yvonne Dye	3-Year Term	June 30, 2023
Susan Breeding	3-Year Term	June 30, 2023

**RC Department of Social Services (DSS)**

Brian Ferguson	4-Year Term	June 30, 2023
Sharon Owens	4-Year Term	June 30, 2023

**Russell County Tourism Advisory Committee**

Alice Meade	4-Year Term	June 30, 2023
Doug Hubbard	4-Year Term	June 30, 2023
Lisa Hubbard	4-Year Term	June 30, 2023
Jennifer Chumbley	4-Year Term	June 30, 2023
Dustin Blackson	4-Year Term	June 30, 2023
Carly Bruck	4-Year Term	June 30, 2023
Janice Halsey	4-Year Term	June 30, 2023

**CITIZEN’S COMMENT PERIOD (Limited to 3 Minutes)**

**CONSTITUTIONAL OFFICER REPORTS AND REQUESTS**

**COUNTY ATTORNEY REPORTS AND REQUESTS**

**COUNTY ADMINISTRATOR REPORTS AND REQUESTS**

**REPORTS**

1. Office of the Comptroller – Russell County’s Subrecipient CARES Review Report.....D-1
2. Virginia Department of Agriculture and Consumer Services – Russell County’s Animal Shelter Report.....D-2
3. VDOT Monthly Road System Report.....D-3
4. Castlewood & Honaker Cannery Opens (July 25<sup>th</sup>, 2023).....D-4

**REQUESTS**

5. Russell County Recovery Inc Opioid Grant Application FY22/23 - \$26,000 & FY23/24 - \$111,200.....D-5

- 6. Department of Criminal Justice Services – SRO Incentive Grant Program – SRO Grant 24-290-B - \$222,210 & SRO Grant 24-422-A - \$222,208.....D-6
- 7. Department of Criminal Justice Services – ARPA Law Enforcement Equipment Grant \$481,000 .....D-7
- 8. Wellspring Foundation of Southwest VA – Dante Steam Building Restoration Project & Bernie Williams Workforce Center Grant - \$113,877.....D-8
- 9. Virginia Coalfield Economic Development Authority (VCEDA) Grant - \$25,000 - Laurel Bed Lake Feasibility Study Request for Quotes (RFQ).....D-9
- 10. Department of Criminal Justice – Victim Witness Grant - \$65,100.....D-10
- 11. Marc Mero – Champion of Choices – RC School Event - \$6,000.....D-11
- 12. Highlands Juvenile Detention Alternatives Program Resolution.....D-12
- 13. RC Landfill Industrial Tire Shredder Quotes/Bids.....D-13
- 14. Commissioner of Revenue, Library, & Emergency Management Travel Requests.....D-14
- 15. RC Planning Commission Plat.....D-15

**BOARD DISCUSSIONS & REMINDERS**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

- Treasurer’s Report.....E
- RC IDA .....F
- RC PSA .....G
- Castlewood W&S .....H
- RC Tourism.....I
- RC Planning Commission .....J
- Conference Center.....K
- RC Fitness Center.....L
- RC Transportation & Safety.....M
- RC Cannery Reports.....N
- RC Building Inspector.....O
- RC Litter Report.....P

# **PROCLAMATION**

Honoring

## **Mrs. Velma Mabry House**

**WHEREAS**, Russell County Virginia Board of County Supervisors are delighted to have residents of Russell County in Dante, Virginia with good morality and Citizenship; and

**WHEREAS**, Mrs. Velma Mabry House born July 12, 1923 in Spartanburg, South Carolina to the parents of Elizabeth and Emmanuel Mabry, and as a child relocating to Russell County as a long-term resident in 1930; and

**WHEREAS**, after graduating from Swift Memorial College in Rogersville, Tennessee, and deeply committed to educating “Others” in 1941 started her professional teaching career, in which she taught for many years in several schools in Russell County including Arty-Lee High School in Sawmill Hollow, Lebanon, and Dante elementary schools until retirement in the early 1980’s; and

**WHEREAS**, faithfully serving her community, on the Dante Lives On Board, presently serving as “Mother of” First Mount Calvary Baptist Church, as well, Clinch River Missionary Baptist Association, and previously engaged with various committees, mission boards, and most recently fully relinquishing her duties as Church Treasurer; and

**WHEREAS**, as paraphrased by Mrs. Velma Mabry House “Others” from Charles D. Meigs’ “Lord Help Me Live From Day to Day”: “... *Others Lord, yes others, let this my moto be, for even when I kneel to pray, my thoughts will be of Others*”; and

**WHEREAS**, we come to this momentous occasion to celebrate the prestigious centenary birth day of Mrs. Velma Mabry House, reaching this super major milestone in her life of the wonderful age of One Hundred,

**(100<sup>th</sup> Birthday);**

**NOW, THEREFORE, BE IT RESOLVED,** THE RUSSELL COUNTY BOARD OF SUPERVISORS, do hereby proclaim July 12, 2023 the first annual:

**“VELMA MABRY HOUSE DAY”**

in Russell County, Virginia and invites all residents to observe and commemorate throughout the week of a well lived life.



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item B-1  
Presenter: Chairperson

**Meeting: 7/10/23 6:00 PM**

---

## Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of June 5, 2023**
- **Unapproved minutes of June 26, 2023**

### **STAFF RECOMMENDATION(s):**

Board discretion

### **SUGGESTED MOTION(s):**

Motion to approve Board Minutes.

### **ATTACHMENTS:**

- Board Minutes

June 05, 2023

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, June 05, 2023 beginning with regular session at 5:00 pm followed by the regular monthly meeting at 6:00 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

**Roll Call by the Clerk:**

**Present:**

Tim Lovelace  
Lou Wallace  
Carl Rhea  
David Eaton  
Steve Breeding  
Rebecca Dye  
Oris Christian

Lonzo Lester, Clerk  
Vicki Porter, Deputy Clerk  
Katie Patton, County Attorney

**Absent:**

None

**EXECUTIVE (CLOSED) SESSION**

Motion made by Steve Breeding, second Oris Christian and duly approved by the Board of Supervisors to enter into Executive (closed) Session to discuss legal matters pursuant to Section 2.2-3711(A)(7)(8) – Legal discussions concerning RC Public Service Authority (PSA) – Civil Action No. CL22-653 Crossroads Engineering LLC vs. The Russell County Public Service Authority.

The vote was:

Aye: Steve Breeding, Oris Christian, Lou Wallace, Tim Lovelace, Carl Rhea, Rebecca Dye and David Eaton  
Nay: None

**APPROVAL TO RETURN TO REGULAR SESSION**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to return to regular session.

The vote was:

Aye: Steve Breeding, David Eaton, Tim Lovelace, Carl Rhea, Lou Wallace, Rebecca Dye and Oris Christian  
Nay: None



### **CERTIFICATION OF EXECUTIVE (CLOSED) SESSION**

Pursuant to §2.2-3712 (D) of the Code of Virginia 1950, as amended, each member of the Board of Supervisors upon the Roll Call certifies that to the best of their knowledge (i) only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Supervisors.

Any member of the Board of Supervisors who believes that there was a departure from the requirements of clauses (i) and (ii) above shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.

Are there any Supervisors who believe a departure has taken place?

Seeing none if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes.

Tim Lovelace - Aye

Lou Ann Wallace - Aye

Carl Rhea - Aye

Steve Breeding - Aye

David Eaton - Aye

Rebecca Dye - Aye

Oris Christian - Aye

The Clerk called the meeting to order.

Invocation by Caleb Johnson, followed by the Pledge of Allegiance to the Flag.

### **APPROVAL OF THE AGENDA**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve the agenda.

The vote was:

Aye: Steve Breeding, David Eaton, Carl Rhea, Tim Lovelace, Lou Wallace, Rebecca Dye and Oris Christian

Nay: None

### **PUBLIC HEARING HELD ON THE FY 2023/2024 COUNTY WIDE BUDGET**

Pursuant to being advertised in a local newspaper for two (2) consecutive weeks, a public hearing was held on the FY 2023/2024 County Wide Budget.

The Chair opened the public hearing to comments, hearing none the public hearing was closed.

## **Presentations**

Dr. Kim Hooker – RC School Superintendent gave the Annual School Board Report and introduced the new Director of Finance, Brooke Webb.

## **New Business**

### **APPROVAL OF THE MAY 01, 2023 AND MAY 22, 2023 MINUTES**

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to approve the May 01, 2023 and May 22, 2023 minutes and dispense with the reading thereof.

The vote was:

Aye: Steve Breeding, Carl Rhea, Lou Wallace, Tim Lovelace, David Eaton, Rebecca Dye and Oris Christian

Nay: None

### **APPROVAL OF GENERAL COUNTY INVOICES**

Motion made by Steve Breeding, second Tim Lovelace and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$1,056,002.72, including reoccurring and withholdings.

The vote was:

Aye: Steve Breeding, Tim Lovelace, Carl Rhea, Lou Wallace, David Eaton, Rebecca Dye and Oris Christian

Nay: None

**The Chair tabled all committee appointments.**

## **Citizens' Comment**

The Chair opened the meeting to public comments.

**Linda Couch**, Mayor for the Town of Cleveland asked that the Board donate to the Cleveland 4th of July celebration.

### **APPROVAL OF A \$500 APPROPRIATION TO LEBANON, CLEVELAND AND HONAKER 4<sup>TH</sup> OF JULY CELEBRATIONS**

Motion made by Carl Rhea, second Steve Breeding and duly approved by the Board of Supervisors to approve a \$500 donation to the Town of Lebanon, Town of Honaker and the Town of Cleveland for their 4<sup>th</sup> of July Celebrations.

The vote was:

Aye: Carl Rhea, Steve Breeding, David Eaton, Tim Lovelace, Lou Wallace, Rebecca Dye and Oris Christian

Nay: None

**Citizens' Comment continued:**

**Jerry Connor** commented that he had issues with the County PSA and the Community Work Program. He also was concerned about the numerous break ins in the county recently.

**Wanda Burke**, Lebanon commented that she would be very disappointed if the Board doesn't approve a donation to the Mark Maro event. She also stated that she would make it extremely public if the Board did not help with this.

The Chair closed public comment.

**APPROVAL OF A VDOT RESOLUTION TO DISMISS THE PETITION FOR ABANDONMENT OF RTE. 871**

Motion made by Oris Christian, second Carl Rhea and duly approved by the Board of Supervisors to approve a VDOT Resolution to dismiss the petition for abandonment of Rte. 871.

The vote was:

Aye: Oris Christian, Carl Rhea, Tim Lovelace, David Eaton, Steve Breeding, Lou Wallace and Rebecca Dye

Nay: None

**The Chair set a Budget meeting date of June 26, 2023 at 6:00 pm.**

**APPROVAL TO MOVE THE JULY BOARD MEETING TO JULY 10, 2023 AT 6:00 PM**

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to move the July 03, 2023 Board of Supervisors meeting to Monday, July 10, 2023 at 6:00 pm.

The vote was:

Aye: Steve Breeding, Carl Rhea, Tim Lovelace, Lou Wallace, David Eaton, Rebecca Dye and Oris Christian

Nay: None

**APPROVAL OF THE CPRMA CONTRACT AND THE SOLID WASTE TRANSPORTATION CONTRACT**

Motion made by Tim Lovelace, second Carl Rhea and duly approved by the Board of Supervisors to approve the Cumberland Plateau Regional Waste Management Authority Disposal Contract and the Solid Waste Transportation Contract.

The vote was:

Aye: Tim Lovelace, Carl Rhea, David Eaton, Steve Breeding, Lou Wallace, Rebecca Dye and Oris Christian

Nay: None

**APPROVAL OF A VDOT RESOLUTION FOR A TEMPORARY BRIDGE CLOSURE OF RTE.687**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to approve a VDOT Resolution supporting a temporary bridge closure of Rte. 687 for bridge replacement.

The vote was:

Aye: David Eaton, Steve Breeding, Carl Rhea, Tim Lovelace, Lou Wallace, Rebecca Dye and Oris Christian

Nay: None

The Chair adjourned to reconvene on Monday, June 26, 2023 at 6:00 pm.

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chairperson

June 26, 2023

A reconvened meeting of the Russell County Board of Supervisors was held on Monday, June 26, 2023 at 6:00 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

**Roll Call by the Clerk:**

**Present:**

Tim Lovelace

Lou Wallace

David Eaton – participating remotely (by phone) from Charleston, SC

Carl Rhea

Steve Breeding

Rebecca Dye

Oris Christian

Lonzo Lester, Clerk

Vicki Porter, Deputy Clerk

Katie Patton, County Attorney

**Absent:**

None

Invocation by Caleb Johnson, followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF THE AGENDA**

Motion made by Steve Breeding, second Tim Lovelace and duly approved by the Board of Supervisors to approve the agenda as amended to allow David Eaton, Supervisor to participate and vote remotely from Charleston, SC where he is currently on vacation. This is pursuant to Virginia code section 2.2 3708.3 as adopted by Russell County.

The vote was:

Aye: Steve Breeding, Tim Lovelace, Carl Rhea, Lou Wallace, Rebecca Dye and Oris Christian

Nay: None

**PUBLIC HEARING HELD ON THE RUSSELL COUNTY FY 2023/2024 COUNTY-WIDE BUDGET**

Pursuant to being advertised in a local newspaper for two (2) consecutive weeks, a public hearing was held on the Russell County FY 2023/2024 County-Wide Budget.

The Chair opened the public hearing to comments.

**Charlie Hess** stated that convenience sites or trash sites are not convenient for the citizens and the Board needs to work on this.

Hearing no other comments, the public hearing was closed.

## Presentations

**Cheryl Robinette**, Russell County Recovery, Inc. addressed the board concerning an Opioid Program Grant Application for her organization. She commented that the support of the Russell County's Ministerial Association was phenomenal.

**Lonzo Lester, County Administrator** gave a detailed presentation and update on the Russell County FY2023/2024 County- Wide Budget.

### APPROVAL OF FY 2023/2024 GENERAL OPERATING BUDGET

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to approve the FY 2023/2024 County- Wide General Operating Budget.

The vote was:

Aye: Steve Breeding, Carl Rhea, Tim Lovelace, Lou Wallace, David Eaton, Rebecca Dye and Oris Christian  
Nay: None

#### **A RESOLUTION TO APPROVE THE BUDGETS, AS AMENDED, AND APPROPRIATE FUNDS FOR THE COUNTY OF RUSSELL AND THE RUSSELL COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024**

WHEREAS, the Budget/Finance Committee has submitted to the Russell County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2023, and ending June 30, 2024, which has been reviewed by the Board of Supervisors; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and

WHEREAS, the Board of Supervisors, in exercising its independent judgment and in concert with the Russell County School Board, has considered the school's annual operating budget; and

WHEREAS, after considering the availability of local funds, approval of the Russell County School Board's Fiscal Year 2023/2024 Educational Budget is based upon funding from the federal government in the amount of \$7,426,790; from the state government in the amount of \$35,583,975; from the local appropriations in the amount of \$9,101,317; and other local revenues in the amount of \$472,554;

BE IT FURTHER RESOLVED that the annual budget in the sum of \$1,978,600 for fiscal year 2023/2024 be, and is hereby, approved for the operation of food service programs authorized and approved by the Russell County School Board subject to and contingent upon the availability of funds;

BE IT STILL FURTHER RESOLVED that the \$9,101,317 appropriated above from the General Fund for Education, includes \$8,024,781 for the local contribution to the School Division for support of the school operation budget;

BE IT STILL FURTHER RESOLVED that an annual appropriation in the sum of \$1,076,536 for fiscal year 2023/2024 be, and is hereby, made for school debt service; for a total amount of \$9,101,317

appropriated for the Russell County School Division subject to and contingent upon the availability of funds;

NOW THEREFORE, BE IT RESOLVED by the Russell County Board of Supervisors this 26th day of June 2023, that the fiscal year 2023/2024 annual budget of the Russell County School Division for school operations in the amount of \$54,563,236 be, and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto;

BE IT STILL FURTHER RESOLVED that the following annual appropriations for fiscal year 2023/2024 be, and are hereby, made in the General Fund for the following functions:

<u>Function</u>	<u>Amount</u>
General Administration	\$ 2,365,771
Judicial Administration	3,167,728
Public Safety	6,626,791
Environmental Control	2,507,714
General Services	1,049,521
Health and Welfare	1,377,676
Education	9,334,518
Parks, Recreation & Cultural	572,799
Community Development	392,830
Non-Departmental	276,000
Capital Outlay & Transfers to Other Funds	521,900
Debt Service	<u>982,443</u>
Total General Fund	<u>\$ 29,175,691</u>

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer the appropriations in the General Fund Non-Departmental function to the related categories in the various General Fund functions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$375,000 for fiscal year 2023/2024 be, and is hereby, made in the Coal Road Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$203,032 for fiscal year 2023/2024 be, and is hereby, made in the Southwest Virginia ASAP Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$5,494,856 for fiscal year 2023/2024, and is hereby, made in the Social Services Fund for the Russell County Department of Social Services and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Social Services Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,400,0000 for fiscal year 2023/2024 be, and is hereby, made in the Comprehensive Services Act Fund and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT STILL FURTHER RESOLVED that the annual contributions that are hereby appropriated shall be disbursed on a monthly basis with the amount disbursed not to exceed one-twelfth of the total appropriation, unless otherwise agreed upon. Contributions to the Russell County School Division and the Russell County Department of Social Services are exempt from this limitation. In addition, the County Administrator may require written reports on how previous allocation(s) was/were spent before any future disbursements are made.

BE IT STILL FURTHER RESOLVED that the funds be, and are hereby, appropriated for fiscal year 2023/2024 in the various funds for continuing capital and special projects and grants as of June 30, 2022, not to exceed the Restricted, Committed and Assigned Fund Balances as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer funds within appropriation functions. These transfers may be made to allow the disbursement of funds for unanticipated costs incurred in daily County operations and any such transfer may not result in a change in the total appropriated within the function.

BE IT STILL FURTHER RESOLVED that the County Administrator is hereby the authorized signer for the County petty cash account available to allow for emergency purchases in daily County operations.

BE IT STILL FURTHER RESOLVED that the Board of Supervisors may amend this budget to adjust the aggregate amount to be appropriated during the current fiscal year as prescribed by § 15.2-2507 of the Code of Virginia of 1950, as amended, for all Russell County Departments, Russell County School Divisions, and Russell County Constitutional Offices.

BE IT STILL FURTHER RESOLVED that the Board of Supervisors will amend the Fiscal Year 2023/2024 County-wide Budget to reflect same percentile of the State-wide Budget approved by the General Assembly for the Fiscal Year 2023/2024 Appropriations for a state-wide employee salary increase.

**APPROVAL TO OPEN THE CONVENIENCE SITES ON WEDNESDAYS FROM 12:00 PM TO 7:00 PM**

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to approve the opening of all Russell County Convenience Sites on Wednesdays from 12:00 pm to 7:00 pm.

The vote was:

Aye: Steve Breeding, Carl Rhea, Lou Wallace, Tim Lovelace, David Eaton, Rebecca Dye and Oris Christian  
Nay: None



**APPROVAL TO DESIGNATE JULY 03, 2023 AS A HOLIDAY FOR COUNTY EMPLOYEES**

Motion made by Carl Rhea, second Tim Lovelace and duly approved by the Board of Supervisors to designate Monday, July 03, 2023 as a holiday for County employees (following Virginia Supreme Court Declaration as a state holiday).

The vote was:

Aye: Carl Rhea, Tim Lovelace, David Eaton, Lou Wallace, Steve Breeding, Rebecca Dye and Oris Christian

Nay: None

**APPROVAL OF A VDOT RESOLUTION TO SUPPORT THE TEMPORARY CLOSURE ROUTE 687**

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to approve a VDOT Resolution request to support the temporary closure of Route 687 for bridge replacement.

The vote was:

Aye: Steve Breeding, Carl Rhea, David Eaton, Lou Wallace, Tim Lovelace, Rebecca Dye and Oris Christian

Nay: None

The Chair adjourned the meeting.



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item B-2  
Presenter: Chairperson

**Meeting: 7/10/23 6:00 PM**

---

## **Approval of Expenditures**

Request approval of the County's June 2023 Monthly Expenditures:

### **STAFF RECOMMENDATION(s):**

County's June 2023 Monthly Expenditures are in compliance with budget and operational services.

### **SUGGESTED MOTION(s):**

Motion to approve County's June 2023 Monthly Expenditures.

### **ATTACHMENTS:**

- June 2023 Monthly Expenditures

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	6/08/2023	002615 A&A ENTERPRISES	010523-060823		7,526.70	7,526.70	4100-031020-5410-	- -
					7,526.70	7,526.70 *		
7/10/2023	6/19/2023	004568 ADDINGTON OIL C	123125		3,572.72	3,572.72	4100-043020-5408-	- -
					3,572.72	3,572.72 *		
7/10/2023	7/01/2023	005062 ALERT 360	18003065	10	683.76	683.76	4100-073010-3002-	- -
					683.76	683.76 *		
7/10/2023	5/29/2023	003845 ALSCO	LROA106911		35.93	35.93	4100-072010-3008-	- -
7/10/2023	5/15/2023	003845 ALSCO	LROA1085308		35.93	35.93	4100-072010-3008-	- -
7/10/2023	5/22/2022	003845 ALSCO	LROA1086110		289.84	289.84	4100-072010-3008-	- -
7/10/2023	6/05/2023	003845 ALSCO	LROA1087691		35.93	35.93	4100-072010-3008-	- -
7/10/2023	6/12/2023	003845 ALSCO	LROA1088507		35.93	35.93	4100-072010-3008-	- -
7/10/2023	6/19/2023	003845 ALSCO	LROA1089316		35.93	35.93	4100-072010-3008-	- -
					469.49	469.49 *		
7/10/2023	4/04/2023	004982 AMAZON CAPITAL	0404-0619 2023	10	57.98	57.98	4100-073010-5407-	- -
7/10/2023	4/04/2023	004982 AMAZON CAPITAL	0404-0619 2023	10	90.57	90.57	4100-073010-5401-	- -
7/10/2023	4/04/2023	004982 AMAZON CAPITAL	0404-0619 2023	10	966.74	966.74	4100-073010-5411-	- -
					1,115.29	1,115.29 *		
7/10/2023	5/26/2023	002589 AMERICAN STEEL	21273-2		13,762.00	13,762.00	4100-094010-8029-	- -
					13,762.00	13,762.00 *		
7/10/2023	6/15/2023	000047 AT&T	06152023		39.49	39.49	4100-031020-5203-	- -
7/10/2023	6/15/2023	000047 AT&T	06152023		47.36	47.36	4100-031020-5203-	- -
					86.85	86.85 *		
7/10/2023	7/01/2023	002058 BAI ACCT.USER G	07012023		500.00	500.00	4100-012300-3002-	- -
					500.00	500.00 *		
7/10/2023	6/26/2023	001225 BAI MUNICIPAL S	ESD2023-37		5,833.00	5,833.00	4100-012300-3005-	- -
					5,833.00	5,833.00 *		
7/10/2023	5/01/2023	001198 BAI TREASURER'S FY 2024 FEES			500.00	500.00	4100-012300-3002-	- -
					500.00	500.00 *		
7/10/2023	5/18/2023	000007 BAKER & TAYLOR	0518-0606 2023	10	300.14	300.14	4100-073010-5411-	- -
					300.14	300.14 *		
7/10/2023	7/06/2023	005066 BCA INDUSTRIES	14457		36,500.00	36,500.00	4100-042010-3002-	- -
					36,500.00	36,500.00 *		
7/10/2023	6/14/2023	004494 BENTLEY DISTRIB	394382		15.80	15.80	4100-012010-5401-	- -
7/10/2023	6/14/2023	004494 BENTLEY DISTRIB	394382		15.80	15.80	4100-012090-5401-	- -
7/10/2023	6/14/2023	004494 BENTLEY DISTRIB	394382		15.80	15.80	4100-035050-5401-	- -
7/10/2023	6/14/2023	004494 BENTLEY DISTRIB	394382		15.80	15.80	4100-034010-5401-	- -
7/10/2023	6/14/2023	004494 BENTLEY DISTRIB	394382		15.80	15.80	4100-012130-5401-	- -
					79.00	79.00 *		
7/10/2023	5/26/2023	000052 BLEVINS SEPTIC	37382		150.00	150.00	4100-043020-3004-	- -
7/10/2023	6/09/2023	000052 BLEVINS SEPTIC	37440		510.00	510.00	4100-043020-3004-	- -
					660.00	660.00 *		
7/10/2023	6/13/2023	000092 BONANZA RESTAUR	104278		217.40	217.40	4100-011010-5413-	- -
					217.40	217.40 *		
7/10/2023	4/02/2023	002337 CASKIE GRAPHICS	35523		406.82	406.82	4100-021060-3006-	- -
					406.82	406.82 *		
7/10/2023	6/20/2023	002170 CASTLEWOOD HIGH	06202023		25.00	25.00	4100-081040-3007-	- -
					25.00	25.00 *		
7/10/2023	6/01/2023	001616 CENTER POINT LA	2015944	10	539.28	539.28	4100-073010-5411-	- -
					539.28	539.28 *		
7/10/2023	6/01/2023	003569 CLARK PRINT SHO	4699	10	170.80	170.80	4100-073010-5401-	- -
					170.80	170.80 *		
7/10/2023	6/22/2023	004044 CRAIG'S FIREARM	39533		1,114.00	1,114.00	4100-031020-5409-	- -
7/10/2023	6/23/2023	004044 CRAIG'S FIREARM	39550		1,159.09	1,159.09	4100-031020-5409-	- -
					2,273.09	2,273.09 *		
7/10/2023	6/29/2023	004452 CRYSTAL SPRINGS	16981300 062923		337.16	337.16	4100-021020-5401-	- -
					337.16	337.16 *		

<u>DUE DATE</u>	<u>INV DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	6/16/2023	000171 CUMBERLAND PLAT	295		80,336.73	80,336.73	4100-042010-3002-	-
					80,336.73	80,336.73 *		
7/10/2023	6/09/2023	004691 CUSTOM CAGE	CC-23-0181		45.00	45.00	4100-031020-5408-	-
					45.00	45.00 *		
7/10/2023	6/22/2023	000193 DISCOUNT TIRE C	3308		297.50	297.50	4100-043020-5408-	-
					297.50	297.50 *		
7/10/2023	6/01/2023	003035 DODSON PEST CON	R10-927678		95.00	95.00	4100-072020-5407-	-
					95.00	95.00 *		
7/10/2023	5/02/2023	000198 DOMINION OFFICE	153596		160.60	160.60	4100-031020-5401-	-
7/10/2023	5/04/2023	000198 DOMINION OFFICE	153692		161.70	161.70	4100-031020-5401-	-
7/10/2023	5/12/2023	000198 DOMINION OFFICE	153840		177.49	177.49	4100-031020-5401-	-
7/10/2023	5/18/2023	000198 DOMINION OFFICE	154014		69.99	69.99	4100-031020-5401-	-
7/10/2023	5/18/2023	000198 DOMINION OFFICE	154054		79.40	79.40	4100-031020-5401-	-
7/10/2023	5/19/2023	000198 DOMINION OFFICE	154087		149.00	149.00	4100-012010-5401-	-
7/10/2023	5/30/2023	000198 DOMINION OFFICE	154324		184.49	184.49	4100-071040-5613-	-
7/10/2023	6/06/2023	000198 DOMINION OFFICE	154483		8.99	8.99	4100-021060-5401-	-
7/10/2023	6/06/2023	000198 DOMINION OFFICE	154511		67.81	67.81	4100-032050-5401-	-
7/10/2023	6/06/2023	000198 DOMINION OFFICE	154535		40.00	40.00	4100-071040-5613-	-
7/10/2023	6/09/2023	000198 DOMINION OFFICE	154579		100.29	100.29	4100-012010-5408-	-
7/10/2023	6/14/2023	000198 DOMINION OFFICE	154666		139.98	139.98	4100-072010-5405-	-
7/10/2023	6/15/2023	000198 DOMINION OFFICE	154719		52.99	52.99	4100-021060-5401-	-
7/10/2023	6/16/2023	000198 DOMINION OFFICE	154751		1,118.40	1,118.40	4100-012010-5401-	-
7/10/2023	6/15/2023	000198 DOMINION OFFICE	154771		8.44	8.44	4100-034010-5401-	-
7/10/2023	6/20/2023	000198 DOMINION OFFICE	154819		87.98	87.98	4100-012130-5401-	-
7/10/2023	5/19/2023	000198 DOMINION OFFICE	154093	10	29.96	29.96	4100-073010-5401-	-
7/10/2023	5/29/2023	000198 DOMINION OFFICE	154143	10	62.99	62.99	4100-073010-5401-	-
7/10/2023	6/12/2023	000198 DOMINION OFFICE	154143.1	10	27.99	27.99	4100-073010-5401-	-
7/10/2023	5/30/2023	000198 DOMINION OFFICE	154313	10	29.31	29.31	4100-073010-5401-	-
7/10/2023	6/15/2023	000198 DOMINION OFFICE	154718	10	184.49	184.49	4100-073010-5407-	-
7/10/2023	6/16/2023	000198 DOMINION OFFICE	154753	10	79.99	79.99	4100-073010-5407-	-
7/10/2023	6/21/2022	000198 DOMINION OFFICE	154848		103.98	103.98	4100-043020-5405-	-
7/10/2023	6/22/2023	000198 DOMINION OFFICE	154886		33.42	33.42	4100-034010-5401-	-
7/10/2023	5/23/2023	000198 DOMINION OFFICE	154910		273.96	273.96	4100-043020-5405-	-
7/10/2023	6/20/2023	000198 DOMINION OFFICE	154815		27.30	27.30	4100-021060-5401-	-
7/10/2023	6/26/2023	000198 DOMINION OFFICE	154408		474.95	474.95	4100-012010-5401-	-
7/10/2023	6/16/2023	000198 DOMINION OFFICE	154725		21.76	21.76	4100-012090-5401-	-
7/10/2023	6/21/2023	000198 DOMINION OFFICE	154818		17.64	17.64	4100-013010-5401-	-
7/10/2023	6/22/2023	000198 DOMINION OFFICE	154847		59.98	59.98	4100-021010-5401-	-
7/10/2023	6/22/2023	000198 DOMINION OFFICE	154884		25.38	25.38	4100-012090-5401-	-
7/10/2023	6/27/2023	000198 DOMINION OFFICE	154978		159.98	159.98	4100-012010-5401-	-
7/10/2023	2/10/2023	000198 DOMINION OFFICE	151247		151.11	151.11	4100-012090-5401-	-
7/10/2023	6/06/2023	000198 DOMINION OFFICE	154478		62.99	62.99	4100-031020-5401-	-
7/10/2023	6/07/2023	000198 DOMINION OFFICE	154542		27.64	27.64	4100-031020-5401-	-
7/10/2023	6/08/2023	000198 DOMINION OFFICE	154549		69.99	69.99	4100-031020-5401-	-
7/10/2023	6/13/2023	000198 DOMINION OFFICE	154688		44.30	44.30	4100-031020-5401-	-
7/10/2023	6/15/2023	000198 DOMINION OFFICE	154747		114.50	114.50	4100-031020-5401-	-
7/10/2023	6/28/2023	000198 DOMINION OFFICE	155024		62.99	62.99	4100-031020-5401-	-
					4,754.15	4,754.15 *		
7/10/2023	6/03/2023	004666 ENTERPRISE FLEE	FBN4770577		2,494.98	2,494.98	4100-012010-5408-	-
					2,494.98	2,494.98 *		
7/10/2023	5/30/2023	001020 FERGUSON ENTERP	3896278-5		440.00	440.00	4100-094010-8029-	-
7/10/2023	5/24/2023	001020 FERGUSON ENTERP	4647087		1,024.66	1,024.66	4100-094010-8029-	-
					1,464.66	1,464.66 *		
7/10/2023	6/13/2023	004137 FIRE RESCUE AND	6988		86.60	86.60	4100-031020-5409-	-
					86.60	86.60 *		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.C.#
7/10/2023	6/23/2023	001445 FISHER AUTO PAR	397-291563		13.18	13.18	4100-042400-5407-	-
7/10/2023	6/26/2023	001445 FISHER AUTO PAR	397-291606		93.63	93.63	4100-042400-5408-	-
7/10/2023	6/22/2023	001445 FISHER AUTO PAR	397-291504		3.75	3.75	4100-043020-5408-	-
7/10/2023	6/29/2023	001445 FISHER AUTO PAR	397-291733		274.50	274.50	4100-043020-5408-	-
7/10/2023	6/30/2023	001445 FISHER AUTO PAR	397-291785		14.21	14.21	4100-042400-5408-	-
					399.27	399.27 *		
7/10/2023	6/13/2023	005061 FLEET GENIUS	109073		134.73	134.73	4100-042400-5407-	-
					134.73	134.73 *		
7/10/2023	5/05/2023	000239 FOOD CITY	05052023		4.17	4.17	4100-031020-5401-	-
7/10/2023	5/22/2023	000239 FOOD CITY	05222023		29.41	29.41	4100-031020-5401-	-
					33.58	33.58 *		
7/10/2023	6/11/2023	004831 FOUNDATION SYST	1737		1,888.00	1,888.00	4100-094010-8029-	-
					1,888.00	1,888.00 *		
7/10/2023	6/20/2023	001862 GREAT AMERICA L	34295701		263.22	263.22	4100-012090-5401-	-
					263.22	263.22 *		
7/10/2023	6/05/2023	004627 HOLSTON MEDICAL	236230		60.00	60.00	4100-042400-5401-	-
7/10/2023	5/01/2023	004627 HOLSTON MEDICAL	225140		140.00	140.00	4100-031020-5409-	-
7/10/2023	6/19/2023	004627 HOLSTON MEDICAL	237810		60.00	60.00	4100-042400-5401-	-
					260.00	260.00 *		
7/10/2023	5/25/2023	003866 INNOVATIVE TECH	3787		2,587.50	2,587.50	4100-094010-7061-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3814		12,450.00	12,450.00	4100-094010-8029-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3814		4,804.00	4,804.00	4100-094010-8029-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3815		3,150.00	3,150.00	4100-012300-3002-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3815		110.00	110.00	4100-022010-5415-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3815		254.00	254.00	4100-012300-7002-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3817		112.50	112.50	4100-071040-5605-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3818		225.00	225.00	4100-012300-3002-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3820		37.50	37.50	4100-022010-5415-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3821		37.50	37.50	4100-072010-3009-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3821		65.00	65.00	4100-072010-3009-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3823		1,162.50	1,162.50	4100-012300-3002-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3824		562.50	562.50	4100-032050-3005-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3825		525.00	525.00	4100-094010-7061-	-
7/10/2023	6/27/2023	003866 INNOVATIVE TECH	3825		16.00	16.00	4100-094010-7061-	-
					26,099.00	26,099.00 *		
7/10/2023	6/29/2023	004164 INTERACTIVEGIS,	6273		2,999.00	2,999.00	4100-012090-5401-	-
					2,999.00	2,999.00 *		
7/10/2023	5/01/2023	000331 J A STREET & AS 24			502,969.23	502,969.23	4100-094010-8029-	-
					502,969.23	502,969.23 *		
7/10/2023	6/25/2023	003587 JOHN DEERE FINA	06252023		831.29	831.29	4100-031020-5408-	-
					831.29	831.29 *		
7/10/2023	6/02/2023	000353 KEGLEY SERVICE	40339		905.48	905.48	4100-034010-5408-	-
7/10/2023	5/16/2023	000353 KEGLEY SERVICE	40303		75.00	75.00	4100-022010-5415-	-
					980.48	980.48 *		
7/10/2023	6/26/2023	002142 KESTNER MAX	1656		4,060.45	4,060.45	4100-094010-7061-	-
					4,060.45	4,060.45 *		
7/10/2023	5/03/2023	001235 KIDS REFERENCE	KRC05-12122	10	1,370.80	1,370.80	4100-073010-5411-	-
7/10/2023	6/01/2023	001235 KIDS REFERENCE	KRC05-12124	10	259.86	259.86	4100-073010-5411-	-
					1,630.66	1,630.66 *		
7/10/2023	6/05/2023	000359 KWIK KAFE	3510:712014		27.99	27.99	4100-012010-5401-	-
					27.99	27.99 *		
7/10/2023	6/22/2023	004546 LEAF	04928176	10	95.52	95.52	4100-073010-3002-	-
					95.52	95.52 *		
7/10/2023	6/13/2023	004948 LYTTLE SHILOH	06132023		71.39	71.39	4100-011010-5501-	-
					71.39	71.39 *		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
7/10/2023	5/08/2023	001591 MIDWEST TAPE	503759679	10	50.22	50.22	4100-073010-5411-	-
7/10/2023	5/12/2023	001591 MIDWEST TAPE	503778462	10	254.87	254.87	4100-073010-5411-	-
7/10/2023	5/23/2023	001591 MIDWEST TAPE	503825384	10	129.64	129.64	4100-073010-5411-	-
7/10/2023	5/30/2022	001591 MIDWEST TAPE	503855920	10	85.42	85.42	4100-073010-5411-	-
					520.15	520.15 *		
7/10/2023	6/02/2023	003387 MOBILE COMMUNIC	354002708-1		105.00	105.00	4100-031020-7003-	-
7/10/2023	6/20/2023	003387 MOBILE COMMUNIC	354002730-1		1,500.00	1,500.00	4100-031020-7003-	-
7/10/2023	6/19/2023	003387 MOBILE COMMUNIC	354002731-1		475.00	475.00	4100-031020-7003-	-
7/10/2023	6/19/2023	003387 MOBILE COMMUNIC	354002732-1		150.00	150.00	4100-031020-7003-	-
7/10/2023	6/01/2023	003387 MOBILE COMMUNIC	80109058		790.00	790.00	4100-031020-7003-	-
7/10/2023	7/01/2023	003387 MOBILE COMMUNIC	80110745		695.00	695.00	4100-031020-7003-	-
					3,715.00	3,715.00 *		
7/10/2023	6/23/2023	000430 MODERN CHEVROLE	30132		14.95	14.95	4100-043020-5408-	-
					14.95	14.95 *		
7/10/2023	5/31/2023	004926 MORGAN MCCLURE	CM39062		50.00-	50.00-	4100-031020-5408-	-
7/10/2023	5/30/2023	004926 MORGAN MCCLURE	39062		166.59	166.59	4100-031020-5408-	-
					116.59	116.59 *		
7/10/2023	5/16/2023	004971 NEWSBANK INC	AR32838	10	307.41	307.41	4100-073010-3002-	-
7/10/2023	5/23/2023	004971 NEWSBANK INC	AR33009	10	225.24	225.24	4100-073010-3002-	-
7/10/2023	4/17/2023	004971 NEWSBANK INC	RN1079755	10	1,633.00	1,633.00	4100-073010-5411-	-
7/10/2023	6/15/2023	004971 NEWSBANK INC	2023090113	10	573.00	573.00	4100-073010-3002-	-
					2,738.65	2,738.65 *		
7/10/2023	5/24/2023	003123 O'REILLY AUTO P	105226		54.99	54.99	4100-022010-5415-	-
7/10/2023	6/06/2023	003123 O'REILLY AUTO P	106674		86.97	86.97	4100-022010-5415-	-
7/10/2023	3/20/2023	003123 O'REILLY AUTO P	0320-0428 23		657.37	657.37	4100-031020-5408-	-
7/10/2023	6/20/2023	003123 O'REILLY AUTO P	1943-108230		31.96	31.96	4100-071040-5407-	-
7/10/2023	6/21/2023	003123 O'REILLY AUTO P	1943-108383		242.14	242.14	4100-043020-5408-	-
					1,073.43	1,073.43 *		
7/10/2023	6/22/2023	000904 OLD DOMINION PO	06222023		30.00	30.00	4100-043020-5101-	-
					30.00	30.00 *		
7/10/2023	6/16/2023	004608 PIERCE METALS,	21088TB3428		2,655.00	2,655.00	4100-094010-8029-	-
					2,655.00	2,655.00 *		
7/10/2023	6/28/2023	004571 R.E. MICHEL COM	307209792		156.90	156.90	4100-043020-5101-	-
					156.90	156.90 *		
7/10/2023	6/01/2023	004581 RFC COMPANY	376-S01249224		207.90	207.90	4100-094010-7056-	-
					207.90	207.90 *		
7/10/2023	2/10/2023	002812 RICOH USA, INC	37607169		184.90	184.90	4100-013020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643183		6.11	6.11	4100-021020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643683		24.58	24.58	4100-032050-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643687		10.33	10.33	4100-031020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643695		14.09	14.09	4100-022010-5415-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643723		51.53	51.53	4100-022010-5401-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643764		40.38	40.38	4100-012090-5401-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643869		4.91	4.91	4100-031020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067643896		6.20	6.20	4100-031020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644063		15.83	15.83	4100-034010-5401-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644259		10.52	10.52	4100-012130-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644302		119.55	119.55	4100-012010-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644643		6.80	6.80	4100-021020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644694		17.10	17.10	4100-032050-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644752		10.85	10.85	4100-021020-3005-	-
7/10/2023	7/01/2023	002812 RICOH USA, INC	5067644789		56.03	56.03	4100-012090-5401-	-
					579.71	579.71 *		
7/10/2023	5/26/2023	004981 ROCKY TOP MATER	18007355-00		1,921.92-	1,921.92-	4100-094010-8029-	-
7/10/2023	6/19/2023	004981 ROCKY TOP MATER	18007656-00		2,671.71	2,671.71	4100-094010-8029-	-
					749.79	749.79 *		

<u>DUE DATE</u>	<u>INV DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	6/12/2023	000577 RUSSELL COUNTY	2023 FAIR		7,500.00	7,500.00	4100-091000-5091-	- -
					7,500.00	7,500.00 *		
7/10/2023	6/22/2023	000663 RUSSELL COUNTY	JUN-23	1	7,740.00	7,740.00	4100-095010-9130-	- -
7/10/2023	6/22/2023	000663 RUSSELL COUNTY	JUNE23 WWTP	2	17,928.09	17,928.09	4100-082010-8025-	- -
					25,668.09	25,668.09 *		
7/10/2023	5/30/2023	003554 S.E.P.T.I.C. IN	56887		148.14	148.14	4100-094010-7056-	- -
7/10/2023	6/19/2023	003554 S.E.P.T.I.C. IN	56953		30.00	30.00	4100-094010-7056-	- -
					178.14	178.14 *		
7/10/2023	6/23/2023	000594 SAM'S CLUB/GEGR	06232023		567.24	567.24	4100-031020-5409-	- -
					567.24	567.24 *		
7/10/2023	6/16/2023	003380 SHENTEL	06162023		131.39	131.39	4100-031020-5203-	- -
7/10/2023	6/16/2023	003380 SHENTEL	06162023		135.38	135.38	4100-031020-5203-	- -
7/10/2023	6/16/2023	003380 SHENTEL	06162023		135.38	135.38	4100-012010-5413-	- -
7/10/2023	6/22/2023	003380 SHENTEL	06222023		145.68	145.68	4100-035050-5413-	- -
					547.83	547.83 *		
7/10/2023	5/31/2023	004710 SKANSKA USA BUI	2220802-36		17,139.00	17,139.00	4100-094010-8029-	- -
					17,139.00	17,139.00 *		
7/10/2023	6/05/2023	002986 SOUTHWEST VA CR	1409		23,484.00	23,484.00	4100-031020-5600-	- -
					23,484.00	23,484.00 *		
7/10/2023	1/09/2023	001700 SOUTHWEST VA VE	148944 RCSSO	1	385.42	385.42	4100-031020-5409-	- -
7/10/2023	6/14/2023	001700 SOUTHWEST VA VE	153032		10,619.49	10,619.49	4100-035010-5404-	- -
					11,004.91	11,004.91 *		
7/10/2023	6/08/2023	002498 SOUTHWEST VIRGI	06082023		437,718.44	437,718.44	4100-033010-3009-	- -
7/10/2023	6/08/2023	002498 SOUTHWEST VIRGI	06082023		93,076.92	93,076.92	4100-033010-1006-	- -
					530,795.36	530,795.36 *		
7/10/2023	6/30/2023	003144 SUMMIT BUSINESS	2023220		78.75	78.75	4100-012300-7002-	- -
					78.75	78.75 *		
7/10/2023	6/22/2022	000667 TAZEWELL COUNTY	JUNE 22, 2022		3,164.90	3,164.90	4100-095010-9130-	- -
					3,164.90	3,164.90 *		
7/10/2023	5/31/2023	000366 THE LEBANON NEW	05312023		1,527.56	1,527.56	4100-011010-3007-	- -
7/10/2023	5/31/2023	000366 THE LEBANON NEW	143802/143853		52.80	52.80	4100-012130-5802-	- -
					1,580.36	1,580.36 *		
7/10/2023	5/19/2023	000680 TOWN OF HONAKER	05192023		38.39	38.39	4100-071040-5103-	- -
7/10/2023	5/19/2023	000680 TOWN OF HONAKER	05192023		81.62	81.62	4100-043020-5103-	- -
					120.01	120.01 *		
7/10/2023	6/28/2023	000685 TREASURER OF VI	06282023		1,425.00	1,425.00	4100-022010-5401-	- -
					1,425.00	1,425.00 *		
7/10/2023	6/13/2023	002133 TREASURER OF VI	06132023		20.00	20.00	4100-035030-3001-	- -
7/10/2023	6/15/2023	002133 TREASURER OF VI	06152023		40.00	40.00	4100-035030-3001-	- -
					60.00	60.00 *		
7/10/2023	6/29/2023	003244 TRIMBLE COMPANY	42307		2,388.00	2,388.00	4100-043020-5407-	- -
					2,388.00	2,388.00 *		
7/10/2023	7/05/2023	001086 U.S. POSTAL SER	08034725 JULY23		10,000.00	10,000.00	4100-099000-5000-	- -
					10,000.00	10,000.00 *		
7/10/2023	6/20/2023	003965 UNIFIRST CORPOR	1730071573		14.59	14.59	4100-043020-3008-	- -
7/10/2023	6/20/2023	003965 UNIFIRST CORPOR	1730071602		17.02	17.02	4100-043020-3008-	- -
7/10/2023	6/20/2023	003965 UNIFIRST CORPOR	1730071607		29.28	29.28	4100-043020-3008-	- -
7/10/2023	6/27/2023	003965 UNIFIRST CORPOR	1730072691		14.59	14.59	4100-043020-3008-	- -
7/10/2023	6/27/2023	003965 UNIFIRST CORPOR	1730072724		17.02	17.02	4100-043020-3008-	- -
7/10/2023	6/27/2023	003965 UNIFIRST CORPOR	1730072728		29.28	29.28	4100-043020-3008-	- -
					121.78	121.78 *		
7/10/2023	6/15/2023	000722 VACO	IVC0606285		5,321.00	5,321.00	4100-011010-5801-	- -
					5,321.00	5,321.00 *		
7/10/2023	6/20/2023	000733 VACORP	107213		38,536.50	38,536.50	4100-099000-1013-	- -
7/10/2023	6/20/2023	000733 VACORP	107217		51,292.00	51,292.00	4100-043020-5305-	- -

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	6/20/2023	000733 VACORP	107217		64,645.00	64,645.00	4100-043020-5308-	-
					154,473.50	154,473.50 *		
7/10/2023	9/28/2022	000644 VIRGINIA DEPART	20181205		12,238.56	12,238.56	4100-032040-5605-	-
					12,238.56	12,238.56 *		
7/10/2023	6/20/2023	000752 VML INSURANCE P 1677			1,347.00	1,347.00	4100-011010-5801-	-
					1,347.00	1,347.00 *		
7/10/2023	6/05/2023	000758 WALLACE FURNITU	133149		19.90	19.90	4100-071040-5613-	-
7/10/2023	6/09/2023	000758 WALLACE FURNITU	133167		37.45	37.45	4100-071040-5613-	-
7/10/2023	6/23/2023	000758 WALLACE FURNITU	133233		6.32	6.32	4100-071040-5608-	-
					63.67	63.67 *		
7/10/2023	6/23/2023	004278 WELLS FARGO VEN	107389494		158.05	158.05	4100-031020-3005-	-
7/10/2023	6/30/2023	004278 WELLS FARGO VEN	107402442		215.04	215.04	4100-012090-5401-	-
					373.09	373.09 *		
7/10/2023	6/30/2023	003847 WEX BANK	06302023		2,880.30	2,880.30	4100-043020-5408-	-
7/10/2023	6/30/2023	003847 WEX BANK	06302023		5,327.16	5,327.16	4100-099000-5000-	-
7/10/2023	6/30/2023	003847 WEX BANK	06302023		461.04	461.04	4100-031020-5408-	-
7/10/2023	6/30/2023	003847 WEX BANK	06302023		235.05	235.05	4100-099000-5000-	-
					8,903.55	8,903.55 *		
7/10/2023	6/23/2023	004837 WEX ENTERPRISE	06232023		16,452.26	16,452.26	4100-031020-5408-	-
					16,452.26	16,452.26 *		
7/10/2023	7/19/2023	002375 WINDSTREAM	07192023		83.81	83.81	4100-031020-5203-	-
					83.81	83.81 *		
7/10/2023	5/17/2023	000219 XPRESS LUBE	LITTER VAN		48.59	48.59	4100-031020-5408-	-
					48.59	48.59 *		
		TOTAL FOR DUE DATE 7/10/2023			1,555,563.40	1,555,563.40		
		TOTAL DUE FOR FUND- 4100			1,555,563.40	1,555,563.40		



<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	5/16/2023	000383 MATTHEW BENDER	.6986461		89.35	89.35	4713-021080-6012-	-
					89.35	89.35 *		
		TOTAL FOR DUE DATE	7/10/2023		89.35	89.35		
		TOTAL DUE FOR FUND-	4713		89.35	89.35		

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
7/10/2023	6/22/2023	000198 DOMINION OFFICE	154891		60.46	60.46	4839-083990-5407-	- -
					60.46	60.46	*	
7/10/2023	6/21/2023	003374 MCMASTER-CARR S	998655971		384.20	384.20	4839-083990-5407-	- -
7/10/2023	6/27/2023	003374 MCMASTER-CARR S	10150638		70.29	70.29	4839-083990-5407-	- -
					454.49	454.49	*	
7/10/2023	6/26/2023	003769 T'S COUNTRY STO	2417		64.90	64.90	4839-083990-5407-	- -
					64.90	64.90	*	
7/10/2023	5/19/2023	000680 TOWN OF HONAKER	05192023		103.09	103.09	4839-083990-5103-	- -
					103.09	103.09	*	
7/10/2023	6/22/2023	000082 VERIZON	06222023		77.71	77.71	4839-083990-5203-	- -
					77.71	77.71	*	
7/10/2023	6/08/2023	000758 WALLACE FURNITU	133163		31.49	31.49	4839-083990-5407-	- -
					31.49	31.49	*	
		TOTAL FOR DUE DATE 7/10/2023			792.14	792.14		
		TOTAL DUE FOR FUND- 4839			792.14	792.14		
		NON-DIRECT DEPOSIT			1,556,444.89	1,556,444.89		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			1,556,444.89	1,556,444.89		
						.00		



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item: B-3  
Presenter: Chairperson

**Meeting: 7/10/23 6:00 PM**

---

## **Board Appointments**

### **RC Library Board**

<b>Yvonne Dye</b>	<b>3-Year Term</b>	<b>June 30, 2023</b>
<b>Susan Breeding</b>	<b>3-Year Term</b>	<b>June 30, 2023</b>

### **RC Department of Social Services (DSS)**

<b>Brian Ferguson</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Sharon Owens</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>

### **Russell County Tourism Advisory Committee**

<b>Alice Meade</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Doug Hubbard</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Lisa Hubbard</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Jennifer Chumbley</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Dustin Blackson</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Carly Bruck</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>
<b>Janice Halsey</b>	<b>4-Year Term</b>	<b>June 30, 2023</b>

### **Staff Recommendation:**

Presentation – Informational Only.

### **Suggested Motion:**

Board Discretion.

### **ATTACHMENTS:**

Various

<b>Board Appointments</b>			
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Dante Community Center Board Members</u></b>			
Bobbie Gullett	2	Two Years	April 1, 2023
Arthur Phillips (deceased)	2	Two Years	April 1, 2023
Wanda Osborne (does not wish to serve)	2	Two Years	April 1, 2023
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Department of Social Services</u></b>			
Brian Ferguson		Four Year	June 30, 2023
Sharon Owens	1	Four Year	June 30, 2023
<b><u>Russell County Public Library Board</u></b>			
Yvonne Dye	4	Three Year	June 30, 2023
Susan Breeding	5	Three Years	June 30, 2023
<b><u>Russell County Public Service Authority</u></b>			
Thomas Tignor	1	Four Years	June 24, 2023
<b><u>Russell County Tourism Advisory Committee</u></b>			
Alice Meade	5	Four Years	June 30, 2023
Doug Hubbard	6	Four Years	June 30, 2023
Lisa Hubbard	6	Four Years	June 30, 2023
Jennifer Chumbley	3	Four Years	June 30, 2023
Dustin Blackson	2	Four Years	June 30, 2023
Carly Bruck	1	Four Years	June 30, 2023
Janice Halsey		Four Years	June 30, 2023
<b><u>Southwest Community College Advisory Board</u></b>			
Randall Hillman	4	Four Years	June 30, 2023

Name	District	Term	Term Ending
<b><u>Community Policy Management Team</u></b>			
Patrick Brunty		Three Years	August 7, 2023
Joni Lester		Three Years	August 7, 2023
<b><u>Spearhead Trails</u></b>			
Gilbert "Teddy" Clevinger	2	Three Years	August 7, 2023
<b><u>Russell County Tourism Advisory Committee</u></b>			
Janice Halsey		Four Years	August 30, 2023
Name	District	Term	Term Ending
<b><u>Dante Community Center Board</u></b>			
Catherine Pratt	2		October 12, 2023
Jason Gullett	2		October 12, 2023
<b><u>Highway &amp; Safety Commission</u></b>			
Gary Dotson	1	Two Years	October 12, 2023
Johnny B. Jessee	3	Two Years	October 12, 2023
Eugene Ferguson	6	Two Years	October 12, 2023
Barbara K. Cox	3	Two Years	October 12, 2023
Tony Maxfield	3	Two Years	October 12, 2023
Henry E. Stinson, Jr.	4	Two Years	October 12, 2023
<b><u>Russell County Planning Commission</u></b>			
Charles Edmonds	3	Four Years	October 7, 2023
John Mason	1	Four Years	October 4, 2023
<b><u>Cumberland Plateau Economic Development Commission</u></b>			
Frank Horton	5	1 Year	October 12, 2023
Tony Lambert	6	1 Year	October 12, 2023
Ron Blankenship	3	1 Year	October 12, 2023
James Eaton, Jr.	6	1 Year	October 12, 2023

Name	District	Term	Term Ending
<b><u>Community Policy Management Team</u></b>			
Lonzo Lester		Four Year	November 4, 2023
<b><u>Oak Grove Community Center</u></b>			
Linda Cross	1	Two Years	November 1, 2023
Rita "Charlene" Johnson	1	Two Years	November 1, 2023
Tammy Perry	1	Two Years	November 1, 2023
John Perry	1	Two Years	November 1, 2023
Nancy Osborne	1	Two Years	November 1, 2023
Peggy Kegley	1	Two Years	November 1, 2023
Name	District	Term	Term Ending
<b><u>Community Police Management Team</u></b>			
Rebecca Dye	6	Four Year	December 31, 2023
<b><u>Highway &amp; Safety Commission</u></b>			
Linda Cross	1	Two Years	December 31, 2023
<b><u>Industrial Development Authority</u></b>			
Donnie Christian	6	Four Term	December 31, 2023
Nelson "Tony" Dodi	5	Four Term	December 31, 2023
Richard Lockridge	5	Four Term	December 31, 2023
<b><u>Southwest Virginia EMS Council</u></b>			
Maxie Skeen	3	Four Years	December 31, 2023



# RUSSELL COUNTY BOARD OF SUPERVISORS

## BOARD / COMMITTEE APPLICATION

DATE OF APPLICATION: 2-28-23

(Please print or type in black ink)

VOTING DISTRICT: 3

NAME: Jonathan Eaton jjeaton2013@gmail.com  
(First) (Last) (Email Address)

MAILING ADDRESS: 74 Sykes Drive Honaker, VA 24260

E911 ADDRESS: 74 Sykes Drive

TELEPHONE NUMBERS: \_\_\_\_\_ 276-701-1427 \_\_\_\_\_  
(Home) (Business) (Cell)

PROFESSION/VOCATION: President/Owner of Appalachian Chemical Company, Engineer and Technician for Cable Plus, Owner of J and A Investments

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Russell County IDA  
Russell County Tourism  
(List no more than 3 -- in order of preference :)

OTHER INTERESTS: Farming (raising cattle and horses), remodeling rental properties, Spending time with my wife and son,

EDUCATION: High School and Two years of college at ShCC

JOB EXPERIENCE: Eight years working for a cable and broadband company. Operating two of my companies, Appalachian Chemical Company and J+A Investments.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: President of Appalachian Gateway Horse and Trail Association (Non-profit Organization) 5 years at Cleveland, VA

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? No

IF YES, PLEASE NAME: \_\_\_\_\_

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? No

IF YES, PLEASE NAME: \_\_\_\_\_



Loretta Vance <loretta.vance@russellcountyva.us>

## Online Form Submittal: Board and Committee Application

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: vicki.porter@russellcountyva.us, loretta.vance@russellcountyva.us

Fri, Mar 24, 2023 at 5:02 PM

### Board and Committee Application

Name	Jennifer Chumbley
Email Address	<a href="mailto:jennchumbley@gmail.com">jennchumbley@gmail.com</a>
Mailing Address:	P.O. Box 154
E-911 Address:	285 Ivy Ridge Road
Phone Number	540-577-7027
Fax Number	<i>Field not completed.</i>
Board/Committee on Which You Wish to Serve	IDA Russell County TAC Social Services
Other Interests	Business, Tourism, Farming, Community Service
Education	Currently obtaining Bachelors Degree in Business Administration at Liberty University
Job Experience	Payroll/HR Manager Home Nursing Company, Inc. May 2008 to present Rock Ridge Vapor LLC Co-Owner, April 2014 to present Town of Cleveland Mayor from January 2017 to December 2022
Are you currently a registered voter?	Yes
What voting district do you reside in?	Cleveland
Civic or Service Organization Experience	Secretary of Russell County Tourism Committee, current chair of Russell County Tourism Advisory Committee. Mayor of Cleveland, VA Cleveland Community Tourism Group member
Are you currently a member of a Russell County Board or Committee?	Yes



---

If YES, please name: Russell County TAC

---

Have you previously served Yes  
as a member of a Russell  
County Board or Committee?

---

If YES, please name: Russell County TAC

---

Email not displaying correctly? [View it in your browser.](#)



**RUSSELL COUNTY BOARD OF SUPERVISORS  
BOARD / COMMITTEE APPLICATION**

DATE OF APPLICATION: June 20, 2023

(Please print or type in black ink)

NAME: ALICE MEADE aliceandbernard@verizon.net  
(First) (Last) (Email Address)

MAILING ADDRESS: 28 MAJOR ST., LEBANON, VA 24266

E911 ADDRESS: 28 MAJOR ST.

TELEPHONE NUMBERS: — — 276-880-5275  
(Home) (Business) (Cell)

PROFESSION/VOCATION: Retired Asst. Co. Adm - Russell County

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Journeen Comm. TAC

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: Volunteering + traveling

EDUCATION: High School Graduate - J.D. Burton High

JOB EXPERIENCE: 10 yrs in Russell Co. Treas. Office - 33 years in  
Russell Co. Board of Supervisors - Asst. Co. Adm.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Christian Center Board, People, Inc.  
Appalachian Agency for Senior Citizens

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: TAC + CPM's

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: Several boards as Asst. Co. Adm.

OTHER INTERESTS (Continued):

---

---

---

JOB EXPERIENCE (Continued):

---

---

---

CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):

*Former Chairperson for  
Heart of Appalachia representing Russell County*

---



# RUSSELL COUNTY BOARD OF SUPERVISORS

## BOARD / COMMITTEE APPLICATION

DATE OF APPLICATION: 6/26/2023

(Please print or type in black ink)

NAME: Dustin Blackson dustinblackson@gmail.com  
(First) (Last) (Email Address)

MAILING ADDRESS: PO Box 141 Castlewood, VA 24224

E911 ADDRESS: 2671 Pats Lane St. Paul VA 24283

TELEPHONE NUMBERS: 276-870-4998 \_\_\_\_\_  
(Home) (Business) (Cell)

PROFESSION/VOCATION: Customer Service/Stacker

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Tourism (TAC)

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: History, Hiking, ~~Traveling~~ Traveling, Researching,  
and outdoor activities

EDUCATION: Bachelor's Degree - Business Management

JOB EXPERIENCE: Customer Service, Stacking, and writing

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Tourism/History Committees,  
Masonic Lodge, and Shriners

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: Tourism Advisory Committee

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? \_\_\_\_\_

IF YES, PLEASE NAME: \_\_\_\_\_



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item D-1 – D-15  
Presenter: Administrator

**Meeting: 7/10/23 6:00 PM**

---

## **County Administrator Reports & Requests**

The County Administrator Reports & Request for July 2023:

### **REPORTS**

1. **Office of the Comptroller – Russell County’s Subrecipient CARES Review Report.....D-1**
2. **Virginia Department of Agriculture and Consumer Services – Russell County’s Animal Shelter Report.....D-2**
3. **VDOT Monthly Road System Report.....D-3**
4. **Castlewood & Honaker Cannery Opens (July 25<sup>th</sup>, 2023).....D-4**

### **REQUESTS**

5. **Russell County Recovery Inc Opioid Grant Application FY22/23 - \$26,000 & FY23/24 - \$111,200.....D-5**
6. **Department of Criminal Justice Services – SRO Incentive Grant Program – SRO Grant 24-290-B - \$222,210 & SRO Grant 24-422-A - \$222,208.....D-6**
7. **Department of Criminal Justice Services – ARPA Law Enforcement Equipment Grant \$481,000 .....D-7**
8. **Wellspring Foundation of Southwest VA – Dante Steam Building Restoration Project & Bernie Williams Workforce Center Grant - \$113,877.....D-8**
9. **Virginia Coalfield Economic Development Authority (VCEDA) Grant - \$25,000 - Laurel Bed Lake Feasibility Study Request for Quotes (RFQ).....D-9**
10. **Department of Criminal Justice – Victim Witness Grant - \$65,100.....D-10**
11. **Marc Mero – Champion of Choices – RC School Event - \$6,000.....D-11**
12. **Highlands Juvenile Detention Alternatives Program Resolution.....D-12**
13. **RC Landfill Industrial Tire Shredder Quotes/Bids.....D-13**
14. **Commissioner of Revenue, Library, & Emergency Management Travel Requests.....D-14**
15. **RC Planning Commission Plat.....D-15**



## COMMONWEALTH of VIRGINIA

LEWIS R. McCABE, CPA, CGFM, CGMA  
COMPTROLLER

Office of the Comptroller

P. O. BOX 1971  
RICHMOND, VIRGINIA 23218-1971

June 15, 2023

### **MEMORANDUM**

TO: **Lonzo Lester, County Administrator**  
**Russell County**

FROM: **Amanda R. Simpson, Director, Compliance Oversight and Federal Reporting**  
**Department of Accounts**

SUBJECT: **Subrecipient Monitoring Review Report**

Department of Accounts (DOA) has performed a Subrecipient Monitoring Review (SMR) pursuant to the compliance monitoring and oversight requirements detailed in the *Coronavirus Aid, Relief, and Economic Security Act (CARES Act)*, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards (Uniform Guidance) 2 CFR § 200.332, for recipients of Coronavirus Relief Funds (CRF) (ALN 21.019).

### **Scope of Review**

In order to substantiate Russell County's compliance with the CARES Act requirements, the SMR process required certifications to the proper use of the CARES Act funds, return of any unused funds, maintenance of proper accounting records, and accurate reporting of expenditures to Department of Accounts of Coronavirus Relief Funds. These certifications were produced using DOA's Subrecipient Monitoring Secure Portal upon completion of a survey, that was then signed electronically by the Authorized Representative (County Administrator) and a Fiscal Contact from Russell County.

### **Conclusion**

Russell County certified affirmatively that all requirements of the CARES Act funding distributed by DOA have been met and that all obligations and expenditures of the funds have been reported accurately. DOA has no further questions at this time.

### **Closeout of the Subaward**

Because Russell County has certified all CRF funds as fully compliant with the Commonwealth's and U.S. Department of the Treasury's requirements, the subawards (Transfers 1 and 2 of CRF Funds; and, if applicable, Municipal Utility Relief funds of the CARES Act) to Russell County are considered fully expended; completely and accurately reported; and therefore, closed. No further expenditures related to CRF will be considered. However, if

Lonzo Lester, County Administrator

June 15, 2023

Page 2

you become aware of anything that impacts your locality certification status, Russell County must contact DOA and report the modification immediately.

**Summary and Remarks**

Thank you for your and your staff's assistance through this Subrecipient Monitoring Review process. If any questions arise regarding the above, please contact me.

cc: Randy Williams, Commissioner of Revenue, Russell County

Department of Accounts

Lewis R. McCabe, State Comptroller

Sharon H. Lawrence, Deputy State Comptroller

Linda Lee, Assistant Director, Compliance Oversight

Beth Fauerbach, Lead Quality Assurance Analyst, Compliance Oversight



VIRGINIA DEPARTMENT  
OF AGRICULTURE AND  
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES  
OFFICE OF VETERINARY SERVICES - ANIMAL CARE  
P.O. BOX 1163  
RICHMOND, VA 23218  
804-692-4001

ANIMAL SHELTER INSPECTION FORM

Facility Name/ID: Russell County  
Public Animal Shelter

Date: 6/21/23

Time: 9:30a

Elements of Inspection

- 1) Animals on premises.  Inspected  Not Inspected – Explain:
- 2) Animal enclosures.  Inspected  Not Inspected – Explain:
- 3) Areas of facility.  Inspected  Not Inspected – Explain: @ Veterinarian
- 4) Method of animal euthanasia.  Inspected  Not Inspected – Explain: Not performed by shelter
- 5) Other (specify or indicate "N/A"):

Results of Inspection

No Violations Cited

Violation(s) Cited (Details of each violation will be provided in an Inspection Summary, included in the Inspection Report, and mailed to the responsible authority. The Inspection Report will also include information regarding questions or submission of a response upon receipt of the report.)

- 3.2-6503
- 3.2-6546 (B)
- 3.2-6546 (C)
- 3.2-6546 (D)
- 3.2-6546 (E)
- 3.2-6548 (C)
- 3.2-6557 (B)
- 3.2-6574
- 3.2-6575
- 2 VAC 5-111-20 (A)
- 2 VAC 5-111-20 (B)
- 2 VAC 5-111-20 (C)
- 2 VAC 5-111-20 (D)
- 2 VAC 5-111-20 (E)
- 2 VAC 5-111-30 (A)
- 2 VAC 5-111-30 (B)
- 2 VAC 5-111-30 (C)
- 2 VAC 5-111-40 (A)
- 2 VAC 5-111-40 (B)
- 2 VAC 5-111-40 (C)
- 2 VAC 5-111-40 (D)
- 2 VAC 5-150-120
- 2 VAC 5-150-130
- 2 VAC 5-150-140
- \_\_\_\_\_
- \_\_\_\_\_

Reference Materials Provided

- Virginia Administrative Code, Title 2, Agency 5, Chapter 111 "Public and Private Animal Shelters"
- Virginia Administrative Code, Title 2, Agency 5, Chapter 150 "Rules and Regulations Governing the Transportation of Companion Animals"
- VDACS Guidance Document "Guidelines Governing the Veterinary Protocols Required by Virginia Administrative Code 2 VAC 5-111-30"
- Division Administrative Directive 79-1 "Methods Prescribed or Approved for Animal Euthanasia and Competency Certification Requirements"
- VDACS Form "Animal Custody Record"
- Virginia Animal Shelter Civil Penalty Matrix – Guidelines for Enforcement
- Other (Specify):

State Veterinarian's Representative

Name: Sherry Helsel, LVN

Signature: Sherry Helsel

REVIEWED WITH: Printed Name Ashley Nicole Puckett

Signature Ashley N. Puckett

Date 6-27-23



Code of Virginia  
Title 3.2. Agriculture, Animal Care, and Food  
Chapter 65. Comprehensive Animal Care

**§ 3.2-6575. Sterilization agreement.**

Any agreement used by a releasing agency pursuant to subsection B of § [3.2-6574](#) shall contain:

1. The date of the agreement;
2. The names, addresses, and signatures of the releasing agency and the new owner;
3. A description of the dog or cat to be adopted;
4. The date by which the dog or cat is required to be sterilized; and
5. A statement printed in conspicuous, bold print, that sterilization of the dog or cat is required under this article; that a person who violates this article is subject to a civil penalty; and that the new owner may be compelled to comply with the provisions of this article.

1993, c. 959, § 3.1-796.126:2; 2008, c. [860](#).

# Russell County Recovery, Inc

June 05, 2003

Lonzo Lester, MBA, VCO, CPC  
County Administrator  
Russell County Board of Supervisors  
137 Highland Drive, Suite A  
Lebanon, VA 24266

RE: Opioid Program Grant Application

Dear Lonzo,

Please find attached our application for the Opioid Program Grant for the years ended June 30, 2023 & June 30, 2024. I have attached all the required documents.

We would like to request \$26,000 for the year ending June 30, 2023, and \$111,200 for the year ending June 30, 2024.

As you can see from the attached documentation, we have been very successful in our first year of operation serving the citizens of Russell County by providing housing for those in need of recovery for.

Please let us know if you need any additional information.

Sincerely,



Robert Adams  
Treasurer  
Russell County Recovery, Inc  
PO Box 850  
Lebanon, VA 24266  
276-889-4950 (office)  
276-971-2091 (cell)

# Russell County Virginia Opioid Program Grant Application for Individual Awards

## 1. Contact Information

- a. Name: Russell County Recovery Inc
- b. Physical address: 160 Rogers Street Lebanon, VA 24266
- c. Mailing address: PO Box 850 Lebanon, VA 24266  
(if different than physical address)
- d. Contact Person for this application
- i. Name: Robert Adams
- ii. Job Title: Treasurer
- iii. Office Phone: 276-889-4950 Cell Phone: 276-971-2091
- iv. Email: robby@adamscpas.com

Russell County Virginia

Opioid Program Grant Application

Individual Awards

FY 2023 & FY 2024

Grant Project Timeline Workbook

Grant Performance Measures Workbook

**4. Project Proposal**

Complete the information below for each project the program is requesting to be funded.

- a. Name: Russell County Recovery Inc
- b. Project name: Recovery Residences and Resource Center
- c. Contact Person for this application
  - i. Name: Robert Adams
  - ii. Job Title: Treasurer
  - iii. Office Phone: 276-889-4950 Cell Phone: 276-971-2091
  - iv. Email: robby@adamscpas.com

d. Is this project:

- A new effort for the program. Opioid Program Grant Amount Requested: \_\_\_\_\_
- A proposed supplement or enhancement to a project or effort that is already in place.
  - How long has the project existed? Opened to residents July 24, 2022
- A combination of enhancing an existing project/effort with new components.
  - How long has the project existed? \_\_\_\_\_

e. Provide a brief narrative description of the proposed project.

Far Southwest VA is the original epicenter of the Oxycontin Epidemic that was first identified in the late 1990s/early 2000s by the Virginia Office of the Chief Medical Examiner and the Virginia State Police and has plagued its communities far longer than the rest of the Commonwealth. The Oxycontin Epidemic was the precursor of the Opioid Epidemic, Prescription Drug Epidemic, and now the Addiction Epidemic and has had a profound impact on rural Russell County and its communities. Russell County Recovery (RCR), Inc., a 501(c)(3) non-profit entity, is the County's response to the need for sober, stable housing. RCR, Inc. opened a Women's Recovery Residence (8 beds), a Men's Recovery Residence (20 beds), and a Recovery Resource Center in July 2022. RCR, Inc.'s start-up funding ends in FY 24. RCR, Inc. requires other dedicated funding to support trained, experienced, and credentialed staff and the menu of necessary recovery support services until the program is able to be self-sustaining. To date, 100% of our admissions have/had demonstrated financial hardship which makes it impossible at this time to rely solely on resident fees for sustainability and for the continued success of these three programs serving Russell County.

f. Describe the objectives of this project

Addiction is now a multi-generational family disease in Russell County. A significant challenge/barrier for substance addicted individuals seeking stable, sustained recovery is access to sober/recovery housing, especially in rural communities. Access to safe, stable, supportive, and recovery-oriented housing helps reduce individuals having to return to the same unhealthy and/or unsafe home. This funding proposal's targeted needs are: (1) financial support for trained, experienced staff to ensure successful, uninterrupted operations through FY 24; (2) supervision and resources necessary for comprehensive recovery management services designed to increase the potential for stable, sustained recovery post discharge; (3) an alternative for individuals involved in the criminal justice system, including Drug Courts, without access to other safe, stable housing resources; (4) recovery-oriented and person-centered support services designed to reduce the stigma associated with SUDs that prevents individuals from seeking or accessing assistance; (5) increasing community utilization of the Recovery Resource Center for education, information, supports, referral, linkages, etc. RCR, Inc., submitted its application for VARR Accreditation in May 2023.

g. How was the need determined and how does that need relate to abatement?

Russell County has long identified the lack of sober/recovery housing as the biggest support need for individuals working to recover from the pervasiveness of the Addiction Epidemic, in its communities and families. Addiction is a multi-generational disease, a majority of individuals being discharged from treatment, incarceration, hospitalization, etc., or referrals for Drug Court are unable to return home to live with families who may still be in active addiction. Addiction is a public health emergency, another consequence of the original Oxycontin Epidemic and its impact in Russell County (i.e., ER visits, substance dependent births, accidental overdoses, overdose deaths, HEP A, B, & C, HIV/AIDS, etc.). Russell County approached DBHDS who approved a proposal to send Roads to Recovery to meet with interested individuals and organizations to explore the possibilities and realities of establishing recovery housing. Over 50 participants representing diverse stakeholder groups attended this day long meeting in October 2019 in Lebanon and endorsed strong support for a residential peer-based recovery program. Russell County maintained its commitment to addressing this critical service gap during COVID and was ready when VARR awarded the initial planning and implementation funding in 2022.

- h. Briefly describe (name or organization, description of role, budget, etc.) the organization(s), including any sub-recipients or contractors (if known) that will be involved in this project. Attach any contracts and/or memoranda of understanding/agreement. If not fully executed, a draft or a narrative describing the scope of services may suffice.

Currently, Russell County Recovery, Inc., does not have any sub-recipients or contractors for this project and is not involved in any MOUs/MOAs. RCR, Inc. We anticipate this will change as we develop more working relationships with critical community stakeholders and partners and with other potential funding sources as part of our strategic plan.

RCR, Inc.'s current plans include exploring the potential for funding/MOAs with the VA Department of Corrections, local Boards of Supervisors, Cumberland Plateau, Ballard Health, VECEDA, Elgin Foundation, Tobacco Commission, VARR's Funding for Indigent Beds, Wellspring Foundation, etc. RCR, Inc., also has plans to explore MOUs with Drug Courts in the 29th Judicial Circuit, Adult Probation Districts 16, 17, 18, and 43, Southwest VA Regional Jail Authority, Southwest VA Legal Aid, Cumberland Plateau Health District, Stone Mountain Health Services (a FQHC), etc.

- i. Who are the targeted beneficiaries, and how many persons are expected to participate per year?

Please find attached a "Snapshot" of Russell County Recovery, Inc.'s Census on May 25, 2023. Since accepting its first admission on July 24, 2022, RCR, Inc. has provided safe, stable housing and critical recovery supports both in-house and through linkages to community resources. We will provide around 6,800 bed days and serve about 80 individuals in our first year of operation.

RCR, Inc., will continue to serve Russell County and its neighboring communities by providing an estimated 9,700 bed days/year for 80+ individuals. Please note the substance use histories, targeted priority populations, referral sources, age ranges, linkages to critical community supports after admission, and other demographics reflected in the "one-day Snapshot" of its Census (May 25, 2023). This snapshot reflects RCR, Inc.'s success with meeting the recovery needs of individuals in Russell County affected by the opioid crisis that has impacted Far Southwest VA since the late 1990s. Also note that two former residents who were pregnant were linked to specialized health care and other needed recovery supports while in-house. One pregnant resident stayed in the program until her delivery with RCR, Inc., staff coordinating housing for the mother and infant post hospitalization.

- j. Is the project classified as evidence-based?

Yes

No

*If yes, attach supporting information to this application.*

k. Is the project classified as evidence-informed?

Yes

No

*If yes, attach supporting information to this application.*

l. Has this project been certified or credentialed by a state/federal government agency, or other organization/non-profit?

Yes

No

*Submitted Application for Accreditation with VARR*

*If yes, attach supporting information to this application.*

m. Has this project received any awards or recognition?

Yes

No

*If yes, attach supporting information to this application.*

n. Does this project have components other than opioid-related treatment as defined?

No, it is 100% related to opioid treatment

Yes, there are other substances involved

*If yes, what is the approximate percentage of the project that covers opioid-related abatement (i.e., 20% of the patients who seek services have opioid-related disorders)?*

Drug(s) use percentages of our current peers: <ul style="list-style-type: none"><li>• Opiates – 80% primary, 15% secondary, 5% other</li><li>• Fentanyl – 85%</li><li>• Heroin – 80%</li><li>• IV drug – 95%</li></ul>
--

o. Attach a budget for FY2023 and a budget for FY2024 with line-item details for the project.

p. Complete and attach a project timeline for each project covering both FY2023 and FY2024

q. Complete and attach a performance measurement workbook for each project covering both FY2023 and FY2024

r. (Optional) Attach any letters of support, articles, or other items that may assist the Board of Supervisors in making an award decision for this program grant application.

# Performance Measurement Worksheet for Project Number #1

Proposed by: Russell County  
(insert name of city or county)

Project Name: Russell County Recovery Inc

*Project Performance Measures (complete for all that apply)*

		Required		Optional	FY27
		FY23	FY24		
<b><u>Prevention/Education/Awareness Efforts</u></b>					
1	No. of children, infant to 5 years old, participating in prevention/education programming	0	0		
2	No. children, elementary school age, participating in prevention/education programming	0	0		
3	No. of children, middle school age, participating in prevention/education programming	0	0		
4	No. of children, high school age, participating in prevention/education programming	0	0		
5	No. adults from the general public participating in prevention/education programming	0	0		
6	No. of pregnant and/or nursing women participating in prevention/education programming	0	0		
7	No. of teachers participating in prevention/education programming	0	0		
8	No. of health care professionals participating in prevention/education programming	0	0		
9	No. of law enforcement officers participating in prevention/education programming	0	0		
10	No. of court-related professionals participating in prevention/education programming	0	0		
11	No. of key officials / policy makers participating in prevention/education programming	0	0		
<b><u>Efforts Directed Toward Pregnant / Nursing Women with Substance Use Disorders</u></b>					
12	No. of pregnant / nursing women completing some form of detox	0	0		
13	No. of pregnant / nursing women tested for communicable diseases	0	0		
14	No. of pregnant / nursing women testing positive for communicable diseases	0	0		
15	No. of pregnant / nursing women connected to treatment for communicable diseases	0	0		
16	No. of pregnant / nursing women connected to therapeutic counseling services	0	0		
17	No. of pregnant / nursing women connected to MOUD	0	0		
18	No. of pregnant / nursing women connected to professional mental health care	0	0		
19	No. of pregnant / nursing women connected to peer supports	2	2		
20	No. of pregnant / nursing women connected to housing	2	2		
21	No. of pregnant / nursing women connected to childcare	0	0		
22	No. of pregnant / nursing women connected to education or job training	2	2		
23	No. of pregnant / nursing women connected to a job / employment	2	2		
24	No. of babies with neonatal abstinence syndrome treated	0	0		



# Performance Measurement Worksheet for Project Number #1

Proposed by: Russell County  
*(insert name of city or county)*

Project Name: Russell County Recovery Inc

*Project Performance Measures (complete for all that apply)*

		Required			Optional	
		FY23	FY24	FY25		FY26
<b><u>Efforts Directed Toward Children with Substance Use Disorders</u></b>						
25	No. of children (up to age 18) completing some form of detox	0	0			
26	No. of children (up to age 18) connected to therapeutic counseling services	0	0			
27	No. of children (up to age 18) connected to MOUD	0	0			
28	No. of children (up to age 18) connected to professional mental health care	0	0			
29	No. of children (up to age 18) connected to peer supports	0	0			
30	No. of children (up to age 18) tested for communicable diseases	0	0			
31	No. of children (up to age 18) testing positive for communicable diseases	0	0			
32	No. of children (up to age 18) connected to treatment for communicable diseases	0	0			

<b><u>Efforts Directed Toward Individuals with SUD who are Criminal Justice Involved</u></b>						
33	No. of individuals receiving SUD screening while incarcerated	0	0			
34	No. of individuals completing some form of detox while incarcerated	0	0			
35	No. of individuals tested for communicable diseases while incarcerated	0	0			
36	No. of individuals testing positive for communicable diseases while incarcerated	0	0			
37	No. of individuals connected to treatment for communicable diseases while incarcerated	0	0			
38	No. of individuals provided SUD therapeutic counseling while incarcerated	0	0			
39	No. of individuals provided Medication Assisted Treatment for SUD while incarcerated	0	0			
40	No. of individuals provided professional mental health care while incarcerated	0	0			
41	No. of individuals connected to peer supports while incarcerated	0	0			
42	No. of individuals provided with education or job training while incarcerated	0	0			
43	No. of individuals incarcerated provided with an SUD-specific release plan	0	0			
44	No. of individuals diverted from incarceration to treatment	10	10			
45	No. of individuals diverted from incarceration to housing	0	0			
46	No. of individuals connected to SUD therapeutic counseling while on monitored release	0	0			
47	No. of individuals connected to MOUD while on monitored release	0	0			
48	No. of individuals enrolled into court approved SUD-related deferred adjudication	0	0			
49	No. of individuals successfully completing the terms of SUD-related deferred adjudication	0	0			
50	No. of drug court participants enrolled	6	6			
51	No. of drug court participants graduated	0	0			

# Performance Measurement Worksheet for Project Number #1

Proposed by: Russell County  
(insert name of city or county)

Project Name: Russell County Recovery Inc

Project Performance Measures (complete for all that apply)

		FY23	Required FY24	FY25	Optional FY26	FY27
<b>Efforts Directed Toward Adults with SUD who are not incarcerated or pregnant/nursing</b>						
52	No. of adults completing some form of detox	0	0			
53	No. of adults tested for communicable diseases	0	0			
54	No. of adults testing positive for communicable diseases	0	0			
55	No. of adults connected to treatment for communicable diseases	0	0			
56	No. of adults connected to therapeutic counseling services	0	0			
57	No. of adults connected to MOUD	0	0			
58	No. of adults connected to professional mental health care	0	0			
59	No. of adults connected to peer supports	70	80			
60	No. of adults connected to housing	70	80			
61	No. of adults connected to childcare	0	0			
62	No. of adults connected to education or job training	70	80			
63	No. of adults connected to a job / employment	70	80			
<b>Harm Reduction Efforts</b>						
64	No. of people engaged during harm prevention outreach efforts	0	0			
65	No. of Naloxone kits distributed to at-risk individuals	0	0			
66	No. of Fentanyl test kits distributed to at-risk individuals	0	0			
67	No. of clean syringe exchanges conducted	0	0			
68	Reported No. of overdoses reversed	0	0			

# Timeline for Project Number #1

Proposed by: \_\_\_\_\_

Russell County  
(insert name of city or county)

Project Name: \_\_\_\_\_

Russell County Recovery Inc

#	Objective	REQUIRED															
		FY23						FY24									
		March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June
1	Provide Housing for persons in recovery - Individuals	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
2	Provide Housing for persons in recovery - Bed Days	824	798	824	798	824	824	798	824	798	824	824	745	824	798	824	798
3	Operate a recovery resource center - Contacts	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
4	Operate a recovery resource center - Groups	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	

Russell County Recovery, Inc  
Revised Annual Budget  
For the Years Ended June 30, 2023

	Year 2 Revised
<b>INCOME:</b>	
Grant - Year 2	117,880
Grant - Year 1 Carry-over	123,840
<b>Opioid Program Grant</b>	<b>26,000</b>
Resident Fees	25,500
Contributions	6,000
Total Revenue	299,220
<b>PERSONNEL COSTS:</b>	
Center Director	45,600
Center Director Fringe	7,200
Accountant	15,100
Peer Recovery Specialists	51,800
Employee Meals & Lodging	600
Workmen's Comp Insurance	4,800
Payroll Taxes	9,000
Total Personnel Costs	134,100
<b>PROGRAM COSTS:</b>	
Bedroom Furnishings	3,500
Living Room Furnishings	1,300
Living Room TVs	1,600
Resident Computer & Related	600
Office Supplies	3,300
Office Software	2,200
Office Furniture - Men's	1,300
Resource Center Furniture - Men's	150
Dining Room Furnishings	200
Entry & Hallway Furnishings	300
Kitchen Equipment	3,400
Men's Facility Renovations	8,400
Repairs & Maintenance	1,800
Kitchen Supplies	1,200
Utility Room Supplies	600
Program Expense	5,300
Food	200
Consultants	1,000
Staff Supervision (Contract)	5,300
Staff Training (Contract)	5,200
Supplies	3,600
Accreditation Costs	1,200
Vehicle Insurance	600
Vehicle Operating	600
Staff Mileage Reimbursement	12,000
Mowing Facilities	2,900
Landscaping Equipment	1,420
Lease Expense - Men's	56,700
Lease Expense - Women's	32,400
Facility & Director Insurance	2,400
Telephone in Facilities	1,300
Cell Phone Reimb for Staff	1,000
Web-site Design	1,500
Web Services & E-mail	400
PO Box Rent	150
State Corporation Commission	100
Total Program Expense	165,120
Total Expense	299,220

Russell County Recovery, Inc  
Revised Annual Budget  
For the Years Ended June 30, 2024

INCOME:	Total Budget	VARR Funded	Other Funded
VARR Grant - Year 3	125,000	125,000	0
<b>Opioid Program Grant</b>	<b>111,200</b>		111,200
Resident Fees	54,600		54,600
Contributions	2,400		2,400
Total Revenue	293,200	125,000	168,200

PERSONNEL COSTS:			
Center Director	48,000	32,900	15,100
Center Director Fringe	7,800		7,800
Accountant	13,200		13,200
Peer Recovery Specialists	54,000		54,000
Employee Meals & Lodging	600		600
Workmen's Comp Insurance	3,900		3,900
Payroll Taxes	9,600		9,600
Total Personnel Costs	137,100	32,900	104,200

PROGRAM COSTS:			
Bedroom Furniture	1,200		1,200
Bedroom Furnishings	2,400		2,400
Living Room Furnishings	600		600
Living Room TVs	0		0
Resident Computer & Related	900		900
Office Supplies	3,300		3,300
Office Software	1,900		1,900
Office Furniture - Men's	0		0
Office Computer - Staff @ Men's	1,000		1,000
Resource Center Furniture - Men's	0		0
Dining Room Furniture	500		500
Dining Room Furnishings	300		300
Entry & Hallway Furnishings	0		0
Kitchen Equipment	400		400
Men's Facility Renovations	0		0
Outdoor gazebo - Men's	900		900
Outdoor gazebo - Women's	900		900
Repairs & Maintenance	2,400		2,400
Kitchen Supplies	1,200		1,200
Utility Room Supplies	600		600
Program Expense	5,100		5,100
Food	600		600
Consultants	600		600
Staff Supervision (Contract)	4,800		4,800
Staff Training (Contract)	4,800		4,800
Supplies	3,000		3,000
Vehicle Maintenance	1,800		1,800
Vehicle Insurance	1,800		1,800
Vehicle Operating	5,200		5,200
Staff Mileage Reimbursement	9,000		9,000
Exterior Maintenance	1,200		1,200
Lease Expense - Men's	59,700	59,700	0
Lease Expense - Women's	32,400	32,400	0
Facility & Director Insurance	2,500		2,500
Telephone in Facilities	1,200		1,200
Cell Phone Reimb for Staff	2,100		2,100
Web-site Design	1,200		1,200
Web Services & E-mail	300		300
PO Box Rent	200		200
State Corporation Commission	100		100
Total Program Expense	156,100	92,100	64,000
Total Expense	293,200	125,000	168,200

## “Snapshot” of Russell County Recovery, Inc.’s Census (May 25, 2023)

- ✓ Both Residences are at capacity for a **total of 28 Peers in residence**
  - 20 Males
  - 8 Females
- ✓ Age Range
  - 18 – 25 years of age – 2 Peers
  - 26 - 35 years of age – 10 Peers
  - 36-45 years of age – 11 Peers
  - 46-55 years of age – 5 Peers
  - 56 – 65 years of age – 0 Peers
  - 66 years of age or older – 0 Peers
- ✓ Race/Ethnicity
  - 27 Caucasian Peers
  - 1 Hispanic Peer
- ✓ History of Opiate Misuse/Abuse/Addiction (Pain Pills/Narcotics)
  - 80% primary diagnosis - Opioid Use Disorder
  - 15% secondary diagnosis - Opioid Use Disorder
  - 5% - Other
- ✓ History of Heroin Use – 80 %
- ✓ History of Fentanyl Use – 85%
- ✓ Medication Assisted Treatment – 13 Peers
- ✓ History of Overdose – 65%
- ✓ History of Intravenous Drug Use – 95%
- ✓ Co-Occurring Mental Health Issues – 75%
- ✓ Co-Occurring Physical Health Issues – 14 Peers
- ✓ HEP C – 2 Peers; 5 Peers have been successfully treated
- ✓ Pregnant – Zero Peers (but program has served two pregnant Peers in past 10 months)
- ✓ Veteran – 1 Peer
- ✓ Homeless at Admission – 7 Peers
- ✓ Peers with dependent children (parental rights not terminated) – approximately 15 Peers
- ✓ Involvement with DSS regarding custody and/or visitation – 3 Peers
- ✓ Drug Court – 1 Peer
- ✓ Probation – 19 Peers
- ✓ Diversion from Incarceration – 5 Peers
- ✓ Medicaid – 28 Peers
  - Medicaid at admission – 22 Peers
  - Medicaid after admission – 6 Peers
- ✓ Valid Driver’s License – 9 Peers
  - at admission – 7 Peers
  - after admission – 2 Peers
- ✓ Employment – 22 Peers (17 Males and 5 Females)
  - Employed at Admission – 1 Peer
  - Employed After Admission – 21 Peers
  - Disabled – 1 Peer (SSDI)
  - Unemployed – 5 Peers

- Types of Employment – Restaurants; Fast Food; Assisted Living Facility; Road Paving Company; Sewing Factory; local Farms; Landscaping/Mowing; Residential Tech at a treatment program; Factory; and Fish Ponds
  - ✓ Referral Sources for current census (28 Peers)
    - Local Churches/Ministerial Association – 1 Peer
    - Southwest Virginia Regional Jail Authority – 10 Peers
    - The Laurels Recovery Center – 5 Peers
    - Community Referrals – 2 Peers
    - Family/Friends – 2 Peers
    - Ballad Health/Peer Help Program – 4 Peers
    - Drug Court – 1 Peer
    - Probation/Parole – 3 Peers
- 

## **Our program includes:**

### **Recovery Resource Center**

- ✓ Responds to visitors seeking information on addiction, recovery, and recovery support services available in the community
- ✓ Serves as host for 5 recovery groups that meet weekly at the Center and are open to the public
- ✓ Plans to start and host a Gender Specific AA Meeting for women
- ✓ Plans to start a Medication Assisted Recovery Anonymous (MARA) Group

### **Evidence Based Programming**

- ✓ Recovery Coaches offer SMART Recovery programming
- ✓ Recovery Coaches use Motivational Interviewing and Motivational Enhancement

### **Evidence Informed Programming**

- ✓ Social Model of Recovery

**Russell County Recovery, Inc**  
**A Brief History**  
**From Inception until current**

November 08-09, 2021	First in person meeting with Roads to Recovery
December 28, 2021	Articles of Incorporation approved (three original board members)
January, 2022	Added three more board members for a total of six
January 06, 2022	Obtained Federal ID #
March 10, 2022	Opened Bank Account
March 14, 2022	Received first June, 2022 allocation of \$85,075
March 17, 2022	Board approved By-Laws
April 01, 2022	Accountant hired
April 21, 2022	Added seventh Board Member
May 01, 2022	Began leasing Men's facility
June 01, 2022	Began leasing Women's facility
April – June, 2022	Purchased furniture & equipment for both facilities
June 13, 2022	Hired Program Director
June 14, 2022	Conflict of Interest Policy Approved by Board
June 15, 2022	Applied for 501(c)3 Exempt status
June 24, 2022	Received second June, 2022 allocation of \$148,749
July, 2022	Peers began employment
July, 2022	Purchased supplies & furnishings for both facilities
July 24, 2022	First male admitted (we now stay at or near capacity of 20)
July 27, 2022	First female admitted (we now stay at or near capacity of 8)
October 18, 2022	501(c)3 Exempt status approved by the IRS
December 12, 2022	Received first June 2023 allocation of \$39,270
February 03, 2023	Requested second June 2023 allocation from Denise
March 01, 2023	New center director started replacing old director
March 07, 2023	Received second June 2023 allocation of \$39,293 (took over a month)
April 11, 2023	Requested final June 2023 allocation from Denise
April 20, 2023	Requested additional funds for June, 2023 (per Denise no funds available)
April 20, 2023	Submitted grant request for June, 2024 (e-mail from VARR 5/24/23)
May 15, 2023	Received partial final June 2023 allocation of \$14,380 (took over a month)
May 15, 2023	Accountant resigned due to VARR funding delays (could not do payroll timely)
May 17, 2023	Submitted application for VARR accreditation
May 25, 2023	Applying for Opioid Grant from Russell county
May 25, 2023	Received final June 2023 allocation of \$25,000

As of May 24, 2023, we have had residents for 10 months. We have been in existence for 1 year, 5 months.



**Community Meeting with Sandy Kanehl with Roads to Recovery**  
**Exploring Feasibility of Establishing/Sustaining Recovery Residences in Russell County**  
**Funded by DBHDS – October 2019**

**Confirmations for Community Meeting with Ms. Kanehl**

- Doug Rasnake (Businessman)
- Judge Michael Moore (Circuit Court Judge/Drug Court Judge)
- Mark Mitchell (Town Manager, Lebanon Police Chief)
- Peggy Herbert (Community Support)
- Steve Ray (Community Support, High Power (MAT Program))
- Cardova Ratliff (Department of Aging and Rehabilitative Services)
- Janie Fleming (Department of Aging and Rehabilitative Services)
- Teresa Keen (Community Support)
- Steve Givens (Russell County Medical Center Administrator/ Director)
- Rachell Patton (VA Workforce Development)
- Tiffany Goff (VA Workforce Development)
- Aletta Spicer (VA Workforce Development)
- David Paul (Businessman, Facilitator of Living Free)
- Tyler Huff (Facilitator of Living Free)
- Linda Austin (Coordinator, Appalachian Substance Abuser Coalition; Hands/Feet Ministries)
- Rod Wicker (Pastor of Word of Victory)
- Matt Castle (SECOR)
- Lonzo Lester (County Administrator)
- Steve Breeding (Vice-Chairman, Board of Supervisors)
- Dr. Sue Cantrell (LENOWISCO Health District/Cumberland Plateau Health District)
- David Eaton (Board of Supervisors, Mountain Movers)
- Missy Carter (Work Program Coordinator, Russell County Drug Court Coordinator)
- Bruce Russell (Russell County Chair, Bar Association, Local Attorney)
- Amber Wood (Alumni Specialist Russell County Drug Court Program)
- Cheryl Robinette (Program Specialist, Russell County Drug Court Program)
- David Tiller (Drug Court Defense Attorney and Local Attorney)
- Kristie Jones (CMCSB)
- Dillon Meade (Community Support)
- Jeff Tallent (Lebanon Methodist Church)
- Patrick Brunty (Director, Social Services)
- Rebecca Dye (Chair, Board of Supervisors)
- Mindy Mullins (Assistant Commonwealth Attorney)
- Kevin Blankenship (The River Church, Mountain Movers)
- Penny Johnson or designee (Manager in Castlewood)
- Kristie Burke (Community Support)

- Vonley Pruitt (Pastor of Bethany Baptist Church)
- Steve Dye (Sheriff of Russell County)
- Greg Brown (Superintendent of Russell County Schools)
- Carolyn Puckett (Community Support)
- Robert Adams (Local Businessman)
- Kathy Hosig (Associate Professor, Extension Specialist and State Program Leader for Health; Director, Center for Public Health Practice and Research - VA Tech)
- Lori Addison (Cumberland Mountain Community Services)
- Mark Blackwell (Director of Recovery Services from VA Dept. of Behavioral Health and Developmental Services)
- Jason Adams (Community Support)
- Monty Salyer (Executive Director, Wise County Redevelopment and Housing Authority)
- Jessica Lee (Statewide Reentry Services Administrator, VA Dept. of Correction)
- Jerimiah Fitz (Corrections Operations Administrator/Legislative Liaison, VA DOC)
- Craig Kaderavek (Lebanon Methodist Church)
- Jennifer Helbert (Probation Officer, District 17 Adult Probation/Parole)
- Cathy Gent (Russell County Public Schools)
- Cathie Willis (People, Inc.)
- Pamela Sizemore (People, Inc.)
- Karen Smith (Cumberland Mtn. CSB)
- Michael Stoots (Drug Court)
- Lori Gates-Addison (CMCSB)
- William Morefield (Delegate)

# NARR Standard 3.0

## Introduction

NARR was founded in 2011 by a group of organizations and individuals with vast experience in recovery housing from across the country. From the beginning, NARR has been committed to developing and maintaining a national standard for all levels of recovery housing. The term “recovery residence” denotes safe and healthy residential environments in which skills vital for sustaining recovery are learned and practiced in a home-like setting, based on Social Model principles. The Social Model is fundamental to all levels of recovery residences. Social Model philosophy promotes norms that reinforce healthy living skills and associated values, attitudes, and connection with self and community for sustaining recovery. NARR Standard 3.0 operationalizes the Social Model across four Domains, 10 Principles, 31 Standards and their individual rules. The Standard is tailored to each of NARR’s four levels. Version 3 of the NARR Standard does not introduce any operational rules that are not already included in Version 2. Rather, it restates them in a more logical way that improves clarity and eliminates some redundant language.

## Outline of the Standard

### *Domain 1 Administrative Operations*

Principle A. Operate with integrity: Standards 1-4

Principle B. Uphold residents’ rights: Standards 5 and 6

Principle C. Create a culture of empowerment where residents engage in governance and leadership: Standards 7 and 8

Principle D. Develop staff abilities to apply the Social Model: Standards 9-13

### *Domain 2 Physical Environment*

Principle E. Provide a home-like environment: Standards 14 and 15

Principle F. Promote a safe and healthy environment: Standards 16-19

### *Domain 3 Recovery Support*

Principle G. Facilitate active recovery and recovery community engagement: Standards 20-25

Principle H. Model prosocial behaviors and relationship enhancement skills: Standard 26

Principle I. Cultivate the resident’s sense of belonging and responsibility for community: Standards 27-29

### *Domain 4 Good Neighbor*

Principle J. Be a good neighbor: Standards 30 and 31

# Domains, Core Principles and Standards

1 Administrative and Operational Domain			LEVELS			
			I	II	III	IV
<b>A.</b>	<b>Core Principle: Operate with Integrity</b>					
	<b>1.</b>	<b>Use mission and vision as guides for decision making</b>				
	a.	A written mission that reflects a commitment to those served and identifies the population served which, at a minimum, includes persons in recovery from a substance use disorder.	✓	✓	✓	✓
	b.	A vision statement that is consistent with NARR's core principles.	✓	✓	✓	✓
	<b>2.</b>	<b>Adhere to legal and ethical codes and use best business practices</b>				
	a.	Documentation of legal business entity (e.g. incorporation, LLC documents or business license).	✓	✓	✓	✓
	b.	Documentation that the owner/operator has current liability coverage and other insurance appropriate to the level of support.	✓	✓	✓	✓
	c.	Written permission from the property owner of record (if the owner is other than the recovery residence operator) to operate a recovery residence on the property.	✓	✓	✓	✓
	d.	A statement attesting to compliance with nondiscriminatory state and federal requirements.	✓	✓	✓	✓
	e.	Operator attests that claims made in marketing materials and advertising will be honest and substantiated and that it does not employ any of the following: <ul style="list-style-type: none"> <li>• False or misleading statements or unfounded claims or exaggerations;</li> <li>• Testimonials that do not reflect the real opinion of the involved individual;</li> <li>• Price claims that are misleading;</li> <li>• Therapeutic strategies for which licensure and/or counseling certifications are required but not applicable at the site; or</li> <li>• Misleading representation of outcomes.</li> </ul>	✓	✓	✓	✓
	f.	Policy and procedures that ensure that appropriate background checks (due diligence practices) are conducted for all staff who will have direct and regular interaction with residents.		R	R	✓
	g.	Policy and procedures that ensure the following conditions are met if the residence provider employs, contracts with or enters into a paid work agreement with residents: <ul style="list-style-type: none"> <li>• Paid work arrangements are completely voluntary.</li> <li>• Residents do not suffer consequences for declining work.</li> <li>• Residents who accept paid work are not treated more favorably than residents who do not.</li> </ul>	✓	✓	✓	✓

		<ul style="list-style-type: none"> <li>All qualified residents are given equal opportunity for available work.</li> <li>Paid work for the operator or staff does not impair participating residents' progress towards their recovery goals.</li> <li>The paid work is treated the same as any other employment situation.</li> <li>Wages are commensurate with marketplace value and at least minimum wage.</li> <li>The arrangements are viewed by a majority of the residents as fair.</li> <li>Paid work does not confer special privileges on residents doing the work.</li> <li>Work relationships do not negatively affect the recovery environment or morale of the home.</li> <li>Unsatisfactory work relationships are terminated without recriminations that can impair recovery.</li> </ul>					
		h.	Staff must never become involved in residents' personal financial affairs, including lending or borrowing money, or other transactions involving property or services, except that the operator may make agreements with residents with respect to payment of fees.	✓	✓	✓	✓
		i.	A policy and practice that provider has a code of ethics that is aligned with the NARR code of ethics. There is evidence that this document is read and signed by all those associated with the operation of the recovery residence, to include owners, operators, staff and volunteers.	✓	✓	✓	✓
	<b>3.</b>	<b>Be financially honest and forthright</b>					
		a.	Prior to the initial acceptance of any funds, the operator must inform applicants of all fees and charges for which they will be, or could potentially be, responsible. This information needs to be in writing and signed by the applicant.	✓	✓	✓	✓
		b.	Use of an accounting system which documents all resident financial transactions such as fees, payments and deposits. <ul style="list-style-type: none"> <li>Ability to produce clear statements of a resident's financial dealings with the operator within reasonable timeframes.</li> <li>Accurate recording of all resident charges and payments.</li> <li>Payments made by 3<sup>rd</sup> party payers are noted</li> </ul>	✓	✓	✓	✓
		c.	A policy and practice documenting that a resident is fully informed regarding refund policies prior to the individual entering into a binding agreement.	✓	✓	✓	✓
		d.	A policy and practice that residents be informed of payments from 3 <sup>rd</sup> party payers for any fees paid on their behalf.	✓	✓	✓	✓
	<b>4.</b>	<b>Collect data for continuous quality improvement</b>					
		a.	Policies and procedures regarding collection of resident's information. At a minimum data collection will <ul style="list-style-type: none"> <li>Protect individual's identity.</li> <li>Be used for continuous quality improvement and</li> </ul>	✓	✓	✓	✓

			<ul style="list-style-type: none"> <li>be part of day-to-day operations and regularly reviewed by staff and residents (where appropriate).</li> </ul>				
<b>B.</b>	<b>Core Principle: Uphold Residents' Rights</b>						
	<b>5.</b>	<b>Communicate rights and requirements before agreements are signed</b>					
		a.	Documentation of a process that requires a written agreement prior to committing to terms that includes the following: <ul style="list-style-type: none"> <li>Resident rights</li> <li>Financial obligations, and agreements</li> <li>Services provided</li> <li>Recovery goals</li> <li>Relapse policies</li> <li>Policies regarding removal of personal property left in the residence</li> </ul>	✓	✓	✓	✓
	<b>6.</b>	<b>Protect resident information</b>					
		a.	Policies and procedures that keep residents' records secure, with access limited to authorized staff.	✓	✓	✓	✓
		b.	Policies and procedures that comply with applicable confidentiality laws.	✓	✓	✓	✓
		c.	Policies and procedures, including social media, protecting resident and community privacy and confidentiality.	✓	✓	✓	✓
<b>C.</b>	<b>Core Principle: Create a culture of empowerment where residents engage in governance and leadership</b>						
	<b>7.</b>	<b>Involve residents in governance</b>					
		a.	Evidence that some rules are made by the residents that the residents (not the staff) implement.	✓	✓	R	R
		b.	Grievance policy and procedures, including the right to take unresolved grievances to the operator's oversight organization.	✓	✓	✓	✓
		c.	Verification that written resident's rights and requirements (e.g. residence rules and grievance process) are posted or otherwise available in common areas.	✓	✓	✓	✓
		d.	Policies and procedures that promote resident-driven length of stay.	✓	✓	*	*
		e.	Evidence that residents have opportunities to be heard in the governance of the residence; however, decision making remains with the operator.		✓	✓	✓
	<b>8.</b>	<b>Promote resident involvement in a developmental approach to recovery</b>					
		a.	Peer support interactions among residents are facilitated to expand responsibilities for personal and community recovery.		✓	✓	✓
		b.	Written responsibilities, role descriptions, guidelines and/or feedback for residence leaders.	R	✓	✓	✓
		c.	Evidence that residents' recovery progress and challenges are recognized and strengths are celebrated.		✓	✓	✓

<b>D.</b>	<b>Core Principle: Develop Staff Abilities to Apply the Social Model</b>					
	<b>9.</b>	<b>Staff model and teach recovery skills and behaviors</b>				
	a.	Evidence that management supports staff members maintaining self-care.		✓	✓	✓
	b.	Evidence that staff are supported in maintaining appropriate boundaries according to a code of conduct.		✓	✓	✓
	c.	Evidence that staff are encouraged to have a network of support.		✓	✓	✓
	d.	Evidence that staff are expected to model genuineness, empathy, respect, support and unconditional positive regard.		✓	✓	✓
	<b>10.</b>	<b>Ensure potential and current staff are trained or credentialed appropriate to the residence level</b>				
	a.	Policies that value individuals chosen for leadership roles who are versed and trained in the Social Model of recovery and best practices of the profession.		✓	✓	✓
	b.	Policies and procedures for acceptance and verification of certification(s) when appropriate.		✓	✓	✓
	c.	Staffing plan that demonstrates continuous development for all staff.		R	✓	✓
	<b>11.</b>	<b>Staff are culturally responsive and competent</b>				
	a.	Policies and procedures that serve the priority population, which at a minimum include persons in recovery from substance use but may also include other demographic criteria.		✓	✓	✓
	b.	Cultural responsiveness and competence training or certification are provided.		✓	✓	✓
	<b>12.</b>	<b>All staff positions are guided by written job descriptions that reflect recovery</b>				
	a.	Job descriptions include position responsibilities and certification/licensure and/or lived experience credential requirements.		✓	✓	✓
	b.	Job descriptions require staff to facilitate access to local community-based resources.		✓	✓	✓
	c.	Job descriptions include staff responsibilities, eligibility, and knowledge, skills and abilities needed to deliver services. Ideally, eligibility to deliver services includes lived experience recovering from substance use disorders and the ability to reflect recovery principles.		✓	✓	✓
	<b>13.</b>	<b>Provide Social Model-Oriented Supervision of Staff</b>				
	a.	Policies and procedures for ongoing performance development of staff appropriate to staff roles and residence level.		✓	✓	✓
	b.	Evidence that management and supervisory staff acknowledge staff achievements and professional development.		R	✓	✓
	c.	Evidence that supervisors (including top management) create a positive, productive work environment for staff.		✓	✓	✓

2. Physical Environment Domain			LEVELS			
			I	II	III	IV
<b>E.</b>	<b>Core Principle: Provide a Home-like Environment</b>					
	<b>14.</b>	<b>The residence is comfortable, inviting, and meets residents' needs</b>				
	a.	Verification that the residence is in good repair, clean, and well maintained	✓	✓	✓	✓
	b.	Verification that furnishings are typical of those in single family homes or apartments as opposed to institutional settings.	✓	✓	✓	✓
	c.	Verification that entrances and exits are home-like vs. institutional or clinical.	✓	✓	✓	✓
	d.	Verification of 50+ sq. ft per bed per sleeping room.	✓	✓	✓	✓
	e.	Verification that there is a minimum of one sink, toilet and shower per six residents.	✓	✓	✓	✓
	f.	Verification that each resident has personal item storage.	✓	✓	✓	✓
	g.	Verification that each resident has food storage space.	✓	✓	✓	✓
	h.	Verification that laundry services are accessible to all residents.	✓	✓	✓	✓
	i.	Verification that all appliances are in safe, working condition.	✓	✓	✓	✓
	<b>15.</b>	<b>The living space is conducive to building community</b>				
	a.	Verification that a meeting space is large enough to accommodate all residents.	✓	✓	✓	✓
	b.	Verification that a comfortable group area provides space for small group activities and socializing	✓	✓	✓	✓
	c.	Verification that kitchen and dining area(s) are large enough to accommodate all residents sharing meals together.	✓	✓	✓	✓
	d.	Verification that entertainment or recreational areas and/or furnishings promoting social engagement are provided.	✓	✓	✓	✓
<b>F.</b>	<b>Core Principle: Promote a Safe and Healthy Environment</b>					
	<b>16.</b>	<b>Provide an alcohol and illicit drug free environment</b>				
	a.	Policy prohibits the use of alcohol and/or illicit drug use or seeking.	✓	✓	✓	✓
	b.	Policy lists prohibited items and states procedures for associated searches by staff	✓	✓	✓	✓
	c.	Policy and procedures for drug screening and/or toxicology protocols.	✓	✓	✓	✓
	d.	Policy and procedures that address residents' prescription and non-prescription medication usage and storage consistent with the residence's level and with relevant state law.	✓	✓	✓	✓
	e.	Policies and procedures that encourage residents to take responsibility for their own and other residents' safety and health.	✓	✓	✓	✓



	<b>17.</b>	<b>Promote Home Safety</b>					
	a.	Operator will attest that electrical, mechanical, and structural components of the property are functional and free of fire and safety hazards.	✓	✓	✓	✓	
	b.	Operator will attest that the residence meets local health and safety codes appropriate to the type of occupancy (e.g. single family or other) OR provide documentation from a government agency or credentialed inspector attesting to the property meeting health and safety standards.	✓	✓	✓	✓	
	c.	Verification that the residence has a safety inspection policy requiring periodic verification of <ul style="list-style-type: none"> <li>• Functional smoke detectors in all bedroom spaces and elsewhere as code demands,</li> <li>• Functional carbon monoxide detectors, if residence has gas HVAC, hot water or appliances</li> <li>• Functional fire extinguishers placed in plain sight and/or clearly marked locations,</li> <li>• Regular, documented inspections of smoke detectors, carbon monoxide detectors and fire extinguishers,</li> <li>• Fire and other emergency evacuation drills take place regularly and are documented (not required for Level I Residences).</li> </ul>	✓	✓	✓	✓	
	<b>18.</b>	<b>Promote Health</b>					
	a.	Policy regarding smoke-free living environment and/or designated smoking area outside of the residence.	✓	✓	✓	✓	
	b.	Policy regarding exposure to bodily fluids and contagious disease.	✓	✓	✓	✓	
	<b>19.</b>	<b>Plan for emergencies including intoxication, withdrawal and overdose</b>					
	a.	Verification that emergency numbers, procedures (including overdose and other emergency responses) and evacuation maps are posted in conspicuous locations.	✓	✓	✓	✓	
	b.	Documentation that emergency contact information is collected from residents.	✓	✓	✓	✓	
	c.	Documentation that residents are oriented to emergency procedures.	✓	✓	✓	✓	
	d.	Verification that Naloxone is accessible at each location, and appropriate individuals are knowledgeable and trained in its use.	✓	✓	✓	✓	

3 Recovery Support Domain		LEVELS				
		I	II	III	IV	
<b>G.</b>	<b>Core Principle: Facilitate Active Recovery and Recovery Community Engagement</b>					
	<b>20.</b>	<b>Promote meaningful activities</b>				
	a.	Documentation that residents are encouraged to do at least one of the following: <ul style="list-style-type: none"> <li>• Work, go to school, or volunteer outside of the residence (Level 1, 2 and some 3s)</li> <li>• Participate in mutual aid or caregiving (All Levels)</li> <li>• Participate in social, physical or creative activities (All Levels)</li> <li>• Participate in daily or weekly community activities (All Levels)</li> <li>• Participate in daily or weekly programming (Level 3's and 4's)</li> </ul>	✓	✓	✓	✓
	<b>21.</b>	<b>Engage residents in recovery planning and development of recovery capital</b>				
	a.	Evidence that each resident develops and participates in individualized recovery planning that includes an exit plan/strategy	✓	✓	✓	✓
	b.	Evidence that residents increase recovery capital through such things as recovery support and community service, work/employment, etc.	✓	✓	✓	✓
	c.	Written criteria and guidelines explain expectations for peer leadership and mentoring roles.	✓	✓	✓	✓
	<b>22.</b>	<b>Promote access to community supports</b>				
	a.	Resource directories, written or electronic, are made available to residents.	✓	✓	✓	✓
	b.	Staff and/or resident leaders educate residents about local community-based resources.	✓	✓	✓	✓
	<b>23.</b>	<b>Provide mutually beneficial peer recovery support</b>				
	a.	A weekly schedule details recovery support services, events and activities.		✓	✓	✓
	b.	Evidence that resident-to resident peer support is facilitated: <ul style="list-style-type: none"> <li>• Evidence that residents are taught to think of themselves as peer supporters for others in recovery</li> <li>• Evidence that residents are encouraged to practice peer support interactions with other residents.</li> </ul>	✓	✓	✓	✓
	<b>24.</b>	<b>Provide recovery support and life skills development services</b>				
	a.	Provide structured scheduled, curriculum-driven, and/or otherwise defined support services and life skills development. Trained staff (peer and clinical) provide learning opportunities.			✓	✓
	b.	Ongoing performance support and training are provided for staff.			✓	✓
	<b>25.</b>	<b>Provide clinical services in accordance with state law</b>				
	a.	Evidence that the program's weekly schedule includes clinical			*	✓

			services.				
<b>H.</b>	<b>Core Principle: Model Prosocial Behaviors and Relationship Enhancement Skills</b>						
	<b>26.</b>	<b>Maintain a respectful environment</b>					
		a.	Evidence that staff and residents model genuineness, empathy and positive regard.	R	✓	✓	✓
		b.	Evidence that trauma informed or resilience-promoting practices are a priority.	R	R	✓	✓
		c.	Evidence that mechanisms exist for residents to inform and help guide operations and advocate for community-building.	✓	✓	✓	✓
<b>I.</b>	<b>Core Principle: Cultivate the Resident's Sense of Belonging and Responsibility for Community</b>						
	<b>27.</b>	<b>Sustain a "functionally equivalent family" within the residence by meeting at least 50% of the following:</b>					
		a.	Residents are involved in food preparation.	✓	✓	✓	✓
		b.	Residents have a voice in determining with whom they live.	✓	✓	✓	✓
		c.	Residents help maintain and clean the home (chores, etc.).	✓	✓	✓	✓
		d.	Residents share in household expenses.	✓	✓	✓	✓
		e.	Community or residence meetings are held at least once a week.	✓	✓	✓	✓
		f.	Residents have access to common areas of the home.	✓	✓	✓	✓
	<b>28.</b>	<b>Foster ethical, peer-based mutually supportive relationships among residents and staff</b>					
		a.	Engagement in informal activities is encouraged.	✓	✓	✓	✓
		b.	Engagement in formal activities is required.			✓	✓
		c.	Community gatherings, recreational events and/or other social activities occur periodically.	✓	✓	✓	✓
		d.	Transition (e.g. entry, phase movement and exit) rituals promote residents' sense of belonging and confer progressive status and increasing opportunities within the recovery living environment and community.	✓	✓	✓	✓
	<b>29.</b>	<b>Connect residents to the local community</b>					
		a.	Residents are linked to mutual aid, recovery activities and recovery advocacy opportunities.	✓	✓	✓	✓
		b.	Residents find and sustain relationships with one or more recovery mentors or mutual aid sponsors.	R	✓	✓	✓
		c.	Residents attend mutual aid meetings or equivalent support services in the community.	R	✓	✓	✓
		d.	Documentation that residents are formally linked with the community such as job search, education, family services, health and/or housing programs.	R	✓	✓	✓
		e.	Documentation that resident and staff engage in community relations and interactions to promote kinship with other recovery communities and goodwill for recovery services.	R	✓	✓	✓
		f.	Residents are encouraged to sustain relationships inside the residence and with others in the external recovery community	✓	✓	✓	✓

4. Good Neighbor Domain		LEVELS				
		I	II	III	IV	
<b>J.</b>	<b>Core Principle: Be a Good Neighbor</b>					
	<b>30.</b>	<b>Be responsive to neighbor concerns</b>				
	a.	Policies and procedures provide neighbors with the responsible person's contact information upon request.	✓	✓	✓	✓
	b.	Policies and procedures that require the responsible person(s) to respond to neighbor's concerns.	✓	✓	✓	✓
	c.	Resident and staff orientations include how to greet and interact with neighbors and/or concerned parties.	✓	✓	✓	✓
	<b>31.</b>	<b>Have courtesy rules</b>				
	a.	Preemptive policies address common complaints regarding at least: <ul style="list-style-type: none"> <li>• Smoking</li> <li>• Loitering</li> <li>• Lewd or offensive language</li> <li>• Cleanliness of the property</li> </ul>	✓	✓	✓	✓
	b.	Parking courtesy rules are documented.	✓	✓	✓	✓

# Reference Guide

**DOMAINS:** Notice that there are four (4) **Domains**, the major sections of the document above labeled numerically 1-4: (These are the largest numbers on the document and are in white on a black background)

1. Administrative and Operational Domain
2. Physical Environment Domain
3. Recovery Support Domain
4. Good Neighbor Domain

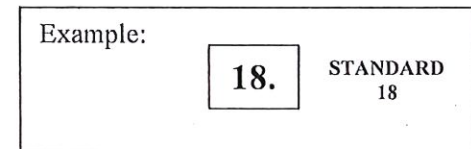


**CORE PRINCIPLES:** Under each of the 4 **Domains** are ten (10) **Core Principles** labeled alphabetically with capital letters, A-J in black type with gray backgrounds:

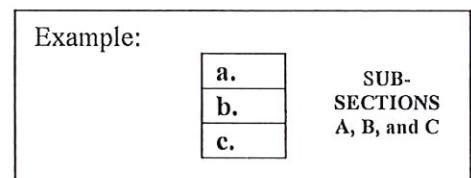
- A Operate with Integrity
- B Uphold Residents' Rights
- C Create a Culture of Empowerment Where Residents Engage in Governance and Leadership
- D Develop Staff Abilities to Apply the Social Model
- E Provide a Home-like Environment
- F Promote a Safe and Healthy Environment
- G Facilitate Active Recovery and Recovery Community Engagement
- H Model Prosocial Behaviors and Relationship Enhancement Skills
- I Cultivate the Resident's Sense of Belonging and Responsibility for Community
- J Be a Good Neighbor



**STANDARDS:** Under each of the 10 **Core Principles** are the thirty-one (31) **Standards** labeled numerically from 1-31, in black print with white backgrounds.



**SUBSECTIONS:** And, finally, under each of the 31 Standards are indented subsections labeled alphabetically in lower-case letters from "a." to as many letters as were needed for each standard.



For quick references to NARR Standards, you may find abbreviations such as the following helpful, or you may find others using them and want to be sure you are understanding the references:

## 2, F,16. c.

"2, F,16. c." is just short-hand for saying, "We are referring to the Physical Environment Domain ("2"), Core Principle "F" ("Promote a Safe and Healthy Environment"), Standard "16." ("Provide an alcohol and illicit drug free environment"), and subsection "c." ("Policy and procedures for drug screening and/or toxicology protocols").

## TEST YOURSELF:

If you see a reference to “4, J,30. b.”, to what is it referring?

Your answer:

# Recovery Resource Centers

Recovery Centers provide a community-based, non-clinical setting that is safe, welcoming and alcohol/drug-free for the whole community. They promote long-term recovery through skill-building, recreation, employment readiness and the opportunity to connect with peers who are going through similar challenges. They also provide health, wellness and other critical supports to people and families who are in recovery from a substance use disorder or are seeking recovery. Recovery Centers offer non-clinical recovery supports in the form of emotional, informational, instrumental (concrete) support and positive affiliation.

A Recovery Resource Center is a community center open to all individuals and families in recovery or those who have been impacted by substance use and mental health disorders. It is a family-friendly location for people to gather and build social connections as they strengthen their recovery.

## Virginia Association of Recovery Residences (VARR)

VARR is the credentialing entity for state certification through the Department of Behavioral Health and Developmental Services (DBHDS) that certifies recovery residences around the NARR Standards and a Social Model of Recovery.

### Mission

Our mission is to set high levels of standards for quality recovery residences in Virginia and accredit residences that meet such rigorous criteria in order to support persons in recovery with information and access to recovery residences bound together by the core principles of standards, ethics, and unity.

As the Virginia state affiliate of the National Alliance for Recovery Residences (NARR), VARR monitors, evaluates, and improves standards to build the highest level of quality for recovery residences, so all Virginians have timely access to effective recovery support services.

### Certified Recovery Residences

As a credentialing entity for state certification through the Department of Behavioral Health and Developmental Services (DBHDS), VARR certifies recovery residences around the NARR Standards and a Social Model of Recovery. VARR members provide the highest level of service to their residents in the state of Virginia. A “recovery residence” denotes a safe and healthy residential environment in which skills vital for sustaining recovery are learned and practiced in a home-like setting, based on Social Model principles. The Social Model is fundamental to all levels of recovery residences and is operationalized by the NARR Standards. Social Model philosophy promotes norms that reinforce healthy living skills and associated values, attitudes, and connection with self and community for sustaining recovery.

# SAMSHA

<https://www.samhsa.gov/affordable> **Housing Models and Recovery**

## Main page content

Connection, support, sobriety, employment, and quality of life—these are all significant outcomes for people in recovery. Recovery, being unique to each person, warrants a range of housing options for people, whether they are transitioning from homelessness, a treatment facility, or even their own home. Continuums of affordable housing models from Housing First to recovery housing are invaluable to people in recovery in all walks of life.

## Affordable Housing

Affordable housing models include Permanent Supportive Housing (PSH), Housing First, and recovery housing. PSH is community-based housing targeted to extremely low-income households with serious and long-term disabilities. It combines permanent housing with case management and wraparound care. Similarly, Housing First helps individuals and families sustain permanent housing quickly, regardless of prior engagement with services. Research shows that this approach often fits within what people experiencing homelessness are seeking and there is documented success. A summary of Housing First research is described by the National Alliance to End Homelessness in its report, Housing First for Families: Research to Support the Development of a Housing First for Families Training Curriculum. Positive outcomes have been found in homelessness prevention and in successful transitions from shelter to independent living. It has also worked well with several specific subgroups, such as families and women.

## Recovery Housing

Recovery housing approaches differ in that they are characterized by alcohol-and-drug-free living settings, but similar in that they involve peer support and other addiction recovery aids. Recovery housing can range along a continuum of four non-linear levels described by the National Association of Recovery Residences (NARR). These levels range from peer-run establishments like Oxford Housing (level I), to monitored sober living homes (level II), to supervised housing (level III), and residential treatment housing (level IV). Regardless of the type of housing, all programs tend to require readings and attendance at Narcotics Anonymous or Alcoholics Anonymous meetings. Programs typically also require involvement with the community and employment, in addition to other person-specific services. Research on communal housing settings known as Oxford Houses found that people who enter recovery housing—when compared to people



returning to their community directly after treatment—typically have decreased rates of substance use and incarceration. They are also more likely to have increased rates of employment, according to a [2010 study on recovery outcomes of people living in sober living houses](#).

The Ohio Council of Behavioral Health and Family Services Providers and the Center for Social Innovation produced a related report, [Recovery Housing in the State of Ohio: Findings and Recommendations from an Environmental Scan – 2013 \(PDF | 3 MB\)](#). Although it is specific to Ohio in terms of findings and policy recommendations, the report includes a broad overview of recovery housing, and research on recovery housing. Overall, the report indicates a need for public awareness around recovery housing and substance use on multiple levels—local, state, and national. Policy recommendations are included with each finding.

Key findings include:

- Current variations in recovery housing definitions, language, and understanding pose challenges to the efforts to advance it as a model.
- Effective recovery housing requires a range of recovery supports that are often the most difficult to fund.
- Various mechanisms exist to support recovery housing. However, the availability of funds and ability to access them varies significantly.
- Recovery housing providers require support in connecting and collaborating with established systems of care rather than creating a parallel system.
- Within local service networks, some recovery housing providers experience perceived and actual barriers to collaboration.
- County and local community contexts influence the development and expansion of recovery housing.

Despite many advocates who recognize the need for client choice between transitional housing options and housing that requires a clean and sober living environment, it can be challenging to integrate recovery housing into the continuum of affordable housing options. Ultimately, safe and healthy living environments are needed and important for people in recovery. As recovery is unique to each individual, a range of housing options that support recovery and are both available and affordable is paramount.

Learn more about [Housing First at the National Alliance to End Homelessness](#).

Access more [behavioral health and homelessness resources](#).

**Last Updated** - Last Updated: 09/26/2022

## **National Alliance for Recovery Residences (NARR)**

The National Alliance for Recovery Residences (NARR) is a 501-c3 nonprofit organization dedicated to expanding the availability of well-operated, ethical and supportive recovery housing. We have developed the most widely referenced national standard for the operation of recovery residences. We work with and support 30 state affiliate organizations. NARR and these organizations collectively support over 25,000 persons in addiction recovery who are living in over 2,500 certified recovery residences throughout the United States.

### **Mission**

Our mission is to support persons in recovery from addiction by improving their access to quality recovery residences through standards, support services, placement, education, research and advocacy.

### **Vision**

We envision all persons in recovery from addiction having access to the recovery support they need to live happier, healthier lives. NARR values hope, compassion, respect, honesty, responsibility, and fairness.

### **History**

NARR was founded in 2011 by a group of organizations and individuals with deep recovery housing expertise, and a goal of developing and promoting best practices in the operation of recovery residences.

### **Partnerships**

NARR works with federal government agencies, national addiction and recovery organization with our state-level recovery housing organizations, and with state addiction services agencies in pursuit of better and more accessible recovery housing opportunities.

### **Mailing Address**

NARR  
569 Selby Ave.  
St. Paul, MN 55102

## **Evidenced-Informed Practice** **Recovery Residences/Sober Houses**

### **Evidence-Informed Practice**

Evidence-informed practice (EIP) is a term that can be used in different fields to describe the use of current best practice in decision making. It involves integrating research evidence, practitioner expertise, client preferences, and contextual factors. It is similar to evidence-based practice, but allows for more innovation and adaptation based on the specific situation. It also recognizes the importance of culture and ethics in the delivery of services<sup>1</sup>.

**Social Model**—Means long- term care services based on the abilities, desires, and functional needs of the individual delivered in a setting that is more home- like than institutional, that promote the dignity, individuality, privacy, independence and autonomy of the individual, that respects residents’ differences and promotes residents’ choices.

**Sober living houses** - also called sober homes and sober living environments are facilities that provide safe housing and supportive, structured living conditions for people exiting drug rehabilitation programs. SLHs serve as a transitional environment between such programs and mainstream society.

### **DBHDS**

A recovery residence is a housing facility that provides alcohol-free and illicit-drug-free housing to individuals with substance abuse disorders and individuals with co-occurring mental illnesses and substance abuse disorders that does not include clinical treatment services.

## **SAMSHA**

### **Core Competencies for Peer Workers**

#### **Banners**

#### **Banner - BRSS TACS**

#### **What Are Core Competencies?**

Core competencies are the capacity to easily perform a role or function. They are often described as clusters of the knowledge, skills, and attitudes a person needs to have to successfully perform a role or job. Training, mentoring, and supervision can help people develop core competencies.

Peer workers and peer recovery support services have become increasingly central to people’s ability to live with or recover from mental and/or substance use disorders. Community-based organizations led by peer workers also play a growing role in helping people find recovery. Both mental health consumers and people in recovery from substance use disorders have recognized the need for core competencies, and both communities actively participated in developing these core competencies for peer support workers.

SAMHSA—in conjunction with diverse subject matter experts—conducted research to identify core competencies for peer workers in behavioral health. The draft core competencies were posted online for public comment. The following

document represents the final product of that process, which incorporated input from hundreds of people around the United States:

- [Core Competencies for Peer Workers in Behavioral Health Services – 2018 \(PDF | 251 KB\)](#)

Access a list of [frequently asked questions about core competencies for peer workers](#) to learn more.

### **Potential Uses of Core Competencies**

Core competencies have the potential to guide service delivery and promote best practices in peer support. They can be used to inform peer training programs, help develop certification standards, and inform job descriptions. Supervisors will be able to use these competencies to appraise peer workers' job performance and peers will be able to assess their own work performance and set goals for continued development.

Core competencies are not intended to create a barrier for people wishing to enter the peer workforce. Rather they are intended to guide the development of initial and ongoing training that supports peer workers' entry into this important work and continued skill development.

### **Principles of Core Competencies**

Core competencies for peer workers reflect certain foundational principles identified by members of the mental health consumer and substance use disorder recovery communities. These are:

- **Recovery-oriented:** Peer workers hold out hope to those they serve, partnering with them to envision and achieve a meaningful and purposeful life. Peer workers help those they serve identify and build on strengths and empower them to choose for themselves, recognizing that there are multiple pathways to recovery.
- **Person-centered:** Peer recovery support services are always directed by the person participating in services. Peer recovery support is personalized to align with the specific hopes, goals, and preferences of the people served and to respond to specific needs the people has identified to the peer worker.
- **Voluntary:** Peer workers are partners or consultants to those they serve. They do not dictate the types of services provided or the elements of recovery plans that will guide their work with peers.

Participation in peer recovery support services is always contingent on peer choice.

- **Relationship-focused:** The relationship between the peer worker and the peer is the foundation on which peer recovery support services and support are provided. The relationship between the peer worker and peer is respectful, trusting, empathetic, collaborative, and mutual.
- **Trauma-informed:** Peer recovery support utilizes a strength-based framework that emphasizes physical, psychological, and emotional safety and creates opportunities for survivors to rebuild a sense of control and empowerment.

### **Last Updated**

Last Updated: 04/14/2022

# SAMSHA

<https://www.samhsa.gov/affordable> **Housing Models and Recovery**

## Main page content

Connection, support, sobriety, employment, and quality of life—these are all significant outcomes for people in recovery. Recovery, being unique to each person, warrants a range of housing options for people, whether they are transitioning from homelessness, a treatment facility, or even their own home. Continuums of affordable housing models from Housing First to recovery housing are invaluable to people in recovery in all walks of life.

## Affordable Housing

Affordable housing models include Permanent Supportive Housing (PSH), Housing First, and recovery housing. PSH is community-based housing targeted to extremely low-income households with serious and long-term disabilities. It combines permanent housing with case management and wraparound care. Similarly, Housing First helps individuals and families sustain permanent housing quickly, regardless of prior engagement with services. Research shows that this approach often fits within what people experiencing homelessness are seeking and there is documented success. A summary of Housing First research is described by the National Alliance to End Homelessness in its report, Housing First for Families: Research to Support the Development of a Housing First for Families Training Curriculum. Positive outcomes have been found in homelessness prevention and in successful transitions from shelter to independent living. It has also worked well with several specific subgroups, such as families and women.

## Recovery Housing

Recovery housing approaches differ in that they are characterized by alcohol-and-drug-free living settings, but similar in that they involve peer support and other addiction recovery aids. Recovery housing can range along a continuum of four non-linear levels described by the National Association of Recovery Residences (NARR). These levels range from peer-run establishments like Oxford Housing (level I), to monitored sober living homes (level II), to supervised housing (level III), and residential treatment housing (level IV). Regardless of the type of housing, all programs tend to require readings and attendance at Narcotics Anonymous or Alcoholics Anonymous meetings. Programs typically also require involvement with the community and employment, in addition to other person-specific services. Research on communal housing settings known as Oxford Houses found that people who enter recovery housing—when compared to people

returning to their community directly after treatment—typically have decreased rates of substance use and incarceration. They are also more likely to have increased rates of employment, according to a [2010 study on recovery outcomes of people living in sober living houses](#).

The Ohio Council of Behavioral Health and Family Services Providers and the Center for Social Innovation produced a related report, [Recovery Housing in the State of Ohio: Findings and Recommendations from an Environmental Scan – 2013 \(PDF | 3 MB\)](#). Although it is specific to Ohio in terms of findings and policy recommendations, the report includes a broad overview of recovery housing, and research on recovery housing. Overall, the report indicates a need for public awareness around recovery housing and substance use on multiple levels—local, state, and national. Policy recommendations are included with each finding.

Key findings include:

- Current variations in recovery housing definitions, language, and understanding pose challenges to the efforts to advance it as a model.
- Effective recovery housing requires a range of recovery supports that are often the most difficult to fund.
- Various mechanisms exist to support recovery housing. However, the availability of funds and ability to access them varies significantly.
- Recovery housing providers require support in connecting and collaborating with established systems of care rather than creating a parallel system.
- Within local service networks, some recovery housing providers experience perceived and actual barriers to collaboration.
- County and local community contexts influence the development and expansion of recovery housing.

Despite many advocates who recognize the need for client choice between transitional housing options and housing that requires a clean and sober living environment, it can be challenging to integrate recovery housing into the continuum of affordable housing options. Ultimately, safe and healthy living environments are needed and important for people in recovery. As recovery is unique to each individual, a range of housing options that support recovery and are both available and affordable is paramount.

Learn more about [Housing First at the National Alliance to End Homelessness](#).

Access more [behavioral health and homelessness resources](#).

**Last Updated** - Last Updated: 09/26/2022

## **National Alliance for Recovery Residences (NARR)**

**The National Alliance for Recovery Residences (NARR) is a 501-c3 nonprofit organization dedicated to expanding the availability of well-operated, ethical and supportive recovery housing. We have developed the most widely referenced national standard for the operation of recovery residences. We work with and support 30 state affiliate organizations. NARR and these organizations collectively support over 25,000 persons in addiction recovery who are living in over 2,500 certified recovery residences throughout the United States.**

### **Mission**

Our mission is to support persons in recovery from addiction by improving their access to quality recovery residences through standards, support services, placement, education, research and advocacy.

### **Vision**

We envision all persons in recovery from addiction having access to the recovery support they need to live happier, healthier lives. NARR values hope, compassion, respect, honesty, responsibility, and fairness.

### **History**

NARR was founded in 2011 by a group of organizations and individuals with deep recovery housing expertise, and a goal of developing and promoting best practices in the operation of recovery residences.

### **Partnerships**

NARR works with federal government agencies, national addiction and recovery organization with our state-level recovery housing organizations, and with state addiction services agencies in pursuit of better and more accessible recovery housing opportunities.

### **Mailing Address**

NARR  
569 Selby Ave.  
St. Paul, MN 55102



## **Evidenced-Informed Practice** **Recovery Residences/Sober Houses**

### **Evidence-Informed Practice**

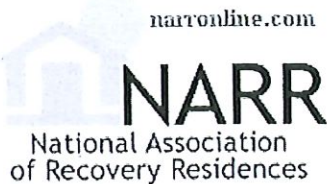
Evidence-informed practice (EIP) is a term that can be used in different fields to describe the use of current best practice in decision making. It involves integrating research evidence, practitioner expertise, client preferences, and contextual factors. It is similar to evidence-based practice, but allows for more innovation and adaptation based on the specific situation. It also recognizes the importance of culture and ethics in the delivery of services<sup>1</sup>.

**Social Model** —Means long- term care services based on the abilities, desires, and functional needs of the individual delivered in a setting that is more home- like than institutional, that promote the dignity, individuality, privacy, independence and autonomy of the individual, that respects residents' differences and promotes residents' choices.

**Sober living houses** - also called sober homes and sober living environments are facilities that provide safe housing and supportive, structured living conditions for people exiting drug rehabilitation programs. SLHs serve as a transitional environment between such programs and mainstream society.

### **DBHDS**

A recovery residence is a housing facility that provides alcohol-free and illicit-drug-free housing to individuals with substance abuse disorders and individuals with co-occurring mental illnesses and substance abuse disorders that does not include clinical treatment services.



**A Primer on Recovery Residences: FAQs**  
**from the**  
**National Association of Recovery Residences**

**September 20, 2012**

Recommended citation for this paper:  
A primer on recovery residences: Frequently asked questions. (2012). National Association of Recovery Residences. Accessible at [www.narronline.com](http://www.narronline.com).

**National Association of Recovery Residences**  
5456 Peachtree Boulevard, Suite 431  
Atlanta, GA 30341  
[www.narronline.com](http://www.narronline.com)

# The National Association of Recovery Residences

## A Primer on Recovery Residences: FAQs

### Table of Contents

	<u>Page</u>
<b>Introduction</b> .....	4
1. What is a recovery residence? .....	5
2. What is the primary purpose of a recovery residence?.....	5
3. What services do recovery residences provide?.....	5
4. How are recovery residences managed to ensure the safety of the local neighborhood and community? .....	5
5. How long have recovery residences existed in the United States? .....	6
6. How are recovery residences internally governed and externally regulated? .....	8
8. How can I find a local recovery residence that best meets my needs?.....	9
9. How many recovery residences exist in the United States? .....	9
10. Where are recovery residences typically located?.....	10
11. Is there a national organization that represents recovery residences in the US?.....	11
12. Do recovery residences honor all pathways to recovery or just AA and NA? If so, how do they do that?.....	12
13. Are residents expected to work and volunteer?.....	12
<b>Recovery Home Residents</b> .....	13
14. How does someone get into a recovery residence? .....	13
15. Are there stages/tiers of participation in recovery residences? .....	13
16. What is known about the characteristics of people living within recovery residences?.....	14
17. What percentage of residents will have completed or still be involved in professional treatment?.....	15
18. What is the degree of involvement in AA, NA, and other recovery mutual support groups and institutions of persons living in recovery residences? .....	15
19. How do service needs and the degree of problem severity affect admission decisions to recovery residences?.....	16
20. Are people taking medications (e.g., methadone, buprenorphine, other medication-assisted therapies, other prescription medications, or over-the-counter medications) accepted into recovery residences and if so, how are the medications managed? .....	17
21. How long do people stay in a recovery residence? .....	17
22. What happens if a resident of a recovery home uses alcohol or drugs?.....	18
23. What does it cost to stay in a recovery residence? .....	19
24. How are recovery residences financially supported? .....	19

**Recovery Residences and Recovery Outcomes (2012)**

25. Has there been research conducted on recovery residences? ..... 20  
    Level I ..... 20  
    Level II ..... 21  
    Level III ..... 22  
    Level IV ..... 23  
    Summary of Outcomes ..... 24

26. Can the research conclusions drawn from studies of the Oxford House network be applied to all recovery residences?..... 26

27. How does living in a recovery residence influence long-term addiction recovery outcomes? ..... 26

28. What ingredients of the experience living in a recovery residence appear to have the greatest direct effects in elevating recovery outcomes? ..... 27

29. Do outcomes differ for people with co-occurring disorders (mental health, process addictions, major medical issues such as Hep C or HIV) living in recovery residences? Are recovery residences appropriate for these populations? ..... 28

30. What benchmarks are used to evaluate the effectiveness of recovery residences?... 29

31. Are there differences among types of neighborhoods and communities relative to the sustainability of recovery residences? ..... 30

32. Do recovery and family outcomes differ for parents with young children staying in recovery residences?..... 32

33. Is there a minimal optimal length of stay in a recovery residence in terms of achieving stable, sustainable recovery?..... 34

34. Do recovery residence outcomes differ by resident characteristics, e.g., age, gender, ethnicity, co-occurring disorders, different amounts and kinds of recovery capital?..... 36

35. Are there persons for whom recovery residences are not appropriate?..... 40

36. Are recovery residences cost-effective? ..... 41

37. Are government loans available to start recovery residences?..... 42

**Recovery Residences and the Community**

38. How do recovery residences affect the neighborhoods in which they are located? ... 43

**Future Research on Recovery Residences**

39. What are the most important questions about recovery residences that have not yet been studied? ..... 45

**Acknowledgements** ..... 46

# National Association of Recovery Residences

## A Primer on Recovery Residence in the United States: FAQs

Access this and other papers at [www.narronline.com](http://www.narronline.com)

### Introduction

Recovery residences have spread rapidly in the United States in recent decades. In 2011, the National Association of Recovery Residences (NARR) was founded to promote a recovery-oriented continuum of support for those with substance use disorders by credentialing recovery residences that implement empirically based recovery principles and practice standards. NARR currently represents more than 1,900 recovery residences in the United States. The purpose of this document is to answer some of the most frequently asked questions about recovery residences.

Answers to general questions on recovery residences were prepared by George Braucht, Jason Howell, Dave Sheridan and others on the NARR advocacy committee; answers to questions related to research on recovery residences were answered by an independent expert panel that included Leonard A. Jason, PhD, Director, Center for Community Research, DePaul University; Amy A. Mericle, PhD, Research Scientist, Treatment Research Institute; Douglas L. Polcin, EdD, Senior Scientist, Alcohol Research Group; and William L. White, MA, Senior Research Consultant, Chestnut Health Systems. Assistance in reviewing existing research was also provided by Ronald Harvey, MA, and Bronwyn Hunter, MA, DePaul University, and Fried Wittman, Ph.D., Alcohol Research Group.

Fred Way, Executive Director of the Philadelphia Association of Recovery Residences (PARR), served as liaison between the NARR advocacy committee and the expert panel. At the time this primer was first prepared, the following individuals served on the NARR Board of Directors: Tom Bennett, Texas, Ranch at Dove Tree; Susan Blacksher, California, California Association of Addiction Recovery Resources; Eddie Bryant, Michigan, Michigan Association of Recovery Residences; Michelle Adams Byrne, Texas, Recovery Inn; Susan O Binns, Tennessee, YANA, AHHAP; George Braucht, Georgia, Board of Pardons and Paroles; Lori Criss, Ohio, The Ohio Council of Behavioral Health and Family Services Providers; Chris Edrington, Minnesota, Colorado St. Paul Sober Living; Beth Fisher, Georgia, North Carolina, South Carolina, Hope Homes; Trina Frierson, Tennessee, Tennessee Association of Recovery Residences; Carlos Hardy, Maryland, Maryland Recovery Organization Connecting Communities; Tom Hill, Washington, D.C., Faces and Voices of Recovery; Jason Howell, Texas, Soberhood; Curtiss Kolodney, Connecticut, The Connecticut Community for Addiction Recovery; Ted McAllister, Georgia, Haven Homes; Kevin O'Hare, Michigan, Touchstone Recovery; Dave Sheridan, California, Sober Living Network; Susan Smith, Michigan, Network 180; Nancy Steiner, Florida, Sanctuary; Nathan Lee Tate, Carolina, Recovery Residence Association of the Carolinas; and Fred Way, Pennsylvania, Philadelphia Association of Recovery Residences.

## **1. What is a recovery residence?**

“Recovery residence” (RR) is a broad term describing a sober, safe, and healthy living environment that promotes recovery from alcohol and other drug use and associated problems. Many thousands exist in the United States that vary in size, organization, and target population. (The exact number of recovery residences is unknown since many RRs are not regulated by government or independent organizations.) At a minimum, RRs offer peer-to-peer recovery support with some providing professionally delivered clinical services all aimed at promoting abstinence-based, long-term recovery.

Recovery residences are sober living environments, meaning that residents are expected to abstain from alcohol and illegal drug use. Each credentialed recovery residence publishes policies on relapse sanctions and readmission criteria and other rules governing group living. Recovery residences may require abstinence from particular types of medications according to individual policy.

## **2. What is the primary purpose of a recovery residence?**

The purpose of a recovery residence is to provide a safe and healthy living environment to initiate and sustain recovery—defined as abstinence from alcohol and other non-prescribed drug use and improvement in one’s physical, mental, spiritual, and social wellbeing. Individuals build resources while living in a recovery residence that will continue to support their recovery as they transition to living independently and productively in the community.

## **3. What services do recovery residences provide?**

Recovery residences are divided into Levels of Support based on the type as well as the intensity and duration of support that they offer. Services provided span from peer-to-peer recovery support (all recovery residences) to medical and counseling services (recovery residences offering higher levels of support). The NARR Standards define minimum services for each Level of Support, but additional services may be provided at each level. Section 5 of the NARR Standards included in the Appendix details the minimum required service elements for each Level of Support.

## **4. How are recovery residences managed to ensure the safety of the local neighborhood and community?**

Recovery residences are guided by the NARR standards that established best practices for maintaining the safety and health of the residents, the local neighborhood, and the larger community. NARR-certified recovery residences meet standards addressing safety from an administrative, operational, property, and good neighbors perspective (see Appendix).

## 5. How long have recovery residences existed in the United States?

Residences with the mission of providing support for recovery from addiction have existed in the United States since the mid-nineteenth century. The first such residence was a room established in 1841 to support members of the newly formed Washingtonian Temperance Society. In 1857, the Washingtonians opened a “home for the fallen” in Boston, which soon closed but was re-opened in 1863 as the Washingtonian Home of Boston, which evolved into one of the premier addiction treatment programs of the nineteenth century. The Washingtonian Homes in Boston and Chicago were part of a larger network of inebriate homes that existed in tandem with religiously sponsored residential inebriate colonies (e.g., Keswick Colony of Mercy), state-sponsored inebriate asylums (e.g., New York State Inebriate Asylum), and private addiction cure institutes (e.g., Keeley Institutes, Gatlin Institutes, Neal Institutes) that thrived until the passage of state and then national prohibition laws (Baumohl & Room, 1987; White, 1998).

The early inebriate homes were replaced in the opening decades of the twentieth century with private hospitals and sanitarium catering to the affluent and local “jag houses” used for detoxification and respite. These gave way in the 1940s and 1950s to the development of recovery-supportive homes, retreats, and farms associated with Alcoholics Anonymous. One factor precipitating this shift included the increased popularity and expansion of Alcoholics Anonymous. A second factor was the emergence of tighter housing markets after World War II in many metropolitan areas, which made it increasingly difficult for individuals with alcohol and drug problems to find sober living environments that supported abstinence (Wittman, Biderman, & Hughes, 1993). In the city of Los Angeles, recovering AA members opened “twelfth step” houses to address the increased need for alcohol- and drug-free living environments. Managers of these houses either mandated or strongly encouraged attendance at AA meetings. By the 1960s, Los Angeles supported several dozen such houses (Wittman, Biderman, & Hughes, 1993). Growth of the houses expanded to other parts of Southern California over subsequent decades and resulted in the creation of the Sober Living Network in 1995. The Sober Living Network currently represents 550 sober living homes in five Southern California counties.

As more state-sponsored alcoholism programs were started in the 1950s, concerns grew about how to sustain personal recovery in the transition from the institution to the community. This birthed new social institutions—the halfway house and the three-quarter-way house—that provided semi-structured residential support designed to aid community re-entry (Cahn, 1969; Raush & Raush, 1968; Rubington, 1970). Many of these programs closed due to a loss of funding as more formal community-based treatment programs increased in the 1960s and 1970s.

A more formal residential model emerged in the late 1940s and early 1950s at Pioneer House and Hazelden that became known as the “Minnesota Model.” This model was subsequently medicalized and widely replicated as a residential alcoholism treatment approach throughout the U.S. and Europe (Cook, 1988; Spicer, 1993). In the 1970s, a model of recovery support akin to early Minnesota Model programs developed in California. Christened “social model programs,” these programs provided an alternative to more medicalized models of treatment, but many of these programs fell under the sway

of increased professionalism and evolved into more traditional addiction treatment organizations (Borkman, Kaskutas, Room, Bryan, & Barrows, 1998; Dodd, 1997).

Synanon was founded in 1958 as the first ex-addict-directed therapeutic community in the United States. This residential model of mutual support rapidly expanded in the 1960s and 1970s and was subsequently professionalized as a major addiction treatment modality (De Leon, 2000; Janzen, 2001; White, 1998). In the closing decades of the twentieth century, self-governed, financially self-supported recovery residences rapidly spread in the United States. The largest of these networks of recovery residences is Oxford House that, since its inception in 1975, has grown to 1,521 houses in 45 states with a total resident capacity of more than 12,000 (Oxford House, Inc., 2012).

Recovery residences continued to grow in the opening years of the twenty-first century sparked by both increased need (resulting in part from harsh economic conditions in many cities), the emergence of recovery as an organizing construct for the addictions field, and increased interest in recovery support institutions that could extend the benefits of addiction treatment. The history of recovery residences continues to unfold in the United States.

## References

- Baumohl, J., & Room, R. (1987). Inebriety, doctors, and the state: Alcoholism treatment institutions before 1940. In M. Galanter (Ed.), *Recent developments in alcoholism: Volume five* (pp. 135-174). New York: Plenum Publishing.
- Borkman, T. J., Kaskutas, L. A., Room, J., Bryan, K., & Barrows, D. (1998). An historical and developmental analysis of social model programs. *Journal of Substance Abuse Treatment, 15*(1), 7-17. doi:10.1016/S0740-5472(97)00244-4
- Cahn, S. (1969). Alcoholism halfway houses: Relationships to other programs and facilities. *Social Work, 14*(2) 50-60.
- Cook, C. (1988). The Minnesota Model in the management of drug and alcohol dependency: Miracle, method or myth? Part I. Philosophy and the programme. *British Journal of Addictions, 83*, 625-634. doi:10.1111/j.1360-0443.1988.tb02591.x
- De Leon, G. (2000). *The therapeutic community: Theory, model, and method*. New York: Springer Publishing Company.
- Dodd, M. H. (1997). Social model of recovery: Origin, early features, changes and future. *Journal of Psychoactive Drugs, 29*(2), 133-139. doi:10.1080/02791072.1997.10400179
- Janzen, R. (2001). *The rise and fall of Synanon*. Baltimore: Johns Hopkins University Press.
- Oxford House, Inc. Annual Report Fiscal Year 2011*. (2012). Silver Springs, MD: Oxford House, Inc.
- Raush, H., with Raush, C. (1968). *The halfway house movement*. New York: Appleton Century Crofts.
- Rubington, E. (1970). The future of the halfway house. *Quarterly Journal of Studies on Alcohol, 31*, 167-174.
- Spicer, J. (1993). *The Minnesota Model: The evolution of the interdisciplinary approach to addiction recovery*. Center City, MN: Hazelden Educational Materials.



- White, W. L. (1998). *Slaying the dragon: The history of addiction treatment and recovery in America*. Bloomington, IL: Chestnut Health Systems.
- Wittman, F. D., Biderman, F., & Hughes, L. (1993). *Sober living guidebook for alcohol and drug free housing* (Pub No. ADP 92-00248). Sacramento, CA: Department of Alcohol and Drug Programs.

## **6. How are recovery residences internally governed and externally regulated?**

### **6a. How are recovery residences internally governed at the residence level?**

Recovery residences' internal governance varies across NARR's Levels of Support (see Appendix). Forms of governance range from democratically run by the residents to oversight by licensed professionals.

### **6b. How are recovery residences externally regulated?**

The regulation of recovery residences vary from state to state, local government to local government, and model to model. In general, states regulate professional services and local governments regulate health and safety standards. Both state and local government regulation must adhere to federal laws and limits, such as the Americans with Disabilities Act and the Fair Housing Act.

### **6c. What role do non-governmental organizations (NGO) play?**

A variety of NGOs exist at the local, regional, and national level. NARR exists at the national level and partners with other organizations at the regional level. Many states/regions have NARR affiliates that maintain policies and procedures for their members that meet the NARR Standard. Identify your local affiliate by going to the NARR website: [www.narronline.com](http://www.narronline.com).

### **6d. Are recovery residences regulated by third party payers?**

Some recovery residences accept third party payments (e.g., insurance, HUD, Medicaid, etc.). Third party payers define what is reimbursable and the service duration according to mandated standards of quality and practice. Check with your payer to determine the particular coverage that is offered or contact the specific recovery residences being considered.

## **7. Are there different types of recovery residences?**

Yes, there are many different types of recovery residences. Variations are found within and across all four Levels of Support (See Appendix). These levels collectively provide a spectrum of housing to best meet the unique and changing needs of individuals

across the stages of long-term recovery. Recovery residences are also designed for specific/special populations such as language, gender, women with children, age, co-occurring problems, medication status, and prison re-entry.

## **8. How can I find a local recovery residence that best meets my needs?**

NARR has defined four levels of recovery support in part to assist individuals looking for facilities that match their needs. Review these levels to determine the most suitable level of support. Then contact your local/regional recovery residence association or speak to individuals active in the local recovery community for recommendations for that particular level of recovery residence. For professionals, an evidence-based placement tool for recovery residence is not available yet. However, ASAM criteria can be used to guide decisions for referral to professionally directed recovery residences.

Government telephone helplines and associated websites provide information on clinical or treatment resources but links to most recovery residences may not be provided. If you recently had a clinical assessment or were in treatment, ask the clinician for several RR recommendations. You can also search for “recovery residences in (your city or state)” on the internet. Additional sources include the telephone book; local professional organizations, faith communities, social service agencies, and resource manuals; and NARR ([www.narr-online.com](http://www.narr-online.com) or email: [infor@narr-online.com](mailto:infor@narr-online.com)).

## **9. How many recovery residences exist in the United States?**

To date, there has been no systematic inventory of RRs in the US. The National Survey of Substance Abuse Treatment Services (N-SSATS) represents the most comprehensive resource on facilities providing substance abuse treatment in the US. Many RRs do not consider themselves treatment facilities, and are not on the master list of organized substance abuse treatment facilities known to the Substance Abuse and Mental Health Services Administration (SAMHSA), which consists primarily of licensed, certified, or otherwise state-approved agencies (US Department of Health and Human Services, 2012). Further, even if RRs were on the master list and participated in the N-SSATS survey, it would be difficult to determine how many of the facilities surveyed identified as RRs because this is not queried as a type of service provided.

Some work to inventory RRs has been conducted by smaller regional and national associations. For example, most recent data provided by Oxford House, Inc. indicates that the current number of Oxford houses (NARR Level 1 residences) is over 1,500, having a total of 11,999 recovery beds (Oxford Grape, 2011). Their online directory lists houses currently operating in 44 states in the US (Oxford House, Inc, 2012). The State of California licenses approximately 900 level III and IV residential facilities the California Association for Addiction and Recovery Resources (CAARR) registers more than 250 sober living residences. (Susan Blacksher, California Association of Addiction Recovery Resources, Personal Communication, September 17, 2012; also see Polcin, Korcha, Bond, & Galloway, 2010). A recovery home (homes comparable to NARR Level 1 and Level 2 residences) mapping initiative conducted in Philadelphia identified 271 homes

with a service capacity for approximately 1,850 residents (Johnson, Martin, Sheahan, Way, & White, 2009).

A critical function of NARR is to serve as a national directory of recovery residences. NARR currently represents 14 associations in 14 states, plus one organization (the Association of Halfway House Alcoholism Programs, AHHAP) with national membership. As of June 2012, NARR represents approximately 1,950 residences (18 level 1, 1,265 level 2, 650 level 3, and 16 level 4) with an estimated total resident capacity of over 25,500 persons in recovery (Fred Way, Personal Communication, July 2012).

More knowledge is needed about how RRs are distributed by state or region and what differences in availability exist between urban, suburban, and rural areas. Regarding the availability of recovery residences by community income, we know access to third-party funding increases the access to RRs, and this increase is expected to be bolstered by the Affordable Care Law in 2014.

## References

- Johnson, R., Martin, N., Sheahan, T., Way, F., & White, W. (2009). *Recovery resource mapping: Results of a Philadelphia recovery home survey*. Philadelphia, PA: Philadelphia Department of Behavioral Health and Mental Retardation Services.
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- Oxford House Grape. (2011). *Oxford Houses pass 1,500 mark*. Retrieved May 7, 2012 from <http://www.oxfordhouse.org/userfiles/file/doc/grape2011dec.pdf>
- Oxford House, Inc. (2012). *Online directory*. Retrieved from May 7, 2012 <http://www.oxfordhouse.org/directory.php>
- US Department of Health and Human Services. (2012). Substance Abuse and Mental Health Services Administration. Center for Behavioral Health Statistics and Quality. National Survey of Substance Abuse Treatment Services (N-SSATS), 2010 [Computer file]. ICPSR32723-v2. Ann Arbor, MI: Inter-university Consortium for Political and Social Research [distributor]. doi:10.3886/ICPSR32723.v2

### 10. Where are recovery residences typically located?

As mentioned earlier, RRs can be found in nearly every state in the US. Ideally, houses can be found in residential areas that provide RR residents an opportunity to integrate into the community and provide community members an opportunity to learn about RRs. Unfortunately, RRs often face significant opposition to opening in residential areas and have also been found to be concentrated in poorer residential neighborhoods (Johnson, Martin, Sheahan, & White, 2009).

Fortunately, research conducted to date among community members suggest that negative attitudes toward RRs can be overcome. For example, in interviews with

community members living next to and near to Oxford Houses, Jason, Roberts, & Olson (2005) found that community members reported that Oxford House residents blended well into the neighborhood and made good neighbors. They also found that the majority of Oxford House neighbors interviewed had either gained resources, friendships, or a greater sense of security following contact with the Oxford House residents. Furthermore, they found no evidence of property devaluation in the neighborhoods containing Oxford Houses; community members who knew of the Oxford House actually saw an increase in property value over an average of 3 years. Similar results were found by Polcin, Henderson, Trocki, Evan, & Wittman (in press) who interviewed community members about Sober Living Homes (homes comparable to NARR Level 1 and Level 2 residences) in Northern California; however, these researchers did find that size and density of the house appeared to influence neighborhood perceptions and that larger and more densely populated houses may need to more actively manage their relationships with community members.

Standards developed by NARR (see Appendix X) ensure that member houses (regardless of NARR level) abide by all local building and fire safety codes and that they maintain the interior and exterior of the property in a functional, safe, and clean manner that is compatible with the neighborhood. Moreover, these standards provide guidance on “good neighbor” policies to promote positive community involvement in residential neighborhoods.

## References

- Jason, L. A., Roberts, K., & Olson, B. D. (2005). Attitudes toward recovery homes and residents: Does proximity make a difference? *Journal of Community Psychology*, 33(5), 529-535. doi:10.1002/jcop.20073
- Johnson, R., Martin, N., Sheahan, T., Way, F., & White, W. (2009). *Recovery resource mapping: Results of a Philadelphia recovery home survey*. Philadelphia, PA: Philadelphia Department of Behavioral Health and Mental Retardation Services.
- Polcin, D. L., Henderson, D., Trocki, K., Evan, K., & Wittman, F. (in press). Community context of sober living houses. *Addiction Research and Theory*.

## 11. Is there a national organization that represents recovery residences in the US?

The National Association of Recovery Residences (NARR), established in 2011, currently represents approximately 1,500 residences through its local organizational affiliates. NARR advocates for recovery residences and their residents at the national and local levels. NARR members maintain standards for recovery residences of all kinds across four NARR levels of support from Level 1 peer-operated residences to Level 4 residences offering a wide variety of treatment and recovery support services. NARR is also positioned to advocate for recovery residences at the national and state level. At the state and regional level, NARR works in conjunction with affiliated recovery residence provider organizations representing individual providers. Affiliates ensure the NARR Standard is met through training and technical assistance.

Three additional recovery residence organizations exist with a national scope. The oldest is the Association of Halfway House Alcoholism Programs (AHHAP), founded in 1958, and now are affiliated with NARR. AHHAP members include all of the NARR levels of support. AHHAP residences operate in accordance with social model recovery principles. Oxford House Inc. was established in 1975 and supports Oxford Houses internationally. Oxford Houses are NARR Level 1 residences, with each residence operated solely by the residents in accordance with Oxford House guidelines. Oxford House Inc. supports and promotes its model for peer-operated recovery residences through training, technical assistance, and access to startup financing. They also advocate for recovery housing rights and provide legal support to Oxford Houses involved in disputes with cities and towns over their right to exist. Treatment Communities of America (formerly Therapeutic Communities of America) represents more than 600 residential addiction treatment programs in the United States.

**12. Do recovery residences honor all pathways to recovery or just AA and NA? If so, how do they do that?**

Recovery residences support various abstinence-based pathways to recovery, and each residence focuses on one or more particular pathway. People seeking support for a specific, culturally congruent path to recovery should determine what recovery activities are required before accepting a placement. One key to look for is the respect shown for an individual's choices and an environment wherein residents support each other.

**13. Are residents expected to work and volunteer?**

Working and volunteering are generally considered vital components of recovery (Betty Ford Consensus Panel, 2007; Cloud & Granfield, 2008; White, 2007). Level 1 and 2 residence fees are usually paid by the residents themselves, so they must work onsite and/or offsite to meet their financial obligations. Studies of Oxford House and Sober Living House residents have found that the majority of residents are employed when they enter the residence and that employment outcomes improve over time (Jason, Davis, & Ferrari, 2007; Polcin, Korcha, Bond, & Galloway, 2010). In Level 3 and 4 residences, however, residents' time is more structured and may include numerous recovery activities during the day. In those residences, it may not be reasonable or feasible for residents to also have an outside work or volunteer activity requirement. Still, these residences, as well as Level 1 and 2 residences, may offer job readiness workshops and have relationships with local employers and community organizations to facilitate employment and volunteer involvement among residents.

**References**

The Betty Ford Institute Consensus Panel. (2007). What is recovery? A working definition from the betty ford institute. *Journal of Substance Abuse Treatment*, 33(3), 221-228. doi:10.1016/j.jsat.2007.06.001

- Cloud, W., & Granfield, R. (2008). Conceptualizing recovery capital: Expansion of a theoretical construct. *Substance use & Misuse*, 43(12-13), 1971-1986. doi:10.1080/10826080802289762
- Jason, L. A., Davis, M. I., & Ferrari, J. R. (2007). The need for substance abuse after-care: Longitudinal analysis of oxford house. *Addictive Behaviors*, 32(4), 803-818. doi:10.1016/j.addbeh.2006.06.014
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- White, W. L. (2007). Addiction recovery: Its definition and conceptual boundaries. *Journal of Substance Abuse Treatment*, 33(3), 229-241. doi:10.1016/j.jsat.2007.04.015

## Recovery Home Residents

### 14. How does someone get into a recovery residence?

Entry into a recovery residence usually involves an application/personal interview. Payment of first week's or first month's fees upon acceptance is common. Some residences are closely affiliated with outpatient programs and require concurrent participation in those programs. Other residences draw their residents exclusively from their own addiction treatment or mental health program.

### 15. Are there stages/tiers of participation in recovery residences?

Many residences define levels of recovery progress within the resident community. These levels are often also called phases and correspond with time in the residence, recovery progress as assessed by peers and/or staff, and the degree to which residence behavioral requirements have been met. Each level or phase is typically accompanied by an increase in privileges, greater personal autonomy, exemption from certain requirements of previous phases, and possibly different physical accommodation choices.

Many residences with this type of system often pair later phase residents with new arrivals in a sort of "buddy system." A blackout period is required in the initial phase of some recovery residences. This is a period in which the new resident is required to break communication with the outside world or with their natural supports in order to stabilize and focus on their recovery. Many residences limit the activities for new residents for a length of time after admission. These restrictions might include always being accompanied by a more senior resident when outside the home, limits to contacts with family or friends, and expectations for a higher degree of involvement in recovery support activities. Durations typically range from one week to one month.

## 16. What is known about the characteristics of people living within recovery residences?

The national profile of persons residing in all four levels of recovery homes is not presently available. The founding of NARR may provide a means of gathering that data in the future.

While residential treatment facilities and recovery homes serve all types of individuals, on average, the person is twice as likely to be male, which is consistent with SUD prevalence rates (Jason, Davis, & Ferrari, 2007; SAMHSA, 2011). For individuals undergoing residential treatment, the median age is the early thirties; however age groups from 25 to 49 are almost equally represented. The average age for a resident in a national study of Oxford House residents was 38. (Many recovery residences report that this average age is decreasing.) Whites represent 60 to 65% of individuals in treatment and recovery homes. African Americans and Hispanics comprise 22% and 12% respectively in residential treatment (SAMHSA, 2011). In the national Oxford House Survey, Whites represented 58% of residents and Blacks and Hispanics represented 34% and 3.5% respectively (Jason, Davis & Ferrari, 2007). Existing data would suggest Hispanics are underrepresented in recovery housing when compared to these treatment statistics.

Of those individuals aged 18 or older in residential treatment, 33% had not completed high school, 42% had a high school degree, and 25% had completed some post-secondary education (SAMHSA, 2011). The average educational level for participants in a recovery residence (Oxford House) study was 12.6 years (Jason, Davis & Ferrari, 2007). Only 11% of those in residential treatment are employed either full-time or part-time; 35% are unemployed; and 54% are not in the labor force. (SAMHSA, 2011). Individuals residing in recovery homes are likely to be employed either full-time (69%) or part-time (14%), or looking for work (unemployed = 12%)(Jason, Davis & Ferrari, 2007).

Both those in residential treatment and in recovery homes are unlikely to be married. Sixty percent of the individuals have never been married, and married individuals make up about 12 to 13% of those in residential treatment (SAMHSA, 2011). For recovery home residents, about half have never been married and only 5% are currently married (Jason, Davis & Ferrari, 2007).

Persons both in residential treatment and recovery houses often suffer from comorbid psychological conditions, which affect approximately 35% to 45% of the individuals. In addition, about 3 in 10 individuals are involved in the legal system—being referred to treatment, on probation, or awaiting legal processes.

### References

- Jason, L. A., Davis, M. I., & Ferrari, J. R. (2007). The need for substance abuse after-care: Longitudinal analysis of Oxford House. *Addictive Behaviors*, 32(4), 803-818. doi: 10.1016/j.addbeh.2006.06.014
- Substance Abuse and Mental Health Services Administration. (2011). *Treatment Episode Data Set—Admissions 2009*. Rockville, MD. Retrieved from <http://dx.doi.org/10.3886/ICPSR30462.v1>

**17. What percentage of residents will have completed or still be involved in professional treatment?**

Studies to date of RRs reveal that the vast majority of RR residents have a history of inpatient or outpatient addiction treatment.

**18. What is the degree of involvement in AA, NA, and other recovery mutual support groups and institutions of persons living in recovery residences?**

The vast majority of Oxford House residents are actively involved in 12-step groups like Alcoholics Anonymous (AA) and Narcotics Anonymous (NA), and such involvement is linked to increased social support and self-efficacy for abstinence (Majer, Jason, Ferrari, Venable, & Olson, 2002). Our experiences in working directly with this population, both clinically and as community-based researchers, have informed us that AA and NA members benefit by concurrent involvement in a sober living environment and twelve-step activities. 12-step involvement entails a set of specific behaviors that guide members of 12-Step fellowships in their recovery processes—actions outlined as “suggestions” in the fellowships’ basic texts (Alcoholics Anonymous, 2001; Narcotics Anonymous, 2008). These key ingredients for recovery initiation and maintenance have both theoretical and empirical support (Majer, Jason, Aase, Droege, & Ferrari, in press). Similarly, sober living houses in California either strongly encourage or mandate attendance at 12-step groups (Polcin, Korcha, Bond, & Galloway, 2010) and studies of these homes have concluded that a higher level of 12-step involvement predicts better recovery outcomes.

Early therapeutic communities (TCs) of the 1960s and 1970s were not philosophically aligned with AA, NA, or other 12-Step programs (De Leon, 2000; Yablonsky, 1965), but in recent decades, most TCs have integrated or adapted 12-Step concepts and participation in 12-Step groups into their treatment approach (White, 1998). A 1995 survey of TCs in the United States revealed that 90% had 12 Step meetings being held on their premises, with 58% encouraging 12-Step participation by their residents during treatment and 83% encouraging such participation during the aftercare phase of treatment (Troyer, Acompara, O’Connor, & Berry, 1995).

**References**

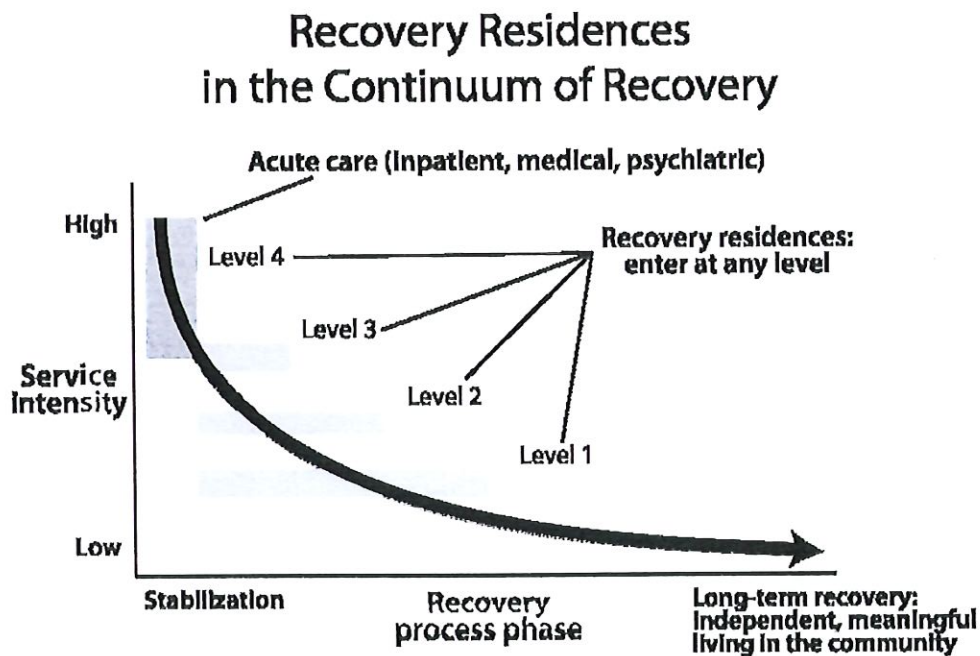
- Alcoholics Anonymous, Fourth Edition.* (2001). New York: Alcoholics Anonymous World Services, Inc.
- De Leon, G. (2000). *The therapeutic community: Theory, model, and method.* New York: Springer.
- Majer, J. M., Jason, L. A., Aase, D. M., Droege, J. R., & Ferrari, J. R. (in press). Categorical 12-step involvement and continuous abstinence at two-years. *Journal of Substance Abuse Treatment.* doi:10.1016/j.jsat.2012.03.001
- Majer, J. M., Jason, L. A., Ferrari, J. R., Venable, L. B., & Olson, B. D. (2002). Social support and self-efficacy for abstinence: Is peer identification an issue? *Journal of Substance Abuse Treatment, 23*, 209-215. doi:10.1016/S0740-5472(02)00261-1



- Narcotics Anonymous, Sixth Edition.* (2008). Chatsworth, CA: Narcotics Anonymous World Services, Inc.
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. P. (2010). What did we learn from our study on sober living houses and where do we go from here? *Journal of Psychoactive Drugs*, 42, 425-433. doi:10.1080/02791072.2010.10400705
- Troyer, T. N., Acompara, A. P., O'Connor, L. E., & Berry, J. W. (1995). The changing relationship between therapeutic communities and 12-step programs. *Journal of Psychoactive Drugs*, 27(2), 177-180. doi:10.1080/02791072.1995.10471688
- White, W. L. (1998). *Slaying the dragon: The history of addiction treatment and recovery in merica*. Bloomington, IL: Chestnut Health Systems.
- Yablonsky, L. (1965). *Synanon: The tunnel back*. Baltimore, Maryland: Penguin Books.

**19. How do service needs and the degree of problem severity affect admission decisions to recovery residences?**

The role that service needs and problem severity play in admissions decisions varies widely within and across levels of recovery residences (See illustration below).



There are also recovery residences designed specifically for individuals with certain needs (e.g., co-occurring addiction and severe mental illness, veterans, mothers with children); however, some recovery residences may not be equipped to adequately meet these residents' needs. Individuals with specific service needs seeking RRs should ask the provider about how these needs can (or cannot) be addressed within a particular residence.

**20. Are people taking medications (e.g., methadone, buprenorphine, other medication-assisted therapies, other prescription medications, or over-the-counter medications) accepted into recovery residences and if so, how are the medications managed?**

Yes, but medication policies vary across recovery residences. Some RRs do not accept applicants who are taking specific medications, such as narcotics and psychotropic medications; others accept residents who are being tapered down from specific medications under medical supervision; and still others fully accept persons in medication-assisted addiction treatment. Medications can be self-managed by the resident, managed by a licensed 3rd party provider, or in the case of Level 4 RRs, managed by licensed staff of the facility. Individuals seeking RR who are on medications should ask each provider about the medication policies in order to choose the RR that best fits their needs.

Both over-the-counter (OTC) and prescription medications can be abused and jeopardize an individual's recovery. Moreover, not taking medications as prescribed can undermine one's recovery. NARR requires each recovery residence (RR) to establish and clearly communicate its policy and procedures around both OTC and prescription medications. These policies and procedures are designed to maintain a safe living environment and support the recovery of everyone in the home, including the resident(s) taking medication.

There are 4 different types of RRs, each offering a different Level of Support in both services and staffing. Level 4 RRs offer clinical services whereas Levels 1, 2, and 3 do not. While laws can vary from state to state, they generally restrict the dispensing and managing of medications to licensed professionals, like the ones you would find in a Level 4 RR. That being said, most residents taking medication do not live in a Level 4 RR. Although they cannot provide medication management, Levels 1, 2, and 3 can use policies and procedures around the self-management of medications and the eligibility of individuals taking specific medications to live in the house. These policies and procedures are used to maintain a safe, recovery supportive living environment for a specific population within the scope of service an RR is qualified to provide. For example, the use of methadone, buprenorphine, and other medication-assisted recovery pharmaceuticals are allowed in some RRs, but not in others. This is in part due to the logistics, staffing, and cost of managing these types of medications, but it also may reflect philosophical differences within the recovery community and consumer choices. There is a demand for both RRs designed for individuals using medically assisted products in their recovery and for those that dis-allow medically assisted recovery.

**21. How long do people stay in a recovery residence?**

Length of stay varies depending on the residents' needs, progress, and willingness to abide by residence guidelines as well as on the payment structure of the residence. Many residences encourage a minimum length of stay or, for Level 3 and 4 residences,

have identified benchmarks set forth for residents to graduate (De Leon, 2000). Level 1 and 2 residences (e.g., Oxford Houses and Sober Living Houses) typically have an open-ended length of stay (Polcin, Korcha, Bond, & Galloway, 2010). For example, in the Oxford House model, residents can stay in the house indefinitely as long as they do not drink alcohol or use drugs and pay an equal share of the house expenses (Oxford House Inc., 2008). On average, residents stay in Oxford Houses a little more than a year, but many residents stay 3 or more years (Jason, Olson, Ferrari, & Lo Sasso, 2006).

Residents in higher Levels of Support, RR 3s and 4s, typically move to lower Levels of Support. As such, the average length of stay in RR 3s and 4s tend to be shorter than the average length of stay in RR 1s and 2s. Residences that receive payments from third parties may need to conform to guidelines set forth by these payers. For example, residents living in recovery residences that receive funding from the city of Philadelphia must receive approval to stay in the house every three months with payment limited to 90 days per individual per state fiscal year (Fred Way, Personal Communication, July 2012). Similar constraints may exist for residences that receive reimbursements from other private or public insurers.

Individuals who leave a recovery residence move out into the greater recovery community, move to different levels of support, and a few stay on as the next generation of house managers. Within many recovery residences, senior residents are developed as peer leaders and house managers—a process through which they deepen their own recovery, mentor those in early recovery, and maintain the household's recovery culture.

## References

- De Leon, G. (2000). *The therapeutic community: Theory, model, and method*. New York: Springer Publishing Co. Retrieved from [www.csa.com](http://www.csa.com)
- Jason, L. A., Olson, B. D., Ferrari, J. R., & Lo Sasso, A. T. (2006). Communal housing settings enhance substance abuse recovery. *American Journal of Public Health, 96*(10), 1727-1729. doi:10.2105/AJPH.2005.070839
- Oxford House Inc. (2008). *Oxford House manual: an idea based on a sound system for recovering alcoholics and drug addicts to help themselves*. Silver Spring, MD: Oxford House Inc.
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment, 38*(4), 356-365. doi:10.1016/j.jsat.2010.02.003

## 22. What happens if a resident of a recovery home uses alcohol or drugs?

For the safety of the resident and the community, a relapse is met with immediate appropriate action. In most recovery residences, this involves moving the individual out of the RR and providing access to a level of support that will help them re-initiate recovery. Relapses can be fatal! They endanger the life of the individual and the lives of everyone else in a RR. Most RRs oppose the concept of relapse as an expected and accepted part of the recovery process as a deadly proposition that undermines recovery stabilization and maintenance (White, 2010). Relapse is a manifestation of addiction, not

of recovery; it is a sign for immediate intervention and change. NARR requires each RR to define their relapse policy and to have procedures that do not “punish” an individual for relapsing but protect the health and well-being of that individual and the RR community as a whole. All recovery residences are abstinence-based environments—in contrast to “wet housing” that allows residents to use alcohol or other drugs or “damp housing” that discourages but does not exclude persons for using.

## Reference

White, W. (2010). Relapse is NOT a part of recovery. Posted at [www.facesandvoicesofrecovery.org](http://www.facesandvoicesofrecovery.org) and [www.williamwhitepapers.com](http://www.williamwhitepapers.com)

### 23. What does it cost to stay in a recovery residence?

The cost of RR varies widely and is correlated with market price of local housing and the level of support provided. Of the 4 Levels of Support identified by NARR, the higher Levels of Support tend to be more expensive because they must meet higher standards for staffing levels and services provided. However, the Levels of Support are NOT a quality rating system. A variety of services within and across Levels of Support are available to meet the recovery support and financial needs of individuals through their recovery process.

Payment terms vary, but residents can expect to pay monthly (or weekly) fees and sign an agreement committing themselves to a minimum length of stay and adhering to clearly stated house rules that support the recovery of the individual and the community. Typically, there is a refundable deposit or a non-refundable administration fee required on or before move-in. There also may be additional fees or fines clearly listed in the agreement for things like extra services or late payments.

### 24. How are recovery residences financially supported?

Most recovery residences (particularly levels 1 & 2) are self-funded through resident contribution, but recovery residences with higher levels of support, such as a range of clinical services, often receive other forms of federal, state, and private support.

RRs are historically self-funded, eventually become self-sustainable, and utilize community of volunteers. Start-up costs are typically covered by the housing provider, an Angel Investor, or a nonprofit. As a part of their recovery process, residents are expected to work, pay rent, and support the house. In some cases, residents may not be able to fully cover operational costs, so housing providers offer short-term scholarship beds and utilize other financial resources in the community. No RR could financially survive without the use of volunteer staff and peer’s cultivating the culture of recovery in homes.

Start-up costs of RRs vary across the 4 Levels of Support. Lower Levels of Support, RR 1s and 2s, typically rent residential houses—a practice that avoids the capital cost of purchasing a property. The cost of capital improvements and fully furnishing a household to accommodate on average 10 residents is the largest start-up

cost. Marketing, maintenance, and utilities are the largest operational expenses for the lower Levels of Support, RR 1s and 2s. Higher Levels of Support, RR 3s and 4s, have higher staffing and administrative expenses as well as higher initial capital outlays.

In general, RRs are NOT very profitable. By the time someone is ready to embrace recovery, they have often lost the financial means to afford to live in an RR at any price. Plus, occupancy rates can be inconsistent, and operational costs can be high. It may take several years for an RR to recoup start-up costs and achieve a positive cash flow. As a result, a single financial challenge, like defining housing rights, can easily cause an RR to close.

## **Recovery Residences and Recovery Outcomes (2012)**

### **25. Has there been research conducted on recovery residences?**

Outcomes have been reported for all four of the levels described in the National Association of Recovery Residences (NARR) Standards for Recovery Services. A selected sample of studies is discussed below on each of the levels. Studies differ in their designs and level of scientific rigor within and across the four levels. Studies that use randomized controlled designs comparing residential recovery versus control or comparison conditions are relatively limited. Most studies consist of baseline measures acquired at intake compared with the same measures administered at follow-up. Other studies use designs comparing different models of residential recovery or residential recovery programs with outpatient treatment. However, some researchers (e.g., De Leon, Inciardi, & Martin, 1995) have pointed out that the nature of long-term residential recovery settings often makes random assignment or even matching designs difficult in terms of feasibility. They suggested that an individual's process of choosing to enter a particular type of recovery residence (i.e., self-selection) was an integral part of the recovery process that should be included in designs rather than eliminated via random assignment. In other words, the sequence of: 1) learning about recovery options from family, friends, professionals, or other sources; 2) considering the pros and cons of different potential programs; and 3) deciding what type of recovery program is the best match is integral to recovery. Instead of controlling extraneous factors that might influence outcome using random assignment to different groups (i.e., recovery residence versus a control condition), they suggested the use of multivariate statistical models for longitudinal designs that can control for a wide variety of factors that might influence outcome. For a full description of these issues, see the paper by DeLeon et al. (1995) published in the *Journal of Psychoactive Drugs*. Studies by Moos (e.g., Moos & Moos, 2006) also offer good examples of nonrandomized longitudinal designs that use complex statistical models that control for extraneous influences.

#### **Level I**

Characteristics of Level I residences coincide most closely with Oxford Houses, which have been studied extensively by Jason et al. over the past 20 years. The brief synopsis of this work described below is taken in part from a review of non-professional recovery programs by Polcin and Borkman (2008).

Although there have been a plethora of publications resulting from the study of Oxford Houses at DePaul University, two papers present the major findings depicting longitudinal outcomes (Jason, Davis, Ferrari, & Anderson, 2007; Jason, Olson, Ferrari, & Lo Sasso, 2006). In the earlier study, 150 individuals completing residential treatment programs were randomly assigned to aftercare as usual or residency in an Oxford House. At 24-month follow-up those assigned to the Oxford House condition had significantly better outcomes on measures of substance use, income, and incarceration. Among those assigned to aftercare as usual, 64.8% reported some alcohol or drug use over the previous 6 months versus 31.3% for the individuals assigned to the Oxford House condition. Individuals assigned to the Oxford House condition also reported lower rates of incarceration than treatment as usual, 3% versus 9%. A cost-benefit analysis by Lo Sasso, Byro, Jason, Ferrari, & Olson (2012) showed a net benefit of an Oxford House stay was on average \$29,000 per person, which was significantly higher than the comparison group.

One of the limitations of the Jason et al. (2006) study was the limited geographical area from which the sample was drawn (i.e., the state of Illinois). A second limitation was the sample only included individuals completing residential treatment. The second study of Oxford houses (Jason et al., 2007) addressed both of these limitations. The study consisted of a US national sample of Oxford House residents (N=897), a majority of whom had a history of receiving some type of substance abuse treatment. However, unlike the first study, completion of a residential treatment program was not required for inclusion. Study participants were recruited from a variety of sources and interviewed at three subsequent 4-month intervals. During the final interview, only 13.5% of the respondents reported using alcohol or drugs during the previous 90 days. The average number of days participants used substances over the 90-day period was low: 3.7 days for drugs and 5.6 for alcohol. When participants reported having social networks that supported abstinence and discouraged substance use, they were more likely to be abstinent. They were also more likely to be abstinent to the extent they were involved in 12-step groups. The proportion of residents reporting employment throughout the study was high, ranging from 79% to 86%. Importantly, both longitudinal studies of Oxford Houses showed that a wide variety of persons were able to benefit. Improvement was not limited to specific demographic groups or referral sources.

## **Level II**

Sober living houses (SLHs) similar to those that are members of the Sober Living Network (SLN) in Southern California and some houses affiliated with the California Association of Addiction and Recovery Resources (CAARR) are good examples of Level II residences. Like Level I residences, studies on these types of facilities have been limited.

One of the few studies on Level II residences was a recent study of houses in Northern California (Polcin, Korcha, Bond, & Galloway, 2010). Researchers recruited 245 individuals entering Clean and Sober Transitional Living in Sacramento County, which includes 16 recovery homes. The houses were located in a very high methamphetamine (MA) use area and 53% of the participants entered the houses with dependence on MA during the past year. Participants were interviewed within 2 weeks of entering the houses and then at 6-, 12- and 18-month follow-up. Primary outcomes

included measures of alcohol and drug use and Addiction Severity Index (ASI) alcohol and drug scales. Secondary measures consisted of other ASI scales and a variety of instruments assessing criminal justice involvement, employment, and psychiatric problems.

Longitudinal analyses revealed two patterns for primary and some secondary outcomes over time. One pattern involved residents entering the SLHs with moderate to high severity of problems, making significant improvements by 6 months, and then maintaining those improvements at 12 and 18 months. Results from measures that assessed alcohol and drug use over a 6-month time period showed this pattern. For example, alcohol and drug abstinence over a 6-month time period increased from 20% at entry into the SLH to 40% at 6-month follow up. Abstinence improved even more at 12-month follow-up (45%) and declined only a bit at 18 months (42%).

The other outcome pattern showed residents entering the SLHs with low severity of problems at baseline and then maintaining low severity at 6-, 12-, and 18-month follow up. Findings from the ASI alcohol and drug scales were good examples of this pattern. The average score on the ASI alcohol severity at baseline was 0.16 ( $se=0.02$ ), and for drug severity at baseline, the average was 0.08 ( $se=0.01$ ). Because ASI values range from 0 to 1, these scores are very low. There was therefore limited room to improve on these measures. Nevertheless, there were significant improvements at 6 months for both alcohol (mean=0.10,  $se=0.02$ ) and drug (mean=0.05,  $se=0.01$ ) scales. Those improvements were maintained at 12 and 18 months. Alcohol severity remained at 0.10 at 12 and 18 months, and drug severity also remained essentially unchanged, 0.06 at 12 and 18 months. It should be noted that improvements were maintained at 12 and 18 months despite the fact that most residents had left the SLHs. By 18 months, about 90% of the residents had left, yet there was little regression of the earlier improvements. Thus, the improvements noted were therefore not simply a function of residents being housed in a controlled environment.

The study also examined a variety of factors that predicted outcome. These included demographic characteristics and factors related to the philosophy of recovery in SLHs, such as involvement in 12-step groups and developing a social network supportive of abstinence. Generalized Estimating Equations showed that involvement in 12-step groups was the strongest and most consistent predictor of good outcome. As expected, drinking and drug use in the participant's social network predicted worse outcome.

Overall, a wide variety of demographic groups made improvement in the SLHs and only a few demographic characteristics predicted outcome. The most notable exception was the relationship between age and abstinence. Older age categories were over twice as likely to be abstinent than those aged 18-28. Relative to residents who had not completed high school, those with at least a high school diploma were nearly twice as likely to be abstinent over the past 6 months and about half as likely to be arrested.

### **Level III**

A good example of level III residences are "social model" recovery programs, which emphasize experiential learning, peer support, and 12-step recovery principles within a semi-structured group living environment. These programs are more structured than level II residences and include paid counselors who assist residents with case management services and the development of a formal recovery or treatment plan.

Typically, there are various life skills and other types of groups offered at the facility. In many states, such as California, they are licensed by the state to provide treatment services.

As with Phase I and Phase II residences, the outcome studies on Phase III residences have been fairly limited. Studies that have been conducted include the California Drug and Alcohol Treatment Assessment (CALDATA; Gerstein et al., 1994) and studies on social model recovery programs conducted by Kaskutas et al. (2003-2004, 2008) at the Alcohol Research Group.

The CALDATA study examined treatment outcomes among 1,858 clients in California who received methadone treatment, non-methadone outpatient, clinically oriented residential treatment (21 providers), or social model recovery programs (23 providers). The study consisted of follow-up interviews approximately 15 months after leaving treatment. Clinically oriented residential programs included procedures such as psychiatric assessments, individual counseling, and treatment groups (e.g., therapeutic communities). Social model recovery houses were oriented toward peer support, communal living, and practicing 12-step recovery principles. Borkman, Kaskutas, Room, Bryan, & Barrows (1998) compared the two types of residential programs and reported that residents in social model programs had longer stays and incurred lower costs. Costs per treatment episode in the social model programs averaged \$2,712, while costs per treatment episode in the clinical residential program averaged \$4,405. Overall length of stay was associated with better outcome. Comparison of residents in the two types of residential programs who had comparable lengths of stay showed slightly better outcomes for the clinically oriented programs. For example, residents who remained in treatment 4+ months in the clinically oriented program reduced the number of months they used substances by 63% while social model residents reduced the number of months of substance use by 52%. Reductions in reports of criminal activity were slightly higher in social model programs (80%) than clinically oriented programs (74%).

Studies conducted by Kaskutas et al. (2003-2004, 2008) were stronger designs because they included longitudinal designs that compared measures collected at treatment entry with follow-up measures. The 2003-2004 study consisted of a naturalistic comparison of outcomes for individuals in social model residential programs (N=164) with those in clinically oriented programs (N=558). The social model programs were detoxification and residential facilities, and the clinically oriented programs were a mix of inpatient and outpatient. Individuals in the social model programs were more involved in 12-step meetings and reported fewer alcohol and drug problems at one-year follow up, but not problems between the two study conditions in other areas (e.g., family, medical, legal, and psychiatric). The 2008 study randomly assigned clients to receive day hospital program treatment (n=154) or services in social model residential programs (n=139). Although significant improvements were noted at 12 months for both groups, between-group comparisons did not reveal significant differences. Overall, clients tended to remain in the residential programs longer and costs were higher.

#### **Level IV**

Relative to other levels, Level IV residences include more structure, paid professional staff, and on-site treatment services. Residential therapeutic communities (TCs) for drug treatment are a good example of Level four residences. Large proportions



of residents in TCs are referred from the criminal justice system, and some are actually located in prisons.

TCs have a long history of participating in research, including large national studies assessing drug treatment outcome. These studies include the Drug Abuse Treatment Outcome Study [DATOS] (Hubbard, Craddock, Flynn, Anderson, & Etheridge, 1997), National Treatment Improvement Evaluation Study [NTIES] (Center for Substance Abuse Treatment, 1996), Treatment Outcome Prospective Study [TOPS] (Hubbard et al., 1984), and Drug Abuse Reporting Problems [DARP] (Simpson & Friend, 1988). Overall, these and other studies on TCs (e.g., Martin, O'Commel, Paternoster, & Bachman, 2011) show that clients make longitudinal improvements on substance use measures, arrests, illegal behaviors and employment.

When TCs have been compared to voluntary, control, or alternative treatment groups, the findings have been encouraging. For example, DeLeon (1988) found that clients referred from the criminal justice system stayed in treatment longer than voluntary clients and had levels of improvement that were similar. Prendergast, Hall, Wexler, Melnick, & Cao (2004) conducted a randomized trial of 715 prisoners randomly assigned to either a therapeutic community program or to a no treatment group. At 5-year follow-up, the TC group had significantly lower *rates* of reincarceration, but not shorter times to first reincarceration. As in most studies of TCs, longer lengths of treatment were associated with better outcome. Martin, Butzin, & Inciardi (1995) studied 457 individuals participating in either an in-prison TC, a TC in the community, both types of TCs, or a no treatment comparison group. Those attending the community-based TC or both types of TC had the best outcome (substance use and re-arrest). The in-prison TC had modestly better outcomes than the no treatment comparison group.

### Summary of Outcomes

There is obviously a significant need for additional research on residential recovery homes, especially those characterized by levels 1-3. Studies on level 4 residences are more numerous because of the large number of studies examining outcomes within therapeutic communities. Overall, the available studies across the different levels are encouraging. Longitudinal studies of residents housed within each of the levels show improvements in a range of areas. When comparisons have been made between recovery residences and appropriate alternatives, the results have shown recovery homes yield comparable or better outcomes. Cost and cost-benefit analyses have been limited and to have yielded mixed findings.

### References

- Borkman, T. J., Kaskutas, L. A., Room, J., Bryan, K., & Barrows, D. (1998). An historical and developmental analysis of social model programs. *Journal of Substance Abuse Treatment*, 15(1), 7-17. doi:10.1016/S0740-5472(97)00244-4
- Center for Substance Abuse Treatment. (1996). *National Treatment Improvement Evaluation Study (NTIES)*. Rockville, MD: U.S. Department of Health and Human Services.

- De Leon, G. (1988). Legal pressure in therapeutic communities. In C. G. Leukefeld & F. M. Tims (Eds.), *Compulsory treatment of drug abuse: Research and clinical practice* (NIDA Research Monograph 86; pp. 160-177). Washington, DC: National Institute on Drug Abuse.
- De Leon, G., Inciardi, J. A., & Martin, S.S. (1995). Residential drug abuse treatment research: Are conventional control designs appropriate for assessing treatment effectiveness? *Journal of Psychoactive Drugs*, 27(1), 85–91.  
doi:10.1080/0279102.1995.10471676
- Gerstein, D. R., Johnson, R. A., Harwood, H. J., Fountain, D., Sutter, N., & Malloy, K. (1994). *Evaluating recovery services: The California drug and alcohol treatment assessment (Contract No. 92-001100)*. Sacramento, CA: California Department of Alcohol And Drug Problems.
- Hubbard, R. L., Craddock, S. G., Flynn, P. M., Anderson, J., & Etheridge, R. M. (1997). Overview of 1-year follow-up outcomes in the drug abuse treatment outcome study (DATOS). *Psychology of Addictive Behaviors*, 11, 261-268.  
doi:10.1037/0893-164X.11.4.261
- Hubbard, R. L., Rachal, J. V., Craddock, S. G., & Cavanaugh, E. R. (1984). Treatment Outcome Propsective Study (TOPS): Client characteristics and behaviors before, during and after treatment. In F. M. Tims & J. P. Ludford (Eds.), *Drug abuse treatment evaluation: Strategies, progress and prospects* (NIDA Research Monograph No. 51; pp. 42-68). Rockville, MD: National Institute on Drug Abuse.
- Jason, L. A., Davis, M. I., Ferarri, J. R., & Anderson, E. (2007). The need for substance abuse aftercare: A longitudinal analysis of Oxford Houses. *Addictive Behaviors*, 32, 803-818. doi:10.1016/j.addbeh.2006.06.014
- Jason, L. A., Olson, B. D., Ferrari, J. R., & Lo Sasso, A. T. (2006). Communal housing settings enhance substance abuse recovery. *American Journal of Public Health*, 96(10), 1727-1729.
- Kaskutas, L. A., Ammon, L., & Wesiner, C. (2003-2004). A naturalistic comparison of outcomes at social and clinical model substance abuse treatment programs. *International Journal of Self Help and Self Care*, 2(2), 111-133.
- Kaskutas, L. A., Zavala, S. K., Parthasarathy, S., & Witbrodt, J. (2008). Costs of day hospital and community residential chemical dependency treatment. *The Journal of Mental Health Policy and Economics*, 11(1), 27-32.
- Lo Sasso, A. T., Byro, E., Jason, L. A., Ferrari, J. R., & Olson, B. (2012). Benefits and costs associated with mutual-help community-based recovery homes: The Oxford House model. *Evaluation and Program Planning*, 35(1), 47-53.  
doi:10.1016/j.evalprogplan.2011.06.006
- Martin, S., Butzin, & Inciardi, J. A. (1995). Assessment of a multistage therapeutic community for drug-involved offenders. *Journal of Psychoactive Drugs*, 27(1), 109-116. doi:10.1080/02791072.1995.10471679
- Martin, S., O'Commel, D., Paternoster, R., & Bachman, R. (2011). The long and winding road to desistance from crime for dru-invovled offenders: The long-term influence of TC Treatment on Re-arrest. *Journal of Drug Issues*, 41, 179–196.
- Moos, R. H., & Moos, B. S. (2006). Treated and untreated individuals with alcohol use disorders: Rates and predictors of remission and relapse. *International Journal of Clinical Health Psychology*, 6(3), 513-526.

- Polcin, D. L., & Borkman, T. (2008). The impact of AA on non-professional substance abuse recovery programs and sober living houses. In M. Galanter & L. A. Kaskutas (Eds.), *Recent developments in alcoholism: Research on alcoholics anonymous and spirituality in addiction recovery* (Vol. 18, pp. 91-108). New York: Springer.
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. P. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment, 38*(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- Prendergast, M. L., Hall, E. A., Wexler, H. K., Melnick, G., & Cao, Y. (2004). Amity prison-based therapeutic community: 5-year outcomes. *The Prison Journal, 84*(1), 36-60. doi:10.1177/0032885503262454
- Simpson, D. D., & Friend, H. J. (1988). Legal status and long-term outcomes for addicts in the DARP follow-up project. In C. G. Leukefeld & F. M. Tims (Eds.), *Compulsory treatment of drug abuse: Research and clinical practice* (NIDA Research Monograph 86; pp. 81-98). Rockville, MD: National Institute on Drug Abuse.

**26. Can the research conclusions drawn from studies of the Oxford House network be applied to all recovery residences?**

The growing network of Oxford Houses represent one particular level of recovery residence—Level 1—and a particular approach to this level of recovery residence. At present, it is not known the extent to which findings reported from studies of Oxford House can be applied to other levels of care or other Level 1 recovery residences with different policies and practices than Oxford House. Until greater research is conducted on the full spectrum of recovery residences, it is not possible to know how applicable Oxford House research findings are to this broader spectrum of recovery residences.

**27. How does living in a recovery residence influence long-term addiction recovery outcomes?**

For recovery residences that fall under Levels I to III, there is very little research on long-term recovery outcomes. The primary studies on Oxford Houses (e.g., Jason, Davis, Ferrari, & Anderson, 2007; Jason, Olson, Ferrari, & Lo Sasso, 2006) interviewed residents at 12- and 24-month follow-up. A study of sober living houses in California (Polcin, et al., 2010) interviewed residents at 18-month follow up. While these studies documented significant longitudinal improvements, it is unclear whether improvements continue at 5 or 10 years. Studies of social model residential recovery programs by Kaskutas, Zavala, Parthasarathy, & Witbrodt (2008) reported similar follow-up time frames. There is therefore a significant need for studies tracking residents over longer periods of time.

A few studies of therapeutic communities have reported somewhat longer term outcomes. For example, Prendergast, Hall, Wexler, Melnick, & Cao (2004) conducted a 5-year follow-up of individuals in a therapeutic community and found lower rates of

reincarceration than a comparison group. Large national studies that included residential therapeutic community programs, such as the National Treatment Improvement Evaluation Study (Center for Substance Abuse Treatment, 1996) and the Drug Abuse Treatment Outcome Studies (Hubbard, Craddock & Anderson, 2003) documented improvements in drug use and a variety of other areas that were maintained at 5-year follow-up, although some attrition of improvement was noted along with a variety of study limitations.

- Center for Substance Abuse Treatment. (1996). *National Treatment Improvement Evaluation Study (NTIES)*. Rockville, MD: U.S. Department of Health and Human Services.
- Hubbard, R. L., Craddock, S. G., & Anderson, J. (2003). Overview of 5-year follow-up outcomes in the drug abuse treatment outcome studies (DATOS). *Journal of Substance Abuse Treatment*, 25(3), 125-134.
- Jason, L. A., Davis, M. I., Ferrarri, J. R., & Anderson, E. (2007). The need for substance abuse aftercare: A longitudinal analysis of Oxford Houses. *Addictive Behaviors*, 32, 803-818. doi:10.1016/j.addbeh.2006.06.014
- Jason, L. A., Olson, B. D., Ferrari, J. R., & Lo Sasso, A. T. (2006). Communal housing settings enhance substance abuse recovery. *American Journal of Public Health*, 96(10), 1727-1729. doi:10.2105/AJPH.2005.070839
- Kaskutas, L. A., Zavala, S. K., Parthasarathy, S., & Witbrodt, J. (2008). Costs of day hospital and community residential chemical dependency treatment. *The Journal of Mental Health Policy and Economics*, 11(1), 27-32.
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. P. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- Prendergast, M. L., Hall, E. A., Wexler, H. K., Melnick, G., & Cao, Y. (2004). Amity prison-based therapeutic community: 5-year outcomes. *The Prison Journal*, 84(1), 36-60. doi:10.1177/0032885503262454

## **28. What ingredients of the experience living in a recovery residence appear to have the greatest direct effects in elevating recovery outcomes?**

Although more research is needed to isolate the specific contributions of different aspects of the RR experience to outcomes, research conducted to date points to the importance of some key factors. For example, in a national study of Oxford House residents, Jason, Davis, & Ferrari (2007) found that social support for abstinence, abstinence self-efficacy, and length of stay (6 months or longer) predicted change in cumulative abstinence, even after controlling for initial time spent in the Oxford House prior to study recruitment, leading these researchers to conclude that receiving sustained abstinence support, guidance, and information from recovery home members may reduce the probability of a relapse. Similarly, in a study of residents of Sober Living Houses in California, Polcin, Korcha, Bond, & Galloway (2010) also found that level of 12-Step involvement and social network characteristics (such as drinking and drug use status of network members) were related to improved outcomes. This is consistent with what

residents themselves say is most helpful to them about living in RRs. In a mixed-methods study of Oxford House residents, Jason, Aase, Mueller, & Ferrari (2009) found that the overwhelming majority of current and alumni members agreed that residents provide support and companionship for each other and that Oxford Houses provide motivation and increase member's sense of responsibility.

## References

- Jason, L. A., Aase, D. M., Mueller, D. G., & Ferrari, J. R. (2009). Current and previous residents of self-governed recovery homes: Characteristics of long-term recovery. *Alcoholism Treatment Quarterly*, 27(4), 442-452. doi:10.1080/07347320903209715
- Jason, L. A., Davis, M. I., & Ferrari, J. R. (2007). The need for substance abuse after-care: Longitudinal analysis of oxford house. *Addictive Behaviors*, 32(4), 803-818. doi:10.1016/j.addbeh.2006.06.014
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003

### **29. Do outcomes differ for people with co-occurring disorders (mental health, process addictions, major medical issues such as Hep C or HIV) living in recovery residences? Are recovery residences appropriate for these populations?**

Little research has been conducted that would provide answers to this question. John Majer and colleagues (2008) conducted a study on the relationship between psychiatric severity and outcomes experienced by Oxford House residents. Those residents with greater psychiatric severity were more likely to use psychiatric medications and participate in outpatient psychiatric treatment while a resident, but there were no differences between those with high and low psychiatric severity on rates of abstinence and duration of residence. While much greater research is needed on this question, preliminary OH study findings would not suggest that persons with substance use and psychiatric co-morbidity are at higher risk of relapse residing in a Level I recovery residence. (also see Majer, Jason, Ferrari, & North, 2002).

- Majer, J., Jason, L. Ferrari, F. R., & North, C. (2002). Comorbidity among Oxford House residents: A preliminary outcome study. *Addictive Behaviors*, 27, 837-845. doi:10.1016/S0306-4603(01)00214-3
- Majer, J. M., Jason, L. A., North, C. S., Ferrari, J. R., Porter, N. S., Olson, B.,...Molloy, P. (2008). A longitudinal analysis of psychiatric severity upon outcomes among substance abusers residing in self-help settings. *American Journal of Community Psychology*, 42(1-2), 145-153. doi:10.1007/s10464-008-9190-z

### 30. What benchmarks are used to evaluate the effectiveness of recovery residences?

A wide variety of indicators have been used to evaluate the effectiveness of RRs, reflecting the multifaceted nature of the recovery process (The Betty Ford Consensus Panel, 2007; Cloud & Granfield, 2008; White, 2007) and how it may affect an individual's quality of life (QOL; Center for Substance Abuse Treatment, 2007). In addition to indicators of sobriety (e.g., alcohol and drug use), researchers studying the outcomes of RR residents have also assessed gains in employment, family and social functioning, psychological and emotional well-being, as well as reductions in criminal involvement (see Jason, Davis, & Ferrari, 2007 and Polcin, Korcha, Bond, & Galloway, 2010 for descriptions of measures used to assess resident outcomes). Measures of QOL have not been used in any published outcome studies of RR residents; however these measures (the WHOQOL-BREF in particular) may be useful indicators of recovery in substance abusing populations (Tracy et al., 2012).

Although clients' outcomes are central to determining the effectiveness of RRs, it is also critical to assess how well RRs may be functioning as service delivery entities and what contributes to their viability and sustainability. Research in this regard will be greatly advanced as RRs adopt the NARR standards, which along with the Oxford House Manual, provide guidelines on structure, administration, staffing, and types of services delivered in different levels of RRs. Some research has been conducted on Oxford Houses in an attempt to examine characteristics of the houses that may contribute to resident outcomes (see Ferrari, Jason, Sasser, Davis, & Olson, 2006 and Jason et al., 2008), but more work needs to be done. This type of research will greatly advance our knowledge about how RRs work as well as about what types of RRs might work best for whom.

#### References

- The Betty Ford Institute Consensus Panel. (2007). What is recovery? A working definition from the betty ford institute. *Journal of Substance Abuse Treatment*, 33(3), 221-228. doi:10.1016/j.jsat.2007.06.001
- Center for Substance Abuse Treatment. (2007). *National Summit on Recovery: Conference Report* (DHHS Publication No. (SMA) 07-4276). Rockville, MD: Substance Abuse and Mental Health Services Administration.
- Cloud, W., & Granfield, R. (2008). Conceptualizing recovery capital: Expansion of a theoretical construct. *Substance use & Misuse*, 43(12-13), 1971-1986. doi:10.1080/10826080802289762
- Ferrari, J. R., Jason, L. A., Sasser, K. C., Davis, M. I., & Olson, B. D. (2006). Creating a home to promote recovery: The physical environments of Oxford House. *Journal of Prevention and Intervention in the Community*, 31, 27-40. doi:10.1300/J005v31n01\_03
- Jason, L. A., Davis, M. I., & Ferrari, J. R. (2007). The need for substance abuse after-care: Longitudinal analysis of oxford house. *Addictive Behaviors*, 32(4), 803-818. doi:10.1016/j.addbeh.2006.06.014
- Jason, L. A., Groh, D. R., Durocher, M., Alvarez, J., Aase, D. M., & Ferrari, J. R. (2008). Counteracting "not in my backyard": The positive effects of greater occupancy

- within mutual-help recovery homes. *Journal of Community Psychology*, 36(7), 947-958. doi:10.1002/jcop.20259
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- Tracy, E. M., Laudet, A. B., Min, M. O., Kim, H., Brown, S., Jun, M. K., & Singer, L. (2012). Prospective patterns and correlates of quality of life among women in substance abuse treatment. *Drug and Alcohol Dependence*, 124, 242-249. doi:10.1016/j.drugalcdep.2012.01.010
- White, W. L. (2007). Addiction recovery: Its definition and conceptual boundaries. *Journal of Substance Abuse Treatment*, 33(3), 229-241. doi:10.1016/j.jsat.2007.04.015

### **31. Are there differences among types of neighborhoods and communities relative to the sustainability of recovery residences?**

Community-based programs such as recovery residences not only require the continued support and participation of their members to ensure the program's sustainability, but also the support of fellow residents of the neighborhoods and communities in which they reside (Jason et al., 2008; Zippay, 2007). Community-based programs consisting of a smaller, self-governed social model program such as the OH system might be more vulnerable to community factors than those of larger, professionally run institutional environments (Borkman et al., 2007; Polcin, 2009). This is because most professionally-run recovery residences are often vetted and licensed businesses or not-for-profit organizations (Archibald, 2007), whereas non-professional OHs require no licensures and are much more subject to the same community dynamics as ordinary housing. Therefore, it is possible that some types of neighborhoods might lead to more positive outcomes for recovery residences like OHs than other types of neighborhoods.

In general, neighborhoods with the following five characteristics should be supportive of positive outcomes for residential recovery homes such as Oxford Houses. First, these neighborhoods must have accessible, affordable rental housing in areas offering amenities for daily life. Most OHs are rental housing in suburban and working-class neighborhoods, which tend to provide stable neighbors, adequate transportation options, and local businesses necessary for daily living, and offer greater flexibility to change locations (Oxford House Inc., 2004). Secondly, Oxford Houses also require individuals in recovery willing to live together in that specific community, and to adhere to OH rules and principles (Oxford House Inc, 2004). Some neighborhoods are overly challenging in maintaining a sober lifestyle because of drug dealing or criminal activity. Third, a supportive neighborhood or community offers opportunities for residents to secure reliable employment and income for the house to become self-supporting (Jason, Olson, Ferrari, & Lo Sasso, 2006). The fourth factor for sustainable OHs consists of institutional support and enforcement of the Fair Housing Act of 1988, which prohibits discrimination against minority housing. The Act has been cited as protection against localities attempting to restrict or close down OHs via targeted zoning laws (Jason et al.,

2008; Miller, 1995). Another institutional support is the Americans with Disabilities Act of 1990, which restricts employers from discriminating against hiring former substance abusers (Zuffoletto, 1992).

The fifth and last requirement for sustainable OHs is community support. Although OH residents and their housing are protected legally, good relations can help combat NIMBY (not in my backyard) attitudes, which can lead to hostile relations between OH residents and the local, non-recovery community (Polcin, Henderson, Trocki, & Evans, 2012; Zippay, 1999). Fortunately, after some initial resistance, community acceptance for therapeutic group homes can improve over time, indicating older houses might have stronger community support (Zippay, 2007). Additional community support includes local 12-step meetings such as Alcoholics Anonymous (Groh, Jason, Ferrari, & Davis, 2009).

Laws around the regulation of addiction treatment and recovery services differ from state to state, and RR Levels of Support range from clinical to nonclinical. The availability of a particular Level of Support is reflective of state law. Even though people in recovery are a protected class under the federal Fair Housing Act and its Amendments, local governments under Not In My Back Yard (NIMBY) political pressure often times illegally discriminate against people in recovery with land use or health and safety ordinances that regulate RR above and beyond housing for individuals without a disability. This discriminatory activity raises barriers for people in recovery to access the housing that many need to live happier healthier lives. With limited resources to navigate the legal system, which can be stigmatizing into itself, RR providers are often bullied out of municipalities, leaving local people in recovery without an important resource.

Harvey, Mortensen, Aase, Jason, & Mueller (under review) found that an impressive 86.9% of Oxford Houses remained open over a period of six years, thus suggesting that OHs are relatively stable systems when they operate in supportive communities. Conversely, Calabria, Beasley, & Jason (2012) found that certain combined community characteristics (based on U.S. Census data), particularly transient communities and low SES, tended to have the greatest number of closings of OH recovery environments. Finally, Ferrari, Groh, & Jason (2009) found no differences in sobriety outcomes among OH recovery homes residents in four socio-economic zones: upper or middle class, urban working or lower class, suburban upper or middle-class, and suburban working or lower class. However, like most complex systems, residential recovery homes likely require multiple levels of neighborhood support to promote positive outcomes (Foster-Fishman, Berkowitz, & Lounsbury, 2001).

## References

- Archibald, M. (2007). *The evolution of self-help*. New York: Palgrave MacMillian.
- Borkman, T., Kaskutas, L. A., & Owen, P. (2007). Contrasting and converging philosophies of three models of alcohol/other drugs treatment: Minnesota model, social model, and addiction therapeutic communities. *Alcoholism Treatment Quarterly*, 25(3), 21-38. doi:10.1300/J020v25n03\_03



- Calabra, K., Beasley, C. R., & Jason, L. A. (2012). *Oxford House: The impact of community characteristics on house survival*. Paper presented at the Midwestern Psychological Association, Chicago, IL.
- Ferrari, J. R., Groh, D. R., & Jason, L. A. (2009). The neighborhood environments of mutual-help recovery houses: Comparisons by perceived socioeconomic status. *Journal of Groups in Addiction & Recovery*, 4(1/2), 100-109. doi: 10.1080/15560350802712470
- Foster-Fishman, P. G., Berkowitz, S. L., & Lounsbury, D. W. (2001). Building collaborative capacity in community coalitions: a review and integrative framework. *American Journal of Community Psychology*, 29(2), 241-261.
- Groh, D. R., Jason, L. A., Ferrari, J. R., & Davis, M. I. (2009). Oxford House and Alcoholics Anonymous: The impact of two mutual-help models on abstinence. *Journal of Groups in Addiction & Recovery*, 4(1/2), 23-31. doi: 10.1080/15560350802712363
- Harvey, R., Mortensen, J., Aase, D., Jason, L., & Mueller, D. (in press). Factors Affecting the Sustainability of Self-Run Recovery Homes *International Journal of Self-Help & Self-Care*.
- Jason, L. A., Groh, D. R., Durocher, M., Alvarez, J., Aase, D. M., & Ferrari, J. R. (2008). Counteracting "Not in My Backyard": the positive effects of greater occupancy within mutual-help recovery homes. *Journal of Community Psychology*, 36(7), 947-958. doi: 10.1002/jcop.20259
- Jason, L. A., Olson, B. D., Ferrari, J. R., & Lo Sasso, A. T. (2006). Communal housing settings enhance substance abuse recovery. *American Journal of Public Health*, 96(10), 1727-1729. doi:10.2105/AJPH.2005.070839
- Miller, D. E. (1995). The Fair Housing Act, Oxford House, and the limits of local control over the regulation of group. *William & Mary Law Review*, 36(4), 1467.
- Oxford House Inc. (2004). *Oxford House manual: An idea based on a sound system for recovering alcoholics and drug addicts to help themselves*. Silver Spring, MA: Oxford House World Services, Inc.
- Polcin, D. L. (2009). Communal-living settings for adults recovering from substance abuse. *Journal of Groups in Addiction & Recovery*, 4(1/2), 7-22. doi:10.1080/15560350802712355
- Polcin, D. L., Henderson, D., Trocki, K., & Evans, K. (in press). Community context of sober living houses. *Addiction Research & Theory*. doi:10.3109/16066359.2012.665967
- Zippay, A. L. (1999). Establishing group housing: community outreach methods. *Administration in Social Work*, 23(2), 33-46. doi: 10.1300/J147v23n02
- Zippay, A. L. (2007). Psychiatric residences: notification, NIMBY, and neighborhood relations. *Psychiatric Services*, 58(1), 109-113. doi:10.1176/appi.ps.58.1.109
- Zuffoletto, J. M. (1992). New federal regulations protect disabled employees... Americans with Disabilities Act of 1990 (ADA). *AORN Journal*, 55(5), 1274.

### **32. Do recovery and family outcomes differ for parents with young children staying in recovery residences?**

Many recovery home residents have children; however, few residences allow parents and children to reside in the recovery home together. Although research has recommended further exploration of children's experiences in recovery residences (Polcin, 2001), to date, few studies have examined how recovery and family outcomes differ for parents and young children who live in recovery residences.

The Oxford House model is unique in that there are designated men and children's houses as well as women and children's houses. Oxford House research has explored how children living in Oxford Houses influence aspects of the recovery process. Women who lived in Oxford Houses with children reported getting along with children in the house, that mothers could rely on other house members for babysitting help, and that the children had a positive effect on the household and the women's—both mothers and non-mothers'—recovery processes (d'Arlach, Olsen, Jason, & Ferrari, 2006). Another study compared men and women who lived with children with men and women who did not reside with children in Oxford House. This study found that men who lived with children had more general social support than women who lived with children and men who lived without children (Ortiz, Alvarez, Jason, Ferrari, & Groh, 2009). This finding suggested that women who lived with children might need additional supports and resources compared to men (Ortiz et al., 2009). These findings were similar to a prior study that found that women who had children reported many parenting-related stressors upon entry to Oxford House (Ferrari, Jason, Nelson, & Curtin-Davis, 1999).

It is essential for research to further examine longitudinal outcomes among parents and children who live in recovery residences, including settings that differ from Oxford House. Future research is also needed to explore children's experiences in recovery home settings, and how recovery homes can impact both family and recovery outcomes.

## References

- D'Arlach, L., Olson, B. D., Jason, L. A., & Ferrari, J. R. (2006). Children, women, and substance abuse: A look at recovery in a communal setting. *Journal of Prevention & Intervention in the Community*, *31*, 121-131. doi:10.1300/J005v31n01\_11
- Ferrari, J. R., Jason, L. A., Nelson, R., & Curtin-Davis, M. (1999). An exploratory analysis of women and men within a self-help, communal-living recovery setting: A new beginning in a new house. *American Journal of Drug and Alcohol Abuse*, *25*, 305-317.
- Ortiz, E., Alvarez, J., Jason, L. A., Ferrari, J. R., & Groh, D. (2009). Abstinence social support: The impact of children in Oxford House. *Journal of Groups in Addiction & Recovery*, *4*, 71-81. doi:10.1080/15560350802712413
- Polcin, D. L. (2001). Sober living houses: Potential roles in substance abuse services and suggestions for research. *Substance Use & Misuse*, *36*(3), 301-311.

### 33. Is there a minimal optimal length of stay in a recovery residence in terms of achieving stable, sustainable recovery?

Systematic evaluations of large-scale treatment programs, such as the Drug Abuse Treatment Outcome Studies (DATOS) carried out in 1991-1993, as well as the earlier Treatment Outcome Prospective Study (TOPS) concluded that the most consistent predictors of positive outcomes in community-based settings are client retention and length of stay (LOS; Etheridge, Craddock, & Dunteman, 1995; Simpson, 2004). Longer LOS predicted higher sobriety rates in both naturalistic, non-experimental studies (Hubbard, Craddock, & Anderson, 2003) and experimental studies with randomly assigned controls or comparison groups (Dearing, Barrick, Dermen, & Walitzer, 2005; Jason et al., 2007). However, earlier research on residential treatment settings indicated that length of stay (LOS) in treatment and aftercare has yielded contradictory results (Moos, Finney, & Cronkite, 1990). For example, McCusker and colleagues (1995) compared four groups in either a 3- or 6-month program in an enhanced TC, or a 6- or 12-month program in a traditional TC. McCusker et al. found that longer LOS in treatment has no beneficial effects than shorter LOS. All groups had the same 6-month post-treatment drug use outcomes ranging from 50% to 56% sobriety rates from drugs (alcohol use was not measured as an outcome).

It is unclear what duration and retention rates in a setting constitutes an effective LOS, and what client characteristics influence this relationship (Condelli & Hubbard, 1994; Finney, Moos, & Chan, 1981). Moos, Pettit, & Gruber (1995) found that patients ( $N = 5,176$ , mostly males) who entered a long-term aftercare facility after acute or short-term AOD treatment had ended had lower treatment readmission rates after 6 months and 1 year than treated men ( $N = 5,176$ ) who were released back into the community, often returning to their homes. The men who entered the aftercare facility also used outpatient mental health care services significantly more than men who were released into the community. Moos et al. (1995) suggested that longer episodes of care tend to encourage active participation and involvement with mental health and recovery processes, such as more frequent office visits and meeting with recovery counselors.

Other factors undoubtedly interact with LOS. High turnover within a treatment environment might be a key component to extending resident LOS and subsequent benefits of longer treatment. In the McCusker et al. (1995) study, they found that retention rates decreased over time, ranging from 55.6% for the 3-month program to only 20.7% for the 12-month program, i.e., the longest episodes of treatment had the lowest completion rates. The low retention rates and similar use outcomes underscore the concept that length of contact with peers, rather than program length alone, is necessary for differential outcomes. It is likely that LOS cannot be equated with the intensity or “dosage” of treatment. In an evaluation of five different inpatient AOD treatment programs, Moos et al. (1990) found that client participation and involvement in the treatment milieu was at least as important as LOS. This suggests that longer stays are effective only if it permits opportunities for people recovering from AOD problems to activate the protective benefits from Moos’ theoretical ingredients (Moos, 2008). Length of stay contributes to the “activation” of the theoretical ingredients because many of these processes are time based, i.e., a 6-month program offers more opportunities to learn from peers, or to form protective bonds, than a 30-day program.

OH research indicated a tipping point of six months of residency; at a 24-month follow-up, OH residents who stayed more than six months had relapse rates of 16.6%, compared to relapse rates of 45.7% for residents staying less than six months (Jason et al., 2007). Greater LOS of six months or more may allow individuals to stabilize and adapt to their post-treatment circumstances at a self-defined pace (DiClemente, Schlundt, & Gemmell, 2004; Jason et al., 1997). Other studies have also noted that treatment durations of 6 months or more tend to produce better outcomes in residential settings (Dennis, Scott, & Foss, 2003; Hubbard et al., 2003; Johnson, Finney, & Moos, 2005). Also supporting this contention are studies comparing programs lasting from 14 to 90 days, which found no differences in sobriety outcomes based on LOS (Etheridge et al., 1995).

## References

- Condelli, W. S., & Hubbard, R. L. (1994). Relationship between time spent in treatment and client outcomes from therapeutic communities. *Journal of Substance Abuse Treatment, 11*(1), 25-33. doi: 10.1016/0740-5472(94)90061-2
- Dearing, R. L., Barrick, C., Dermen, K. H., & Walitzer, K. S. (2005). Indicators of client engagement: Influences on alcohol treatment satisfaction and outcomes. *Psychology of Addictive Behaviors, 19*(1), 71-78. doi: 10.1037/0893-164x.19.1.71
- Dennis, M. L., Scott, C. K., & Foss, M. A. (2003). Factors influencing initial and longer-term responses to substance abuse treatment: A path analysis. *Evaluation and Program Planning, 26*, 287-295. doi: 10.1016/S0149-7189(03)00033-8
- DiClemente, C. C., Schlundt, D., & Gemmell, L. (2004). Readiness and stages of change in addiction treatment. *American Journal on Addictions, 13*(2), 103-119.
- Etheridge, R., Craddock, S., & Duntzman, G. (1995). Treatment services in two national studies of community-based drug abuse treatment programs. *Journal of Substance Abuse, 7*, 9-26. doi:10.1016/0899-3289(95)90303-8
- Finney, J. W., Moos, R. H., & Chan, D. A. (1981). Length of stay and program component effects in the treatment of alcoholism: A comparison of two techniques for process analyses. *Journal of Consulting and Clinical Psychology, 49*(1), 120-131. doi: 10.1037/0022-006x.49.1.120
- Hubbard, R. L., Craddock, S. G., & Anderson, J. (2003). Overview of 5-year followup outcomes in the drug abuse treatment outcome studies (DATOS). *Journal of Substance Abuse Treatment, 25*(3), 125-134. doi: 10.1016/s0740-5472(03)00130-2
- Jason, L. A., Ferrari, J. R., Smith, B., Marsh, P., Dvorchak, P. A., Groessler, E. J., . . . Bowden, B. S. (1997). An exploratory study of male recovering substance abusers living in a self-help, self-governed setting. *Journal of Mental Health Administration, 24*(3), 332-339. doi: 10.1007/bf02832666
- Jason, L. A., Olson, B. D., Ferrari, J. R., Majer, J. M., Alvarez, J., & Stout, J. (2007). An examination of main and interactive effects of substance abuse recovery housing on multiple indicators of adjustment. *Addiction, 102*(7), 1114-1121. doi:10.1111/j.1360-0443.2007.01846.x

- Johnson, J. E., Finney, J. W., & Moos, R. H. (2005). Predictors of 5-year mortality following inpatient/residential group treatment for substance use disorders. *Addictive behaviors, 30*, 1300-1316. doi: 10.1016/j.addbeh.2005.01.005
- McCusker, J., Vickers-Lahti, M., Stoddard, A., Hindin, R., Bigelow, C., Zorn, M.,...Lewis, B. (1995). The effectiveness of alternative planned durations of residential drug abuse treatment. *American Journal of Public Health, 85*(10), 1426-1429.
- Moos, R. H. (2008). Active ingredients of substance use-focused self-help groups. *Addiction, 103*(3), 387-396. doi:10.1111/j.1360-0443.2007.02111.x
- Moos, R. H., Finney, J. W., & Cronkite, R. C. (1990). *Alcoholism treatment: Context, process, and outcome*. New York: Oxford University Press.
- Moos, R. H., Pettit, B., & Gruber, V. (1995). Longer episodes of community residential care reduce substance abuse patients' readmission rates. *Journal of Studies on Alcohol, 56*(4), 433-443.
- Simpson, D. D. (2004). A conceptual framework for drug treatment process and outcomes. *Journal of substance abuse treatment, 27*, 99-121. doi: 10.1016/j.jsat.2004.06.001

**34. Do recovery residence outcomes differ by resident characteristics, e.g., age, gender, ethnicity, co-occurring disorders, different amounts and kinds of recovery capital?**

The existing literature suggests that a wide variety of individuals are able to benefit from living in a recovery residence. When differences have been found in terms of the characteristics of the types of individuals who benefit most, results have been inconsistent across studies. For example, in a study of sober living houses, Korcha, Polcin, Bond, & Galloway (2010) found higher severity of psychiatric symptoms predicted worse alcohol and drug outcomes. This finding is consistent with numerous alcohol and drug treatment studies that show co-occurring mental health disorders are common among individuals with addictive disorders, and higher psychiatric severity predicts worse outcome (e.g., Broome, Flynn, & Simpson, 1999; Compton, Cottler, Jacobs, Ben-Abdallah, & Spitznagel, 2003; McLellan, Luborsky, Woody, O'Brien, & Druley, 1983; Ritsher, McKeller, Finney, Otilingam, & Moos, 2002). However, a number of studies examining outcomes of individuals in recovery residences did not find psychiatric severity to predict outcome. In a study of 52 Oxford House residents, Majer, Jason, Ferrari, & North (2002) found high co-occurrence of antisocial personality (58%), post-traumatic stress (35%), and affective (38%) disorders. Despite the high incidence of co-occurring disorders, 69% of the residents at 6-month follow up were still residing in the Oxford House or had left the house under favorable conditions. In a subsequent study of Oxford houses, Jason et al. (2007b) did not find mood or anxiety disorders to predict substance use outcomes among 75 residents of Oxford Houses.

Studies of therapeutic community residences (TCs) have also yielded mixed findings. DeLeon (1989) noted that therapeutic communities (TCs) have historically had some difficulty succeeding with clients who have co-occurring disorders. However, he outlined a series of modifications TCs have made to be more responsive to this

population, including decreased confrontation, increased flexibility, and incorporation on mental health professionals as part of the treatment team. In a recent TC study of retention, Darke, Campbell, & Popple, (2012) studied 191 individuals entering a TC and did not find worse retention associated with higher psychopathology. However, Mulder, Frampton, Peka, Hampton, & Marsters (2009) studied 3-month retention among 107 individuals enrolled in a TC and found those remaining in treatment had lower mental health problems on the Short Form Health Survey (SF-36), but a higher history of lifetime depression. Samuel, LaPaglia, Maccarelli, Moore, & Ball (2011) studied how 10 different personality disorders were associated with retention in a TC. They found borderline personality disorder was associated with worse overall retention. Antisocial personality and histrionic disorders were related to very early attrition, but not overall retention.

Studies assessing demographic characteristics of individuals entering recovery residences have also yielded little that is consistent across studies. Jason, Davis, Ferrari, & Anderson (2007a) studied 897 men and women in Oxford Houses and did not find associations between demographic variables such as age, sex, and race and 90-day alcohol use. Remaining in the Oxford House for at least 6 months was a strong predictor of alcohol sobriety. However, Polcin, Korcha, Bond, & Galloway (2010a) studied sober living houses in California and found 6-month abstinence from alcohol and drugs was less common among younger individuals age 18-28 than other age groups. No differences were found by sex and race. When associations between demographic variables were examined in relation to Addiction Severity Index (ASI) alcohol and drug scales, the findings were different. There were no significant differences on the ASI drug severity scale by sex, race, or age. In addition, most comparisons on the ASI alcohol scale were also not significant, although whites and those aged 29 – 37 had somewhat lower severity. At 18-month follow-up, length of time in the sober living house did not predict outcome.

Demographic factors and how they relate to outcome have also been examined within the context of TCs. Messina, Wish, & Nemes (2000) examined a variety of predictors of outcome in TCs among women and men separately. Analysis considered a variety of demographic factors, including age, education, and marital status. For men, the only variable predicting substance use at 12 months was treatment completion predicting a negative drug screen. For women, predictors included treatment completion predicting a negative screen and a history of physical abuse predicting a positive screen. Completion of treatment was also associated with employment and avoiding arrests for both men and women. Even for residents who did not complete treatment, longer lengths of treatment were associated with better outcome, especially for women.

Examination of the role that recovery capital plays in influencing outcomes in residential recovery settings has been limited. Recovery capital refers to factors that support establishment and maintenance of recovery, such as social support, 12-step affiliation, spirituality, religiousness, and life meaning (Laudet & White, 2008). Most of these concepts are understudied among persons recovering in residential recovery homes. However, there has been some examination of social support and 12-step affiliation in Oxford and sober living houses. Polcin et al. (2010a) found higher involvement in 12-step groups and fewer heavy alcohol and drug users in the social network predicted better alcohol and drug outcomes among sober living house residents. Similar results were

found in a study of 55 individuals residing in sober living houses affiliated with an outpatient treatment program (Polcin, Korcha, Bond, & Galloway, 2010b). Groh, Jason, Ferrari, & Davis (2009) studied 12-step involvement in Oxford Houses and found high involvement in 12-step groups combined with residence in an Oxford House was associated with higher abstinence. Groh, Jason, Davis, Olson, & Ferrari (2007) found social support from family and friends predicted better alcohol outcomes for residents of Oxford Houses, but alcohol specific social support did not.

Historically, TCs have not integrated 12-step groups into the recovery process, but they have emphasized social support for recovery as an important goal. However, TCs have recently begun to modify their approach to incorporate 12-step involvement. Research by Aromin, Galanter, Solhkhah, Bunt, & Dermatis (2006) of 322 clients in TCs suggested there is increasing support for integrating 12-step groups into the TC modality. Although social support is emphasized in TCs it has been understudied as a predictor of outcome. However, in a recent study Mandell, Edelen, Wenzel, Dahl, & Ebener (2008) documented that social support capital developed early in TC treatment was associated with longer retention, and longer retention was in turn associated with better post-treatment outcomes.

Summary: There is little in the existing literature to suggest that residential recovery programs are not appropriate for specific types of individuals. When significant predictors have been found, they have not been consistent across studies. Two consistent predictors of outcome with implications for operation of recovery residences are involvement in 12-step groups and social support for recovery. Additional research is needed on predictors of outcome, especially the role of recovery capital.

## References

- Aromin, R. A., Galanter, M., Solhkhah, R., Bunt, G., & Dermatis, H. (2006). Preference for spirituality and twelve-step-oriented approaches among adolescents in a residential therapeutic community. *Journal of Addictive Disease, 25*(2), 89-96. doi:10.1300/J069v25n02\_12
- Broome, K. M., Flynn, P. M., & Simpson, D. D. (1999). Psychiatric comorbidity measures as predictors of retention in drug abuse treatment programs. *Health Services Research, 34*(3), 791-806.
- Compton, W. M., III, Cottler, L. B., Jacobs, J. L., Ben-Abdallah, A., & Spitznagel, E. L. (2003). The role of psychiatric disorders in predicting drug dependence treatment outcomes. *The American Journal of Psychiatry, 160*(5), 890-895. doi:10.1176/appi.ajp.160.5.890
- Darke, S., Campell, G., & Popple, G. (2012). Retention, early dropout and treatment completion among therapeutic community admissions. *Drug and Alcohol Review, 31*(1), 64-71. doi:10.1111/j.1465-3362.2011.00298.x
- De Leon, G. (1989). Psychopathology and substance abuse: what is being learned from research in therapeutic communities. *Journal of Psychoactive Drugs, 21*(2), 177-189. doi:10.1080/02791072.1989.10472158
- Groh, D. R., Jason, L. A., Davis, M., Olson, B., & Ferrari, J. R. (2007). Friends, family, and alcohol abuse: An examination of general and alcohol-specific social support. *American Journal on Addictions, 16*(1), 49-55. doi:10.1080/10550490601080084

- Groh, D. R., Jason, L. A., Ferrari, J. R., & Davis, M. I. (2009). Oxford House and Alcoholics Anonymous: The impact of two mutual-help models on abstinence. *Journal of Groups in Addiction & Recovery*, 4(1-2), 23-31. doi:10.1080/15560350802712363
- Jason, L. A., Davis, M. I., Ferrari, J. R., & Anderson, E. (2007a). The need for substance abuse aftercare: A longitudinal analysis of Oxford Houses. *Addictive Behaviors*, 32, 803-818. doi:10.1016/j.addbeh.2006.06.014
- Jason, L. A., Olson, B. D., Ferrari, J. R., Majer, J. M., Alvarez, J., & Stout, J. (2007b). An examination of main and interactive effects of substance abuse recovery housing on multiple indicators of adjustment. *Addiction*, 102(7), 1114-1121. doi:10.1111/j.1360-0443.2007.01846.x
- Korcha, R. A., Polcin, D. L., Bond, J. C., & Galloway, G. P. (2010). Psychiatric distress and substance use outcomes among sober living residents. *33rd Annual Research Society on Alcoholism Scientific Meeting*. San Antonio, TX, June 26-30. Abstract published in *Alcoholism: Clinical and Experimental Research*, 34(Suppl. 6) 232A, abstract number 886]
- Laudet, A. B., & White, W. L. (2008). Recovery capital as prospective predictor of sustained recovery, life satisfaction, and stress among former poly-substance users. *Substance Use and Misuse*, 43(1), 27-54. doi:10.1080/10826080701681473
- Majer, J. M., Jason, L. A., Ferrari, J. R., & North, C. S. (2002). Comorbidity among Oxford House residents: A preliminary outcome study. *Addictive Behaviors*, 27(5), 837-845. doi:10.1016/S0306-4603(01)00214-3
- Mandell, W., Edelen, M. O., Wenzel, S. L., Dahl, J., & Ebener, P. (2008). Do dimensions of therapeutic community treatment predict retention and outcomes? *Journal of Substance Abuse Treatment*, 35(3), 223-231. doi:10.1016/j.jsat.2007.10.004
- McLellan, A. T., Luborsky, L., Woody, G. E., O'Brien, C. P., & Druley, K. A. (1983). Predicting response to alcohol and drug abuse treatments: role of psychiatric severity. *Archives of General Psychiatry*, 40(6), 620-625. doi:10.1001/archpsyc.1983.04390010030004
- Messina, N., Wish, E., & Nemes, S. (2000). Predictors of treatment outcomes in men and women admitted to a therapeutic community. *American Journal of Drug and Alcohol Abuse* 26(2), 207-227.
- Mulder, R. T., Frampton, C. M., Peka, H., Hampton, G., & Marsters, T. (2009b). Predictors of 3-month retention in a drug treatment therapeutic community. *Drug and Alcohol Review*, 28(4), 366-371. doi:10.1111/j.1465-3362.2009.00050.x
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. P. (2010a). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365. doi:10.1016/j.jsat.2010.02.003
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. (2010b). Eighteen month outcomes for clients receiving combined outpatient treatment and sober living houses. *Journal of Substance Use*, 15, 352-366. doi:10.3109/14659890903531279
- Ritsher, J. B., McKeller, J. D., Finney, J. W., Otilingam, P. G., & Moos, R. H. (2002). Psychiatric comorbidity, continuing care and mutual help as predictors of five-year remission from substance use disorders. *Journal of Studies on Alcohol*, 63(6), 709-715.



Samuel, D., LaPaglia, D. M., Maccarelli, L. M., Moore, B. A., & Ball, S. A. (2011). Personality disorders and retention in a therapeutic community for substance dependence. *American Journal on Addictions*, 20(6), 555-562. doi:10.1111/j.1521-0391.2011.00174.x

### **35. Are there persons for whom recovery residences are not appropriate?**

Posing this question to those with expertise in recovery residences generates a number of anecdotal observations on populations that may not do well in this type of recovery support structure (e.g., persons with serious mental illness, persons with a past history of sexual crimes, persons with a high level of personal resources, etc.), but little research has been done on this question. There is evidence from studies of level 1 recovery residences of characteristics associated with better outcomes (e.g., persons who are older, African-American, 12-step involvement, social networks with fewer substance users and who remain in residence more than six months) (Jason, et al, 1997; 2007; Groh, et al, 2009; Polcin et al, 2010).

A RR is not appropriate for an individual:

- if they are not an eligible population. RRs are designed only for people in recovery from substance use and/or co-occurring issues. Often they are designed for an even more specific population in recovery (e.g., gender, sexual orientation, age).
- if they are unwilling or unable to support the recovery culture of the RR by adhering and upholding the house rules for themselves and others.
- if their needs exceed the scope of service provide. RR's 4 Levels of Support offer a wide range of choices, but even still, there are needs that go beyond what an RR can provide.
- if they pose a threat to themselves, others, or property.
- if they are engaged in criminal activity.

The prolonged history of harm in the name of help in the history of addiction treatment and recovery in the United States suggests the need to evaluate the potential of inadvertent harm from all helping interventions offered to individuals seeking recovery support (White, 1998; White & Kleber, 2008; White & Miller, 2007). While the potential for such harm has been explored for professionally delivered psychosocial interventions for substance use disorders (Ilgen & Moos, 2005, 2006; Moos, 2005), no studies exist to date that have identified any inadvertent harm to particular populations of people residing in the Level I-II recovery residences.

### **References**

Groh, D. R., Jason, L. A., Ferrari, J. R., & Davis, M. I. (2009). Oxford House and Alcoholics Anonymous: The impact of two mutual-help models on abstinence.

- Journal of Groups in Addiction and Recovery*, 4, 23-31.  
doi:10.1080/15560350802712363
- Ilgen, M., & Moos, R. (2005). Deterioration following alcohol-use disorder treatment in Project MATCH. *Journal of Studies on Alcohol*, 66, 517-525.
- Ilgen, M., & Moos, R. (2006). Exacerbation of psychiatric symptoms during substance use disorder treatment. *Psychiatric Services*, 57(12), 1758-1764.
- Jason, L. A., Ferrari, J. R., Dvorchak, P. A., Groessl, E. J., & Malloy, J. P. (1997). The characteristics of alcoholics in self-help residential treatment settings: A multi-site study of Oxford House. *Alcoholism Treatment Quarterly*, 15, 53-63.  
doi:10.1300/J020v15n01\_05
- Jason, L. A., Olson, B. D., Ferrari, J. R., Majer, J. M., Alvarez, J., & Stout, J. (2007). An examination of main and interactive effects of substance abuse recovery. *Addiction*, 102, 1114-1121.
- Moos, R. H. (2005). Iatrogenic effects of psychosocial interventions for substance use disorders: prevalence, predictors, prevention. *Addiction*, 100, 595-604.  
doi:10.1111/j.1360-0443.2005.01073.x
- Polcin, D.L., Korcha, R.A., Bond, J., & Galloway, G (2010) Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356-365.
- White, W.L. (1998). *Slaying the Dragon: The History of Addiction Treatment and Recovery in America*. Bloomington, IL: Chestnut Health Systems.
- White, W. L., & Kleber, H. D. (2008). Preventing harm in the name of help: A guide for addiction professionals. *Counselor*, 9(6), 10-17.
- White, W. L., & Miller, W. R. (2007). The use of confrontation in addiction treatment: History, science and time for change. *Counselor*, 8(4), 12-30.

### 36. Are recovery residences cost-effective?

Research has not thoroughly investigated the cost-effectiveness of recovery residences. The few studies that exist have compared Oxford House and alternative aftercare models. For example, an exploratory study on the societal costs of Oxford House estimated low annual societal costs per person in Oxford House based on federal and resident data (Olson et al., 2006). Additionally, the societal costs of Oxford House were relatively low when compared to costs for inpatient treatment and incarceration (Olson et al., 2006). A more recent study examined costs and benefits from a randomized, controlled study of Oxford House and usual aftercare conditions (LoSasso, Byro, Jason, Ferrari, & Olson, 2012). Economic costs included length of residency in Oxford House as well as inpatient and outpatient treatment utilization, while economic benefits encompassed monthly income, days engaged in illegal activity, substance use, and incarceration rates (LoSasso et al., 2012). Results indicated costs were higher in Oxford House, but the benefits of reduced incarceration, substance use, and illegal activity outweighed those costs (LoSasso et al., 2012).

Given the limited data on the costs and benefits of recovery residences, additional research to compare recovery residences and other types of housing arrangements is warranted. For example, future research should compare recovery residences with

government-supported housing, permanent supportive housing, transitional housing, incarceration, homelessness, safe havens, and shelters, as well as long-term residential treatment programs. Furthermore, additional data are needed to examine the combined cost savings related to criminal justice and incarceration, hospitalization and medical costs, substance use-related costs, and other social costs for recovery residences. This would include cost savings calculations for parents and families involved in child welfare systems, babies being born drug-free, and promoting intact families. Finally, it is important to incorporate the benefits of recovery residences, including residents' employment, earning incomes, pursuit of purpose, volunteer activities, and improved citizenship behaviors and how these activities impact the societal costs of these settings.

## References

- LoSasso, A. T., Byro, E., Jason, L. A., Ferrari, J. R., & Olson, B. (2012). Benefits and costs associated with mutual-help community-based recovery homes: The Oxford House model. *Evaluation and Program Planning, 35*, 47-53. doi:10.1016/j.evalprogplan.2011.06.006
- Olson, B. D., Viola, J. J., Jason, L. A., Davis, M. I., Ferrari, J. R., & Rabin-Belyaev, O. (2006). Economic costs of Oxford House inpatient treatment and incarceration: A preliminary report. *Journal of Prevention & Intervention in the Community, 31*, 63-72. doi:10.1300/J005v31n01\_06

### 37. Are government loans available to start recovery residences?

In 1988, Congress passed an “Anti-Drug Abuse Act” that included a provision to encourage state-level expansion of self-run, self-supported recovery homes, such as Oxford Houses. In early 1989, the U.S. Alcohol, Drug Abuse, and Mental Health Administration issued guidelines to all states requiring the establishment of *revolving loan funds* in which each state would set aside \$100,000 from their available state funds for the expansion of these homes. Individuals were able to borrow up to \$4,000 from this state loan fund to help with initial month’s rent, a security deposit, and to purchase furniture and other items necessary to establish a house. Some states also provided separate financial assistance for the hiring of outreach workers or recruiters to facilitate the opening of Oxford Houses.

In a study of thirteen states that had both a revolving loan fund program and recruiters, Oxford House researchers found an increase in the opening of new houses after the introduction of these policies—a total of 559 new Oxford Houses were opened between 1988 and 2002 in these states, in contrast to no new houses being opened in the 10 years prior, suggesting that federal policy and the provision of state-level resources can affect the expansion of recovery residences (Jason, Braciszewski, Olson, & Ferrari, 2005). When the Anti-Drug Abuse Act was revised in 1999, not all states were required to offer loan funds (Braciszewski, Olson, Jason, & Ferrari, 2006). Currently, only the following locations maintain recovery home revolving loan funds: New Jersey, Illinois, Oklahoma, Nebraska, North Carolina, Washington State, Oregon, Delaware, Virginia, Kansas, Hawaii, Wyoming, New Mexico, West Virginia, and District of Columbia.

Oxford Houses across the U.S. also contribute about \$300,000 a year that is used to support the development of new Oxford Houses (P. Molloy, personal communication, 21 June 2012).

More research is needed to investigate the status, effects, and implementation of these policies, particularly how they may have affected other non-Oxford House recovery residences.

## References

- Braciszewski, J. M., Olson, B. D., Jason, L. A., & Ferrari, J. R. (2006). The influence of policy on the differential expansion of male and female self-run recovery settings. *Journal of Prevention & Intervention in the Community, 31*(1-2), 51-62.  
doi:10.1300/J005v31n01\_05
- Jason, L. A., Braciszewski, J., Olson, B. D., & Ferrari, J. R. (2005). Increasing the number of mutual help recovery homes for substance abusers: Effects of government policy and funding assistance. *Behavior and Social Issues, 14*(1), 71-79.

## Recovery Residences and the Community

### 38. How do Recovery Residences affect the neighborhoods in which they are located?

The American Planning Association's *Policy Guide on Community Residences* (1997) reviewed more than 50 studies and concluded that community residences such as group homes and halfway houses do not have an effect on the value of neighboring properties. Reviews also note that community residences are often the best maintained homes on their block and that many neighbors were not even aware there was such a residence in the neighborhood (also see Council of Planning Librarians, 1990). Other reviews have found no negative effects on neighborhood safety and that residents of group homes are much less likely to commit a crime of any sort than the average resident (Lauber, 1986).

There are numerous reasons why RRs *should be* located in residential neighborhoods. Establishment of RRs in these areas facilitates the integration of persons in recovery back into the community and also may serve to educate the community about stigmatized populations (e.g., people with substance abuse problems, developmental disabilities, or mental illnesses). Indeed, Oxford House, Inc. advises that new houses be established in safe, low crime, economically stable neighborhoods with minimal opportunities for relapse (Oxford House, 2002), and research on Oxford Houses indicates that they are typically located in these types of neighborhoods (Ferrari, Jason, Blake, Davis, & Olson, 2006; Ferrari et al., 2009).

Despite these reasons and federal law protecting persons in recovery as a protected class under the federal Fair Housing Act and its amendments (see 42 U.S.C. §§ 3601-3619), RRs often face significant “not in my backyard” (NIMBY) opposition to opening in residential neighborhoods (Jason et al., 2008) or may be forced to open in poorer ones. For example, a study conducted in Philadelphia found that over 50% of RRs in that city were located within only 4 of the 49 city zip codes and that 26 zip codes did not have any recovery homes in them whatsoever (Johnson et al., 2009).

This sort of opposition is unfortunate, because research conducted to date generally finds that RRs do not negatively affect neighborhoods and may even provide benefits to the communities in which they are located. Interviewing landlords of Oxford Houses, Ferrari, Aase, Mueller, & Jason (2009) found that landlords reported that things such as excessive noise, rent payment, landlord tenant communication, and pet problems were less of a problem with Oxford House renters than with other renters, and many had positive comments about renting to Oxford House tenants. Studies of neighbors and community members have found similarly encouraging findings. In interviews with neighbors of Oxford Houses, Jason, Roberts, & Olson (2005) found Oxford House residents blended well into the neighborhood and made good neighbors. They also found that the majority of Oxford House neighbors interviewed had either gained resources, friendships, or a greater sense of security following contact with the Oxford House residents. Furthermore, they found no evidence of property devaluation in the neighborhoods containing Oxford Houses; community members who knew of the Oxford House actually saw an increase in property value over an average of 3 years.

Similar results were found by Polcin, Henderson, Trocki, Evan, & Wittman (in press) who interviewed community members about Sober Living Homes (homes comparable to NARR Level 1 and Level 2 residences) in Northern California; however, these researchers found that size and density of the house appeared to influence neighborhood perceptions. Certainly more research on community members' experiences with RRs and the factors that influence community attitudes will be useful in developing strategies to overcome NIMBY opposition to locating RRs in residential neighborhoods conducive to recovery.

## References

- Council of Planning Librarians (1990). *There goes the neighborhood: A summary of studies addressing the most often expressed fears about the effects of group homes on neighborhoods in which they are placed* (CPL Bibliography No. 259, April 1990);
- Ferrari, J. R., Aase, D. M., Mueller, D. G., & Jason, L. A. (2009). Landlords of self-governed recovery homes: An initial exploration of attitudes, opinions, and motivation to serve others. *Journal of Psychoactive Drugs*, 41(4), 349-354.
- Ferrari, J. R., Groh, D. R., Jason, L. A., & Olson, B. D. (2009). The neighborhood environments of mutual-help recovery houses: Comparisons by perceived socio-economic status. *Journal of Groups in Addiction & Recovery*, 4, 100-109. doi:10.1080/15560350802712470
- Ferrari, J. R., Jason, L. A., Blake, R., Davis, M. I., & Olson, B. D. (2006). "This is my neighborhood": Comparing United States and Australian oxford house neighborhoods. *Journal of Prevention & Intervention in the Community*, 31(1-2), 41-49. doi:10.1300/J005v31n01\_04
- Jason, L. A., Groh, D. R., Durocher, M., Alvarez, J., Aase, D. M., & Ferrari, J. R. (2008). Counteracting "not in my backyard": The positive effects of greater occupancy within mutual-help recovery homes. *Journal of Community Psychology*, 36(7), 947-958. doi:10.1002/jcop.20259
- Jason, L. A., Roberts, K., & Olson, B. D. (2005). Attitudes toward recovery homes and residents: Does proximity make a difference? *Journal of Community Psychology*, 33(5), 529-535. doi:10.1002/jcop.20073

- Johnson, R., Martin, N., Sheahan, T., Way, F., & White, W. (2009). *Recovery resource mapping: Results of a Philadelphia recovery home survey*. Philadelphia, PA: Philadelphia Department of Behavioral Health and Mental Retardation Services.
- Lauber,, D. (1986). Impacts on the Surrounding Neighborhood of Group Homes for Persons with Developmental Disabilities, 15 Illinois Planning Council on Developmental Disabilities.
- Oxford House, Inc. (2002). *Oxford House manual*. Silver Springs, MD: Author.
- Polcin, D. L., Henderson, D., Trocki, K., Evan, K., & Wittman, F. (in press). Community context of sober living houses. *Addiction Research and Theory*.

## Future Research on Recovery Residences

### 39. What are the most important questions about recovery residences that have not yet been studied?

First and foremost, we need recovery outcome and cost savings data across the Level of Support for various populations (including co-occurring, re-entry with criminal mindsets, etc.) recovering from a diversity of chemical substances in comparison to or in combination with alternative approaches. Without published research and evidence-based practice designations, licensed professionals and policymakers will continue to question the legitimacy of recovery residences and peer-based recovery.

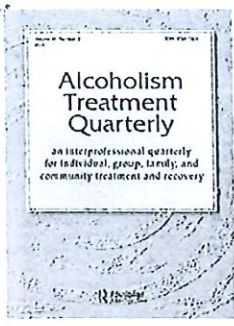
Other critical research questions on recovery residences include:

- How many recovery residences exist in the U.S. by level of support?
- What is the geographic distribution of recovery residences in the U.S.?
- More knowledge is needed about how RRs are distributed by state or region and what differences in availability exist between urban, suburban, and rural areas.
- What factors promote the viability and sustainability of recovery residences?
- How do different characteristics of residents interact with different types of homes in different settings?
- What are the long-term effects (5 years or longer) of participation in a recovery residence?
- What are the physical, organizational, and social characteristics of the houses that are associated with the best recovery outcomes, e.g., the influence of such factors as size, architectural design, use of space, social climate within the houses, leadership, and operations?
- What are the essential components or “active ingredients” of RRs?
- How do neighborhood factors affect outcome, e.g., such factors as economic status, crime, availability of 12-step houses, and access to other services?
- How do neighborhood factors affect the start-up and sustainability of recovery residences?
- What are the major sources of referral to recovery residences?

- Are there populations for whom RRs are an alternative to addiction treatment (as opposed to an adjunct to addiction treatment)?
- How do Oxford Houses compare to other types of residences in terms of social climate and cost, e.g., the demographic and clinical characteristics of person in residence?
- What percentage of persons in RRs are continuing to participate in addiction treatment or other treatment/counseling?
- How do recovery houses and harm reduction houses differ in terms of goals, structure, outcomes, and relationships with neighbors and local government? What types of neighborhoods are a good fit for each?
- How does the ACA and other funding and policy changes affect the start-up and sustainability of recovery residences?

**Acknowledgements: Financial support for the research committee preparing this summary was provided as follows:**

- Leonard Jason, PhD: the National Institute on Alcohol Abuse and Alcoholism (NIAAA grant numbers AA12218 and AA16973), the National Institute on Drug Abuse (NIDA grant numbers DA13231 and DA19935), and the National Center on Minority Health and Health Disparities (grant MD002748).
- Amy Mericle, PhD: Pennsylvania Department of Health Commonwealth Universal Research Enhancement program (SAP #4100057685).
- Doug Policn, PhD: the National Institute on Alcohol Abuse and Alcoholism (NIAAA) grant R01AA014030 and the National Institute on Drug Abuse (NIDA) grants R21DA023677 and R21DA025208.
- William White, MA: Great Lakes Addiction Technology Transfer Center and the Philadelphia Department of Behavioral Health and Developmental DisAbilities,



## Moving Social Model Recovery Forward: Recent Research on Sober Living Houses

Douglas L. Polcin, Amy A. Mericle, George S. Braucht & Friedner D. Wittman

To cite this article: Douglas L. Polcin, Amy A. Mericle, George S. Braucht & Friedner D. Wittman (2023) Moving Social Model Recovery Forward: Recent Research on Sober Living Houses, Alcoholism Treatment Quarterly, 41:2, 173-186, DOI: [10.1080/07347324.2023.2167528](https://doi.org/10.1080/07347324.2023.2167528)

To link to this article: <https://doi.org/10.1080/07347324.2023.2167528>



© 2023 The Author(s). Published with license by Taylor & Francis Group, LLC.



Published online: 27 Jan 2023.



Submit your article to this journal [↗](#)



Article views: 524



View related articles [↗](#)



View Crossmark data [↗](#)



Citing articles: 1 View citing articles [↗](#)



## Moving Social Model Recovery Forward: Recent Research on Sober Living Houses

Douglas L. Polcin<sup>a</sup>, Amy A. Mericle<sup>b</sup>, George S. Braucht<sup>c</sup>, and Friedner D. Wittman<sup>d</sup>

<sup>a</sup>Behavioral Health and Recovery Studies, Public Health Institute, Oakland, California, USA; <sup>b</sup>Alcohol Research Group, Emeryville, California, USA; <sup>c</sup>National Alliance for Recovery Residences, St. Paul; <sup>d</sup>CLEW Associates, Berkeley, California, USA

### ABSTRACT

Social model recovery is a peer centered approach to alcohol and drug problems that is gaining increased attention. This approach is well-suited to services in residential settings and typically includes living in a shared alcohol- and drug-free living environment where residents give and receive personal and recovery support. Sober Living Houses (SLHs) are recovery residences that explicitly use a social model approach. This paper describes recent research on SLHs, including new measures designed to assess their social and physical environments. We conclude that our understanding of social model is rapidly evolving to include broader, more complex factors associated with outcomes.

### KEYWORDS

Recovery home; training; sober living house; social model; recovery residence; peer support

## Introduction



It is now well recognized that many persons with alcohol or drug problems require more than acute care interventions (Saitz et al., 2008). Mutual-help programs, such as Alcoholics Anonymous (AA), have been important because persons can stay involved as long as they wish and derive the benefits of ongoing peer support. However, some individuals live in environments that undermine their recovery efforts. Residential recovery homes are a good option for many of these individuals because they provide an abstinent living environment and peer recovery support.

Because many states do not license or monitor recovery homes, ascertaining the exact number across the U.S. is difficult. However, Mericle et al. (2022) used a variety of sources to locate 10,358 residences in the U.S. Recovery homes vary in terms of their physical settings, fees, rules, requirements for involvement in mutual help groups, staffing, structure, governance, types of services offered, relationship with formal treatment programs, and lengths of stay.

### *Sober living houses*

Sober living houses (SLHs) are one type of recovery home that is particularly common in California. Relative to other types of residences, SLHs are explicit in their use of a social model approach to recovery. Conceptually, the social model perspective views addiction and recovery as occurring via a reciprocal interaction between the individual and his or her

---

**CONTACT** Douglas L. Polcin  [dpolcin@bhrrca.org](mailto:dpolcin@bhrrca.org)  Behavioral Health and Recovery Studies, Public Health Institute, Oakland, 4383 Fallbrook Road, Concord, CA 94521

© 2023 The Author(s). Published with license by Taylor & Francis Group, LLC.

This is an Open Access article distributed under the terms of the Creative Commons Attribution-NonCommercial-NoDerivatives License (<http://creativecommons.org/licenses/by-nc-nd/4.0/>), which permits non-commercial re-use, distribution, and reproduction in any medium, provided the original work is properly cited, and is not altered, transformed, or built upon in any way.

social environment (Wright, 1990). To maximize the beneficial effects of SLHs, service providers create a physical setting, social environment, and shared sense of responsibility among residents that supports recovery (Wittman et al., 2014). Fundamental characteristics of the social model approach include a goal of abstinence from alcohol and illicit drugs, peer support, resident input into house decisions, and resident participation in household tasks such as cooking and cleaning. In addition, residents are typically required or strongly encouraged to attend mutual help groups such as 12-step programs and develop an individualized recovery plan. Professional clinical services are not offered on-site, but residents can pursue and are encouraged to access services in the community as needed (e.g., dental, medical, mental health, job training, etc.).

SLH operations are overseen by a house manager, who is typically a person in recovery and often a person who has lived in an SLH as a resident. House managers ensure rent and bills are paid, monitor compliance with house rules, and arrange for repairs as needed. However, there is variability in how involved managers are in supporting the residents' recovery. Recent survey data suggest some managers spend considerable time and effort supporting resident recovery, whereas others see their role as primarily administrative (Polcin et al., 2020). One concern from a social model perspective is that managers who focus on helping residents with recovery tend to meet with them individually rather than consider ways to increase peer support and strengthen the recovery environment in the house.

Descriptions of the history and evolution of social model recovery and their origins in California SLHs are chronicled in several publications (e.g., Mericle et al., under review; Polcin, 2001; Wittman & Polcin, 2014). The earliest versions of SLHs began in Los Angeles in the late 1940's in response to housing needs among persons attending AA. Known as "twelve step" houses, they implemented a very basic version of social model recovery that required alcohol and drug abstinence, attendance at AA meetings, payment of rent, and participation in upkeep of the house. In the 1970's publications began describing the characteristics of SLHs and used the term "social model" to describe their recovery approach (Wittman & Polcin, 2014). By 1990 more publications addressed social model recovery and they expanded the theoretical conceptualization and implications for practice (e.g., Shaw & Borkman, 1990). The overarching shift was to view addiction and recovery from an ecological systems perspective (e.g., Bronfenbrenner, 1979) as interactive processes between individuals and their environments. Another way to understand the shift was articulated by Borkman (2008) in her work on self-help groups: "You alone can do it, but you can't do it alone." This characterization acknowledges the personal responsibility for recovery as well as the importance of mutual aid (i.e., interdependence with others). Implications for SLH service providers included a stronger focus on building recovery environments that generated peer support, experiential learning, resident empowerment, and commitment to supporting others in the household.

### ***Identifying social model services***

By the late 1990's there was increased clarity about what was meant by social model in California. However, a number of questions remained. Although most SLHs and many other types of recovery homes self-identified as using a social model approach to recovery, it was often unclear to what extent they implemented a range of social

model principles. For example, if a program mandated 12-step attendance and encouraged peer support, was that sufficient to be considered a social model program? If these characteristics were part of the operations of a residence but there was also a strong emphasis on clinical and medical services, should that be considered a social model program? Could a program be considered social model if there were no mechanisms in place for resident input in management decisions even if other social model characteristics were evident? To what extent was it possible to integrate some aspects of social model but not others?

A crucial step toward informing these questions was the development of the Social Model Philosophy Scale (SMPS) by Kaskutas et al. (1998), which has versions for both residential and nonresidential programs. The SMPS consists of six subscales that measure distinct aspects of social model: the physical environment, staff roles, authority base, view of substance abuse problems, governance, and community orientation. Data are collected from in-person interviews with program directors or residence managers.

One purpose of the SMPS is to provide an overall cutoff score that indicates whether a program meets criteria to be described as a true social model program. Another purpose is to use subscale scores to show areas of strength and weakness in the implementation of social model. Research has shown that some aspects of social model are more prevalent than others. For example, Mericle et al. (2014) studied recovery residences in Philadelphia and found wide variation of subscale scores. Most recovery home service providers rated their homes high on recovery philosophy but low on peer governance. Thus, subscale scores provide a way to assess different aspects of social model so recovery residences can more strategically address social model aspects that are limited.

### ***Classifying types of recovery homes***

Social model recovery principles are used to varying degrees in diverse types of recovery programs (Borkman et al., 2007), but their use might be most widespread in peer operated recovery residences. An increasing number of recovery residences are members of the National Alliance of Recovery Residences (NARR), which provides advocacy, support, training, and standards for recovery homes across the U.S. NARR's four levels of housing range from those that are peer run (Level I) to those that are clinically focused (Level IV). NARR and its state affiliates (e.g., the Sober Living Network in California) promote using social model recovery in all four levels of recovery residences (National Association of Recovery Residences, 2012). However, SLHs (Level IIs) are the most explicit in using social model recovery as a guiding influence for their operations (Wittman & Polcin, 2014). In addition, social model recovery has been studied extensively in these types of residences. For these reasons, we focus our discussion herein primarily on social model issues in SLHs although many of the issues and dynamics discussed may also apply to other types or levels of recovery residences. Although Oxford Houses operationalize many aspects of social model recovery, they self-identify as separate from social model. Being part of the larger Oxford House organization is viewed as an essential component of the recovery approach. For an analysis of the relative advantages and disadvantages of leadership in SLHs and Oxford Houses see, Polcin et al. (2020b).

### ***Sober living house outcomes***

Early studies of programs using a social model approach found outcomes were similar to clinically based programs but often less expensive (Borkman et al., 1998). Currently, social model recovery is largely centered in residential recovery homes and most extensively evident in SLHs. Favorable outcomes for SLH residents have been found in several studies. For example, Polcin et al. (2010a), (2010b) examined a broad range of residents (N = 300) entering 20 SLHs. Significant, sustained improvements were found at 18-month follow-up for abstinence, frequency of substance use, arrests, mental health, and employment. Improvements were noted across a broad range of residents and two characteristics of social model recovery were associated with better outcome: involvement in 12-step programs and substance use characteristics of residents' social networks. Although residents made improvements on psychiatric severity, higher severity was associated with worse alcohol and drug outcome (Polcin & Korcha, 2017).

A separate study examining outcomes for SLH residents (N = 330) who had current involvement in the criminal justice system found higher severity of problems at entry into the house but similar improvements over 12 months (Polcin et al., 2018). Higher levels of recovery capital were associated with better outcomes and an add-on motivational interviewing case management (MICM) intervention was effective in providing additional benefit for higher functioning residents (Witbrodt et al., 2019).

### ***Purpose***

The current paper has three aims:

1) To provide an update of recent research showing the effects of SLH social environments, architectural characteristics, and neighborhoods on resident outcomes. New measures that assess the social and physical environments in houses are described.

2) A second aim considers how SLH managers and others can use recent findings to improve services. Important questions include: How should recent research findings affect the way SLH managers think about and perform their roles? What changes and modifications should SLH providers make in response to the new research? What additional research would be helpful to house managers? To what extent should providers of other types of recovery homes consider implementing social model-based changes informed by recent research on SLHs?

3) A final aim is to discuss strategies for disseminating information about social model recovery to various stakeholders. We support recovery home organizations such as NARR and its state Affiliates mandating certification and ongoing training for SLH managers and staff in other types of recovery residences.

### ***Measuring the recovery environment***

Recent studies of social model recovery have gone beyond previous studies that described outcomes and identified individual predictors, such as resident involvement in 12-step groups, characteristics of their social networks, and level of psychiatric severity (Polcin et al., 2010a, 2010b). Using the newly developed measures described below, we are moving more toward identifying house characteristics associated with outcomes, such as the

strength of social model recovery in residences (Polcin, 2001) and architectural characteristics of the physical setting that could influence recovery (Polcin et al., 2023).

Recent studies have also begun to assess the influence of the neighborhoods where SLHs are located (Mahoney et al., 2023; Subbaraman et al., under review). Examples of neighborhood characteristics being studied include resident perceptions about crime, community cohesion in the neighborhood, and availability of services (e.g., public transportation). Additional factors include more objective measures, such as economic status of the neighborhood, the proximity and density of mental health and substance use services as well as destructive influences (e.g., alcohol outlets). The following sections briefly overview of house and neighborhood factors and considerations for using these findings to improve outcomes.

### ***Recovery home environment scale***

The Recovery Home Environment Scale (RHES; Polcin et al., 2021a) is a new measure that assesses the frequency of social model activities among recovery home residents. Although the measure is useful in a variety of recovery home settings, it was developed and assessed using SLH residents. Eight items assess resident perceptions about activities in the house that are relevant to social model recovery, including social support for recovery, integration of 12-step work into daily house interactions, general and recovery oriented helping among residents, perceptions about the effectiveness of house meetings, and the degree to which residents have input into house operations. Each item is rated on a 5-point Likert-type scale ranging from “not at all” to “a lot.” The scale’s psychometric properties were found to be strong, including measures of factor structure, reliability, construct validity, and predictive validity. Importantly, higher levels of social model in the houses were associated with significantly better outcomes, including longer retention in the house (Mahoney et al., 2021), higher levels of recovery capital (Polcin et al., 2020), and less substance use (Polcin et al., 2021a).

### ***Recovery home architecture scale***

Important aspects of recovery houses that have been largely overlooked include characteristics of the physical environment in the home. To address this shortcoming, a recent study (Polcin et al., 2023) used a sample of 41 SLHs to develop a measure of architecture, the Recovery Home Architecture Scale (RHAS). The RHAS assesses the overall architecture quality in the homes and operations related to health and safety. Data are collected using observations of the home and property and are supplemented by interviews with house managers. Using the scale, the authors assessed whether physical setting characteristics of the houses were associated with outcomes. Related to that was the question of how SLHs could use mobilize architecture and maintenance procedures to improve recovery.

The RHAS consists of six subscales measuring various aspects of architecture: house maintenance, safety and security, sociability, personal and residence identity, furnishings, and outdoor areas. A copy of the instrument is available from the first author upon request. Psychometric properties included adequate levels of reliability, factor structure, and construct validity (Polcin et al., 2023). At 12-month follow-up, higher scores on the sociability subscale were associated with lower psychiatric severity (Subbaraman et al., under review).

However, other subscales were not associated with psychiatric severity and none of the subscales were associated substance use. The overall scores consistently indicated a high level of good architecture and the limited variability of the subscale scores may have made it difficult to find associations with outcomes. It might be necessary to recruit houses with more varied levels of architecture to establish significant relationships.

### ***Using the RHES to enhance the social model recovery environment***

Most items on the RHES have clear implications for how house managers can improve social model dynamics in recovery homes. For example, if RHES items addressing involvement in 12-step or other mutual support recovery groups are low, recovery homes might improve those scores using several strategies including requiring attendance at a minimum number of meetings per week, offering on-site meetings at the house with or without community members attending, encouraging groups of residents to attending meetings together, and discussing ways to use 12-step recovery principles to address conflicts among residents and manage personal crises. To address low scores on social interaction and peer support, houses could structure regular social and recreational outings for residents. Most important is creating a supportive social climate where senior peers who have been in the residence longer engage new residents in formal and informal house activities. Senior peers also need to role model peer support, including relationship skills and development of supportive social networks. The overall goal is creating household norms of inclusion and engagement also known as belonging or community (Parker, 2018; Porath, 2022).

Additional activities assessed on the RHES provide guidance about other ways residents can enhance social model dynamics, particularly a sense of commitment and empowerment. Examples include active engagement in giving and receiving general and recovery-oriented help, facilitating welcoming activities, participating in phase transitions and goodbye rituals that validate each individual's contributions to the community, and providing input into discussion of house issues during house meetings. Though not directly addressed on the RHES, sharing personal experiences about the successes and challenges of working a recovery program in the residence is an additional way to help other residents and facilitate one's own recovery.

### ***Using the RHAS to enhance the physical setting***

Because the RHAS is a new measure and data linking architectural characteristics to outcomes have been limited to improved psychiatric severity (Subbaraman et al., under review), most of the considerations described below are based on observations of high-quality homes shown to have good alcohol and drug outcomes (Wittman et al., 2014). The contents of the subscales have clear implications for house operations. For example, houses are likely to score higher on the RHAS to the extent that house managers have systems in place to arrange for repairs (maintenance subscale), secure the house and bedrooms during night hours, and monitor the quality of furnishings (safety subscale).

Provision of some characteristics of good architecture are best implemented when selecting sites for new SLHs. For example, service providers should select houses with good socio-petal designs that facilitate social interaction. Selection of houses that include green outdoor areas can provide additional space for informal social interaction, recreation,

flower and/or vegetable gardening and outdoor meals. Efficient operation of SLHs requires finding sites that contain rooms large enough for the entire house to meet. Designs that could facilitate social isolation should be avoided. Other site selection issues could include finding spatial designs where entrees are transparent so that visitors, potential contraband, and compliance with curfews can be monitored.

### ***Facilitating interaction of architecture and the social environment***

Some of the architectural considerations discussed above can be implemented in ways that might facilitate social interaction and peer support, both of which are essential features of building a social model recovery environment (Polcin et al., 2023). House managers can play important roles in making architecture work not only for smooth functioning of the household, but also the quality of the social model recovery environment. For example, house managers can enhance the social and physical characteristics of the houses by mobilizing resident involvement in activities such as cooking, cleaning, simple repairs, and upkeep of outdoor areas. It is important that the manager and senior peers articulate that these activities are essential to operating a functional household, but they are also integral to building a strong recovery community. When residents follow through with tasks, fulfill responsibilities, and receive appreciation for their efforts, there is an increased sense of connection to the resident community and commitment to their peers.

It is also important for managers to consider whether they are using spaces that can accommodate the entire household to maximum benefit. House meetings involving all residents are essential to discuss updates of house operations, administrative issues, resident accomplishments, and social activities. However, house meetings also present opportunities for house managers to enhance social model dynamics by encouraging resident input into decisions affecting the household. In addition, senior residents can be engaged in articulating how issues discussed in house meetings are related to recovery and building a strong recovery environment in the house. Other uses of large spaces that can enhance the social model environment include calling impromptu house meetings to process important issues such as relapse, major rule violations, or unplanned leaving from the house. Some houses use large spaces in the house to offer open 12-step meetings to the surrounding community. Houses also use outdoor areas for social events or barbeques that are open to the surrounding community. From this perspective, facilitating social model environments goes beyond a focus within the household to include the interactive community context emphasized by Kaskutas et al. (1998). For a description of ways that house managers can facilitate social model dynamics in recovery homes and between the home and surrounding community see, Polcin et al. (2014).

### **Social model recovery across the spectrum of recovery homes**

Because the aforementioned studies were conducted only in SLHs, there is a need to study social model dynamics in other types of recovery houses. For example, in houses that offer on-site recovery support and clinical services (NARR Levels III and IV) the effects of social model could be independent of services, or they could interact with services in ways that facilitate or hinder recovery. In addition, the types of services offered and how they are delivered might be important as well.

Recovery homes that offer clinical services are typically governed in a more hierarchical manner where professional staff are in positions of power. This raises a concern that residents might feel less empowered, less committed to the household, and less likely to provide input into house operations and decisions. These and other characteristics of levels III and IV houses suggest it may be more challenging to implement social model recovery in these settings. However, researchers and service providers (e.g., Polcin et al., 2014) have described a variety of social model strategies that may be applicable to all levels of recovery homes. Drawing on their personal experiences operating houses, conceptual considerations describing social model theory, and existing studies, the authors articulated ways of understanding the challenges residents faced and potential solutions from a social model perspective.

Whether the leadership in a recovery residence is a house manager, treatment professional, or peer leader, problems and issues can be conceptualized from a household or program perspective more consistent with social model recovery than one focused primarily on individuals. When addressing problems from a social model perspective, residents, staff, and the residence leadership jointly consider questions that lead toward mobilization and enhancement of the social model environment. Examples include, how does the recovery environment in our household exacerbate or minimize the problem? Who among us has experienced this issue and what did we find helpful? What was counter-productive? What do the current residents experiencing the problem find helpful in terms of peer support? Emotional support? Practical help? Are there ways we should modify our household to be more responsive to this issue and improve our health and safety?

We suggest engaging the issues and questions posed above into ongoing management of recovery homes represents new advances for the application of social model recovery across different levels of recovery homes. As social model moves forward, it will not be enough to require attendance at mutual help groups and compliance with house rules. Residents and providers will be challenged to use a more active approach that strategically facilitates social model recovery.

### **Broader context: Neighborhoods and Recovery Oriented Systems of Care (ROSC)**

There is a growing recognition among recovery homes and other substance abuse service providers that recovery is best understood within a broad context that considers “Recovery Oriented Systems of Care” (ROSC; Kaplan, 2008). The idea is that persons with substance use disorders often have multiple problems and can receive help from diverse types of peer and professional resources in the community. For example, recent studies of SLHs (e.g., Mahoney et al., 2023; Subbaraman et al., under review) showed neighborhood factors associated with favorable substance use outcomes included a higher density of substance abuse and mental health services near SLHs as well as density of 12-step groups, such as Alcoholics Anonymous.

These findings align well with other studies showing individuals more involved in AA (Polcin et al., 2010a) and less afflicted by psychiatric symptoms (Polcin & Korcha, 2017) have better outcomes. An additional analysis looked at neighborhood correlates of recovery capital among residents and found resident perceptions of neighborhood cohesion, crime, and access to transportation were associated with higher recovery capital.



It is important to note that social model strategies can be used to encourage the use of social model principles to enhance the use of local services. For example, Polcin et al. (2015) described how SLH residents with psychiatric disorders can provide support to one another in terms of managing symptoms and providing information about local mental health services. In addition to sharing practical information about where services are located and how to access them, they can also share personal experiences (i.e., experiential learning) that might help residents be better prepared for what to expect.

ROSC can also include community-based resources that can help residents find work, permanent housing, social support, medical services, and legal help. In this scenario, the scope of the social model lens zooms out to include a much broader and more diverse view. For additional examples of ways that managers can mobilize good relations with the surrounding community see, Polcin et al. (2014).

### **Considerations for training**

Although social model is the essence of recovery in SLHs, many SLH providers have only a rudimentary understanding about its history and evolution. Too often recovery residences at all levels implement a limited version of social model that simply requires a goal of abstinence, attendance at peer mutual support groups, and participation in house maintenance activities, such as cleaning and cooking. These and other social model activities need to be better understood in terms of their relevance to the social model recovery environment and the recovery process.

We suggest knowing how, where, and why social model originated and the conceptual framework of some of the early proponents can help current SLH providers implement social model more broadly and creatively. In addition, we posit this understanding is necessary to help guide social model into the future in a manner that is informed by its origins and evolution over time. It is also necessary to understanding the extent to which social model is operating in other types of recovery homes beyond SLHs and how some modifications might be needed in some settings.

Training in social model recovery needs to be offered on a regular basis. NARR facilitates Recovery Residence Provider Learning Communities on a monthly basis. Activities include didactic presentations as well as shared learning. The importance of understanding social model dynamics is evident in NARR's requirement that houses demonstrate the incorporation of social model principles into their operations. To succeed in fulfilling this requirement, service providers need trainings on social model characteristics described by Borkman et al. (1998), p. 1) an emphasis on social and interpersonal connections as the foundation of sustainable recovery, 2) the value of experiential knowledge, 3) peer-to-peer, mutual aid and other recovery supportive environments in which wellbeing is the common bond, 4) active work in an individualized recovery program, and 5) an emphasis on peer-to-peer relationships that enhance recovery/wellness objectives.

The content of trainings should include coverage of recent advances in social model theory, practice, and research. In addition to didactic presentations, we suggest recovery home organizations develop interactive learning activities (e.g., learning communities or collaboratives) where house managers visit other houses and learn through shared experiences and observations of different homes. Experiential learning is fundamental to social model recovery, yet didactic presentations are often prioritized.

Guidelines for experiential learning among house managers could be developed to help focus these interactive activities on implementation of essential elements of social model recovery in house activities, implementation of new developments in the field, and specific issues faced by individual houses. In addition, experiential learning could expand beyond service providers to include invitations for interactions with other stakeholders, such as other service providers (mental health, medical, legal, and job training), neighbors, and local government.

### ***Competing demands***

SLH service providers often face a host of challenges that need to be addressed if they are to survive. These include NIMBY (Not in My Back Yard) forces that resist expansion of SLH services and pressure existing houses to leave the neighborhood or reduce the number of residents. Related problems include zoning restrictions and financial pressures. In addition, many SLH managers have jobs in addition to their roles managing the houses. All of this can leave limited time for training in social model recovery or attention to building the social model environment in the house.

When managers seek out training or informational sessions they are often on issues with direct relevance to their survival, such as legal and financial issues. In a recent paper Polcin et al. (2020) assessed the types of training received among 35 SLH managers. The results were concerning. About two-thirds indicated they did not receive any training relevant to their house manager role over the past year. Those who did attend some type of training most often reported training focused on legal and administrative issues. Training on social model recovery was reported to be rare. Not surprisingly, many house managers saw their roles as primarily administrative (e.g., enforce house rules, conduct intake interviews, make sure the rent and bills are paid, and arrange for needed repairs). Some managers reported spending significant amounts of time interacting with residents, (supporting their recovery, helping residents manage crises, resolving conflicts, etc.). However, these interactions appeared to be manager interactions with individuals, rather than manager led discussions with all the residents in the household, which would be more consistent with the social model approach to recovery which emphasizes peer support and experiential learning among residents.

There was strong support for some aspects of the social model approach to recovery among managers (e.g., abstinence, 12-step involvement, and peer support among residents). But there were few examples of how house managers facilitated social model principles in the houses, beyond requiring abstinence and sending residents to 12-step meetings.

The limited ways managers thought about social model recovery in their homes is an important finding particularly considering the research on the RHES showing that the strength of social model in recovery homes is associated with outcome. As social model research moves forward, we believe the focus will be on identifying variables that enhance social model and its effects on outcome. However, to improve recovery outcomes, SLH providers will need to be exposed to this research and find ways to integrate it into the operations of their homes. To the extent the homes are focused on surviving NIMBY and financial viability, new developments will be difficult to integrate.

## Conclusion

Social model recovery in SLHs continues to emphasize original, core social model principles such as shared alcohol- and illicit drug-free living environments, a goal of abstinence, peer support, and involvement in mutual help groups. Over the last decade studies of SLHs have shown residents make significant improvements in terms of reducing or eliminating substance use, arrests, psychiatric problems, and unemployment. Studies of SLHs have also shown core social model principles, such as involvement in 12-step groups and social networks that support abstinence are associated outcome. However, as social model moves forward, we are beginning to understand social model environments from a more nuanced and complex perspective.

Recent studies have created new measures (i.e., the RHES and RHAS) designed to assess characteristics of social and physical environments of SLHs and their relationships with outcomes. While this work has only recently begun, it represents a shift in focus that may help service providers better understand the social model environment and maximize the most crucial elements. However, for these types of studies to have an impact, the effective dissemination of information to providers and other stakeholders is required. The current paper provides considerations for dissemination of new study findings and highlights the critical importance of experiential sharing of new knowledge among house managers and residents. Sharing experiences of implementing new research findings in SLHs will be vital to advancing the field.

The current paper focused on social model recovery in SLHs because these houses are the most explicit in their adoption of the social model approach to recovery. However, integration of social model principles exists to varying degrees across all four levels described by National Association of Recovery Residences (2018).

Generic strategies purported to enhance social model dynamics in houses across all four NARR levels have been described by Polcin et al. (2014). However, most current suggestions are based on provider experiences and conceptual considerations. While these are essential, studies that link characteristics of social model recovery (e.g., the RHES and RHAS) to outcomes in different types of recovery residences are needed.

As social model research and theory moves forward, it will be important to consider the mechanisms of how it promotes recovery at different time points. While individuals still reside in SLHs, the daily encounters and connections they have with other residents, the support, and the giving and receiving of help within the household may be paramount. However, research suggests most residents sustain their improvements after they leave the house (Polcin et al., 2010a). Understanding this transition could further strengthen long term outcomes.

It seems probable that part of what successful residents do when they leave SLHs is to reestablish aspects of social model in their post recovery home life. They attend 12-step or other types of mutual support meetings, seek out alcohol- and illicit drug-free living environments, and build prosocial networks that support recovery. They may also carry aspects of social model into their post-residence lives that are less obvious but equally impactful. Examples include internal recovery capital assets that residents acquired during their time in the SLH, such as self-confidence, self-efficacy, empowerment, spirituality, citizenship, and purpose in life. From this perspective, social model influences move beyond the boundaries of the residence and benefit previous residents and their communities.

Examining these transitions and how they play out for different residents and their communities represents critically important new directions for social model research.


### Disclosure statement


No potential conflict of interest was reported by the authors.

### Funding

This article was supported by the National Institute on Drug Abuse (Grant Number DA042938) and the National Institute on Alcohol Abuse and Alcoholism (Grant Number AA028252). The funding organizations had no role in the design and conduct of the study; collection, management, analysis, and interpretation of the data; preparation, review, or approval of the manuscript; and decision to submit the manuscript for publication.

### ORCID

Douglas L. Polcin  <http://orcid.org/0000-0002-6518-8628>

Amy A. Mericle  <http://orcid.org/0000-0002-5615-0310>

### References

- Borkman, T. (2008). Self-Help Groups as Participatory Action. In: Cnaan, R.A., Milofsky, C. (eds) *Handbook of Community Movements and Local Organizations*. Handbooks of Sociology and Social Research. Springer, Boston, MA. [https://doi.org/10.1007/978-0-387-32933-8\\_14](https://doi.org/10.1007/978-0-387-32933-8_14)
- Borkman, T., Kaskutas, L. A., & Owen, P. (2007). Contrasting and converging philosophies of three models of alcohol/other drugs treatment: Minnesota model, social model, and addiction therapeutic communities. *Alcoholism Treatment Quarterly*, 25(3), 21–38. [https://doi.org/10.1300/J020v25n03\\_03](https://doi.org/10.1300/J020v25n03_03)
- Borkman, T. J., Kaskutas, L. A., Room, J., Bryan, K., & Barrows, D. (1998). An historical and developmental analysis of social model programs. *Journal of Substance Abuse Treatment*, 15(1), 7–17. [https://doi.org/10.1016/S0740-5472\(97\)00244-4](https://doi.org/10.1016/S0740-5472(97)00244-4)
- Bronfenbrenner, U. (1979). *The ecology of human development: Experiments by nature and design*. Harvard University.
- Kaplan, L. 2008. *The role of recovery support services in recovery-oriented systems of care*. DHHS Publication No. (SMA) 08-4315. Center for Substance Abuse Treatment, Substance Abuse and Psychiatric Health Services Administration: <https://facesandvoicesofrecovery.org/wp-content/>
- Kaskutas, L. A., Greenfield, T. K., Borkman, T. J., & Room, J. A. (1998). Measuring treatment philosophy: A scale for substance abuse recovery programs. *Journal of Substance Abuse Treatment*, 15(1), 27–36. [https://doi.org/10.1016/S0740-5472\(97\)00246-8](https://doi.org/10.1016/S0740-5472(97)00246-8)
- Mahoney, E., Karriker-Jaffe, K. J., Mericle, A. A., Patterson, D., Polcin, D. L., Subbaraman, M., & Witbrodt, J. (2023). Do neighborhood characteristics of sober living houses impact recovery outcomes? A multilevel analysis of observational data from Los Angeles County. *Health & Place*, 79, 102951. <https://doi.org/10.1016/j.healthplace.2022.102951>
- Mahoney, E., Witbrodt, J., Mericle, A. A., & Polcin, D. L. (2021). Resident and house manager perceptions of social environments in sober living houses: Associations with length of stay. *Journal of Community Psychology*, 49(7), 2959–2971. <https://doi.org/10.1002/jcop.22620>
- Mericle, A. A., Howell, J., Borkman, T., Sanders, B. F., & Polcin, D. L. (under review). Social model recovery and recovery housing.

- Mericle, A. A., Miles, J., Cacciola, J., & Howell, J. (2014). Adherence to the social model approach in Philadelphia recovery homes. *International Journal of Self-Help & Self-Care*, 8(2), 2. <https://doi.org/10.2190/SH.8.2.g>
- Mericle, A. A., Patterson, D., Howell, J., Subbaraman, M. S., Faxio, A., & Karriker-Jaffe, K. J. (2022). Identifying the availability of recovery housing in the U.S.: The NSTARR project. *Drug and Alcohol Dependence*, 230, 109188. <https://doi.org/10.1016/j.drugalcdep.2021.109188>
- National Association of Recovery Residences. (2012). A primer on recovery residences: FAQ. <http://www.webcitation.org/6B7e01VSk>.
- National Association of Recovery Residences. (2018) NARR\_Standard\_V.3.0\_release\_11-2018.pdf. <https://narronline.org/wp-content/uploads/2018/11/>.
- Parker, P. (2018). *The art of gathering: How we meet and why it matters*. Riverhead.
- Polcin, D. L. (2001). Sober living houses: Potential roles in substance abuse services and suggestions for research. *Substance Use & Misuse*, 36(3), 301–311. <https://doi.org/10.1081/ja-100102627>
- Polcin, D. L., & Korcha, R. (2017). Housing status, psychiatric symptoms, and substance abuse outcomes among sober living house residents over 18 months. *Addictive Disorders & Their Treatment*, 16(3), 138. <https://doi.org/10.1097/ADT.0000000000000105>
- Polcin, D. L., Korcha, R. A., & Bond, J. C. (2015). Interaction of motivation and psychiatric symptoms on substance abuse outcomes in sober living houses. *Substance Use and Misuse*, 50(2), 195–204. <https://doi.org/10.3109/10826084.2014.962055>
- Polcin, D. L., Korcha, R. A., Bond, J., & Galloway, G. (2010a). Sober living houses for alcohol and drug dependence: 18-month outcomes. *Journal of Substance Abuse Treatment*, 38(4), 356–365. <https://doi.org/10.1016/j.jsat.2010.02.003>
- Polcin, D. L., Korcha, R., Bond, J., & Galloway, G. (2010b). Eighteen-month outcomes for clients receiving combined outpatient treatment and sober living houses. *Journal of Substance Use*, 15(5), 352–366. <https://doi.org/10.3109/14659890903531279>
- Polcin, D. L., Korcha, R., Witbrodt, J., Mericle, A. A., & Mahoney, E. (2018). Motivational Interviewing Case Management (MICM) for persons on probation or parole entering sober living houses. *Criminal Justice and Behavior*, 45(11), 1634–1659. <https://doi.org/10.1177/0093854818784099>
- Polcin, D. L., Mahoney, E., & Mericle, A. A. (2020b). House manager roles in sober living houses. *Journal of Substance Use*, 26(2), 151–155. <https://doi.org/10.1080/14659891.2020.1789230>
- Polcin, D. L., Mahoney, E., & Mericle, A. A. (2021a). Psychometric properties of the recovery home environment scale. *Substance Use and Misuse*, 56(8), 1161–1168. <https://doi.org/10.1080/10826084.2021.1910710>
- Polcin, D. L., Mahoney, E., Witbrodt, J., & Mericle, A. A. (2020). Recovery home environment characteristics associated with recovery capital. *Journal of Drug Issues*, 51(2), 253–267. <https://doi.org/10.1177/0022042620978393>
- Polcin, D. L., Mahoney, E., Witbrodt, J., Mericle, A., Subbaraman, M., & Wittman, F. (2023). Measuring architecture in recovery homes: Recovery home architecture scale. *Substance Use and Misuse*, 58(1), 103–110. <https://doi.org/10.1080/10826084.2022.2148484>
- Polcin, D., Mericle, A., Howell, J., Sheridan, D., & Christensen, J. (2014). Maximizing social Model principles in residential recovery settings. *Journal of Psychoactive Drugs*, 46(5), 436–443. <https://doi.org/10.1080/02791072.2014.960112>
- Porath, C. (2022). *Mastering community: The surprising ways coming together moves us from surviving to thriving*. Hachette.
- Saitz, R., Larson, M. J., Labelle, C., Richardson, J., & Samet, J. H. (2008). The case for chronic disease management for addiction. *Journal of Addiction Medicine*, 2(2), 55–65. <https://doi.org/10.1097/ADM.0b013e318166af74>
- Shaw, S., & Borkman, T. (editors). (1990). *Social model alcohol recovery: An environmental approach*. Bridge-Focus Inc.
- Subbaraman, M., Mahoney, E., Witbrodt, J., Mericle, A., & Polcin, D. L. (under review). Multilevel effects of environment and neighborhood factors on sober living house resident 12-month Outcomes.
- White, W. (2009). Recovery capital scale. [www.williamwhitepapers.com](http://www.williamwhitepapers.com)

- Witbrodt, J., Polcin, D., Korcha, R., & Li, L. (2019). Beneficial effects of motivational interviewing case management: A latent class analysis of recovery capital among sober living residents with criminal justice involvement. *Drug and Alcohol Dependence*, 200, 124–132. <https://doi.org/10.1016/j.drugalcdep.2019.03.017>
- Wittman, F. D., Jee, B., Polcin, D. L., & Henderson, D. (2014). The setting is the service: How the architecture of the sober living residence supports community-based recovery. *International Journal of Self Help and Self Care*, 8(2), 189–225. <https://doi.org/10.2190/SH.8.2.d>
- Wittman, F. D., & Polcin, D. L. (2014). The evolution of peer run sober housing as a recovery resource for California communities. *International Journal of Self Help and Self Care*, 8(2), 157–187. <https://doi.org/10.2190/SH.8.2.c>
- Wright, A. (1990). What is a social model? In S. Shaw & T. Borkman (Eds.), *Social model alcohol recovery: An environmental approach*. Burbank (pp. 7–10). Bridge-Focus, Inc.



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

May 31, 2023

Lonzo Lester  
County Administrator  
137 Highlands Drive Suite A  
Lebanon, Virginia 24266

RE: 507934-FY24 SRO: SRO Incentive Grant Program

Dear Lonzo Lester:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **24-290-B** and was approved for a total award of **\$222,210**, funded through Award Number **2024-FREE-GRANT**. The project period is **7/01/2023** through **06/30/2024**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements>.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at [Michelle.Miles@dcjs.virginia.gov](mailto:Michelle.Miles@dcjs.virginia.gov) or via email at **804-225-1846**.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jackson Miller'.

Jackson Miller

**STATEMENT OF GRANT AWARD (SOGA)**

Virginia Department of Criminal Justice Services

1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia 23219

**507934-FY24 SRO: SRO Incentive Grant Program**

Subgrantee: Russell  
DCJS Grant Number: 24-290-B  
Grant Start Date: 07/01/2023  
Grant End Date: 06/30/2024

Indirect Cost Rate: \_\_\_\_\_% \*If applicable

Federal Funds:  
State Special Funds: \$170,454  
Local Match: **\$51,756** ✓  
  
Total Budget: \$222,210

Project Director	Project Administrator	Finance Officer
Steven Dye Sheriff 79 Rogers Avenue Lebanon, Virginia 24266 276-889-8033 sheriff@russellcountyva.us	Lonzo Lester County Administrator 137 Highlands Drive Suite A Lebanon, Virginia 24266 276-889-8000 lonzo.lester@russellcountyva.us	Alicia McGlothlin Treasurer 137 Highlands Drive Lebanon, Virginia 24266 276-889-8028 rctreas@bvva.net

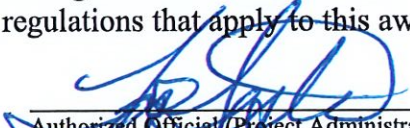
**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: \_\_\_\_\_

Authorized Official (Project Administrator)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

  
\_\_\_\_\_  
*County Administrator*  
  
\_\_\_\_\_  
4/5/2023



# 508233 - Russell County SRO- FY24 Continuation

## Application Details

Funding Opportunity: 507934-FY24 SRO- SRO Incentive Grant Program  
Funding Opportunity Due Date: Mar 10, 2023 5:02 PM  
Program Area: School Resource Officers  
Status: Editing  
Stage: Final Application

Initial Submit Date:  
Initially Submitted By:  
Last Submit Date:  
Last Submitted By:

## Contact Information

### Primary Contact Information

**Name\*:** Mr. Anthony Bums Reynolds Suffix  
Salutation First Name Middle Name Last Name  
**Title\*:** Administrative Assistant  
**Email\*:** [anthony.reynolds@russellcountyva.us](mailto:anthony.reynolds@russellcountyva.us)  
**Address\*:** 79 Rogers Avenue

Lebanon Virginia 24266 Zip +4  
City State/Province Postal Code/Zip  
**Phone\*:** 276-889-8287 Ext.  
Phone  
###-###-####  
**Fax:** 276-889-8203  
###-###-####

### Organization Information

**Federal ID Number\*:** 546001589  
**Organization Name\*:** Russell  
**Organization Type\*:** County Government  
**Unique Entity Identifier (UEI):** WMRHA68SMK19  
**SAM Validation:** Yes  
**SAM Expiration Date:** 2023-11-10  
**SAM Type:**  
**Restricted Expiration Date:**  
**Organization Website:** For example: <http://www.dcs.virginia.gov>

**Address\*:** Russell/Dickenson Counties  
P. O. Box 121  
Lebanon Virginia 24266 Zip +4  
City State/Province Postal Code/Zip

**Phone\*:** (540) 889-8030 Ext.  
###-###-####

**Fax:** ###-###-####

**Faith Based Organization\*:** No

**FIPS Code (Only Required for Local Government):** 167-Russell

## Face Sheet

### Face Sheet

Select the congressional district(s) that will benefit from the program.

**Congressional District(s)\*:** 9th  
Choose all that apply.

**Best Practice?:** For JJDP programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

**Jurisdiction(s) Served\*:** RUSSELL CO  
Choose all that apply.

**Program Title:** RCCTC; BES; SCES  
Click here to see if you are certified.

**Certified Crime Prevention Community?\*** No

**Type of Application\*:** Continuation of Grant  
If Continuation or Revision of a grant,

**Grant Number:** 501769  
If Continuation of a grant,

### Performance Statement:

During FY23 Russell County Sheriff's Office established three (3) SRO's whose dedication to the program and devotion in being a mentor and inspirational role model has enhanced the safety and security of the children of Russell County Public Schools.

Check the box(s) that best describes the applicant service area.

**Community Setting\*:** Rural

In this space, provide a short description of the project.

### Brief Project Overview\*:

Russell County Sheriff's Office is requesting continued funding for three (3) SRO positions at three (3) separate schools, one (1) at Russell County Career and Technology Center, one (1) at Belfast Elementary School, and one (1) at Swords Creek Elementary School. During the 2023/2024 school year, a few of the many tasks that SRO's will continue to perform include patrolling school grounds, interacting with students/parents, and serving as an informal role models. To monitor school campuses for potential problems or endangerment risk to the students. To assist in the teaching and to be an appropriate mentor and role model on the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping, to combat these issues.

### Project Director

**Name:** Prefix Steven L Dye Suffix  
First Name Middle Name Last Name

**Title\*:** Sheriff

**Address\*:** 79 Rogers Ave  
Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:** 276-889-8033

**Fax Number:** 276-889-8203

**Email Address\*:** [sheriff@russellcountyva.us](mailto:sheriff@russellcountyva.us)

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**

Address Line 2

City Virginia 0 +4  
State Zip Code

### **Project Administrator**

**Name:** Prefix Lonzo Middle Name Lester Suffix  
First Name Last Name

**Title\*:** County Administrator

**Address\*:** 137 Highlands Dr. Suite A

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:** 276-889-8000

**Fax Number:** 276-889-8011

**Email Address\*:** [lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us)

Is the mailing address the same as the physical address?

**Mailing Address\*:** No

**Mailing Address:** P.O. Box 1208

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

### **Finance Officer**

**Name:** Prefix Alicia Middle Name McLothlin Suffix  
First Name Last Name

**Title\*:** Treasurer

**Address\*:** 137 Highlands Dr.

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:** 276-889-8028

**Fax Number:** 276-889-8070

**Email Address\*:** [rctreas@bwu.net](mailto:rctreas@bwu.net)

Is the mailing address the same as the physical address?

**Mailing Address\*:** No

**Mailing Address:** P.O. Box 121

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

# Budget

## Budget

Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program
Personnel	\$0.00	\$0.00	\$170,456.43	\$51,752.46	\$0.00	\$222,208.89
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subsistence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$170,456.43</b>	<b>\$51,752.46</b>	<b>\$0.00</b>	<b>\$222,208.89</b>

## Match Percentage

Match Percentage: 23.29%

## Funds From Other Sources

Source	Amount
No Data for Table	

# Priority Areas

## SRO Program Information

How many SROs are in the agency/s program?

**Number of SROs\*:** 9.00

How many of the SROs in your program are currently funded by DCJS grants?

**DCJS Funded\*:** 3.00

Is this application for the continuation of a grant funded SRO position(s) whose 4-year grant cycle ended?

**Continuation Funding\*:** No

## School Information

School Name	Type of School	Grade Levels	Number of assigned SROs
Lebanon High School	High	8 - 12	1.00
Lebanon Elementary School	Elementary	2 - 4	1.00
Lebanon Primary School	Elementary	PreK - 1	1.00
Castlewood Elementary School	Elem/Middle	2 - 7	1.00
Honaker Elementary School	Elem/Middle	PreK - 7	1.00
Honaker High School	High	8 - 12	1.00
Swords Creek Elementary	Elementary	PreK - 7	1.00
Belfast Elementary	Elementary	PreK - 5	1.00
Russell County Career & Technology Center	High	8 - 12	1.00

## DCJS Funded SRO(s)

First Name	Last Name	Grant Number
Jesse	Fields	501769
Chris	Kiser	501769
Crystal	Stanley	501769

# Project Targets

## Law Enforcement Activities

Crime Prevention Type	Target: number of times performed
School safety/security assessment	6
Apply CPTED principles	400
Review of school policies/procedures	3
Student crime prevention project	3
Crisis planning/management	3
School patrol/security checks	540
Drills	18
Traffic control/pick up/drop off monitoring	540

**Law Related Educator**

Audience Type	Target: number of presentations
Students	6
Faculty/staff	6
Parents/community members	3

**Informal Mentor**

Activity	Target: number of times performed
Classroom visits (engaging in classroom activities not including instruction)	300
Tutoring	0
Reading to students	3
Home visits	20
Meal delivery	0
Student/SRO lunch programs	0
Police/school sponsored clubs/activities/groups	0
Police sponsored athletic activities	0
Meet & greet with students	18
In school career fair	0
Informal counseling/guidance	200
Other mentoring activities not listed above (grant funded)	0

**Personnel and Employee Fringe Benefits**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Is Personnel being requested?: Yes

**Personnel**

Employee Name	Position Title	Date of DCJS certification in the category of law enforcement	Assigned School Name	Type of School	Position	Total Hours Per Week (if applicable)	Total Per Year	Total Annual Salary (grant- Total Salary other sources)	Total Requested Amount on the Grant	Percent being requested	Number of Grant-Funded Hours per year	New Position?	Federal Funds	State Funds	Special Funds
Chris Kiser	School Resource Officer	05/01/1992	Russell County Career & Technology Center	High	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	No	\$0.00	\$0.00	\$34,473.47
Jesse Fields	School Resource Officer	08/20/2020	Belfast Elementary School	Elementary	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	No	\$0.00	\$0.00	\$34,473.47
Crystal Stanley	School Resource Officer	04/23/2004	Swords Creek Elementary School	Elementary	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	No	\$0.00	\$0.00	\$34,473.47
						120	6240	\$134,820.00	\$103,420.41		4788		\$0.00	\$0.00	\$103,420.41

**Employee Fringe Benefits**

Employee Name	FCARetirement	Group Life Insurance	HealthWorkers?	CompUnemployment	Disability	Other	Requested Employee Fringelf Other, BenefitsPlease			Federal Funds	State Funds	Special Funds	Cash Match	In-Kind	Employment Fring
							Total	Describe	Total						
Chris Kiser	\$3,213.00	\$6,325.00	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.43	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.43
Jesse Fields	\$3,213.00	\$6,325.00	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.43	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.43
Crystal Stanley	\$3,213.00	\$6,325.00	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.43	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.43
	\$9,639.00	\$18,975.00	\$680.40	\$55,537.56	\$404.40	\$0.00	\$2,151.93	\$0.00	\$87,388.29	\$0.00	\$0.00	\$67,036.02	\$20,352.87	\$0.00	\$87,388.29

**Position and Justification**

<b>Employee</b>		
<b>Name</b>	<b>Description of Position</b>	<b>Justification for Position</b>
Chris Kiser	This School Resource Officer (SRO) will be assigned to Russell County Career & Technology Center (RCCTC) located at 304 Career Tech Dr in the town of Lebanon. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community-oriented justice and address concerns of juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls within the two (2) buildings that make up RCCTC for potential problems or endangerment risks to the students. The SRO will respond to request for assistance from school administration, monitor student parking area and bus loading and unloading areas. To develop and maintain a positive rapport with school administration, counselors, teachers and students. To assist and be a mentor in the teaching of the physical, mental and social effects of narcotics, alcohol, tobacco, and vaping.	The Russell County Career & Technology Center (RCCTC) hosts three hundred sixty-two (362) students grades 8 - 12 and thirty-nine (39) faculty members, with the school bringing in students from Lebanon High School, Castlewood High School, and Honaker High School. With students attending from the three (3) rival schools within Russell County the presence of a School Resource Officer (SRO) is essential in promoting a safe and secure learning environment for students and staff. The SRO will have a minimum of two (2) years of Virginia Department of Criminal Justice Services (DCJS) certified law enforcement experience. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (%7) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (%7) pay increase, if funding is available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.
Jesse Fields	The School Resource Officer (SRO) will be assigned to the Belfast Elementary School (BES) located at 646 Belfast School Rd in Rosedale. BES is located in a rural area fourteen (14) miles, nineteen (19) minutes from the Russell County Sheriff's Office Headquarters. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community oriented justice and address concerns of the juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls for potential problems or endangerment risks to the students. The SRO will respond to request for assistance from school administration, monitor parking area and bus loading and unloading areas. To assist and be a mentor in the teaching of the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping.	The Belfast Elementary School (BES) hosts one hundred forty-three (143) students, seventeen (17) special education students grades PreK - 5 and twenty-six (26) faculty members. Due to the rural location of BES and its distance from the Russell County Sheriff's Office Headquarters the presence of a School Resource Officer (SRO) is essential in promoting a safe and secure learning environment for students and staff. The SRO will have a minimum of two (2) years Virginia Department of Criminal Justice Services (DCJS) certified law enforcement experience. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (%7) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (%7) pay increase, if funds are available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.
Crystal Stanley	This School Resource Officer (SRO) will be assigned to Swords Creek Elementary School (SCES) located at 3867 Swords Creek Rd in Swords Creek. SCES is located in a rural area of Russell County eighteen (18) miles, twenty-six (26) minutes from Russell County Sheriff's Office Headquarters. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community oriented justice and address concerns of the juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls for potential problems or endangerment risks to the students. The SRO will respond to request for assistance from school administration, monitor parking area and bus loading and unloading areas. To assist and be a mentor in the teaching of the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping.	The Swords Creek Elementary School (SCES) hosts one hundred six (106) students grades PreK - 7 and twenty-six (26) faculty members. Due to the rural location of SCES and its distance from the Russell County Sheriff's Office Headquarters the presence of a School Resource Officer (SRO) is essential in promoting a safe and secure learning environment for students and staff. The SRO will have a minimum of two (2) years Virginia Department of Criminal Justice Services (DCJS) certified law enforcement experience. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (%7) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (%7) pay increase, if funds are available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.

**Personnel and Employee Fringe Benefits Totals**

**DCJS FUNDS**

<b>Federal Funds:</b>	\$0.00
<b>State Funds:</b>	\$0.00
<b>Special Funds:</b>	\$170,456.43

## Match Funds

Cash Match: \$51,752.46  
In-Kind Match: \$0.00

## Personnel/Fringe Total

TOTAL: \$222,208.89

## Travel

### Requested

If this is not requested, please indicate that here and then mark this form as complete.

Is Travel being requested?: No

### Local Mileage

Number of Miles	Mileage Rate	Total Local Mileage	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Local Mileage Total
No Data for Table								

### Non-Local Mileage

Number of Miles	Mileage Rate	Total	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Non-Local Mileage Total
No Data for Table								

### Mileage Description and Justification

Type	Description of Mileage	Justification for Mileage
No Data for Table		

### Travel Totals

## DCJS FUNDS

Federal Funds: \$0.00  
State Funds: \$0.00  
Special Funds: \$0.00

## Match Funds

Cash Match: \$0.00  
In-Kind Match: \$0.00

## Travel Total

TOTAL: \$0.00

## Subsistence/Other Travel Costs

### Requested

If this is not requested, please indicate that here and then mark this form as complete.

Are Subsistence/Other Travel Costs being requested?: No

### Subsistence



Event Title	Number of People Attending	Number of Nights	Lodging Rate Total	Number of Days	Per Diem Rate Total	Total Subsistence	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Subsistence Total
No Data for Table												

**Subsistence Description and Justification**

Event	Description of Costs	Justification for Costs
No Data for Table		

**Other Travel Costs**

Event Title	Number of People Attending	Number of Airfare Tickets	Airfare Rate	Total Airfare	Other Travel Costs	Total Cost for Air and Other Fares	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Other Travel Costs Total
No Data for Table												

**Other Travel Costs Description and Justification**

Event	Description of Other Costs	Justification for Other Costs
No Data for Table		

**Subsistence/Other Travel Costs Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$0.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
 In-Kind Match: \$0.00

**Subsistence/Other Travel Costs Total**

TOTAL: \$0.00

**Equipment**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Is Equipment being requested?: No

**Equipment**

Equipment Item	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Equipment Total
No Data for Table									

**Equipment Description and Justification**

Equipment Item	Description of Equipment	Justification for Equipment
No Data for Table		

**Additional Documentation**

Description	File Name	Type	Size	Upload Date
No files attached.				

**Equipment Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
State Funds: \$0.00  
Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
In-Kind Match: \$0.00

**Equipment Total**

TOTAL: \$0.00

**Supplies & Other Expenses**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Are Supplies & Other Expenses being requested?: No

**Supplies & Other Expenses**

Supply/Item Requested	Cost Per Item/Monthly Total Rate	Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Supplies & Other Expenses Total
No Data for Table									

**Supply/Item Requested Description and Justification**

Supply/Item	Description of Supply/Item	Justification for Supply/Item
No Data for Table		

**Supplies & Other Expenses Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
State Funds: \$0.00  
Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
In-Kind Match: \$0.00

**Supplies & Other Expenses Total**

TOTAL: \$0.00

**Attachments**

**Attachments Required?**

Are additional attachments required by the funding opportunity? Yes

**Attachments**

Description	File Name	Type	Size	Upload Date
School Resource Officer Memorandum of Understanding	<a href="#">22-24 SRO MOU.pdf</a>	pdf	5 MB	03/02/2023 11:59 AM

## Non-Supplantation

**Non-Supplantation**

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal, state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.

**Certification\*:**

**Project Administrator\*:**

Lonzo Lester  
First Name Last Name  
County Administrator 03/08/2023  
Title Date



## Authority Certification

**Authority Certification**

**Authorized Individual\*:**

Lonzo Lester  
First Name Last Name  
County Administrator 03/08/2023  
Title Date



**VIRGINIA MODEL**  
**MEMORANDUM OF UNDERSTANDING**  
between  
The Russell County Public Schools  
and  
The Russell County Sheriff's Office

**AUTHORITY**

§ 22.1-280.2:3. School boards; local law enforcement agencies; memorandums of understanding.

*"The school board in each school division in which the local law enforcement agency employs school resource officers, as defined in § 9.1-101, shall enter into a memorandum of understanding with such local law enforcement agency that sets forth the powers and duties of such school resource officers. The provisions of such memorandum of understanding shall be based on the model memorandum of understanding developed by the Virginia Center for School and Campus Safety pursuant to subdivision A 12 of § 9.1-184, which may be modified by the parties in accordance with their particular needs.*

*Each such school board and local law enforcement agency shall review and amend or affirm such memorandum at least once every two years or at any time upon the request of either party. Each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input during each memorandum of understanding review period."*

**PURPOSE**

The [School Board/School Division (SD)] and [Police Department/Sheriff's Office (PD/SO)] hereby enter into this Memorandum of Understanding (MOU) setting forth the respective roles and responsibilities of both parties regarding the use of school resource officers (SROs). The purpose of this MOU is to establish a mutually beneficial partnership (School-Law Enforcement Partnership (S-LEP)) that both schools and law enforcement can work within to achieve shared goals. The purpose of the S-LEP is to foster relations of mutual respect and understanding in order to build a positive and safe school environment and to facilitate effective, timely communication and coordination of efforts for both the SD and the PD/SO.

This MOU is intended only to outline expectations between the SD and the PD/SO. It is not intended to create contractual or equitable obligations on the part of the SD or the PD/SO toward particular students, parents, SD or PD/SO employees, or any other third parties.

The parties agree the vast majority of student misconduct can be best addressed through classroom and in-school strategies. The parties acknowledge that students are generally less mature and responsible than adults; they often lack the experience, perspective, and judgment to recognize and avoid choices that could be detrimental to them; and they are more susceptible to outside pressures than adults.

For further details regarding the S-LEP, please see the *School-Law Enforcement Partnership Guide* and the *S-LEP Standards and Leadership Tools* available on the DCJS website.

## GOALS

The primary goals of the S-LEP and this model MOU are to (i) promote positive and supportive school climates and (ii) create and maintain safe and secure school environments.

To promote positive and supportive school climates, the SD and PD/SO will collaborate to increase law-related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students.

To create and maintain safe and secure school environments, the SD and PD/SO will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems.

## EVALUATION OF THE SCHOOL–LAW ENFORCEMENT PARTNERSHIP

The SD and the PD/SO should jointly develop measurable objectives of the S-LEP using school discipline, crime, and violence data, school climate survey data, and any other data deemed to be relevant. The SD and the PD/SO will review progress toward achieving such objectives at least annually and the results of the progress review will be made available to the public. For guidance related to evaluation of the S-LEP, see the *S-LEP Evaluation Toolkit*.

## ROLES AND RESPONSIBILITIES

### I. Police Department/Sheriff's Office Responsibilities

The PD/SO will designate a direct point of contact between the PD/SO and the SD. The PD/SO point of contact will address any operational and administrative issues and will serve as a consultant for school safety and security issues including assessments and critical incident response planning. The PD/SO point of contact will maintain a working knowledge of school rules, regulations, and laws regarding student safety and conduct. The PD/SO point of contact will establish and maintain effective relationships with school personnel at the division and school levels.

The PD/SO will be responsible for the selection, assignment, scheduling, training, supervision, and evaluation of SROs. In their performance of law enforcement functions, the SRO will remain at all times under the control, through the chain of command, of the PD/SO. The PD/SO will ensure the SRO meets the training standards for SROs established by the Virginia Department of Criminal Justice Services (DCJS) pursuant to *Virginia Code* §§ [9.1-101](#)(54) and [9.1-114.1](#).

The PD/SO will take into consideration the views of the SD and the identified needs and conditions of the schools when (i) developing and implementing law enforcement policies and practices that may affect schools, and (ii) selecting, assigning, scheduling, training, supervising, and evaluating SROs.

### II. School Division Responsibilities

The SD will designate a primary division-level point of contact between the SD and the PD/SO. The SD point of contact will implement the S-LEP and maintain ongoing communications with PD/SO officials.

School administrators will be responsible for facilitating effective communication between the SRO and school personnel and for supporting the goals of the S-LEP.

Each school with an assigned SRO should provide work area(s) for the SRO that allow access to technologies, private interviewing of multiple persons, and locking storage space for securing physical evidence.

The SD will handle discipline within the school disciplinary process without involving SROs. The SD policies, administrative guidance, training, and ongoing oversight should clearly communicate that school personnel is responsible for school discipline and that law enforcement is not to be involved with disciplinary action, except as may be requested by the SD (e.g., if factual information gathered or observations by the SRO are relevant to a disciplinary matter). The SD is responsible for communicating the goals and role of the SRO to all school administration, personnel, and students.

The SD should ensure that school administrators meet the training requirements set forth in *Virginia Code* [§ 22.1-279.8\(E\)](#).

### **III. SRO Roles and Responsibilities**

SROs should be considered active members of their assigned schools. The SRO facilitates the effective delivery of law enforcement services and assists with matters related to safety, security, and the exchange of information between the SD and the PD/SO.

Unless there is a clear and imminent threat to safety, requests from school personnel for SRO or other law enforcement assistance are to be made to a school administrator, and such administrator should, if appropriate, request assistance from the SRO.

To the extent possible, SROs' duty schedules should be organized to provide coverage throughout the school day. SROs provide a visible deterrent to crime and shall be visible patrolling the exterior and interior grounds. SROs should wear the regulation uniform of the employing PD/SO and operate a marked PD/SO vehicle while on duty unless otherwise authorized by the SRO's supervisor.

Additionally, SROs should assist school administrators in developing school crisis, emergency management, and medical emergency response plans. SROs should work with school administrators in problem-solving to prevent crime and promote safety in the school environment. SROs are expected to collaborate with school administrators and other school personnel to support positive school climates that focus on resolving conflicts and minimizing student involvement with the juvenile and criminal justice systems.

SROs serve multiple roles in schools. The roles are interrelated, but all are carried out with the aim to contribute to school safety and security and to promote positive and supportive school climates. The key roles of an SRO are:

#### **Law enforcement officer**

As a sworn law enforcement officer, the primary role of an SRO in a school is as a law enforcement officer. SROs assume primary responsibility for responding to requests for law enforcement assistance from school administrators and coordinating the response of other law enforcement resources to the school. SROs should work with school administrators in problem-solving to prevent crime and promote safety in the school environment. In all cases, the SRO's role as a law enforcement officer should take precedence over any other roles performed by the SRO.

### **Law-related educator**

As resources permit, SROs should strive to assist with presentations to school personnel on law-related topics such as law enforcement practices, changes in relevant laws, crime trends, crime prevention, school safety strategies, and crisis response procedures. SROs may also deliver law-related education to students using lessons/curricula approved in advance by the SD.

### **Role model and informal mentor**

Students often seek approval, direction, and guidance from adults in the school setting about various problems. Through formal and informal interaction with students, SROs serve as role models and informal mentors. SROs are expected to communicate clearly to students about acceptable and unacceptable behavior, set a positive example in handling stressful situations and resolving conflicts, show respect and consideration of others, and express high expectations for student behavior. Students who may need additional assistance shall be referred to a school-based resource.

## **IV. School Administrator Roles and Responsibilities**

Consistent with the Virginia Standards for Accrediting Public Schools in Virginia, [8 VAC 20-131-210\(A\)](#), “the principal is recognized as the instructional leader and manager of the school and is responsible for [f]ostering the success of all students by developing, advocating, and sustaining an academically rigorous, positive, and safe school climate for all stakeholders[.]” Additionally, pursuant to [8 VAC 20-131-260\(D\)](#), the school administration should ensure that the school has written procedures “to follow in emergencies such as fire, injury, illness, allergic reactions, and violent or threatening behavior” and “for responding to violent, disruptive, or illegal activities by students on school property or during a school sponsored activity[.]”

School administrators should review the MOU annually with SROs and establish school-specific operational and communications procedures to support the goals of the SLEP.

## **OPERATIONAL PROCEDURES**

### **I. Differentiating Disciplinary Misconduct from Criminal Offenses**

School administrators and personnel are responsible for school discipline. Although SROs are expected to be familiar with the school division code of student conduct, the rules of individual schools, and their application in day-to-day practice, SROs should not be involved with the enforcement of school rules or disciplinary infractions that are not violations of law.

Consequences of student misconduct should be effective, developmentally appropriate, and fair. Interventions and school sanctions should help students learn from their mistakes and address root causes of misconduct. School administrators should consider alternatives to suspensions and expulsions and law enforcement officials should consider alternatives to involvement with the juvenile and criminal justice systems for student violations of law.

### **II. Information Sharing**

The release and sharing of student records is governed by the Family Educational Rights and Privacy Act (FERPA), [20 U.S.C. § 1232g](#), and its implementing regulations, [34 C.F.R. Part 99](#), and §§ [22.1-287](#) and [22.1-287.1](#) of the *Code of Virginia*.

When appropriate, and to the extent allowable by law, the SD should notify SROs of any special needs of a student involved in a school-based infraction that is not routine discipline in order to assist the SRO in recognizing and accommodating behaviors that may be manifestations of a student's disability.

**Consent access.** An SRO or other law enforcement officer may have access to a student's educational records with written consent of the student's parent or legal guardian or of the student if the student is 18 years of age or older.

**SRO access.** For purposes of access to student records, SROs may be considered "school officials with a legitimate educational interest" in reviewing information from student educational records covered by FERPA, and may be provided student information as needed to carry out their duties related to the school environment, provided such SROs perform a function or service for which the school would otherwise use employees (e.g., maintaining the physical safety and security of the school) and comply with the use and re-disclosure requirements set forth in [34 C.F.R. § 99.33](#). SROs may have access to (i) information on students in their assigned schools that include directory information and additional items needed to carry out their duties, such as class schedules, as approved by the school administrator, and (ii) directory information for all students in the school division (however, unless they are school officials with a legitimate educational interest, they will not have access to student addresses, telephone numbers or email addresses unless another exception applies, given § [22.1-287.1](#) of the *Code of Virginia*). While, as noted above, SROs are always under the control of the PD/SO in carrying out their law enforcement duties, the PD/SO agree that SROs will respect the confidentiality of student education records as other school officials would, and are under the control of the SD when it comes to the handling of student education records. PD/SOs understand that unless a FERPA exception applies that would permit disclosure to law enforcement by any school official (e.g., in the context of a health or safety emergency or in response to a subpoena), SROs will not share protected student record information with the PD/SO.

**Health or Safety Emergency Exception.** Pursuant to [34 C.F.R. § 99.36](#), in the event of an articulable and significant threat to the health or safety of a student or other individuals, school officials may disclose any information from student records to appropriate parties, including law enforcement officials, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

**SRO disclosure of law enforcement records.** SROs may disclose law enforcement records created and maintained by the SRO for the purpose of maintaining the physical security and safety of the school or the enforcement of laws. Because law enforcement records are not student records, they are not subject to the disclosure requirements of FERPA.

### III. Investigation and Questioning

SROs have the authority to question students who may have information about criminal activity. As sworn law enforcement officers, SROs have authority to stop, question, interview, and take law enforcement action without prior authorization of the school administrator or contacting parents or legal guardians. However, the investigation and questioning of students during school hours or at school events should be limited to situations where the investigation is related to suspected criminal activity related to the operation of or occurring at the school. The investigation and questioning of students for offenses not related to the operation of or occurring at the school should take place at school only when delay might result in danger to any person, destruction of evidence, or flight from the jurisdiction by the person suspected of a crime.



The interviewing of students, whether as suspects, victims, or witnesses, should be conducted privately in an office setting. SROs shall take steps to ensure minimal intrusion into the educational experience of students being questioned in the school setting. Custodial interrogation of a minor must be conducted in accordance with [§ 16.1-247.1](#) of the *Code of Virginia*.

SROs are responsible for leading the investigation and questioning of students related to suspected violations of criminal law. SROs shall not be included in the investigation and questioning of students about student code of conduct violations that do not involve any criminal activity or risk of harm to self or others. School administrators are responsible for the investigation and questioning of students about violations of the code of conduct.

#### **IV. Searches**

All searches shall be conducted in accordance with federal and state laws and applicable SD and PD/SO policies and guidelines, including the principles embodied in this MOU.

**School administrator searches.** School personnel may conduct searches of a student's property and person under their jurisdiction in accordance with guidelines developed as contemplated by *Code of Virginia § 22.1-279.7*, and the advice of the school's legal counsel.

**SRO searches.** Any search initiated by an SRO or other law enforcement officer should be conducted in accordance with constitutional search and seizure requirements. All searches should occur outside the presence of students and school personnel, with the exception of school administrators, unless there is a clear and imminent threat to safety.

SROs should not become involved in administrative searches and at no time should SROs request that an administrative search be conducted for law enforcement purposes or have school personnel conduct a search as the SRO's agent.

#### **V. Arrests**

Whenever practical, the arrest of a student or school personnel should be accomplished outside of school hours in order to not disrupt the educational process or school setting. Arrests that must occur during school hours or on school grounds should be coordinated through the school administrator to minimize potential disruption. When circumstances do not allow for prior coordination through the school administrator, arrests should be reported to the school administrator as soon as possible. In addition to any required notification of parents and legal guardians by the SRO taking a student or employee into custody, school administrators or their designees should consider notifying parents and legal guardians upon a school-based arrest of the student.

#### **VI. Physical Restraint by School Personnel**

Physical restraint refers to restricting a student's ability to freely move his or her torso, arms, legs, or head. The term physical restraint does not include a physical escort, such as temporary touching of the arm or other body part for the purpose of inducing a student who is acting out to walk to a safe location.

Physical restraint by school personnel is used in accordance with the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia ([8VAC20-750](#)), and related local school board policies. Every effort should be made by school personnel to prevent the need for the use of restraint. Physical restraint should not be used except by school personnel trained in the use of physical restraint as required by the school division.

School personnel should act to de-escalate situations that are causing, or have the potential to cause, disruptions to the school environment and/or are violations of the student code of conduct where appropriate. If physical intervention is necessary, the action shall be reported promptly to the school administrator and the rationale for the action shall be fully documented.

## VII. Physical Intervention by School Resource Officers

An SRO should not be involved in the physical restraint of a student unless there is a clear and imminent threat to safety. As sworn law enforcement officers, SROs may intervene to de-escalate situations.

Physical intervention by SROs is undertaken in accordance with policies and operational procedures of the PD/SO and state law regarding physical intervention and use of force by a law enforcement officer. If an SRO is involved in the use of restraint or physical intervention, the action should be reported to the school administrator and the SRO's supervisor and the rationale for the action should be fully documented.

SROs should be aware of the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia ([8VAC20-750](#)) and related local school board policies and may attend training offered by the local school system on their use of seclusion and restraint by school personnel. However, SROs should continue to operate by the policies and operational procedures of the PD/SO and state law regarding physical intervention and use of force by a law enforcement officer.

Additionally, if the SRO physically intervenes with a student, the SD and PD/SO should coordinate to ensure that reasonable effort is made to inform the parents or legal guardians of such student on the same day as the occurrence of the physical intervention.

## KEY STATUTORY RESPONSIBILITIES

### I. Crime Reporting

§ [22.1-279:3:1](#) of the *Code of Virginia* (effective 7/1/2022) requires the reporting of certain acts to school authorities; reporting of certain acts by school authorities to parents; and reporting of certain acts by school authorities to law enforcement.

A. Reports shall be made to the division superintendent and to the principal or his designee on all incidents involving:

1. Alcohol, marijuana, a controlled substance, an imitation controlled substance, or an anabolic steroid on a school bus, on school property, or at a school-sponsored activity, including the theft or attempted theft of student prescription medications;
2. The assault and battery that results in bodily injury of any person on a school bus, on school property, or at a school-sponsored activity;
3. The sexual assault, death, shooting, stabbing, cutting, or wounding of any person, abduction of any person as described in § [18.2-47](#), or [18.2-48](#), or stalking of any person as described in § [18.2-60.3](#), on a school bus, on school property, or at a school-sponsored activity;
4. Any written threats against school personnel while on a school bus, on school property, or at a school-sponsored activity;
5. The illegal carrying of a firearm, as defined in § [22.1-277.07](#), onto school property;

6. Any illegal conduct involving firebombs, explosive materials or devices, or hoax explosive devices, as defined in § [18.2-85](#), or explosive or incendiary devices, as defined in § [18.2-433.1](#), or chemical bombs, as described in § [18.2-87.1](#), on a school bus, on school property, or at a school-sponsored activity;
7. Any threats or false threats to bomb, as described in § [18.2-83](#), made against school personnel or involving school property or school buses; or
8. The arrest of any student for an incident occurring on a school bus, on school property, or at a school-sponsored activity, including the charge therefor.

B. Except as may otherwise be required by federal law, regulation, or jurisprudence, each principal:

1. Shall immediately report to the local law-enforcement agency any incident described in subdivision A 1 that may constitute a felony offense;
2. Shall immediately report to the local law-enforcement agency any incident described in subdivisions A 3 through 7, except that a principal is not required to but may report to the local law-enforcement agency any incident described in subdivision A 4 committed by a student who has a disability;
3. May report to the local law-enforcement agency any other incident described in subsection A that is not required to be reported pursuant to subdivision 1 or 2; and
4. Shall immediately report any act enumerated in subdivisions A 1 through 5 that may constitute a criminal offense to the parents of any minor student who is the specific object of such act. Further, the principal shall report whether the incident has been reported to local law enforcement pursuant to this subsection and, if the incident has been so reported, that the parents may contact local law enforcement for further information, if they so desire.

Pursuant to §§ [16.1-260\(G\)](#) and [19.2-83.1\(B\)](#), law enforcement agencies and/or intake officers are required to notify the division superintendent if a student is arrested for certain offenses or subject to a petition alleging that the student committed certain offenses. Division superintendents who receive such reports are required to report the information to the principal of the school in which the student is enrolled.

As a general practice, SROs should notify the principal as soon as practical of any significant law enforcement events occurring at or in association with the school (e.g., at a school bus stop or off-campus activity, during or outside school hours). No SRO or school administrator will be required to file delinquency charges in response to any such activity.

## II. Threat Assessment

Threat assessments will be conducted in accordance with local school board policies adopted as required by *Virginia Code* § [22.1-79.4](#) and, in general, consistent with model procedures and guidelines published by the DCJS Virginia Center for School and Campus Safety and other appropriate practices.

Pursuant to § [22.1-79.4](#) each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school

administration, and law enforcement and (effective 7/1/2022), in the case of any school in which a school resource officer is employed, at least one such school resource officer. SROs serving as members of threat assessment teams (including as school officials with a legitimate education interest, as defined by FERPA and as discussed above) may assist in the monitoring of subject students as well as determining the need, if any, for law enforcement action.

### III. School Safety Audits


School safety audits will be conducted annually as required by *Virginia Code* § [22.1-279.8](#) to assess school safety conditions in schools. SROs, in collaboration with school administrators, will conduct school inspection walk-throughs using a standardized checklist developed by the Center for School and Campus Safety. SROs and the PD/SO should collaborate in other school safety audit mandates set forth in *Virginia Code* § [22.1-279.8](#), including school crisis, emergency management, and medical emergency response planning and preparation, and (effective 7/1/2022) as part of each such audit, the school board shall create a detailed and accurate floor plan for each public school building in the local school division or shall certify that the existing floor plan for each such school is sufficiently detailed and accurate.


### REVIEW OF MOU

Effective July 1, 2020, per an amendment to *Virginia Code* § [22.1-280.2:3](#) "school boards and local law enforcement agencies shall review and amend or affirm memorandums of understanding at least once every two years, or at any time upon the request of either party". Further, "each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input and discussion during each memorandum of understanding review period."

Quarterly meetings should be conducted throughout the year between the SD point of contract and PD/SO point of contact to support successful implementation of the partnership. This MOU remains in force until such time as either party withdraws from the agreement by delivering a written notification of such withdrawal to the other party at least 45 days prior to the date of withdrawal.

Signed:

  
\_\_\_\_\_  
Sheriff  
7-8-22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Superintendent of Schools  
9/8/2022  
\_\_\_\_\_  
Date

## Appendix A

### Graduated Intervention and Responses, Additional Resources

In developing the School–Law Enforcement Partnership MOU, the School Division and Law Enforcement Agency are encouraged to develop alternative responses and educational programming for school-based misconduct in order to divert youth from unnecessary involvement with the juvenile justice systems.

In addition to the *Virginia School-Law Enforcement Partnership Guide and Program Standards*, the below resources may be helpful in developing your SRO program best practices.

#### ***Guiding Principles for School Resource Officer Programs (March 2022)***

Office of Community Oriented Policing Services, U.S. Department of Justice

[https://cops.usdoj.gov/pdf/2022ProgramDocs/chp/SRO\\_Guiding\\_Principles.pdf](https://cops.usdoj.gov/pdf/2022ProgramDocs/chp/SRO_Guiding_Principles.pdf)

#### ***NASRO School Resource Officer Program Recommendations (July 2021)***

National Association of School Resource Officers

[https://www.nasro.org/clientuploads/resources/91667\\_NASRO\\_Best\\_Practices\\_FINAL.pdf](https://www.nasro.org/clientuploads/resources/91667_NASRO_Best_Practices_FINAL.pdf)

#### ***SECURE - Safe, School-based Enforcement through Collaboration, Understanding and Respect Rubrics (2016)***

U.S. Department of Education and U.S. Department of Justice

[https://cops.usdoj.gov/pdf/sro/SRO\\_State\\_and\\_Local\\_Policy.pdf](https://cops.usdoj.gov/pdf/sro/SRO_State_and_Local_Policy.pdf)

#### ***School Resource Officer Memorandum of Understanding: Fact Sheet (Nov. 2021)***

U.S. Department of Justice, COPS Office

[https://cops.usdoj.gov/pdf/2021AwardDocs/chp/SRO\\_MOU.pdf](https://cops.usdoj.gov/pdf/2021AwardDocs/chp/SRO_MOU.pdf)



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

May 31, 2023

Lonzo Lester  
County Administrator  
137 Highlands Drive Suite A  
Lebanon, Virginia 24266

RE: 507934-FY24 SRO: SRO Incentive Grant Program

Dear Lonzo Lester:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is 24-422-A and was approved for a total award of \$222,208, funded through Award Number 2024-FREE-GRANT. The project period is 7/01/2023 through 06/30/2024.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements>.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at [Michelle.Miles@dcjs.virginia.gov](mailto:Michelle.Miles@dcjs.virginia.gov) or via email at 804-225-1846.

Sincerely,

Jackson Miller

**STATEMENT OF GRANT AWARD (SOGA)**

Virginia Department of Criminal Justice Services

1100 Bank Street, 12<sup>th</sup> Floor

Richmond, Virginia 23219

**507934-FY24 SRO: SRO Incentive Grant Program**

Subgrantee: Russell  
DCJS Grant Number: 24-422-A  
Grant Start Date: 07/01/2023  
Grant End Date: 06/30/2024

Indirect Cost Rate: \_\_\_\_\_% \*If applicable

Federal Funds:  
State Special Funds: \$170,456  
Local Match: \$51,752 ✓  
  
Total Budget: \$222,208

Project Director	Project Administrator	Finance Officer
Steven Dye Sheriff 79 Rogers Avenue Lebanon, Virginia 24266 276-889-8033 sheriff@russellcountyva.us	Lonzo Lester County Administrator 137 Highlands Drive Suite A Lebanon, Virginia 24266 276-889-8000 lonzo.lester@russellcountyva.us	Alicia McGlothlin Treasurer 137 Highlands Drive Lebanon, Virginia 24266 276-889-8028 retreas@bvu.net

**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature:

  
\_\_\_\_\_  
Authorized Official (Project Administrator)

Title:

  
\_\_\_\_\_  
County Administrator

Date:

  
\_\_\_\_\_  
4/5/2023

# 508434 - Russell County SRO- FY24

## Application Details

Funding Opportunity: 507934-FY24 SRO- SRO Incentive Grant Program  
Funding Opportunity Due Date: Mar 10, 2023 5:02 PM  
Program Area: School Resource Officers  
Status: Editing  
Stage: Final Application

Initial Submit Date:  
Initially Submitted By:  
Last Submit Date:  
Last Submitted By:

## Contact Information

### Primary Contact Information

Name\*: Mr. Anthony Bums Reynolds Suffix  
Salutation First Name Middle Name Last Name  
Title\*: Administrative Assistant  
Email\*: anthony.reynolds@russellcountyva.us  
Address\*: 79 Rogers Avenue

Lebanon Virginia 24266 Zip +4  
City State/Province Postal Code/Zip  
Phone\*: 276-889-8287 Ext.  
Phone  
###-###-####  
Fax: 276-889-8203  
###-###-####

### Organization Information

Federal ID Number\*: 546001589  
Organization Name\*: Russell  
Organization Type\*: County Government  
Unique Entity Identifier (UEI): WMRHA68SMK19  
SAM Validation: Yes  
SAM Expiration Date: 2023-11-10  
SAM Type:  
Restricted Expiration Date:  
Organization Website: For example: <http://www.dcjs.virginia.gov>



**Address\*:** Russell/Dickenson Counties  
P. O. Box 121  
Lebanon Virginia 24266 Zip +4  
City State/Province Postal Code/Zip

**Phone\*:** (540) 889-8030 Ext.  
###-###-####

**Fax:** ###-###-####

**Faith Based Organization\*:** No

**FIPS Code (Only Required for Local Government):** 167-Russell

## Face Sheet

### Face Sheet

Select the congressional district(s) that will benefit from the program.

**Congressional District(s)\*:** 9th  
Choose all that apply.

**Best Practice?:** For JJD programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

**Jurisdiction(s) Served\*:** RUSSELL CO  
Choose all that apply.

**Program Title:** LMS, CCES, RCAC

Click [here](#) to see if you are certified.

**Certified Crime Prevention Community?\*** No

**Type of Application\*:** New  
Check the box(s) that best describes the applicant service area.

**Community Setting\*:** Rural

In this space, provide a short description of the project.

### Brief Project Overview\*:

Russell County Sheriff's Office is requesting funding for three (3) SRO positions at three (3) separate schools, one (1) at Lebanon Middle School, one (1) at Copper Creek Elementary School, and one (1) at Russell County Alternative Center. A few of the many tasks that SRO's will perform include patrolling school grounds, interacting with students/parents, and serving as informal role models. To monitor school campus for potential problems or endangerment risk to the students. To assist in the teaching and to be an appropriate mentor and role model on the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping, to combat these issues.

### Project Director

**Name:** Prefix Steven L Dye Suffix  
First Name Middle Name Last Name

**Title\*:** Sheriff

**Address\*:** 79 Rogers Ave  
Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:** 276-889-8033

**Fax Number:** 276-889-8203

**Email Address\*:** [sheriff@russellcountyva.us](mailto:sheriff@russellcountyva.us)

Is the mailing address the same as the physical address?

**Mailing Address\*:**

Yes

**Mailing Address:**

Address Line 2

City Virginia 0 +4  
State Zip Code

**Project Administrator**

**Name:**

Prefix Lonzo Middle Name Lester Suffix  
First Name Last Name

**Title\*:**

County Administrator

**Address\*:**

137 Highlands Dr. Suite A

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:**

276-889-8000

**Fax Number:**

276-889-8011

**Email Address\*:**

lonzo.lester@russellcountyva.us

Is the mailing address the same as the physical address?

**Mailing Address\*:**

No

**Mailing Address:**

P.O. Box 1208

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Finance Officer**

**Name:**

Prefix Alicia Middle Name McGlothlin Suffix  
First Name Last Name

**Title\*:**

Treasurer

**Address\*:**

137 Highlands Dr.

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Phone Number\*:**

276-889-8028

**Fax Number:**

276-889-8070

**Email Address\*:**

rctreas@bwu.net

Is the mailing address the same as the physical address?

**Mailing Address\*:**

No

**Mailing Address:**

P.O. Box 121

Address Line 2

Lebanon Virginia 24266 +4  
City State Zip Code

**Budget**

**Budget**

Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program
Personnel	\$0.00	\$0.00	\$170,456.43	\$51,752.46	\$0.00	\$222,208.89
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subsistence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Total</i>	\$0.00	\$0.00	\$170,456.43	\$51,752.46	\$0.00	\$222,208.89

**Match Percentage**

Match Percentage: 23.29%

**Funds From Other Sources**

Source	Amount
No Data for Table	

**Priority Areas**

**SRO Program Information**

How many SROs are in the agency's program?

**Number of SROs\*:** 9.00

How many of the SROs in your program are currently funded by DCJS grants?

**DCJS Funded\*:** 3.00

Is this application for the continuation of a grant funded SRO position(s) whose 4-year grant cycle ended?

**Continuation Funding\*:** No

**School Information**

School Name	Type of School	Grade Levels	Number of assigned SROs
Lebanon High School	High	8 - 12	1.00
Lebanon Elementary School	Elementary	2 - 4	1.00
Lebanon Primary School	Elementary	PreK - 1	1.00
Castlewood Elementary School	Elem/Middle	2 - 7	1.00
Honaker Elementary School	Elem/Middle	PreK - 7	1.00
Honaker High School	High	8 - 12	1.00
Swords Creek Elementary	Elementary	PreK - 7	1.00
Belfast Elementary	Elementary	PreK - 5	1.00
Russell County Career & Technology Center	High	8 - 12	1.00

**DCJS Funded SRO(s)**

First Name	Last Name	Grant Number
Jesse	Fields	501769
Chris	Kiser	501769
Crystal	Stanley	501769

**Project Targets**

**Law Enforcement Activities**

<b>Crime Prevention Type</b>	<b>Target: number of times performed</b>
School safety/security assessment	6
Apply CPTED principles	400
Review of school policies/procedures	3
Student crime prevention project	3
Crisis planning/management	3
School patrol/security checks	540
Drills	18
Traffic control/pick up/drop off monitoring	540

**Law Related Educator**

<b>Audience Type</b>	<b>Target: number of presentations</b>
Students	6
Faculty/staff	6
Parents/community members	3

**Informal Mentor**

<b>Activity</b>	<b>Target: number of times performed</b>
Classroom visits (engaging in classroom activities not including instruction)	300
Tutoring	0
Reading to students	3
Home visits	20
Meal delivery	0
Student/SRO lunch programs	0
Police/school sponsored clubs/activities/groups	0
Police sponsored athletic activities	0
Meet & greet with students	18
In school career fair	0
Informal counseling/guidance	200
Other mentoring activities not listed above (grant funded)	0

**Personnel and Employee Fringe Benefits**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Is Personnel being requested? Yes

**Personnel**

Employee Name	Position Title	Date of DCJS certification in the category of law enforcement	Assigned School Name	Type of School	Position	Total Hours Per Week (if applicable)	Total Per Year	Total Annual Salary (grant- Total Salary other sources)	Total Requested on the Grant	Percent being requested	Number of Grant-Funded Hours per year	New Position?	Federal Funds	State Funds	Special Funds	
TBD-1	School Resource Officer	11/30/0002	Lebanon Middle School	Middle	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	Yes	\$0.00	\$0.00	\$34,473.47	\$10
TBD-2	School Resource Officer	11/30/0002	Copper Creek Elementary School	Elementary	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	Yes	\$0.00	\$0.00	\$34,473.47	\$10
TBD-3	School Resource Officer	11/30/0002	Russell County Alternative Center	Alternative	Full Time	40	2080	\$44,940.00	\$34,473.47	76.71%	1596	Yes	\$0.00	\$0.00	\$34,473.47	\$10
						120	6240	\$134,820.00	\$103,420.41		4788		\$0.00	\$0.00	\$103,420.41	\$31

**Employee Fringe Benefits**

Employee Name	Group FICA	Retirement	Health Life Insurance	Workers? Comp	Unemployment	Disability	Other	Requested Employee Fringe Benefits Total	Fringe Other, Please Describe	Federal State Funds	Special Funds	Cash Match	In-Kind Match	Employer Fringe Benefits Total		
TBD-1	\$3,213.00	\$6,325.20	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.63	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.63	
TBD-2	\$3,213.00	\$6,325.20	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.63	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.63	
TBD-3	\$3,213.00	\$6,325.20	\$226.80	\$18,512.52	\$134.80	\$0.00	\$717.31	\$0.00	\$29,129.63	\$0.00	\$0.00	\$22,345.34	\$6,784.29	\$0.00	\$29,129.63	
		\$9,639.00	\$18,975.60	\$680.40	\$55,537.56	\$404.40	\$0.00	\$2,151.93	\$0.00	\$87,388.89	\$0.00	\$0.00	\$67,036.02	\$20,352.87	\$0.00	\$87,388.89

**Position and Justification**

Employee Name	Description of Position	Justification for Position
TBD-2	This School Resource Officer (SRO) will be assigned to Copper Creek Elementary School (CCES) located at 23894 US Highway 58 in Castlewood. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community-oriented justice and address concerns of juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls for potential problems or endangerment risks to the students. The SRO will respond to request for assistance from school administration, monitor parking area and bus loading and unloading areas. To develop and maintain a positive rapport with school administration, counselors, teachers, and students. To assist and be a mentor in the teaching of the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping.	The Copper Creek Elementary School (CCES) hosts grades PreK - 1 with one hundred twenty-two (122) students, twenty (20) special education students, and twenty-four (24) faculty members. Due to the rural location of CCES and its distance from the Russell County Sheriffs Office Headquarters, twelve (12) miles and eighteen (18) minutes, the presence of a School Resource Officer (SRO) is essential in promoting a safe and secure learning environment for students and staff. The SRO will have a minimum of two (2) years of Virginia Department of Criminal Justice Services (DCJS) certified law enforcement experience. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (7%) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (7%) pay increase, if funds are available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.

TBD-1	<p>This School Resource Officer (SRO) will be assigned to Lebanon Middle School (LMS) located at 53 George Ben Whited Dr. in the Town of Lebanon. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community-oriented justice and address concerns of juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls for potential problems or endangerment risks to the students. The SRO will respond to request for assistance from the school administration, monitor parking area and bus loading and unloading areas. To develop and maintain a positive rapport with school administration, counselors, teachers, and students. To assist and be a mentor in the teaching of the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping.</p>	<p>The Lebanon Middle School (LMS) hosts grades 5-7 with two hundred ninety-four (294) students, forty-six (46) special education students, and forty-nine (49) faculty members. With the rapid increase in vaping incidents in Russell County, especially among middle school aged students, it is imperative that Lebanon Middle School receives an SRO not only as a safety measure for the students and faculty but as a preventative role model and mentor to the students of the school. LMS is a complex school being center hub for the Town of Lebanon with many events being hosted on the front lawn of the LMS campus. LMS hosts the Lebanon Football Field and is the only Middle/Elementary school in Lebanon with an auditorium/stage in which many school events are held. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (7%) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (7%) pay increase, if funds are available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.</p>
TBD-3	<p>This School Resource Officer (SRO) will be assigned to the Russell County Alternative Center (RCAC) located at 1315 E Main Street in Town of Lebanon. The main objective of the SRO will be to promote school safety and reduce juvenile violence. The SRO will share knowledge and resources educating students, faculty, and parents about the value of community-oriented justice and address concerns of juvenile violence. Some of the job responsibilities include patrolling school grounds and school halls for potential problems or endangerment risks to the students. the SRO will respond to request for assistance from school administration, monitor parking area and bus loading and unloading areas. To develop and maintain a positive rapport with school administration, counselors, teachers, and students. To assist and be a mentor in the teaching of the physical, mental, and social effects of narcotics, alcohol, tobacco, and vaping.</p>	<p>The Russell County Alternative Center (RCAC) hosts students from all Russell County Schools grades 5-12 with enrolment fluctuating monthly, current enrolment is thirty-five (35) students, sixteen (16) special education students, and fourteen (14) faculty members. RCAC provides an alternate setting for students who are experiencing problems at their local schools and may be considered "at-risk". With the most common "at-risk" students suffering from behavioral issues it is imperative that RCAC receives funding for an SRO not only for promoting a safe and secure learning environment for students and staff but also for the guidance and mentorship that an SRO provides. The SRO will have a minimum of two (2) years (DCJS) certified law enforcement. The current starting salary for an SRO in Russell County is \$42,000.00. With a seven percent (7%) pay increase passing State Legislature the Russell County Board of Supervisors along with the Russell County School Board has approved a seven percent (7%) pay increase, if funds are available, that will take effect on July 1, 2023 increasing the SRO starting pay to \$44,940.00. With this request for additional funding the Russell County Sheriffs Office and Russell County Public Schools feel an urgent need to enhance and enlarge Russell County's SRO Division. FEDERAL FUNDS WILL NOT BE USED TO REPLACE STATE OR LOCAL FUNDS THAT WOULD, IN THE ABSENCE OF SUCH FEDERAL AID, BE MADE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE.</p>

**Personnel and Employee Fringe Benefits Totals**

**DCJS FUNDS**

Federal Funds:	\$0.00
State Funds:	\$0.00
Special Funds:	\$170,456.43

**Match Funds**

Cash Match:	\$51,752.46
In-Kind Match:	\$0.00

**Personnel/Fringe Total**

TOTAL:	\$222,208.89
--------	--------------

**Travel**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Is Travel being requested?\*: No

**Local Mileage**

Number of Miles	Mileage Rate	Total Local Mileage	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Local Mileage Total
No Data for Table								

**Non-Local Mileage**

Number of Miles	Mileage Rate	Total	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Non-Local Mileage Total
No Data for Table								

**Mileage Description and Justification**

Type	Description of Mileage	Justification for Mileage
No Data for Table		

**Travel Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$0.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
 In-Kind Match: \$0.00

**Travel Total**

TOTAL: \$0.00

**Subsistence/Other Travel Costs**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Are Subsistence/Other Travel Costs being requested?\*: No

**Subsistence**

Event Title	Number of People Attending	Number of Nights	Lodging Rate Total	Number of Days	Per Diem Rate Total	Total Subsistence	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Subsistence Total
No Data for Table												

**Subsistence Description and Justification**

Event	Description of Costs	Justification for Costs
No Data for Table		

**Other Travel Costs**

Event Title	Number of People Attending	Number of Airfare Tickets	Airfare Rate	Total Airfare	Other Travel Costs	Total Cost for Air and Other Fares	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Other Travel Costs Total
No Data for Table												

**Other Travel Costs Description and Justification**

Event	Description of Other Costs	Justification for Other Costs
No Data for Table		

**Subsistence/Other Travel Costs Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$0.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
 In-Kind Match: \$0.00

**Subsistence/Other Travel Costs Total**

TOTAL: \$0.00

**Equipment**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Is Equipment being requested?\*** No

**Equipment**

Equipment Item	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Equipment Total
No Data for Table									

**Equipment Description and Justification**

Equipment Item	Description of Equipment	Justification for Equipment
No Data for Table		

**Additional Documentation**

Description	File Name	Type	Size	Upload Date
No files attached.				

**Equipment Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$0.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
 In-Kind Match: \$0.00



## Equipment Total

TOTAL: \$0.00

## Supplies & Other Expenses

### Requested

If this is not requested, please indicate that here and then mark this form as complete.

Are Supplies & Other Expenses being requested?\*: No

### Supplies & Other Expenses

Supply/Item Requested	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Supplies & Other Expenses Total
No Data for Table									

### Supply/Item Requested Description and Justification

Supply/Item	Description of Supply/Item	Justification for Supply/Item
No Data for Table		

### Supplies & Other Expenses Totals

## DCJS FUNDS

Federal Funds: \$0.00

State Funds: \$0.00

Special Funds: \$0.00

## Match Funds

Cash Match: \$0.00

In-Kind Match: \$0.00

## Supplies & Other Expenses Total

TOTAL: \$0.00

## Attachments

### Attachments Required?

Are additional attachments required by the funding opportunity?\*: Yes

### Attachments

Description	File Name	Type	Size	Upload Date
School Resource Officer Memorandum of Understanding	<a href="#">22-24 SRO MOU.pdf</a>	pdf	5 MB	03/02/2023 11:47 AM

## Non-Supplantation

### Non-Supplantation

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal, state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.

**Certification\*:**

**Project Administrator\*:**

Lonzo Lester  
First Name Last Name  
County Administrator 03/08/2023  
Title Date



**Authority Certification**

**Authority Certification**

**Authorized Individual\*:**

Lonzo Lester  
First Name Last Name  
County Administrator 03/08/2023  
Title Date



**VIRGINIA MODEL**  
**MEMORANDUM OF UNDERSTANDING**  
between  
The Russell County Public Schools  
and  
The Russell County Sheriff's Office

**AUTHORITY**

§ 22.1-280.2:3. School boards; local law enforcement agencies; memorandums of understanding.

*"The school board in each school division in which the local law enforcement agency employs school resource officers, as defined in § 9.1-101, shall enter into a memorandum of understanding with such local law enforcement agency that sets forth the powers and duties of such school resource officers. The provisions of such memorandum of understanding shall be based on the model memorandum of understanding developed by the Virginia Center for School and Campus Safety pursuant to subdivision A 12 of § 9.1-184, which may be modified by the parties in accordance with their particular needs.*

*Each such school board and local law enforcement agency shall review and amend or affirm such memorandum at least once every two years or at any time upon the request of either party. Each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input during each memorandum of understanding review period."*

**PURPOSE**

The [School Board/School Division (SD)] and [Police Department/Sheriff's Office (PD/SO)] hereby enter into this Memorandum of Understanding (MOU) setting forth the respective roles and responsibilities of both parties regarding the use of school resource officers (SROs). The purpose of this MOU is to establish a mutually beneficial partnership (School-Law Enforcement Partnership (S-LEP)) that both schools and law enforcement can work within to achieve shared goals. The purpose of the S-LEP is to foster relations of mutual respect and understanding in order to build a positive and safe school environment and to facilitate effective, timely communication and coordination of efforts for both the SD and the PD/SO.

This MOU is intended only to outline expectations between the SD and the PD/SO. It is not intended to create contractual or equitable obligations on the part of the SD or the PD/SO toward particular students, parents, SD or PD/SO employees, or any other third parties.

The parties agree the vast majority of student misconduct can be best addressed through classroom and in-school strategies. The parties acknowledge that students are generally less mature and responsible than adults; they often lack the experience, perspective, and judgment to recognize and avoid choices that could be detrimental to them; and they are more susceptible to outside pressures than adults.

For further details regarding the S-LEP, please see the *School-Law Enforcement Partnership Guide* and the *S-LEP Standards and Leadership Tools* available on the DCJS website.

## GOALS

The primary goals of the S-LEP and this model MOU are to (i) promote positive and supportive school climates and (ii) create and maintain safe and secure school environments.

To promote positive and supportive school climates, the SD and PD/SO will collaborate to increase law-related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students.

To create and maintain safe and secure school environments, the SD and PD/SO will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems.

## EVALUATION OF THE SCHOOL–LAW ENFORCEMENT PARTNERSHIP

The SD and the PD/SO should jointly develop measurable objectives of the S-LEP using school discipline, crime, and violence data, school climate survey data, and any other data deemed to be relevant. The SD and the PD/SO will review progress toward achieving such objectives at least annually and the results of the progress review will be made available to the public. For guidance related to evaluation of the S-LEP, see the *S-LEP Evaluation Toolkit*.

## ROLES AND RESPONSIBILITIES

### I. Police Department/Sheriff's Office Responsibilities

The PD/SO will designate a direct point of contact between the PD/SO and the SD. The PD/SO point of contact will address any operational and administrative issues and will serve as a consultant for school safety and security issues including assessments and critical incident response planning. The PD/SO point of contact will maintain a working knowledge of school rules, regulations, and laws regarding student safety and conduct. The PD/SO point of contact will establish and maintain effective relationships with school personnel at the division and school levels.

The PD/SO will be responsible for the selection, assignment, scheduling, training, supervision, and evaluation of SROs. In their performance of law enforcement functions, the SRO will remain at all times under the control, through the chain of command, of the PD/SO. The PD/SO will ensure the SRO meets the training standards for SROs established by the Virginia Department of Criminal Justice Services (DCJS) pursuant to *Virginia Code* §§ [9.1-101](#)(54) and [9.1-114.1](#).

The PD/SO will take into consideration the views of the SD and the identified needs and conditions of the schools when (i) developing and implementing law enforcement policies and practices that may affect schools, and (ii) selecting, assigning, scheduling, training, supervising, and evaluating SROs.

### II. School Division Responsibilities

The SD will designate a primary division-level point of contact between the SD and the PD/SO. The SD point of contact will implement the S-LEP and maintain ongoing communications with PD/SO officials.

School administrators will be responsible for facilitating effective communication between the SRO and school personnel and for supporting the goals of the S-LEP.

Each school with an assigned SRO should provide work area(s) for the SRO that allow access to technologies, private interviewing of multiple persons, and locking storage space for securing physical evidence.

The SD will handle discipline within the school disciplinary process without involving SROs. The SD policies, administrative guidance, training, and ongoing oversight should clearly communicate that school personnel is responsible for school discipline and that law enforcement is not to be involved with disciplinary action, except as may be requested by the SD (e.g., if factual information gathered or observations by the SRO are relevant to a disciplinary matter). The SD is responsible for communicating the goals and role of the SRO to all school administration, personnel, and students.

The SD should ensure that school administrators meet the training requirements set forth in *Virginia Code § 22.1-279.8(E)*.

### III. SRO Roles and Responsibilities

SROs should be considered active members of their assigned schools. The SRO facilitates the effective delivery of law enforcement services and assists with matters related to safety, security, and the exchange of information between the SD and the PD/SO.

Unless there is a clear and imminent threat to safety, requests from school personnel for SRO or other law enforcement assistance are to be made to a school administrator, and such administrator should, if appropriate, request assistance from the SRO.

To the extent possible, SROs' duty schedules should be organized to provide coverage throughout the school day. SROs provide a visible deterrent to crime and shall be visible patrolling the exterior and interior grounds. SROs should wear the regulation uniform of the employing PD/SO and operate a marked PD/SO vehicle while on duty unless otherwise authorized by the SRO's supervisor.

Additionally, SROs should assist school administrators in developing school crisis, emergency management, and medical emergency response plans. SROs should work with school administrators in problem-solving to prevent crime and promote safety in the school environment. SROs are expected to collaborate with school administrators and other school personnel to support positive school climates that focus on resolving conflicts and minimizing student involvement with the juvenile and criminal justice systems.

SROs serve multiple roles in schools. The roles are interrelated, but all are carried out with the aim to contribute to school safety and security and to promote positive and supportive school climates. The key roles of an SRO are:

#### **Law enforcement officer**

As a sworn law enforcement officer, the primary role of an SRO in a school is as a law enforcement officer. SROs assume primary responsibility for responding to requests for law enforcement assistance from school administrators and coordinating the response of other law enforcement resources to the school. SROs should work with school administrators in problem-solving to prevent crime and promote safety in the school environment. In all cases, the SRO's role as a law enforcement officer should take precedence over any other roles performed by the SRO.

### **Law-related educator**

As resources permit, SROs should strive to assist with presentations to school personnel on law-related topics such as law enforcement practices, changes in relevant laws, crime trends, crime prevention, school safety strategies, and crisis response procedures. SROs may also deliver law-related education to students using lessons/curricula approved in advance by the SD.

### **Role model and informal mentor**

Students often seek approval, direction, and guidance from adults in the school setting about various problems. Through formal and informal interaction with students, SROs serve as role models and informal mentors. SROs are expected to communicate clearly to students about acceptable and unacceptable behavior, set a positive example in handling stressful situations and resolving conflicts, show respect and consideration of others, and express high expectations for student behavior. Students who may need additional assistance shall be referred to a school-based resource.

## **IV. School Administrator Roles and Responsibilities**

Consistent with the Virginia Standards for Accrediting Public Schools in Virginia, [8 VAC 20-131-210\(A\)](#), “the principal is recognized as the instructional leader and manager of the school and is responsible for [f]ostering the success of all students by developing, advocating, and sustaining an academically rigorous, positive, and safe school climate for all stakeholders[.]” Additionally, pursuant to [8 VAC 20-131-260\(D\)](#), the school administration should ensure that the school has written procedures “to follow in emergencies such as fire, injury, illness, allergic reactions, and violent or threatening behavior” and “for responding to violent, disruptive, or illegal activities by students on school property or during a school sponsored activity[.]”

School administrators should review the MOU annually with SROs and establish school-specific operational and communications procedures to support the goals of the SLEP.

## **OPERATIONAL PROCEDURES**

### **I. Differentiating Disciplinary Misconduct from Criminal Offenses**

School administrators and personnel are responsible for school discipline. Although SROs are expected to be familiar with the school division code of student conduct, the rules of individual schools, and their application in day-to-day practice, SROs should not be involved with the enforcement of school rules or disciplinary infractions that are not violations of law.

Consequences of student misconduct should be effective, developmentally appropriate, and fair. Interventions and school sanctions should help students learn from their mistakes and address root causes of misconduct. School administrators should consider alternatives to suspensions and expulsions and law enforcement officials should consider alternatives to involvement with the juvenile and criminal justice systems for student violations of law.

### **II. Information Sharing**

The release and sharing of student records is governed by the Family Educational Rights and Privacy Act (FERPA), [20 U.S.C. § 1232g](#), and its implementing regulations, [34 C.F.R. Part 99](#), and §§ [22.1-287](#) and [22.1-287.1](#) of the *Code of Virginia*.

When appropriate, and to the extent allowable by law, the SD should notify SROs of any special needs of a student involved in a school-based infraction that is not routine discipline in order to assist the SRO in recognizing and accommodating behaviors that may be manifestations of a student's disability.

**Consent access.** An SRO or other law enforcement officer may have access to a student's educational records with written consent of the student's parent or legal guardian or of the student if the student is 18 years or age or older.

**SRO access.** For purposes of access to student records, SROs may be considered "school officials with a legitimate educational interest" in reviewing information from student educational records covered by FERPA, and may be provided student information as needed to carry out their duties related to the school environment, provided such SROs perform a function or service for which the school would otherwise use employees (e.g., maintaining the physical safety and security of the school) and comply with the use and re-disclosure requirements set forth in [34 C.F.R. § 99.33](#). SROs may have access to (i) information on students in their assigned schools that include directory information and additional items needed to carry out their duties, such as class schedules, as approved by the school administrator, and (ii) directory information for all students in the school division (however, unless they are school officials with a legitimate educational interest, they will not have access to student addresses, telephone numbers or email addresses unless another exception applies, given § [22.1-287.1](#) of the *Code of Virginia*). While, as noted above, SROs are always under the control of the PD/SO in carrying out their law enforcement duties, the PD/SO agree that SROs will respect the confidentiality of student education records as other school officials would, and are under the control of the SD when it comes to the handling of student education records. PD/SOs understand that unless a FERPA exception applies that would permit disclosure to law enforcement by any school official (e.g., in the context of a health or safety emergency or in response to a subpoena), SROs will not share protected student record information with the PD/SO.

**Health or Safety Emergency Exception.** Pursuant to [34 C.F.R. § 99.36](#), in the event of an articulable and significant threat to the health or safety of a student or other individuals, school officials may disclose any information from student records to appropriate parties, including law enforcement officials, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

**SRO disclosure of law enforcement records.** SROs may disclose law enforcement records created and maintained by the SRO for the purpose of maintaining the physical security and safety of the school or the enforcement of laws. Because law enforcement records are not student records, they are not subject to the disclosure requirements of FERPA.

### III. Investigation and Questioning

SROs have the authority to question students who may have information about criminal activity. As sworn law enforcement officers, SROs have authority to stop, question, interview, and take law enforcement action without prior authorization of the school administrator or contacting parents or legal guardians. However, the investigation and questioning of students during school hours or at school events should be limited to situations where the investigation is related to suspected criminal activity related to the operation of or occurring at the school. The investigation and questioning of students for offenses not related to the operation of or occurring at the school should take place at school only when delay might result in danger to any person, destruction of evidence, or flight from the jurisdiction by the person suspected of a crime.

The interviewing of students, whether as suspects, victims, or witnesses, should be conducted privately in an office setting. SROs shall take steps to ensure minimal intrusion into the educational experience of students being questioned in the school setting. Custodial interrogation of a minor must be conducted in accordance with [§ 16.1-247.1](#) of the *Code of Virginia*.

SROs are responsible for leading the investigation and questioning of students related to suspected violations of criminal law. SROs shall not be included in the investigation and questioning of students about student code of conduct violations that do not involve any criminal activity or risk of harm to self or others. School administrators are responsible for the investigation and questioning of students about violations of the code of conduct.

#### **IV. Searches**

All searches shall be conducted in accordance with federal and state laws and applicable SD and PD/SO policies and guidelines, including the principles embodied in this MOU.

**School administrator searches.** School personnel may conduct searches of a student's property and person under their jurisdiction in accordance with guidelines developed as contemplated by *Code of Virginia* [§ 22.1-279.7](#), and the advice of the school's legal counsel.

**SRO searches.** Any search initiated by an SRO or other law enforcement officer should be conducted in accordance with constitutional search and seizure requirements. All searches should occur outside the presence of students and school personnel, with the exception of school administrators, unless there is a clear and imminent threat to safety.

SROs should not become involved in administrative searches and at no time should SROs request that an administrative search be conducted for law enforcement purposes or have school personnel conduct a search as the SRO's agent.

#### **V. Arrests**

Whenever practical, the arrest of a student or school personnel should be accomplished outside of school hours in order to not disrupt the educational process or school setting. Arrests that must occur during school hours or on school grounds should be coordinated through the school administrator to minimize potential disruption. When circumstances do not allow for prior coordination through the school administrator, arrests should be reported to the school administrator as soon as possible. In addition to any required notification of parents and legal guardians by the SRO taking a student or employee into custody, school administrators or their designees should consider notifying parents and legal guardians upon a school-based arrest of the student.

#### **VI. Physical Restraint by School Personnel**

Physical restraint refers to restricting a student's ability to freely move his or her torso, arms, legs, or head. The term physical restraint does not include a physical escort, such as temporary touching of the arm or other body part for the purpose of inducing a student who is acting out to walk to a safe location.

Physical restraint by school personnel is used in accordance with the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia ([8VAC20-750](#)), and related local school board policies. Every effort should be made by school personnel to prevent the need for the use of restraint. Physical restraint should not be used except by school personnel trained in the use of physical restraint as required by the school division.



School personnel should act to de-escalate situations that are causing, or have the potential to cause, disruptions to the school environment and/or are violations of the student code of conduct where appropriate. If physical intervention is necessary, the action shall be reported promptly to the school administrator and the rationale for the action shall be fully documented.

## VII. Physical Intervention by School Resource Officers

An SRO should not be involved in the physical restraint of a student unless there is a clear and imminent threat to safety. As sworn law enforcement officers, SROs may intervene to de-escalate situations.

Physical intervention by SROs is undertaken in accordance with policies and operational procedures of the PD/SO and state law regarding physical intervention and use of force by a law enforcement officer. If an SRO is involved in the use of restraint or physical intervention, the action should be reported to the school administrator and the SRO's supervisor and the rationale for the action should be fully documented.

SROs should be aware of the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia ([8VAC20-750](#)) and related local school board policies and may attend training offered by the local school system on their use of seclusion and restraint by school personnel. However, SROs should continue to operate by the policies and operational procedures of the PD/SO and state law regarding physical intervention and use of force by a law enforcement officer.

Additionally, if the SRO physically intervenes with a student, the SD and PD/SO should coordinate to ensure that reasonable effort is made to inform the parents or legal guardians of such student on the same day as the occurrence of the physical intervention.

## KEY STATUTORY RESPONSIBILITIES

### I. Crime Reporting

§ [22.1-279:3:1](#) of the *Code of Virginia* (effective 7/1/2022) requires the reporting of certain acts to school authorities; reporting of certain acts by school authorities to parents; and reporting of certain acts by school authorities to law enforcement.

A. Reports shall be made to the division superintendent and to the principal or his designee on all incidents involving:

1. Alcohol, marijuana, a controlled substance, an imitation controlled substance, or an anabolic steroid on a school bus, on school property, or at a school-sponsored activity, including the theft or attempted theft of student prescription medications;
2. The assault and battery that results in bodily injury of any person on a school bus, on school property, or at a school-sponsored activity;
3. The sexual assault, death, shooting, stabbing, cutting, or wounding of any person, abduction of any person as described in § [18.2-47](#), or [18.2-48](#), or stalking of any person as described in § [18.2-60.3](#), on a school bus, on school property, or at a school-sponsored activity;
4. Any written threats against school personnel while on a school bus, on school property, or at a school-sponsored activity;
5. The illegal carrying of a firearm, as defined in § [22.1-277.07](#), onto school property;

6. Any illegal conduct involving firebombs, explosive materials or devices, or hoax explosive devices, as defined in § [18.2-85](#), or explosive or incendiary devices, as defined in § [18.2-433.1](#), or chemical bombs, as described in § [18.2-87.1](#), on a school bus, on school property, or at a school-sponsored activity;
7. Any threats or false threats to bomb, as described in § [18.2-83](#), made against school personnel or involving school property or school buses; or
8. The arrest of any student for an incident occurring on a school bus, on school property, or at a school-sponsored activity, including the charge therefor.

B. Except as may otherwise be required by federal law, regulation, or jurisprudence, each principal:

1. Shall immediately report to the local law-enforcement agency any incident described in subdivision A 1 that may constitute a felony offense;
2. Shall immediately report to the local law-enforcement agency any incident described in subdivisions A 3 through 7, except that a principal is not required to but may report to the local law-enforcement agency any incident described in subdivision A 4 committed by a student who has a disability;
3. May report to the local law-enforcement agency any other incident described in subsection A that is not required to be reported pursuant to subdivision 1 or 2; and
4. Shall immediately report any act enumerated in subdivisions A 1 through 5 that may constitute a criminal offense to the parents of any minor student who is the specific object of such act. Further, the principal shall report whether the incident has been reported to local law enforcement pursuant to this subsection and, if the incident has been so reported, that the parents may contact local law enforcement for further information, if they so desire.

Pursuant to §§ [16.1-260\(G\)](#) and [19.2-83.1\(B\)](#), law enforcement agencies and/or intake officers are required to notify the division superintendent if a student is arrested for certain offenses or subject to a petition alleging that the student committed certain offenses. Division superintendents who receive such reports are required to report the information to the principal of the school in which the student is enrolled.

As a general practice, SROs should notify the principal as soon as practical of any significant law enforcement events occurring at or in association with the school (e.g., at a school bus stop or off-campus activity, during or outside school hours). No SRO or school administrator will be required to file delinquency charges in response to any such activity.

## II. Threat Assessment

Threat assessments will be conducted in accordance with local school board policies adopted as required by *Virginia Code* § [22.1-79.4](#) and, in general, consistent with model procedures and guidelines published by the DCJS Virginia Center for School and Campus Safety and other appropriate practices.

Pursuant to § [22.1-79.4](#) each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school

administration, and law enforcement and (effective 7/1/2022), in the case of any school in which a school resource officer is employed, at least one such school resource officer. SROs serving as members of threat assessment teams (including as school officials with a legitimate education interest, as defined by FERPA and as discussed above) may assist in the monitoring of subject students as well as determining the need, if any, for law enforcement action.

### III. School Safety Audits


School safety audits will be conducted annually as required by *Virginia Code* § [22.1-279.8](#) to assess school safety conditions in schools. SROs, in collaboration with school administrators, will conduct school inspection walk-throughs using a standardized checklist developed by the Center for School and Campus Safety. SROs and the PD/SO should collaborate in other school safety audit mandates set forth in *Virginia Code* § [22.1-279.8](#), including school crisis, emergency management, and medical emergency response planning and preparation, and (effective 7/1/2022) as part of each such audit, the school board shall create a detailed and accurate floor plan for each public school building in the local school division or shall certify that the existing floor plan for each such school is sufficiently detailed and accurate.


### REVIEW OF MOU

Effective July 1, 2020, per an amendment to *Virginia Code* § [22.1-280.2:3](#) "school boards and local law enforcement agencies shall review and amend or affirm memorandums of understanding at least once every two years, or at any time upon the request of either party". Further, "each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input and discussion during each memorandum of understanding review period."

Quarterly meetings should be conducted throughout the year between the SD point of contract and PD/SO point of contact to support successful implementation of the partnership. This MOU remains in force until such time as either party withdraws from the agreement by delivering a written notification of such withdrawal to the other party at least 45 days prior to the date of withdrawal.

Signed:

  
\_\_\_\_\_  
Sheriff  
9-8-22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Superintendent of Schools  
9/8/2022  
\_\_\_\_\_  
Date

## Appendix A

### Graduated Intervention and Responses, Additional Resources

In developing the School–Law Enforcement Partnership MOU, the School Division and Law Enforcement Agency are encouraged to develop alternative responses and educational programming for school-based misconduct in order to divert youth from unnecessary involvement with the juvenile justice systems.

In addition to the *Virginia School-Law Enforcement Partnership Guide and Program Standards*, the below resources may be helpful in developing your SRO program best practices.

#### ***Guiding Principles for School Resource Officer Programs (March 2022)***

Office of Community Oriented Policing Services, U.S. Department of Justice

[https://cops.usdoj.gov/pdf/2022ProgramDocs/chp/SRO\\_Guiding\\_Principles.pdf](https://cops.usdoj.gov/pdf/2022ProgramDocs/chp/SRO_Guiding_Principles.pdf)

#### ***NASRO School Resource Officer Program Recommendations (July 2021)***

National Association of School Resource Officers

[https://www.nasro.org/clientuploads/resources/91667\\_NASRO\\_Best\\_Practices\\_FINAL.pdf](https://www.nasro.org/clientuploads/resources/91667_NASRO_Best_Practices_FINAL.pdf)

#### ***SECURE - Safe, School-based Enforcement through Collaboration, Understanding and Respect Rubrics (2016)***

U.S. Department of Education and U.S. Department of Justice

[https://cops.usdoj.gov/pdf/sro/SRO\\_State\\_and\\_Local\\_Policy.pdf](https://cops.usdoj.gov/pdf/sro/SRO_State_and_Local_Policy.pdf)

#### ***School Resource Officer Memorandum of Understanding: Fact Sheet (Nov. 2021)***

U.S. Department of Justice, COPS Office

[https://cops.usdoj.gov/pdf/2021AwardDocs/chp/SRO\\_MOU.pdf](https://cops.usdoj.gov/pdf/2021AwardDocs/chp/SRO_MOU.pdf)



**Commonwealth of Virginia**  
**Virginia Department of Criminal Justice Services**  
**Statement of Grant Award (SOGA) Instructions**

The Statement of Grant Award is included within the Award Package. It include the DCJS, federal, and/or state grant information, the three contact persons of record, and the approved budget. Please have this document signed by the County Administrator or City Manager. A Signature Power form will need to be submitted if someone other than the assigned person signs the SOGA. For more information, please contact grantsmgmt@dcjs.virginia.gov.

**☐ Project Director, Project Administrator, and Finance Officer**

- **Project Director** – The person who will have day-to-day responsibility for managing the project.
- **Project Administrator** – The person who has authority to formally commit the locality or state agency to complying with all the terms of the grant application including the provision of the required cash match. This **must** be the city, county or town manager; the chief elected officer of the locality, such as the Mayor or Chairman of the Board of Supervisors; or, in the case of a state agency, the agency head. *If someone other than one of these officials has been delegated the authority to sign, and signs the grant application, provide a copy of the letter, memorandum or other document by which the signing authority was delegated.*
- **Finance Officer** – The person who will be responsible for fiscal management of funds.

**STATEMENT OF GRANT AWARD (SOGA)**

Virginia Department of Criminal Justice Services  
 1100 Bank Street, 12<sup>th</sup> Floor  
 Richmond, Virginia

VOCA		
Subgrantee: ABCOneTwoThree DUNS Number: 123456789                      DCJS Grant Number: 20-A1234VP18 Grant Start Date: 07/01/2019                      Grant End Date: 06/30/2020		
Federal Grant Number: 2016-VA-GX-0039, 2017-VA-GX-0018, and/or 2018-V2-GX-0011 Federal Awardee: OVC Federal Catalog Number: 16.575 Project Description: To provide direct services for crime victims.		
Federal Funds: <b>\$960,000</b> Indirect Cost Rate: _____% State General Funds: <b>\$54,000</b> *If applicable State Special Funds: <b>\$0</b> Local Match: <b><u>\$186,000</u></b> Total Budget: <b>\$1,200,000</b>		
Project Director	Project Administrator	Finance Officer
Ms. Jane Doe Executive Director ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 jane@ABCOneTwoThree.com	Ms. Elizabeth Doe Board President ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 elizabeth@ABCOneTwoThree.com	Mr. John Doe Director of Finance ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 john@ABCOneTwoThree.com
<p><b>*Please indicate your ICR in the space provided, if applicable.</b> As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and Special Conditions attached thereto, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.</p> <p style="text-align: right;">Signature: _____  <small>Authorized Official (Project Administrator)</small></p> <p style="text-align: right;">Title: _____</p> <p style="text-align: right;">Date: _____</p>		



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

June 8, 2023

Lonzo Lester  
County Administrator  
137 Highlands Drive, Suite A  
Lebanon, Virginia 24266

RE: 508516-LE ARPA - Law Enforcement Equipment

Dear Lonzo Lester:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **509490** and was approved for a total award of **\$481,000**, funded through Award Number **21.027 (2023 ARPA)**. The project period is **7/1/2022** through **6/30/2024**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Copies of the FY24 Special Conditions, Reporting Requirements, and Projected Due Dates are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> for your review. In addition, there may be "Action Item" Special Conditions related to your grant award called *Encumbrances* that require your immediate attention. If there are any, please submit those documents via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>.

If you have not previously done so, you must register to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

Additional reporting requirements will be necessary for purchases over \$5000.00. Please refer to the grant conditions regarding the required documentation for claims submission and reimbursement on page 12 of the ARPA Grant Special Conditions. Documentation may include, but not be limited to: Equipment Type, VIN or Serial Number, Title Holder, Date of Acquired Goods/Services, and Description of Measures Taken to Prevent Loss, Damage.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [rr-learpagrants@dcjs.virginia.gov](mailto:rr-learpagrants@dcjs.virginia.gov). Please note that you will not be able to draw down funds on this grant until DCJS receives the signed SOGA, and the grant is in Underway status in OGMS.

Lonzo Lester  
June 8, 2023  
Page Two

If you have any questions, please contact your DCJS Grant Monitor through the OGMS portal, or contact the ARPA staff at [rr-learpagrants@dcjs.virginia.gov](mailto:rr-learpagrants@dcjs.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Jackson Miller", written in a cursive style.

Jackson Miller

**STATEMENT OF GRANT AWARD (SOGA)**

Virginia Department of Criminal Justice Services  
 1100 Bank Street, 12<sup>th</sup> Floor  
 Richmond, Virginia 23219

**508516-LE ARPA - Law Enforcement Equipment**

Subgrantee:	Russell
DCJS Grant Number:	509490
UEI Number:	<b>WMRHA68SMK19</b>
Grant Start Date:	7/1/2022
Grant End Date:	6/30/2024
Federal Grant Number(s):	21.027 (2023 ARPA)
Federal Awardee:	U.S. Department of Treasury
Federal Catalog Number:	21.027
Project Description:	Coronavirus State and Local Fiscal Recovery Funds
Federal Start Date:	7/1/2022

Federal Funds:	<b>\$481,000</b>		
State Funds:			
Local Match:	_____		
Total Budget:	<b>\$481,000</b>	Indirect Cost Rate: _____%	<b>*If applicable</b>

Project Director	Project Administrator	Finance Officer
Steven Dye Sheriff 79 Rogers Avenue Lebanon, Virginia 24266 276-889-8033 sheriff@russellcountyva.us	Lonzo Lester County Administrator 137 Highlands Drive, Suite A Lebanon, Virginia 24266 276-889-8000 lonzo.lester@russellcountyva.us	Alicia McGlothlin Treasurer 137 Highlands Drive, Suite B Lebanon, Virginia 24266 276-889-8028 rctreas@bvu.net

**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: \_\_\_\_\_

*(Signature)*  
 \_\_\_\_\_  
 Authorized Official (Project Administrator)

Title: \_\_\_\_\_

*(Signature)*  
 \_\_\_\_\_  
 County Administrator

Date: \_\_\_\_\_

*(Signature)*  
 \_\_\_\_\_  
 6/12/23





## GRANT AGREEMENT

**THIS GRANT AGREEMENT** (*"Agreement"*) is dated for identification on May 23, 2023 (*"Award Date"*) and is made by and between **WELLSPRING FOUNDATION OF SOUTHWEST VIRGINIA**, a Virginia non-stock corporation operating as an IRS §501(c)(3) Private Foundation, with an address of 851 French Moore Jr. Boulevard, Suite 110-Box 25, Abingdon, Virginia 24210 (*"Foundation"*), and Russell County Virginia whose address is 137 Highland Drive, Suite A, Lebanon, VA 24266 (*"Grantee"*).

### W I T N E S S E T H:

**WHEREAS**, the Foundation was formed for charitable or educational purposes, including, but not limited to the recognizable and unmet healthcare, wellness, economic and educational needs of citizens in Washington County, Virginia and its surrounding area (*"Service Area"*); and,

**WHEREAS**, the Grantee has submitted an application, which is incorporated herein by reference and made a part of this Agreement (*"Application"*), to the Foundation for funding to Dante Steam Building Restoration Project and Bernie Williams Workforce Center, and being more fully described on Exhibit 1 attached hereto (*"Project"*); and,

**WHEREAS**, the Foundation, in reliance on the information in the Application, has determined that the Project (i) benefits the Service Area, (ii) is consistent with and in furtherance of the Foundation's purposes, and (iii) constitutes a valid purpose for the expenditure of its funds such that the Foundation has approved a grant to the Grantee in the sum of \$113,877.00 (*"Grant"*) to fund the Project; and,

**WHEREAS**, the Foundation and the Grantee desire to set forth their understanding and agreement as to the use of the Grant and the obligations of the Grantee regarding the use of the Grant.

**NOW THEREFORE**, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby represent, covenant and agree as follows:

1. **PROJECT AND BUDGET, AND USE OF FUNDS.**

- A. The Grantee agrees to use the Grant to provide funds for the Project as described in the budget for the Project attached as Exhibit 2 (the *"Project Budget"*). No portion of the Grant shall be used for any purpose whatsoever other than the Project without the prior written approval of the Executive Director of the Foundation (the *"Executive Director"*). No material changes will be made in the scope of the Project or to the Project Budget without the prior written approval of the Executive Director. Any document signed by the Executive Director accepting a change in the scope of the Project or to the Project Budget shall set forth the accepted change. If the maximum authorized amount of the Grant



exceeds the amount necessary to complete the Project, the excess shall not be disbursed to the Grantee but shall remain with the Foundation. If excess funds were previously disbursed, such funds will be returned to the Foundation within thirty (30) days of the earlier of the completion of the Project or the expiration of this Agreement.

- B. Grantee agrees to cause the Project to be acquired, constructed, improved, equipped, furnished and /or otherwise undertaken as described in Exhibit 1 and will cause the Project to be completed on or before the expiration of this Agreement. The Grantee represents and warrants that the Grant funds specified in the Project Budget, and any other funding as described in the budget, will be sufficient to cause the Project to be completed.
- C. Grantee shall notify Foundation as soon as possible if Grantee determines in good faith that, because of factual or other changes in circumstances, it is no longer possible for the Grant to serve its original purpose. In such event, Foundation in its sole and absolute discretion may (i) require repayment of any Foundation funds received by Grantee, (ii) suspend any further disbursements from the Grant to Grantee, and/or (iii) allow Grantee to modify the Project and allow disbursements from the Grant to the Grantee.
- D. Grantee may not use the Foundation Grant to lobby or otherwise attempt to influence legislation, to influence the outcome of any public election, or to carry on any voter registration drive. If Grantee is in doubt about whether its proposed activities may constitute lobbying, Grantee must consult with the Foundation prior to undertaking such activities.
- E. In completing the Project, the Grantee will comply with all applicable federal, state, and local laws and regulations pertaining thereto and to the use and application of the Grant funds, including maintaining its tax-exempt status. Any undisbursed grant funds shall be automatically rescinded should the Grantee fail to maintain its tax-exempt status in good standing.

2. **PAYMENT OF GRANT FUNDS.**

- A. Subject to the terms of this Agreement, and at the sole discretion of the Foundation and subject to the conditions set forth in Exhibit 3 attached hereto, the Grant shall be disbursed on a reimbursement basis. The Grantee shall be eligible for reimbursement upon submission of a signed payment request on the Foundation's approved form ("*Payment Request Form*") with adequate supporting documentation. The Grantee agrees to comply with any Foundation policies pertaining to disbursement of Grant funds as provided to the Grantee and as the Foundation may from time-to-time amend upon notice to the Grantee. Expenses incurred prior to the execution of this Agreement are not eligible for reimbursement. Prior to any disbursement, the Grantee shall provide the



Foundation with documentation that is reasonably acceptable to the Foundation designating the officers, employees, or agents authorized to make a reimbursement request.

- B. Reimbursement requests will be submitted not more frequently than quarterly unless the Foundation otherwise agrees. Appropriate supporting documentation will be attached to all Payment Request Forms and may include, but is not limited to, invoices for goods purchased and services performed, receipts, vouchers, reporting forms or other evidence of the actual payment of costs related to the Project and consistent with the Project Budget. The Grantee will also provide appropriate supporting documentation of the expenditure and application of any required matching funds for the Project as set forth in the Budget, if any. The Foundation may in its sole discretion refuse to make a disbursement if the Grantee's documentation is not adequate, or if such disbursement does not appear to be within the Project Budget or is otherwise contrary to or in violation of the provisions hereof. The Foundation in its sole discretion may refuse to disburse any funds to the Grantee if the Grantee has previously received a grant award and a final grant report for the previous grant award has not been received by the Foundation.
3. **CONTACT PERSONS.** Grantee will appoint one individual to act as principal contact person for notices and other communications under this Agreement. The contact person for the Foundation under this Agreement is its Executive Director. Either party may change its contact person at any time by written notice to other.
4. **RIGHT OF INSPECTION.** The Foundation, and its members, employees and agents, have the right to inspect the Project upon reasonable notice to the Grantee, however, in the event of an emergency, inspection may be made without notice to preserve the integrity of the Grant and its original intended purpose.
5. **PARTIES' RELATIONSHIP.** No provision of this Agreement shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person a third-party beneficiary of the Contract or of any one or more of the terms hereof, or otherwise give rise to any cause of action in favor of any person not a party hereto. Further, the Foundation does not and shall not assume any liability for any financial or other obligations of the Grantee made to third parties, whether or not related to the Project. The Grantee is and will be acting as an independent contractor in the performance of the Project, and agrees to be responsible, to the extent permitted by the Virginia Tort Claims Act and all other applicable Virginia law, for negligent acts or omissions of its employees, agents or officers arising out of its obligations under this Agreement. In the event the Foundation is required to take legal action under this Agreement, the Grantee shall be liable to the extent allowable by Virginia law, for all of the Foundation's costs expended for the administration and enforcement of this Agreement, including but not limited to, reasonable attorney's fees and court costs.

6. **RECORDKEEPING.** During the term of this Agreement, the Grantee shall maintain proper books of record and account with respect to the Grant and the Project and maintain such records in accordance with generally accepted accounting principles. The Grantee will retain all invoices for goods purchased and services performed, receipts, vouchers, reporting forms or other evidence of the actual payment of costs related to the Project. All records of receipts and expenditures with respect to the Grant and the Project and copies of Payment Request Forms with supporting documentation and annual and final reports submitted to the Foundation will be retained for at least three (3) years after the later of the completion of the Project or the expiration of this Agreement. The Foundation, and its members, employees, and agents, has the right to inspect and make copies of the books and records of the Grantee related to the Project and do so without expense to the Foundation.
7. **INTERIM REPORTS.** The Foundation may request at any time that the Grantee provide the Foundation with an informal status report on the Project to ensure that the Grant is progressing in accordance with the Application. The Grantee will further immediately advise the Foundation of (i) any change in Grantee's tax-exempt status, or (ii) any expenditure from the Grant made for any purpose other than for the Project, and (iii) any delays or problems encountered in the pursuit of the Project.
8. **ANNUAL REPORTS.** The Grantee will submit to the Foundation annual financial and narrative reports reflecting activity of Grant funds and progress made toward completion of the Project. Annual financial reports will be presented on the Foundation's grant reporting form then in effect ("*Grant Reporting Form*"). Annual narrative reports will indicate the progress made toward achieving the goals of the Grant and will be submitted with the Grant Reporting Form. Annual reports will be due one year from the Award Date and annually thereafter until the Project is complete. The Foundation reserves the right to request additional information to supplement the information provided in the Grant Reporting Form or the annual narrative reports, including but not limited to, the Grantee's financial statements. If the Grantee does not maintain audited financial statements, the Foundation can condition the disbursement of additional disbursements of the Grant on the Grantee providing audited statements.
9. **FINAL REPORT.** The Grantee will provide a final financial and narrative report to the Foundation with the final reimbursement request. The final report will be presented on the Grant Reporting Form and must contain the type of information contained in the annual reports, including a narrative as to the success of the Project and a description of the long-term achievements and expectations for the Project. Final reimbursement will not be made until final reporting is submitted.
10. **MISUSE OF GRANT.** If the Foundation determines in its sole discretion that any part of the Grant has not been used for the Project or for some other purpose approved in writing by the Executive Director, or that the Grantee has failed to comply with any material term or condition or obligation of the Grantee in this Agreement, including but not limited to,



the Grantee making in any material respect a false or misleading statement or other written or oral representation, warranty or statement furnished or made to the Foundation in this Agreement, the Application or otherwise, the Foundation in its sole discretion may withhold any further disbursements to the Grantee and, in addition, the Foundation may:

- A. rescind the Grant by written notice to the Grantee, in which event the Grantee will be obligated to return to the Foundation, within thirty (30) days following receipt of such notice, an amount, from legally available funds, equal to all Grant payments disbursed pursuant to this Agreement, plus interest from the date of receipt of such notice at the then prime rate set forth in the Wall Street Journal;
  - B. take any action as necessary to preserve the integrity of the Grant and to preserve Grant funds for appropriate uses;
  - C. determine the Grantee is ineligible to receive future Foundation grant funding;
  - D. withhold any and all disbursements requested by the Grantee from the Foundation under any other grant approved by the Foundation; and/or,
  - E. take such judicial action as is necessary to collect any amounts owed, including legal action for breach of this Agreement or misrepresentation of material facts.
11. **SALE OR ENCUMBRANCE.** None of the assets or property acquired, constructed, improved, equipped, and/or furnished as part of the Project shall be leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered without the prior written approval of the Executive Director for a period of seven (7) years following the date when the Grant funds are disbursed by the Grantor to the Grantee. In the event that such asset or property is leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered without the prior written approval of the Executive Director, the Foundation may assert its interest in the asset or property to recover the Foundation's share of the value of such asset or property and/or recover such share from the Grantee, unless otherwise prohibited by law. Grantee hereby pledges, delivers and assigns to the Foundation a security interest in all property of any sort, type, or classification purchased with the Grant. Upon the request of the Foundation, Grantee will execute, provide and sign all documents necessary to establish and/or perfect Foundation's security interest in such property, including deeds of trust, supplemental deeds of trust, amendments or modifications thereto, and this Agreement shall constitute the Grantee's consent for the Foundation to file any necessary financing statements, continuation statements or other instruments and documents which may be reasonably required from time to time.
12. **PUBLIC ANNOUNCEMENTS.** Grantee will allow the Foundation to review and approve the text of any proposed publicity concerning the Grant prior to its release. If the Grant is to be used for a film, video, book, or other such product, the Foundation reserves the right to request a screening or preview of the product during the final production stages before deciding whether or not to be publicly credited for its role in the Project.



13. **FUTURE FUNDING.** The Grant provided pursuant to this Agreement shall not be deemed to be an actual or implied promise of the Foundation to fund the Project except as provided for herein. No representation by the Foundation, or its members, employees or agents, shall be binding unless set forth in writing and signed by the Executive Director. In addition to the other remedies provided by law or in this Agreement, if the Grantee fails to comply with the terms of this Agreement, the Project shall not be entitled to additional funding by the Foundation.
14. **ENTIRE AGREEMENT.** To the extent there are inconsistencies between this Agreement and its supporting documents, including the Application and the Exhibits attached hereto, this Agreement shall control. This Agreement expresses the entire understanding and all agreements between the Foundation and the Grantee and may not be modified except in a writing signed by both the Foundation and the Grantee.
15. **INDEMNITY:** Grantee agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its officers, directors, affiliates, employees, and agents, from and against any and all claims, liabilities, losses and expenses (including reasonable attorney's fees) directly, indirectly, wholly or partially arising from or in connection with any act or omission of Grantee, its employees or agents, in applying for or accepting the Grant, in expending or applying Grant funds, or in carrying out the Project as set forth in the Application.
16. **LIMITATION OF FOUNDATION'S LIABILITY.** Nothing herein shall be deemed to be a covenant, agreement or obligation of a present or future member of the Foundation or of an employee or agent of the Foundation. No member, employee or agent of the Foundation shall incur any personal liability with respect to any action taken by him or her pursuant to this Agreement.
17. **CONDITIONAL FUNDING.** In the event that disbursement of the Grant funds is contingent upon the happening of an event or events described herein that have not yet occurred as of the Award Date, the Foundation may withdraw the Grant if such event or events have not been substantiated with appropriate documentation satisfactory to the Foundation within three (3) months of the Award Date. Furthermore, this Agreement is subject to the availability of Foundation funds at the time of any requested disbursement notwithstanding the Foundation's acceptance herein of the Grantee's Application. If such funds become unavailable and the Foundation is unable to obtain sufficient funds, this Grant amount shall be amended or this Agreement terminated, as appropriate.
18. **EXPIRATION.** Twelve (12) months after the date on which the Grant is approved, the Grant shall be automatically rescinded with respect to all funds not yet disbursed by the Foundation, unless an extension is granted in writing by the Foundation. Any Grant funds disbursed but not spent on the Project at the end of the twelve (12) month period will be returned to the Foundation.



19. **APPLICABLE LAW AND FORUM FOR DISPUTES.** This Agreement shall be construed and governed by the applicable laws of the Commonwealth of Virginia. Venue for any disputes arising hereunder shall lie in the Circuit Court of Washington County, Virginia. Both parties waive trial by jury in any dispute hereunder.
20. **SEVERABILITY.** If any clause, provision, or section of this Agreement shall be held illegal or invalid by any court, the illegality or invalidity of such clause, provision, or section shall not affect the remainder of this Agreement, and this Agreement shall be construed and enforced as if such illegal or invalid clause, provision, or section had not been contained herein.
21. **NOTICES.** Unless otherwise provided for herein, all demands, notices, approvals, consents, requests, opinions, and other communications shall be deemed given when provided by (i) the personal delivery of such notice to a party, (ii) the next day after such written notice is delivered to a nationally-recognized overnight carrier (UPS, FedEx), postage prepaid for next day delivery, or (iii) the third day after a party deposits such notice in the U. S. Postal Service, postage prepaid for certified mail, and addressed to a party at the address set forth in the heading of this Agreement, or to such other address as a party may notify the other in writing in the manner set forth above. Each party shall promptly provide the other with written notice of any change in a party's address, and a party's failure to notify the other party in writing of any change in such address authorizes a party to use the last address provided by this Agreement or the last written notice of a change thereto.
22. **ASSIGNMENT.** Neither this Agreement nor any rights under this Agreement may be assigned, by operation of law or otherwise, by the Grantee without the prior written consent of the Foundation. The provisions of this Agreement shall bind and inure to the benefit of the parties and their respective successors and permitted assigns.
23. **SURVIVAL.** The rights and remedies available to the Foundation shall survive any expiration or termination of this Agreement.
24. **CONSTRUCTION.** The titles to the sections of this Agreement are solely for the convenience of the parties and are not to be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement. The language in all parts of this Agreement shall in all cases be construed according to its fair meaning and shall not be construed in favor of or against any party.

*No Material Language on Remainder of Page*

*Signature Page Follows*



IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

FOUNDATION:

WELLSPRING FOUNDATION OF SOUTHWEST VIRGINIA

By: \_\_\_\_\_  
Sean McMurray, Its Executive Director

COMMONWEALTH OF VIRGINIA,  
COUNTY OF WASHINGTON, to-wit:

Sean McMurray, who is the Executive Director of Wellspring Foundation of Southwest Virginia and whose identity is known to me personally or proven by acceptable photographic evidence, executed the foregoing Grant Agreement before me on \_\_\_\_\_, 20\_\_\_\_, for and on behalf of said Virginia non-stock corporation.

My Commission Expires:

\_\_\_\_\_  
Notary Public

GRANTEE:

Russell County Virginia

By: \_\_\_\_\_  
\_\_\_\_\_, Its \_\_\_\_\_

COMMONWEALTH OF VIRGINIA,  
COUNTY OF RUSSELL, to-wit:

\_\_\_\_\_, who is the \_\_\_\_\_ of \_\_\_\_\_ and whose identity is known to me personally or proven by acceptable photographic evidence, executed the foregoing Grant Agreement before me on \_\_\_\_\_, 20\_\_\_\_, for and on behalf of said \_\_\_\_\_.

My Commission Expires:

\_\_\_\_\_  
Notary Public





IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

FOUNDATION:

WELLSPRING FOUNDATION OF SOUTHWEST VIRGINIA

By: \_\_\_\_\_  
Sean McMurray, Its Executive Director

COMMONWEALTH OF VIRGINIA,  
COUNTY OF WASHINGTON, to-wit:

Sean McMurray, who is the Executive Director of Wellspring Foundation of Southwest Virginia and whose identity is known to me personally or proven by acceptable photographic evidence, executed the foregoing Grant Agreement before me on \_\_\_\_\_, 20\_\_\_\_, for and on behalf of said Virginia non-stock corporation.

My Commission Expires:

\_\_\_\_\_  
Notary Public

GRANTEE:

Russell County Virginia

By: [Signature]  
Lonzo Lester, Its County Administrator

COMMONWEALTH OF VIRGINIA,  
COUNTY OF RUSSELL, to-wit:

Lonzo Lester, who is the County Adm. of Russell County and whose identity is known to me personally or proven by acceptable photographic evidence, executed the foregoing Grant Agreement before me on June 23, 2023, for and on behalf of said Russell County.

My Commission Expires:

May 31, 2025



[Signature]  
Notary Public



## EXHIBIT 1 PROJECT DESCRIPTION

---

### **Proposed Project\***

Please provide details for the proposed project. Be sure to include the history of the current service or project for which you are requesting funding.

The Dante Steam Building Restoration Project is a shovel-ready initiative seeking to renovate the Steam Building, formerly Russell County's first power plant, into a state-of-the-art workforce development training facility. The project will convert the Steam Building into the Bernie Williams Workforce Center operated by the Southwest Virginia Workforce Development Board. It will be a Virginia Career Works One Stop center providing a model outlined in the Workforce Innovation and Opportunity Act (WIOA) which coordinates services and training to meet emerging industry needs. The Center's footprint will serve parts of Wise, Dickenson, and Russell Counties, designated as economically distressed by the Appalachian Regional Commission.

The Center is an investment in the region's ability to pivot to emerging industries in an increasingly remote and digitized work environment. Locally accessible workforce training resources are especially needed for Dante, and the surrounding communities, as the economy of the coalfields is rapidly changing due to the impacts of COVID-19 and the ongoing decline in coal mining. COVID-19 accelerated the need for reskilling current residents and exposed the opportunity for Southwest Virginia to attract remote workers. As outlined in Cumberland Plateau Planning District Commission's 2022 Comprehensive Economic Development Strategy, attracting these workers will be critical to the region's new economic development strategy and building high-tech, hybrid offices and co-working spaces will be central to local infrastructure redevelopment. The Center will be able to respond to ongoing employment challenges created by the pandemic by tailoring industry needs with specific workforce resources and offering critically needed manufacturing simulation courses, adult education, childcare training, tourism courses, professional development, testing, soft skill development, virtual job shadowing, and many other services that will address the region's workforce needs. The geographic proximity of Dante to neighboring coalfield communities and counties makes this an ideal location for such a facility.

Russell County will be the primary lessee of the Steam Building. Russell County has an MOU with the Southwest Virginia Workforce Development Board to host the Bernie Williams Workforce Center. If awarded, the Industrial Revitalization Fund (IRF) grant will fund the repairs to the historic core of the building, the addition of a new roof, new windows and doors, and new interior walls and finishes; demolition of non-pertinent building elements and building elements exhibiting decay shall be removed in preparation of renovation; and parking lot construction including and ADA accessible bridge that crosses a small creek dissecting the property.

Russell County is the lead applicant for the IRF grant, which aims to redevelop vacant and deteriorated industrial and commercial properties. Russell County's grant request was for \$849,714 to cover the hard costs associated with construction. Certain engineering and architectural soft costs and equipment were not eligible for funding, leaving a \$183,877 gap in funding. Securing this funding will maximize Russell County's competitiveness for the IRF grant and ensure project completion. A pledge, contingent on securing the DHCD grant, has been made by the Genan Foundation for \$70,000, leaving the remaining funding gap of \$113,877 which makes up the request to the Wellspring Foundation.



**EXHIBIT 2**  
**PROJECT BUDGET**

**IRF REQUEST** *Directions: Please list the budget category, associated uses of IRF funds (how funds are being used), amount, and description for each budget category. In the Description column please provide more detail about the proposed uses of the funding. The budget categories and amounts should match the "DHCD Request" column in the CAMS application budget.*

Budget Category (Dropdown)	Uses of IRF Funds	Amount (\$)	Description
Clearance and Demolition	selective demolition	\$34,155	Non-pertinent building elements, and aspects of the
Building	remediation of historic structure	\$48,783	The historic core of the building shall be repaired and
Building	replace roof	\$62,540	The existing but aged roof shall be replaced with a new
Building	replace entry wall	\$93,150	The existing damaged brick entry wall shall be replaced
Building	new windows and doors	\$22,816	All existing doors and windows shall be replaced with
Building	install new interior walls	\$133,340	Construction of interior partition walls and
Building	install new systems	\$127,776	All existing plumbing, electrical, and mechanical systems
Building	construct parking facilities	\$73,348	Construction of on-site parking facilities and related
Building	sitework	\$116,751	Construction of exterior patios, walkways, and related
Building	miscellaneous construction	\$137,055	Construction of shoring and temporary bracing,
		<b>\$ 849,714.00</b>	<b>Total IRF Request</b>

**Please include a detailed budget narrative below:**

The Dante Steam Plant Renovation Project is an exciting opportunity with a multi-stage construction process. The following list describes the key aspects of the construction and relates loosely to the budget categories listed above:

Initially, the site shall be cleared and the original, historic building must be uncovered. This involves bracing and stabilizing the existing walls and roof before removing damaged. Once secured, the historic core of the building can be repaired. This will require patching many parts of the rough-cut ashlar masonry wall and in-situ welding of the secondary roof structure before adding a new, fully insulated roof.

At this point in the process, the building envelope shall be completed so that water vapor and air migration from the interior and exterior is controlled. This is a complex phase because it requires installing new windows and doors on the exterior while also installing a new non-bearing perimeter wall, vapor barrier, and insulation on the interior of the building. Together, the new insulated roof, the opening treatments, and the wall treatments protect the interior from the elements and allow for more sensitive aspects of construction to continue.

Next, the interior walls shall be built, including the framing of mechanical platforms and storage attics, so that the final spaces of the building can be perceived even if they are currently unfinished.

With all of the walls erected, the next construction stage involves installing the building systems. In particular, this requires connection to municipal utilities, installation of electric panels and wiring, installation of water lines and sanitary lines, and new mechanical systems.

Installation of the utility lines allow site work to begin in earnest. The parking areas and patios can now be graded and site paving can be defined.

On the interior, finishes are being installed at this point in the project. Gypsum wallboard is applied to most walls and ceilings, and other unique finishes shall be applied to the vaulted ceiling in the main work hall.

The project will conclude with the final coordination of individual elements. The parking lot shall be connected to the building with a handicapped accessible

**MATCHING FUNDS** *Directions: Please list the budget categories, description of uses, type of match, sources associated with the required matching funds, and if documentation was submitted.*

Budget Category (Dropdown)	Description of Uses of Matching Funds	Amount (\$)	Type of Match (Dropdown)	Source of Match	Documentation Submitted (Dropdown)
Administrative costs (up to 3% of local match)	Project Administration	\$42,455.70	Local	Russell County	
Public notices, permit or dumping fees and inspections costs (or waivers of such) directly	Inspections and testing	\$ 18,000.00	Local	Russell County	
Public notices, permit or dumping fees and inspections costs (or waivers of such) directly	permitting	\$800	Local	Russell County	
		<b>\$ 61,255.70</b>	<b>Total Matching</b>		



ADDITIONAL LEVERAGE					
<i>Directions: Please list all sources and uses associated with additional leverage.</i>					
Budget Category (dropdown)	Description of Uses of Additional Leverage	Amount (\$)	Type of Leverage (dropdown)	Source of Leverage	Documentation Submitted (dropdown)
Site remediation	site preparation	\$24,541	Local	Russell County	Yes
Acquisition (before July 1, 2021)	Russell County Rent (40 years)	\$40.00	Local	Russell County	Yes
Construction Related Soft Costs (before July 1, 2021)	Environmental Impact Assessment (Phase 2)	\$ 9,695.00	Local	EPA Brownfields Assistance Grant	Yes
Construction Related Soft Costs (before July 1, 2021)	Preliminary design report by the Community Design	\$ 35,080.00	Federal	EPA Brownfields Assistance Grant	Yes
Other	Architectural Fees	\$43,306	Other	Pending	No
Other	Engineering Fees	\$49,000	Other	Pending	No
Investments in Business Personal/Tangible Property (Furniture, Other)	End user shall provide all non-permanent furniture	\$ 49,670.50	State	Virginia Workforce Development	Yes
Other	DHCO IRF Planning Grant	\$ 48,461.65	State	Dept of Housing and Community	Yes
Other	taxes waived	\$ 2,960.00	Local	Russell County	Yes
		<b>\$ 262,754.15</b>	<b>Total Leveraged</b>		

Summary of Funding Gap	
Admin	\$8,400
Permitting Fees	\$39,500
Architecture	\$43,306
Engineering	\$49,000
Furniture	\$49,670.50
<b>Total</b>	<b>\$183,877</b>
Pledge funds (Genan)	\$70,000
<b>Total Gap (for Wellspring)</b>	<b>\$113,877</b>

### TOTAL PROJECT BUDGET

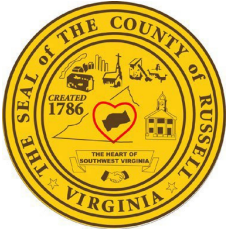
*\*These answers will autofill from previous tabs*

Type of Funds	Totals
IRF	\$ 849,714.00
Matching Funds	\$ 61,285.70
Additional Leverage	\$ 262,754.15
<b>Total Project Budget</b>	<b>\$ 1,173,753.85</b>



**EXHIBIT 3**  
**GRANT CONDITIONS**

- Receipt of Wellspring Foundation of Southwest Virginia grant funds is contingent upon Russell County Virginia securing either the Department of Housing and Community Development's Industrial Revitalization Grant in June of 2023 or the Virginia Congressionally Directed Spending grant in July/August 2023.
- Funds will be issued upon receipt of appropriate documentation of project expenses (expense reports, payment applications, invoices, etc.) from the County Administrator of Russell County Virginia for the project.
- Routine project updates showing progress towards completion are to be uploaded in the grant management software as requested.
- Appropriate documentation that additional funding has been secured from other sources and the total is sufficient to cover the entire cost of the project (copy of checks, deposits, etc.).



## **PUBLIC NOTICE**

### **REQUEST FOR PROPOSALS (RFP)**

#### **Laurel Bed Lake Access Development Feasibility Study**

#### **Engineering and Technical Consulting Services**

The County of Russell is currently seeking a Laurel Bed Lake Feasibility Study from engineering/consulting firms with capabilities and experience in recreational access development design to provide support for the Russell County's Laurel Bed Lake Feasibility Study Project. The Board of Supervisors of Russell County, Virginia, hereinafter referred to as "The Board," hereby issues to qualified firms or individuals a Request for Proposals (hereinafter referred to as "RFP"). The Board proposes to award a contract for these consulting services to assist the Board in determining the feasibility of a substantial recreational project.

Request for Proposals (RFP) will be evaluated based on the following information:

1. Experience and qualifications of firms or individuals.
2. Offeror's past work experience with feasibility of substantial recreational projects.
3. Relevant experience in providing similar consulting services.
4. Capability to meet recreational engineering/technical consulting services requirements.
5. Experience in recreational access development and design consulting services in the following areas but not limited to:
  - Roadway design
  - Survey
  - Environmental
  - Geotechnical
  - Right-of-way
  - Utilities

Firms/consultants meeting the requirements of this RFP are invited to submit their proposal. Request for Proposals (RFP) are available on the County's Website [Bid Postings](#) • [Russell County, VA](#) • [CivicEngage \(russellcountyva.us\)](#) or email [lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us) to request the RFQ.

**Proposals are due no later than 3:00 p.m., Friday, July 28, 2023.** Any proposals received after this deadline will be returned to the offeror unopened. The County reserves the right to reject any and all proposals.

Disadvantaged Business Enterprises (small or minority and/or women owned firms) are encouraged to submit proposals. MBE/WBE firms are encouraged to submit proposals.

The County is an equal opportunity/affirmative action employer and will not discriminate based on race, creed, color, national origin, age, or handicap.

**BY ORDER OF THE  
RUSSELL COUNTY BOARD OF SUPERVISORS**



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

June 30, 2023

Lonzo Lester  
Russell County County Administrator  
137 Highland Drive  
Lebanon, Virginia 24266

RE: Victim Witness Grant Program (Year 3)

Dear Lonzo Lester:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **24-O1108VW20** and was approved for a total award of **\$65,100**, funded in part through Award Numbers **2020-V2-GX-0048, 15POVC-21-GG-00602-ASSI, and/or 15POVC-22-GG-00681-ASSI**. The project period is **7/1/2023** through **6/30/2024**. Pursuant to the VOCA Fix to Sustain the Crime Victims Fund Act of 2021 (VOCA Fix) (Public Law No: 117-27) and the DCJS Emergency Match Waiver Request Policy for VOCA Subawards, there is no local match obligation for this award.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Copies of the FY24 Special Conditions, Reporting Requirements, and Projected Due Dates are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> for your review. In addition, there may be "Action Item" Special Conditions related to your grant award called *Encumbrances* that require your immediate attention. If there are any, please submit those documents via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>.

If you have not previously done so, you must register to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). Please note that you will not be able to draw down funds on this grant until DCJS receives the signed SOGA, and the grant is in Underway status in OGMS. If you have any questions, please contact your DCJS Grant Monitor **Sharon Reed** at **804 658 8179** or via email at [sharon.reed@dcjs.virginia.gov](mailto:sharon.reed@dcjs.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Jackson Miller".

Jackson Miller

## STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia 23219

<b>Victim Witness Grant Program (Year 3)</b>	
Subgrantee:	Russell
DCJS Grant Number:	24-O1108VW20
UEI Number:	WMRHA68SMK19
Grant Start Date:	7/1/2023
Grant End Date:	6/30/2024
Federal Grant Number(s):	2020-V2-GX-0048, 15POVC-21-GG-00602-ASSI, and/or 15POVC-22-GG-00681-ASSI
Federal Awardee:	OVC
Federal Catalog Number:	16.575
Project Description:	To provide direct services for crime victims.
Federal Start Date:	10/1/2019, 10/1/2020, and/or 10/1/2021
Federal VOCA Funds:	<b>\$44,100</b>
State Special Funds:	<b>\$21,000</b>
State General Funds:	<b>\$0</b>
Total Budget:	<b>\$65,100</b>
Indirect Cost Rate:	_____ %
	<b>*If applicable</b>

Project Director	Project Administrator	Finance Officer
Melody Blackwell-West Victim Witness Program Director 53 E. Main Street Lebanon, Virginia 24266 276-889-8225 melody@russellcountyca.com	Lonzo Lester Russell County County Administrator 137 Highland Drive Lebanon, Virginia 24266 276-889-8000 lonzo.lester@russellcountyva.us	Alicia McGlothlin Russell County Treasurer 137 Highland Drive Lebanon, Virginia 24266 276-889-8028 alicia.mcglathlin@bvu.net

**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: \_\_\_\_\_  
Authorized Official (Project Administrator)

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Abundant Life Fellowship

4214 W Stone Drive

Kingsport, TN 37664

EIN 32-0548703

This is the church that is keeping the funds for Marc Mero's event for us until the check needs to be sent to him.

Itinerary for Marc Mero

September 20-21<sup>st</sup>, 2023

Sept 20 – Honaker High School Auditorium 9 am – 11am

Sept 20-Lebanon High School Auditorium – 2 sessions 1230 and 2 pm

Sept 21<sup>st</sup>- Castlewood High School Auditorium 9 am – 11am

Sept 21<sup>st</sup> – Lebanon Middle School 1pm – 3pm

Sept 21<sup>st</sup> 7pm – Lebanon Middle School or the Lebanon Theatre- not sure of location yet...

At Honaker and Castlewood High Schools Marc will be reaching the high school students along with the respective local middle school students. Marc's impact with students from middle school age to high school age as we saw last year was amazing.

Marc spoke last year during the course of his talks about his own battle with addiction of opioids and the addiction of many of his fellow wrestlers over the years. He shows the statistics of how many friends he lost due to overdoses. His main focus is to tell the students through his own story of coming from the battle of addiction to the hope of recovery and what happens through the choices that we make in our life.

Marc had over 500 responses from students with our Russell County school students last year before he even left town. He answers personally each and every question, or correspondence.

An example of a letter from a troubled child in Russell County.....was from a girl in Honaker who related that her parents were addicts and she was sent back and forth between family members. This young lady lit herself on fire when she was 3 while her Mom was passed out from drugs one night. She shared how much of an impact his talk had on her life in just that short span of a talk and thanked him over and over for caring enough to come to Russell County.

Another example talked about how both of her parents were addicted to opioids and spent all their resources on their pills etc instead of making sure she and her siblings were fed or clothed. She begged for them to go to get help at a rehab, but they only went to a clinic and ended up on suboxone. She pleaded for prayers that her family would get the help that they needed to get off "the stuff" that ruined their lives.

Another said she had gone through a lot of anxiety and depression and ended up slitting her wrists at one point. The school kicked her out for a time and she went to live with another relative and got back into school. Things got worse and she got back into opioids and the reason she stopped was because she saw one of Marc's videos online and it finally hit home and she got clean. She had been clean several months but thanked him so much for caring enough to share about his own addiction to help save others and her.

I am not sure exactly what you need to try and allow this money to be used to help us bring Marc back into our schools in the fall, but I wish everyone of you would come and listen to him at some point while he is here. Unless you have had the phone call that a child, a grandchild has overdosed you will never understand what this is all about. But after 16 years of an drug and alcohol ministry, our hearts still break after every story we hear. We are losing our children younger and younger and way to soon. We are just trying to do what we can to help the students within our area to find a way out of their addictions if they have started or to prevent them from ever starting.

We just had a close friend of ours have to give 6 rounds of NARCAN to their son to save him along with CPR...No parent should ever have to do this. We aren't asking for all of this settlement, but we feel our children in this county are worth a small piece of it by asking for \$6000.

Wanda and Randy Burke

DASH Ministry

276-698-4832



# Champion of Choices

2615 George Busbee Pkwy. Suite 11-289 | Kennesaw, GA 30144  
404-834-6008 | Fax 407-567-7887 | [www.ThinkPOZ.org](http://www.ThinkPOZ.org)

*Empowering People to make Positive Choices*  
Champions Make Choices... Choices Make Champions!

To Whom It May Concern,

Marc Mero, former WCW & WWE Wrestling Champion, and founder of the nonprofit organization, Champion of Choices, is an inspirational speaker, author and family youth advocate.

Marc dedicates his life to helping others be the "Champion" they're destined to be! Marc shares his captivating journey with audiences worldwide and inspires people to examine their life choices. Listeners feel a greater sense of appreciation toward their relationships and are empowered to make a difference in their personal life, career, and community.

With the recent explosion of opiate addiction and overdoses Marc shares the loss of over thirty wrestlers that died from bad choices, and most from opiate overdoses. Marc has worked with David Siegel and Victoria's Voice to introduce Narcan (a nasal spray to treat opiate overdose in an emergency situation) into law enforcement agencies across the country. Lives are being saved!

The most important aspect is to educate our kids on drug awareness before they ever get started.

Marc Mero  
Founder/CEO  
Champion of Choices

----- *Champion of Choices is a 501 (c) 3 Nonprofit Organization* -----

Form **990**  
Department of the Treasury  
Internal Revenue Service

# Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047  
**2020**  
**Open to Public Inspection**

**A For the 2020 calendar year, or tax year beginning 01-01-2020, and ending 12-31-2020**

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization: Champion of Choices Inc  
 Doing business as:  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite: 101 E Faith Terrace  
 City or town, state or province, country, and ZIP or foreign postal code: Maitland, FL 32751

**D** Employer identification number: 26-2209106  
**E** Telephone number:  
**G** Gross receipts \$ 101,209

**F** Name and address of principal officer: MARC MERO

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. (see instructions)  
**H(c)** Group exemption number ▶

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) ◀ (insert no.)  4947(a)(1) or  527

**J** Website: ▶ <https://thinkpoz.org/>

**K** Form of organization:  Corporation  Trust  Association  Other ▶

**L** Year of formation: 2008 **M** State of legal domicile: FL

**Part I Summary**

**1** Briefly describe the organization's mission or most significant activities:  
To empower people to make positive choices that lead to lifelong success and initiate personal and social change to make a difference in themselves and their communities.

**2** Check this box  if the organization discontinued its operations or disposed of more than 25% of its net assets.

<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	3
<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	3
<b>5</b> Total number of individuals employed in calendar year 2020 (Part V, line 2a)	<b>5</b>	4
<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	
<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0
<b>7b</b> Net unrelated business taxable income from Form 990-T, line 39	<b>7b</b>	0

	Prior Year	Current Year
<b>8</b> Contributions and grants (Part VIII, line 1h)	154,910	64,126
<b>9</b> Program service revenue (Part VIII, line 2g)	65,507	37,066
<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)		0
<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		17
<b>12</b> Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	220,417	101,209
<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1–3)	500	100
<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)		0
<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	34,941	120,883
<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		0
<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ 17,175		
<b>17</b> Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	143,196	76,221
<b>18</b> Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	178,637	197,204
<b>19</b> Revenue less expenses. Subtract line 18 from line 12	41,780	-95,995

	Beginning of Current Year	End of Year
<b>20</b> Total assets (Part X, line 16)	60,264	15,845
<b>21</b> Total liabilities (Part X, line 26)	163	51,739
<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	60,101	-35,894

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**

Signature of officer: [Signature] Date: 2021-04-14  
 Michael Mero CEO Type or print name and title

**Paid Preparer Use Only**

Print/Type preparer's name: Preparer's signature: Date: 2021-04-14  
 Check  if self-employed PTIN: P00187984  
 Firm's name ▶ CPA Business Accounting & Cons LLC Firm's EIN ▶ 46-1984074  
 Firm's address ▶ 7300 Sand Lake Commons Blvd Ste 317 Phone no. (407) 203-0918  
 Orlando, FL 32819

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:

To empower people to make positive choices that lead to lifelong success and initiate personal and social change to make a difference in themselves and their communities.

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No

If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No

If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: ) (Expenses \$ 159,482 including grants of \$ ) (Revenue \$ 37,047 )  
See Additional Data

**4b** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4c** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4d** Other program services (Describe in Schedule O.)  
(Expenses \$ including grants of \$ ) (Revenue \$ )

**4e** Total program service expenses ▶ 159,482

**Part IV Checklist of Required Schedules**

		Yes	No
<b>1</b>	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A . . . . .	Yes	
<b>2</b>	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)? . . . . .	Yes	
<b>3</b>	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .		No
<b>4</b>	<b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .		No
<b>5</b>	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III . . . . .		No
<b>6</b>	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I . . . . .		No
<b>7</b>	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II . . . . .		No
<b>8</b>	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III . . . . .		No
<b>9</b>	Did the organization report an amount in Part X, line 21 for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV . . . . .		No
<b>10</b>	Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi endowments? If "Yes," complete Schedule D, Part V . . . . .		No
<b>11</b>	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b>	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI. . . . .	Yes	
<b>b</b>	Did the organization report an amount for investments—other securities—in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII . . . . .		No
<b>c</b>	Did the organization report an amount for investments—program related—in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII . . . . .		No
<b>d</b>	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX . . . . .		No
<b>e</b>	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X . . . . .		No
<b>f</b>	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X . . . . .		No
<b>12a</b>	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII . . . . .		No
<b>b</b>	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional . . . . .		No
<b>13</b>	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .		No
<b>14a</b>	Did the organization maintain an office, employees, or agents outside of the United States? . . . . .		No
<b>b</b>	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV . . . . .		No
<b>15</b>	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV . . . . .		No
<b>16</b>	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV . . . . .		No
<b>17</b>	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I(see instructions) . . . . .		No
<b>18</b>	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II . . . . .		No
<b>19</b>	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III . . . . .		No
<b>20a</b>	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H . . . . .		No
<b>b</b>	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return? . . . . .		
<b>21</b>	Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II . . . . .		No

**Part IV Checklist of Required Schedules (continued)**

		Yes	No
<b>22</b>	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III . . . . .</i>		No
<b>23</b>	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J . . . . .</i>		No
<b>24a</b>	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a . . . . .</i>		No
<b>b</b>	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? . . . . .		
<b>c</b>	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? . . . . .		
<b>d</b>	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? . . . . .		
<b>25a</b>	<b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I . . . . .</i>		No
<b>b</b>	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I . . . . .</i>		No
<b>26</b>	Did the organization report any amount on Part X, line 5 or 22 for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II . . . . .</i>	Yes	
<b>27</b>	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III . . . . .</i>		No
<b>28</b>	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b>	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV . . . . .</i>	Yes	
<b>b</b>	A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV . . . . .</i>		No
<b>c</b>	A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? <i>If "Yes," complete Schedule L, Part IV . . . . .</i>		No
<b>29</b>	Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M . . . . .</i>		No
<b>30</b>	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M . . . . .</i>		No
<b>31</b>	Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I . . . . .</i>		No
<b>32</b>	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II . . . . .</i>		No
<b>33</b>	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I . . . . .</i>		No
<b>34</b>	Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1 . . . . .</i>		No
<b>35a</b>	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		No
<b>b</b>	If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2 . . . . .</i>		No
<b>36</b>	<b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2 . . . . .</i>		No
<b>37</b>	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI . . . . .</i>		No
<b>38</b>	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O. . . . .	Yes	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable . . . . .		
<b>b</b>	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable . . . . .		
<b>c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? . . . . .	Yes	



**Part V Statements Regarding Other IRS Filings and Tax Compliance** (continued)

<b>2a</b> Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return . . . . .	<b>2a</b> <input type="text"/>	4		
<b>b</b> If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			<b>2b</b> Yes	
<b>3a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year? . . . . .			<b>3a</b>	No
<b>b</b> If "Yes," has it filed a Form 990-T for this year? <i>If "No" to line 3b, provide an explanation in Schedule O</i> . . . . .			<b>3b</b>	
<b>4a</b> At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? . . . . .			<b>4a</b>	No
<b>b</b> If "Yes," enter the name of the foreign country: <input type="text"/> See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
<b>5a</b> Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? . . . . .			<b>5a</b>	No
<b>b</b> Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?			<b>5b</b>	No
<b>c</b> If "Yes," to line 5a or 5b, did the organization file Form 8886-T? . . . . .			<b>5c</b>	
<b>6a</b> Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? . . . . .			<b>6a</b>	No
<b>b</b> If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? . . . . .			<b>6b</b>	
<b>7 Organizations that may receive deductible contributions under section 170(c).</b>				
<b>a</b> Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? . . . . .			<b>7a</b>	No
<b>b</b> If "Yes," did the organization notify the donor of the value of the goods or services provided? . . . . .			<b>7b</b>	
<b>c</b> Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? . . . . .			<b>7c</b>	
<b>d</b> If "Yes," indicate the number of Forms 8282 filed during the year . . . . .	<b>7d</b> <input type="text"/>			
<b>e</b> Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?			<b>7e</b>	No
<b>f</b> Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . . . .			<b>7f</b>	No
<b>g</b> If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? . . . . .			<b>7g</b>	No
<b>h</b> If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? . . . . .			<b>7h</b>	No
<b>8 Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? . . . . .			<b>8</b>	
<b>9 Sponsoring organizations maintaining donor advised funds.</b>				
<b>a</b> Did the sponsoring organization make any taxable distributions under section 4966? . . . . .			<b>9a</b>	
<b>b</b> Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? . . . . .			<b>9b</b>	
<b>10 Section 501(c)(7) organizations.</b> Enter:				
<b>a</b> Initiation fees and capital contributions included on Part VIII, line 12 . . . . .	<b>10a</b> <input type="text"/>			
<b>b</b> Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	<b>10b</b> <input type="text"/>			
<b>11 Section 501(c)(12) organizations.</b> Enter:				
<b>a</b> Gross income from members or shareholders . . . . .	<b>11a</b> <input type="text"/>			
<b>b</b> Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) . . . . .	<b>11b</b> <input type="text"/>			
<b>12a Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?				
<b>b</b> If "Yes," enter the amount of tax-exempt interest received or accrued during the year.	<b>12b</b> <input type="text"/>		<b>12a</b>	
<b>13 Section 501(c)(29) qualified nonprofit health insurance issuers.</b>				
<b>a</b> Is the organization licensed to issue qualified health plans in more than one state? . . . . . <b>Note.</b> See the instructions for additional information the organization must report on Schedule O.			<b>13a</b>	
<b>b</b> Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans . . . . .	<b>13b</b> <input type="text"/>			
<b>c</b> Enter the amount of reserves on hand . . . . .	<b>13c</b> <input type="text"/>			
<b>14a</b> Did the organization receive any payments for indoor tanning services during the tax year? . . . . .			<b>14a</b>	No
<b>b</b> If "Yes," has it filed a Form 720 to report these payments? <i>If "No," provide an explanation in Schedule O</i> . . . . .			<b>14b</b>	
<b>15</b> Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? . . . . . <b>If "Yes," see instructions and file Form 4720, Schedule N.</b>			<b>15</b>	No
<b>16</b> Is the organization an educational institution subject to the section 4968 excise tax on net investment income? . . . . . <b>If "Yes," complete Form 4720, Schedule O.</b>			<b>16</b>	No

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to lines 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI



Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members of the governing body at the end of the tax year; 1b Enter the number of voting members included in line 1a, above, who are independent; 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?; 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?; 4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?; 5 Did the organization become aware during the year of a significant diversion of the organization's assets?; 6 Did the organization have members or stockholders?; 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?; 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?; 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: a The governing body? b Each committee with authority to act on behalf of the governing body?; 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates?; 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?; 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?; 11b Describe in Schedule O the process, if any, used by the organization to review this Form 990.; 12a Did the organization have a written conflict of interest policy? If "No," go to line 13; 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?; 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done; 13 Did the organization have a written whistleblower policy?; 14 Did the organization have a written document retention and destruction policy?; 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?; 15a The organization's CEO, Executive Director, or top management official; 15b Other officers or key employees of the organization; 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?; 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed: FL
18 Section 6104 requires an organization to make its Form 1023 (or 1024-A if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records:
MARC MERO 101 E Faith Terrace Maitland, FL 32751 (407) 862-4800

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, or highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional Trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MARC MERO ..... CEO DIRECTOR	20.00 ..... 0.00			X		X		87,862	0	0
(2) WENDIE ADUBATO ..... DIRECTOR	40.00 ..... 0.00	X		X				0	0	0
(3) DAVE ANDERSON ..... DIRECTOR	2.00 ..... 0.00	X		X				0	0	0

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)							(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional Trustee	Officer	Key employee	Highest compensated employee	Former				

<b>1b Sub-Total</b> . . . . .	▶			
<b>1c Total from continuation sheets to Part VII, Section A</b> . . . . .	▶			
<b>1d Total (add lines 1b and 1c)</b> . . . . .	▶	87,862	0	0

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization ▶ **0**

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director or trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i> . . . . .		No
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i> . . . . .		No
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i> . . . . .		No

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization ▶

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

Table with columns (A) Total revenue, (B) Related or exempt function revenue, (C) Unrelated business revenue, (D) Revenue excluded from tax under sections 512 - 514. Rows include Contributions, Gifts, Grants and Other Similar Amounts; Program Service Revenue; and Other Revenue.

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

<b>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</b>	<b>(A)</b> Total expenses	<b>(B)</b> Program service expenses	<b>(C)</b> Management and general expenses	<b>(D)</b> Fundraising expenses
<b>1</b> Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 . . . . .	100	100		
<b>2</b> Grants and other assistance to domestic individuals. See Part IV, line 22 . . . . .				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16. . . . .				
<b>4</b> Benefits paid to or for members . . . . .				
<b>5</b> Compensation of current officers, directors, trustees, and key employees . . . . .	87,862	82,862	2,500	2,500
<b>6</b> Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .				
<b>7</b> Other salaries and wages . . . . .	24,300	8,505	7,898	7,897
<b>8</b> Pension plan accruals and contributions (include section 401 (k) and 403(b) employer contributions) . . . . .				
<b>9</b> Other employee benefits . . . . .				
<b>10</b> Payroll taxes . . . . .	8,721	7,105	808	808
<b>11</b> Fees for services (non-employees):				
<b>a</b> Management . . . . .				
<b>b</b> Legal . . . . .				
<b>c</b> Accounting . . . . .	3,010		3,010	
<b>d</b> Lobbying . . . . .				
<b>e</b> Professional fundraising services. See Part IV, line 17				
<b>f</b> Investment management fees . . . . .				
<b>g</b> Other (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O)	308		308	
<b>12</b> Advertising and promotion . . . . .	2,845	2,845		
<b>13</b> Office expenses . . . . .	1,278	1,278		
<b>14</b> Information technology . . . . .	3,062	1,021	1,021	1,020
<b>15</b> Royalties . . . . .				
<b>16</b> Occupancy . . . . .	41,256	33,418	2,888	4,950
<b>17</b> Travel . . . . .	9,225	9,225		
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .				
<b>19</b> Conferences, conventions, and meetings . . . . .				
<b>20</b> Interest . . . . .	354	354		
<b>21</b> Payments to affiliates . . . . .				
<b>22</b> Depreciation, depletion, and amortization . . . . .	1,248		1,248	
<b>23</b> Insurance . . . . .	2,392	2,392		
<b>24</b> Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
<b>a</b> Bank and CC Fees	698		698	
<b>b</b> Taxes and Licenses	186	186		
<b>c</b> Dues and Subscriptions	337	169	168	
<b>d</b>				
<b>e</b> All other expenses	10,022	10,022		
<b>25</b> Total functional expenses. Add lines 1 through 24e	197,204	159,482	20,547	17,175
<b>26</b> Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part IX

		(A) Beginning of year		(B) End of year
<b>Assets</b>	<b>1</b> Cash—non-interest-bearing . . . . .	49,956	<b>1</b>	6,785
	<b>2</b> Savings and temporary cash investments . . . . .		<b>2</b>	
	<b>3</b> Pledges and grants receivable, net . . . . .		<b>3</b>	
	<b>4</b> Accounts receivable, net . . . . .	6,752	<b>4</b>	6,752
	<b>5</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .		<b>5</b>	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) . . . . .		<b>6</b>	
	<b>7</b> Notes and loans receivable, net . . . . .		<b>7</b>	
	<b>8</b> Inventories for sale or use . . . . .		<b>8</b>	
	<b>9</b> Prepaid expenses and deferred charges . . . . .		<b>9</b>	
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	38,701		
	<b>b</b> Less: accumulated depreciation	36,393	3,556	<b>10c</b> 2,308
	<b>11</b> Investments—publicly traded securities . . . . .		<b>11</b>	
	<b>12</b> Investments—other securities. See Part IV, line 11 . . . . .		<b>12</b>	
	<b>13</b> Investments—program-related. See Part IV, line 11 . . . . .		<b>13</b>	
	<b>14</b> Intangible assets . . . . .		<b>14</b>	
	<b>15</b> Other assets. See Part IV, line 11 . . . . .		<b>15</b>	
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) . . . . .	60,264	<b>16</b>	15,845	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses . . . . .	163	<b>17</b>	1,732
	<b>18</b> Grants payable . . . . .		<b>18</b>	
	<b>19</b> Deferred revenue . . . . .		<b>19</b>	9,000
	<b>20</b> Tax-exempt bond liabilities . . . . .		<b>20</b>	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D		<b>21</b>	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .		<b>22</b>	10,000
	<b>23</b> Secured mortgages and notes payable to unrelated third parties . . . . .		<b>23</b>	
	<b>24</b> Unsecured notes and loans payable to unrelated third parties . . . . .		<b>24</b>	31,007
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17 - 24). Complete Part X of Schedule D		<b>25</b>	
	<b>26 Total liabilities.</b> Add lines 17 through 25 . . . . .	163	<b>26</b>	51,739
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions . . . . .	60,101	<b>27</b>	-35,894
	<b>28</b> Net assets with donor restrictions . . . . .		<b>28</b>	
	<b>Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds . . . . .		<b>29</b>	
	<b>30</b> Paid-in or capital surplus, or land, building or equipment fund . . . . .		<b>30</b>	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds		<b>31</b>	
<b>32</b> Total net assets or fund balances . . . . .	60,101	<b>32</b>	-35,894	
<b>33</b> Total liabilities and net assets/fund balances . . . . .	60,264	<b>33</b>	15,845	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	101,209
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	197,204
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	-95,995
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	<b>4</b>	60,101
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain in Schedule O)	<b>9</b>	0
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	<b>10</b>	-35,894

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
<b>1</b>	Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b>	Were the organization's financial statements compiled or reviewed by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		No
<b>b</b>	Were the organization's financial statements audited by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		No
<b>c</b>	If "Yes," to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		
<b>3a</b>	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		No
<b>b</b>	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.		



## Additional Data

**Software ID:**

**Software Version:**

**EIN:** 26-2209106

**Name:** Champion of Choices Inc

Form 990 (2020)

---

**Form 990, Part III, Line 4a:**

The Champion of Choices school program focuses on many timely and significant challenges that students of all ages experience daily, including peer pressure, substance abuse, suicide, bullying, choosing the right friends and goal setting. During a live 60 minute full production presentation, Marc Mero, President of Champion of Choices, presents a powerful, candid, and moving message that encourages students to make meaningful choices and pursue their passions. His personal and entertaining stories about his own positive and negative choices inspire students to choose to be champions.

---

**SCHEDULE A**  
(Form 990 or 990EZ)

**Public Charity Status and Public Support**  
Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.  
▶ Attach to Form 990 or Form 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047  
**2020**  
**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

**Name of the organization**  
Champion of Choices Inc

**Employer identification number**  
26-2209106

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2  A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state:
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9  An agricultural research organization described in **170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land grant college of agriculture. See instructions. Enter the name, city, and state of the college or university:
- 10  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . . \_\_\_\_\_
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1- 10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
<b>Total</b>						

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization failed to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grant.") . . .	139,569	86,158	77,484	154,910	64,126	522,247
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf. . . .						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge..						
<b>4 Total.</b> Add lines 1 through 3	139,569	86,158	77,484	154,910	64,126	522,247
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f). . .						26,540
<b>6 Public support.</b> Subtract line 5 from line 4.						495,707

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>7</b> Amounts from line 4. . .	139,569	86,158	77,484	154,910	64,126	522,247
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources. . . .	540	206				746
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on. .						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.). . .						
<b>11 Total support.</b> Add lines 7 through 10						522,993
<b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .					<b>12</b>	
<b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . ▶ <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2020 (line 6, column (f) divided by line 11, column (f)) . . . . .	<b>14</b>	94.780 %
<b>15</b> Public support percentage for 2019 Schedule A, Part II, line 14 . . . . .	<b>15</b>	92.930 %
<b>16a 33 1/3% support test—2020.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . ▶ <input checked="" type="checkbox"/>		
<b>b 33 1/3% support test—2019.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . ▶ <input type="checkbox"/>		
<b>17a 10%-facts-and-circumstances test—2020.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . . ▶ <input type="checkbox"/>		
<b>b 10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . . ▶ <input type="checkbox"/>		
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . . ▶ <input type="checkbox"/>		

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶		(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>1</b>	Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .						
<b>2</b>	Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
<b>3</b>	Gross receipts from activities that are not an unrelated trade or business under section 513 . . . . .						
<b>4</b>	Tax revenues levied for the organization's benefit and either paid to or expended on its behalf. . .						
<b>5</b>	The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>6</b>	<b>Total.</b> Add lines 1 through 5						
<b>7a</b>	Amounts included on lines 1, 2, and 3 received from disqualified persons						
<b>b</b>	Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.						
<b>c</b>	Add lines 7a and 7b. . . . .						
<b>8</b>	<b>Public support.</b> (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶		(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>9</b>	Amounts from line 6. . . . .						
<b>10a</b>	Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources. . .						
<b>b</b>	Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						
<b>c</b>	Add lines 10a and 10b.						
<b>11</b>	Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on.						
<b>12</b>	Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						
<b>13</b>	<b>Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . . .						

**14 First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here.** . . . . .

**Section C. Computation of Public Support Percentage**

<b>15</b>	Public support percentage for 2020 (line 8, column (f) divided by line 13, column (f)) . . . . .	<b>15</b>	
<b>16</b>	Public support percentage from 2019 Schedule A, Part III, line 15 . . . . .	<b>16</b>	

**Section D. Computation of Investment Income Percentage**

<b>17</b>	Investment income percentage for <b>2020</b> (line 10c, column (f) divided by line 13, column (f)) . . . . .	<b>17</b>	
<b>18</b>	Investment income percentage from <b>2019</b> Schedule A, Part III, line 17 . . . . .	<b>18</b>	

**19a 33 1/3% support tests—2020.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization . . . . .

**b 33 1/3% support tests—2019.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3% and line 18 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization . . . . .

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . .

**Part IV Supporting Organizations**

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, of Part I, complete Sections A and B. If you checked box 12b, of Part I, complete Sections A and C. If you checked box 12c, of Part I, complete Sections A, D, and E. If you checked box 12d, of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

		Yes	No
<b>1</b>	Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
	<b>1</b>		
<b>2</b>	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
	<b>2</b>		
<b>3a</b>	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
	<b>3a</b>		
<b>b</b>	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
	<b>3b</b>		
<b>c</b>	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
	<b>3c</b>		
<b>4a</b>	Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes" and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
	<b>4a</b>		
<b>b</b>	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
	<b>4b</b>		
<b>c</b>	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
	<b>4c</b>		
<b>5a</b>	Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
	<b>5a</b>		
<b>b</b>	<b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
	<b>5b</b>		
<b>c</b>	<b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
	<b>5c</b>		
<b>6</b>	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
	<b>6</b>		
<b>7</b>	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
	<b>7</b>		
<b>8</b>	Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
	<b>8</b>		
<b>9a</b>	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
	<b>9a</b>		
<b>b</b>	Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
	<b>9b</b>		
<b>c</b>	Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
	<b>9c</b>		
<b>10a</b>	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
	<b>10a</b>		
<b>b</b>	Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings).</i>		
	<b>10b</b>		

**Part IV Supporting Organizations** (continued)

		Yes	No
<b>11</b>	Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b>	A person who directly or indirectly controls, either alone or together with persons described in lines 11b and 11c below, the governing body of a supported organization?		
<b>b</b>	A family member of a person described in 11a above?		
<b>c</b>	A 35% controlled entity of a person described in line 11a or 11b above? <i>If "Yes" to 11a, 11b, or 11c, provide detail in Part VI.</i>		

**Section B. Type I Supporting Organizations**

		Yes	No
<b>1</b>	Did the officers, directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
<b>2</b>	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised or controlled the supporting organization.</i>		

**Section C. Type II Supporting Organizations**

		Yes	No
<b>1</b>	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		

**Section D. All Type III Supporting Organizations**

		Yes	No
<b>1</b>	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b>	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization (s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
<b>3</b>	By reason of the relationship described in line 2 above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		

**Section E. Type III Functionally-Integrated Supporting Organizations**

<b>1</b>	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year ( <b>see instructions</b> ):		
<b>a</b>	<input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.		
<b>b</b>	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.		
<b>c</b>	<input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a government entity (see instructions)		
<b>2</b>	Activities Test. <b>Answer lines 2a and 2b below.</b>		
<b>a</b>	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>		
<b>b</b>	Did the activities described in line 2a constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
<b>3</b>	Parent of Supported Organizations. <b>Answer lines 3a and 3b below.</b>		
<b>a</b>	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No" provide details in Part VI.</i>		
<b>b</b>	Did the organization exercise a substantial degree of direction over the policies, programs and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1**  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

<b>Section A - Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b>	Net short-term capital gain	<b>1</b>	
<b>2</b>	Recoveries of prior-year distributions	<b>2</b>	
<b>3</b>	Other gross income (see instructions)	<b>3</b>	
<b>4</b>	Add lines 1 through 3	<b>4</b>	
<b>5</b>	Depreciation and depletion	<b>5</b>	
<b>6</b>	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	<b>6</b>	
<b>7</b>	Other expenses (see instructions)	<b>7</b>	
<b>8</b>	<b>Adjusted Net Income</b> (subtract lines 5, 6 and 7 from line 4)	<b>8</b>	
<b>Section B - Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b>	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):	<b>1</b>	
<b>a</b>	Average monthly value of securities	<b>1a</b>	
<b>b</b>	Average monthly cash balances	<b>1b</b>	
<b>c</b>	Fair market value of other non-exempt-use assets	<b>1c</b>	
<b>d</b>	<b>Total</b> (add lines 1a, 1b, and 1c)	<b>1d</b>	
<b>e</b>	<b>Discount</b> claimed for blockage or other factors ( <i>explain in detail in Part VI</i> ):		
<b>2</b>	Acquisition indebtedness applicable to non-exempt use assets	<b>2</b>	
<b>3</b>	Subtract line 2 from line 1d	<b>3</b>	
<b>4</b>	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	<b>4</b>	
<b>5</b>	Net value of non-exempt-use assets (subtract line 4 from line 3)	<b>5</b>	
<b>6</b>	Multiply line 5 by 0.035	<b>6</b>	
<b>7</b>	Recoveries of prior-year distributions	<b>7</b>	
<b>8</b>	<b>Minimum Asset Amount</b> (add line 7 to line 6)	<b>8</b>	
<b>Section C - Distributable Amount</b>			Current Year
<b>1</b>	Adjusted net income for prior year (from Section A, line 8, Column A)	<b>1</b>	
<b>2</b>	Enter 85% of line 1	<b>2</b>	
<b>3</b>	Minimum asset amount for prior year (from Section B, line 8, Column A)	<b>3</b>	
<b>4</b>	Enter greater of line 2 or line 3	<b>4</b>	
<b>5</b>	Income tax imposed in prior year	<b>5</b>	
<b>6</b>	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	<b>6</b>	
<b>7</b>	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally-integrated Type III supporting organization (see instructions)		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

<b>Section D - Distributions</b>		<b>Current Year</b>
<b>1</b> Amounts paid to supported organizations to accomplish exempt purposes	<b>1</b>	
<b>2</b> Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	<b>2</b>	
<b>3</b> Administrative expenses paid to accomplish exempt purposes of supported organizations	<b>3</b>	
<b>4</b> Amounts paid to acquire exempt-use assets	<b>4</b>	
<b>5</b> Qualified set-aside amounts ( <i>prior IRS approval required - provide details in Part VI</i> )	<b>5</b>	
<b>6</b> Other distributions ( <i>describe in Part VI</i> ). See instructions	<b>6</b>	
<b>7 Total annual distributions.</b> Add lines 1 through 6.	<b>7</b>	
<b>8</b> Distributions to attentive supported organizations to which the organization is responsive ( <i>provide details in Part VI</i> ). See instructions	<b>8</b>	
<b>9</b> Distributable amount for 2020 from Section C, line 6	<b>9</b>	
<b>10</b> Line 8 amount divided by Line 9 amount	<b>10</b>	

<b>Section E - Distribution Allocations</b> (see instructions)	<b>(i)</b> <b>Excess Distributions</b>	<b>(ii)</b> <b>Underdistributions</b> <b>Pre-2020</b>	<b>(iii)</b> <b>Distributable</b> <b>Amount for 2020</b>
<b>1</b> Distributable amount for 2020 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2020 (reasonable cause required-- <i>explain in Part VI</i> ). See instructions.			
<b>3</b> Excess distributions carryover, if any, to 2020:			
<b>a</b> From 2015. . . . .			
<b>b</b> From 2016. . . . .			
<b>c</b> From 2017. . . . .			
<b>d</b> From 2018. . . . .			
<b>e</b> From 2019. . . . .			
<b>f Total</b> of lines 3a through e			
<b>g</b> Applied to underdistributions of prior years			
<b>h</b> Applied to 2020 distributable amount			
<b>i</b> Carryover from 2015 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
<b>4</b> Distributions for 2020 from Section D, line 7:			
\$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2020 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from line 4.			
<b>5</b> Remaining underdistributions for years prior to 2020, if any. Subtract lines 3g and 4a from line 2. If the amount is greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>6</b> Remaining underdistributions for 2020. Subtract lines 3h and 4b from line 1. If the amount is greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>7 Excess distributions carryover to 2021.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b> Excess from 2016. . . . .			
<b>b</b> Excess from 2017. . . . .			
<b>c</b> Excess from 2018. . . . .			
<b>d</b> Excess from 2019. . . . .			
<b>e</b> Excess from 2020. . . . .			



**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions).

<b>Facts And Circumstances Test</b>

SCHEDULE D (Form 990) Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

OMB No. 1545-0047 2020 Open to Public Inspection

Complete if the organization answered "Yes," on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990. Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization: Champion of Choices Inc Employer identification number: 26-2209106

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 3 columns: Line number, (a) Donor advised funds, (b) Funds and other accounts. Includes questions 1-4 and 5-6 regarding donor advised funds.

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Form for Part II Conservation Easements. Includes questions 1-9 regarding conservation easements, with a sub-table for 'Held at the End of the Year'.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Form for Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Includes questions 1a, 1b, 2a, 2b regarding reporting requirements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):
a Public exhibition
b Scholarly research
c Preservation for future generations
d Loan or exchange programs
e Other
4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
5 During the year, did the organization solicit or receive donations of art, historical treasures or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
b If "Yes," explain the arrangement in Part XIII and complete the following table:
Table with columns: Amount, 1c Beginning balance, 1d Additions during the year, 1e Distributions during the year, 1f Ending balance
2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

Part V Endowment Funds.

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

Table with 5 columns: (a) Current year, (b) Prior year, (c) Two years back, (d) Three years back, (e) Four years back. Rows include: 1a Beginning of year balance, b Contributions, c Net investment earnings, gains, and losses, d Grants or scholarships, e Other expenditures for facilities and programs, f Administrative expenses, g End of year balance.

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
a Board designated or quasi-endowment
b Permanent endowment
c Term endowment
The percentages on lines 2a, 2b, and 2c should equal 100%.
3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
(i) Unrelated organizations
(ii) Related organizations
b If "Yes" on 3a(ii), are the related organizations listed as required on Schedule R?
4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Table with 4 columns: (a) Cost or other basis (investment), (b) Cost or other basis (other), (c) Accumulated depreciation, (d) Book value. Rows include: 1a Land, b Buildings, c Leasehold improvements, d Equipment, e Other, Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).) 2,308

**Part VII Investments—Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives . . . . .		
(2) Closely-held equity interests . . . . .		
(3) Other _____		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments—Program Related.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col.(B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col.(B) line 15.)	

**Part X Other Liabilities.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col.(B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements . . . . .		<b>1</b>	
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
<b>a</b>	Net unrealized gains (losses) on investments . . . . .	<b>2a</b>		
<b>b</b>	Donated services and use of facilities . . . . .	<b>2b</b>		
<b>c</b>	Recoveries of prior year grants . . . . .	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.) . . . . .	<b>2d</b>		
<b>e</b>	Add lines <b>2a</b> through <b>2d</b> . . . . .		<b>2e</b>	
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b> . . . . .		<b>3</b>	
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b . . . . .	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.) . . . . .	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b> . . . . .		<b>4c</b>	
<b>5</b>	Total revenue. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 12.) . . . . .		<b>5</b>	

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements . . . . .		<b>1</b>	
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
<b>a</b>	Donated services and use of facilities . . . . .	<b>2a</b>		
<b>b</b>	Prior year adjustments . . . . .	<b>2b</b>		
<b>c</b>	Other losses . . . . .	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.) . . . . .	<b>2d</b>		
<b>e</b>	Add lines <b>2a</b> through <b>2d</b> . . . . .		<b>2e</b>	
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b> . . . . .		<b>3</b>	
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b . . . . .	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.) . . . . .	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b> . . . . .		<b>4c</b>	
<b>5</b>	Total expenses. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 18.) . . . . .		<b>5</b>	

**Part XIII Supplemental Information**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Return Reference	Explanation	
------------------	-------------	--

**Part XIII** **Supplemental Information (continued)**

Return Reference	Explanation
------------------	-------------

**Schedule L**  
(Form 990 or 990-EZ)

**Transactions with Interested Persons**

OMB No. 1545-0047

**2020**

**Open to Public Inspection**

▶ **Complete if the organization answered "Yes" on Form 990, Part IV, lines 25a, 25b, 26, 27, 28a, 28b, or 28c, or Form 990-EZ, Part V, line 38a or 40b.**  
▶ **Attach to Form 990 or Form 990-EZ.**  
▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.**

Department of the Treasury  
Internal Revenue Service

Name of the organization Champion of Choices Inc	Employer identification number 26-2209106
---	--

**Part I Excess Benefit Transactions** (section 501(c)(3), section 501(c)(4), and section 501(c)(29) organizations only).  
Complete if the organization answered "Yes" on Form 990, Part IV, line 25a or 25b, or Form 990-EZ, Part V, line 40b.

1	(a) Name of disqualified person	(b) Relationship between disqualified person and organization	(c) Description of transaction	(d) Corrected?	
				Yes	No

2 Enter the amount of tax incurred by the organization managers or disqualified persons during the year under section 4958. . . . . ▶ \$ \_\_\_\_\_

3 Enter the amount of tax, if any, on line 2, above, reimbursed by the organization . . . . . ▶ \$ \_\_\_\_\_

**Part II Loans to and/or From Interested Persons.**  
Complete if the organization answered "Yes" on Form 990-EZ, Part V, line 38a, or Form 990, Part IV, line 26; or if the organization reported an amount on Form 990, Part X, line 5, 6, or 22

(a) Name of interested person	(b) Relationship with organization	(c) Purpose of loan	(d) Loan to or from the organization?		(e) Original principal amount	(f) Balance due	(g) In default?		(h) Approved by board or committee?		(i) Written agreement?	
			To	From			Yes	No	Yes	No	Yes	No
(1) Marc Mero	President	COVID19 relief	X		10,000	10,000		No	Yes		Yes	
<b>Total</b>						▶ \$	10,000					

**Part III Grants or Assistance Benefiting Interested Persons.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 27.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of assistance	(d) Type of assistance	(e) Purpose of assistance

**Part IV Business Transactions Involving Interested Persons.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 28a, 28b, or 28c.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of transaction	(d) Description of transaction	(e) Sharing of organization's revenues?	
				Yes	No
(1) Marc Mero	President	35,876	Fair market rent paid by organization		No

**Part V Supplemental Information**

Provide additional information for responses to questions on Schedule L (see instructions).

Return Reference	Explanation



**SCHEDULE O**  
(Form 990 or 990-EZ)**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2020****Open to Public Inspection**

Department of the Treasury

Name of the organization

Champion of Choices Inc

Employer identification number

26-2209106

**990 Schedule O, Supplemental Information**

Return Reference	Explanation
Form 990 governing body review Part VI line 11	Form 990 is provided to the President and Members of the Board as a draft for their review prior to filing the return with the IRS. If there are any changes, the CPA preparing the 990 makes the necessary changes and provide the Board with an updated draft. Once the 990 has been approved by the Board, it is electronically filed with the IRS by the CPA and a copy sent to the Organization.

**990 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Conflict of interest policy compliance Part VI line 12c	All officers and Directors sign a conflict of interest policy at the beginning of their term. Any changes in their status must immediately be brought to the President. Any Board member with a conflict of interest, however slight or far removed, in a matter before the Board, shall disqualify themselves from discussing or voting on the matter and shall not use their personal influence on the matter.

**990 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
CEO executive director top management comp Part VI line 15a	The Board annually reviews and approves the compensation of the President. During deliberations, the Board uses comparability data and contemporaneously substantiates the decision.

**990 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Governing documents etc available to public Part VI line 19	The Organization makes its governing documents, conflict of interest policy, and financial statements available to the public upon request.

**990 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
List of other fees for services expenses Part IX line 11g	Payroll processing 308

# 990 Schedule O, Supplemental Information

Return Reference	Explanation
List of other expenses Part IX line 24e	Other expenses - All program services Auto 836 Repair and maintenance 2757 Security 1565 Shipping and postage 483 Software 1225 Subcontractors 700 Supplies 2064 Stationery and Printing 298 Tools 94 Total 10022

Champion of Choices, INC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

2615 George Busbee Parkway Suite 11-289

Requester's name and address (optional)

6 City, state, and ZIP code

Kennesaw, GA 30144

7 List account number(s) here (optional)

Print or type.  
See Specific Instructions on page 3.

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

Or

Employer identification number

2	6	-	2	2	0	9	1	0	6
---	---	---	---	---	---	---	---	---	---

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶ 1-1-2023

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), or employer identification number (EIN).

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (cancelled debt)

Highlands Juvenile Detention Alternatives Program

980 Valley Drive Suite #3

Bristol, VA 24201

Phone- (276) 669-0818

FAX- (276) 669 6954

E-Mail- [dapbunch@bvunet.net](mailto:dapbunch@bvunet.net)

June 20, 2023

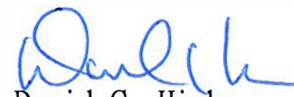
To The County Administrator/City Manager:

A resolution has been sent to each of our participating localities with a resolution from the Virginia Juvenile Community Crime Control Act (VJCCCA). This resolution is the same as has been in effect since the last resolution VJCCCA has on record from May 2, 2005. The only difference is that in Part 1, asking that if/when this locality should decide not to participate and accept funding from VJCCCA, the locality notifies the Department of Juvenile Justice, in writing, they wish to do so. By signing this resolution, it will remain in effect until the locality decides to drop out of this program.

This resolution is flexible enough to allow Appalachian Juvenile Commission to adjust our plan, in accordance with plan revision policies, throughout the life of VJCCCA without bringing the revised plan before each local board.

Again, enclosed is said resolution as well as a stamped return address envelope to Highlands Juvenile Detention Alternatives Program. These resolutions will be sent to VJCCCA who, in turn, will send to DJJ for record. Should you have questions concerning this matter, please contact Melisa Furtado, Regional Program Coordinator for VJCCCA Community Programs at 804-298-5259 or at [Melisa.Furtado@djj.virginia.gov](mailto:Melisa.Furtado@djj.virginia.gov). Your attention to this matter is appreciated

Sincerely,



David C. Hicks  
Program Supervisor



Resolution of Russell County Combining  
The VJCCCA Funding for the Counties of Washington, Smyth, Lee, Scott, Wise,  
Buchanan, Dickenson, Tazewell and Russell as well as  
the Cities of Bristol and Norton

Whereas, Russell County has been the recipient of State funding from Virginia Juvenile Community Crime Control Act (VJCCCA) for the past eighteen years and:

Whereas, this program, in conjunction with ten other jurisdictions, has been jointly administered by the Appalachian Juvenile Commission and by Washington County as fiscal agent, and:

Whereas, this Commission will serve as the distributor of funded programs to those localities participating:

Now, Therefore Be It Resolved by the Appalachian Juvenile Commission:

1. The Appalachian Juvenile Commission will participate in the VJCCCA and accept funds appropriate for the purpose set forth in this Act until it notifies the Department of Juvenile Justice in writing, that it no longer wishes to participate.
2. Russell County will combine with the counties of Smyth, Tazewell, Lee, Wise, Buchanan, Dickenson, Washington and Russell as well as the Cities of Bristol and Norton to form one combined plan with Washington County acting as the fiscal agent.
3. The County Administrator of Washington County is hereby authorized to execute a local combined plan on behalf of said localities

Resolved: \_\_\_\_\_

\_\_\_\_\_

Attest:  
  
\_\_\_\_\_

Lonzo Lester  
County Administrator  
Russell County, VA

Large Tire Sidewall Cutter

BCA Industries

SWC100 Portable Semi Tire Side Wall Cutter      Gas      \$36,500

Eagle International

TUF-Cut Tire Cutter      Diesel      \$44,674

Desco

Model 2500      Gas      \$71,900

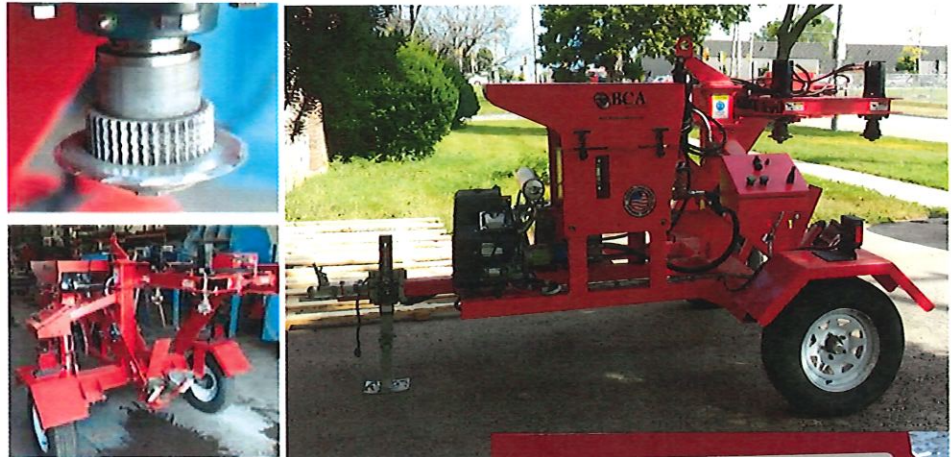
Building equipment that works hard for you!

## SWC100 PORTABLE SEMI TIRE SIDE WALL CUTTER

BCA's semi tire sidewall cutting system is revolutionizing the business of cutting semi tires. Speed and safety all in one machine. Make your operation more profitable!

### SWC100 Processes:

- 17.5, 19.5, 22.5 and Supers.
- 17" and larger light duty truck.



### SWC100 Advantage:

- Automatically lifts tire (reduces operator fatigue).
- Cuts both sidewalls in 35 seconds (100 tires per hour)
- Operator stays clear of blades while operating
- Computer controlled (reduces operator risk and error)
- Tool steel A2 blades (65 rockwell)
- Replaceable AR400 mandrel inserts
- Gas EFI, Diesel or Electric options
- Portable or stationary options



Building equipment that works hard for you!

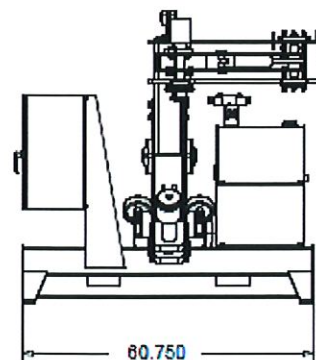
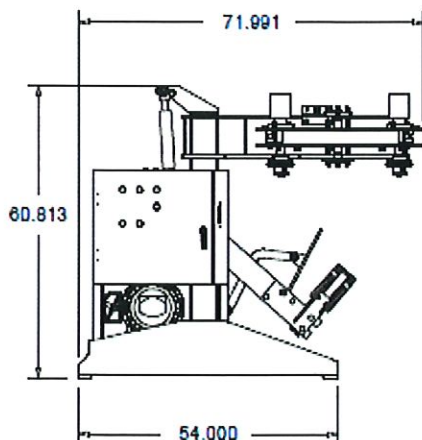
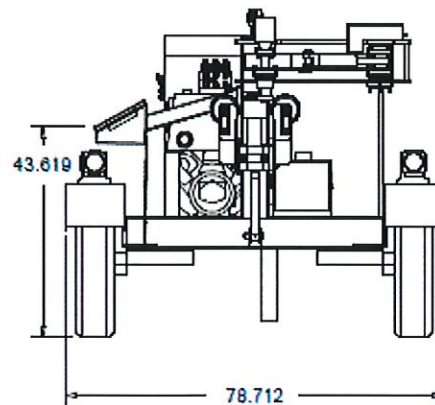
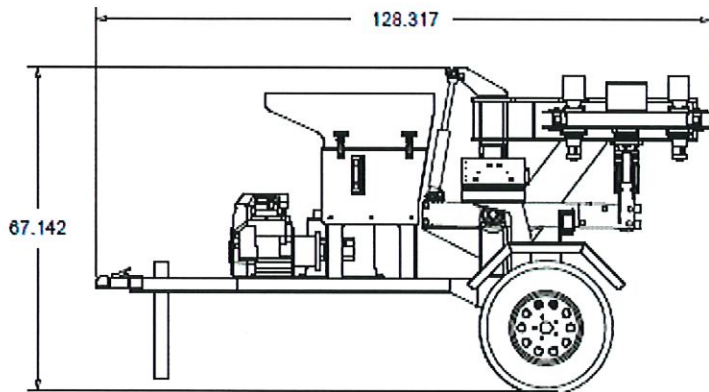
## SWC100 SPECIFICATIONS

### PORTABLE/ GAS

FUEL	GASOLINE	5 GALLONS
HYDRAULIC OIL	46 WEIGHT	5 GALLONS
ENGINE	KOHLER CH749	26.5 HP EFI
WEIGHT		2400 POUNDS
TRAILER	LENGTH	129 INCHES
TRAILER	WIDTH	79 INCHES
TRAILER	HEIGHT	68 INCHES

### STATIONARY/ ELECTRIC

HYDRAULIC OIL	46 WEIGHT	5 GALLONS
MOTOR	240/460 VOLT 3 PH	15 HP
WEIGHT		2300 POUNDS
BASE	LENGTH	72 INCHES
BASE	WIDTH	61 INCHES
BASE	HEIGHT	61 INCHES



- 1 Compose
- Mail
- Inbox 1
- Chat Starred
- Snoozed
- Spaces Sent
- Drafts 8
- Meet More

Labels

- Brian Ferguson.pst
- County
- Deleted Items
- DEQ
- Drafts
- DSS
- Inbox
- Junk Email

Cumberland Plateau Regional Waste Management Authority  
 135 Highland Dr, Suite C  
 Lebanon, VA 24266  
 Office 276-883-5403  
 Mobile 276-698-9414  
 Website: [www.cprwma.com](http://www.cprwma.com)

---

**From:** [john@bca-industries.com](mailto:john@bca-industries.com) [john@bca-industries.com](mailto:john@bca-industries.com) <[john@bca-industries.com](mailto:john@bca-industries.com)>  
**Sent:** Tuesday, June 6, 2023, 4:47 PM  
**To:** [tobyedwards@bvumet.edu](mailto:tobyedwards@bvumet.edu) <[tobyedwards@bvumet.edu](mailto:tobyedwards@bvumet.edu)>  
**Subject:** BCA Sidewall and Shear information

Toby,  
 Please find attached information and video links below. SWC Gas portable is \$36,500 and the Stationary Electric is \$34,500

Sidewall wholesale buyers generally will drop an empty trailer for you to fill with 1800 sidewalls ( clean cut) and pay you betw up and leave you an empty. Find them below.

Danny Nadler 1-888-581-5488 [nadler@videotron.ca](mailto:nadler@videotron.ca)

Marvin Meyers and associates 1-888-623-8209 [sales@marvinmeyers.com](mailto:sales@marvinmeyers.com)

Email only:  
<https://endusebrandllc.net/line-sidewalls-silage-covers.html?solid=C0V0C0iuv02eBPC-APL-A5E5hWce7L4me9uINhuf>



## Specifications

Safely cuts tires up to and including  
23.5/25, 12 ply.

	Portable	Stationary
Weight	5,650lbs(2,562kg)	4,650lbs(2,109kg)
Height	69 1/2" (177cm)	
Width	76 1/2" (194cm)	68 1/2"(174cm)
Length	201" (511cm)	140" (355cm)
Hitch	2" Standard Ball	None
Axles	Single	None
Susp.	Rubber Torsion Insert	None
Wheels	16"	None
Brakes	2 Wheel Electric	None
Cycle Time	15 Seconds	
Hydr. Press.	2,900 psi	
Diesel	23 HP Isuzu	
Gas	20 HP Kohler	
Electric	15 HP	
Blade Size	3/4" x 3" x 36"	
Rotatable Blades	4 Edges	
Roller-Bed	2 5/8" - Manual	
Adj. Cutter Bar Guides	Standard	
Tire Lift	Standard	
Bed Roller Extensions	Standard	

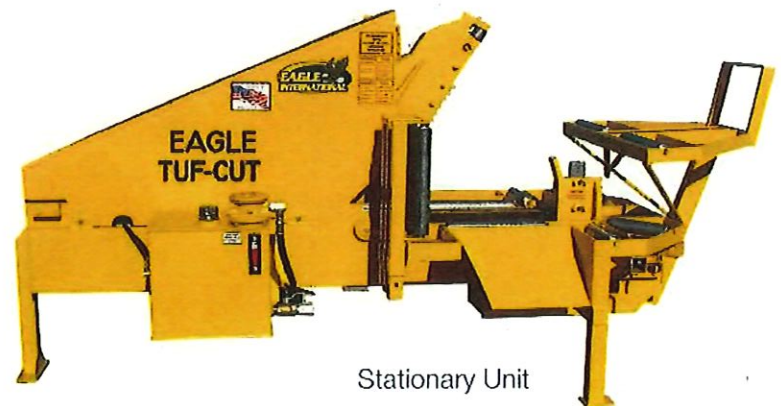


Portable Unit

The patented Eagle Tuf-Cut adds flexibility to your total tire cutting system by providing you the opportunities of accepting tires up to 23.5/25, 12 ply into your system.

The unit also allows your system to cut two or three tires at one time, yielding 50-60 truck tires per hour or approximately 2,000 lbs. of tire per hour.

The Tuf-Cut come standard with a tire lift and extension rollers to handle the larger tires. The Tuf-Cut is available as a portable or stationary unit and can be powered by electric, diesel or gasoline



Stationary Unit



**SOLD TO INFORMATION**

Buyer  Cell

Company

Address

City  State

Country  Zip

Phone  Fax

Email

**SHIP TO INFORMATION**

Buyer  Cell

Company

Address

City  State

Country  Zip

Phone  Fax

Email

Print

PDF

Duplicate

CRM

**MACHINE SALES INFORMATION**

CRM #



Equipment Model	Equipment Mobility	Equipment Power	Qty	Unit Price	Discount	Extended
Eagle Tuf Cut	Stationary	Diesel	1	\$42,195.00		\$42,195.00
Eagle Tuf Cut	Portable	Diesel	1	\$44,674.00		\$44,674.00
Eagle Tuf Cut II	Stationary	Diesel	1	\$88,731.00		\$88,731.00
Eagle Tuf Cut II	Portable	Diesel	1	\$93,719.00		\$93,719.00

**PAYMENT TERMS:**

Non-Refundable Downpayment =

Due Upon Completion =

Sales Representative:

Sales Rep Email:

**DELIVERY**

Due Date:

Carrier:

IncoTerms:

Sub-Total:

Onsite Training:

Freight:

Grand Total:

This Quotation is for:

- (1) Eagle International Stationary Tuf Cut supplied with a 23 HP Isuzu Diesel engine.
- (1) Eagle International Portable Tuf Cut supplied with a 23 HP Isuzu Diesel engine.
- (1) Eagle International Stationary Tuf Cut II supplied with a 50 HP Deutz Diesel engine.
- (1) Eagle International Portable Tuf Cut II supplied with a 50 HP Deutz Diesel engine.

This machine will be put into our production schedule as soon as we receive the 50% down payment and a signed Purchase Agreement faxed or e-mailed into our office. The remaining 50% will be due upon completion of this machine. Production times vary depending on the availability of purchased parts.

All portable machines are built to USA DOT regulations, any deviations from this design will be at the customer's expense.

This quote does not include training, freight, or spare parts

Machines will be placed in the equipment production schedule upon receipt of a signed Purchase Agreement and the required downpayment. All manuals and training CD's will be provided upon shipment of the machine.

I understand the terms and conditions of this sale as per attached. I further understand that a non-refundable down payment or an approved lease agreement is required before Brehmer Mfg will schedule production. I agree to pay the remaining balance before delivery. I further understand that I am responsible for any applicable state or local taxes or any registration or licensing fees that are applicable in my state, province or country. I understand if downpayment or final payment is not made using a check, ACH or wire transfer, a 3% administrative fee will be added to the amount charged.

Brehmer Sales Representative Signature

Date

Authorized Purchaser's Signature

Date



800 344 0814 - **DESCO INC** - 800 344 0814

HOME MODELS FINANCING & WARRANTY

## Models

# 2500



Tire Cutters 2500 - Portable Tire Shear

### Model 2500 - Tire Shear Portable

- 18 HP gas motor with electric start
- 3400 RPM • Salami double pump
- Shear Capacity: light truck - passenger Off Road -Semi - Farm Tractor - Road C

### Tires

- Shear Cycle Time: 13-15 seconds
- De-rimmer Cycle Time: 11 seconds
- De-rims up to 16.5" rims
- Adjustable rim plate





Brian Ferguson &lt;brian.ferguson@russellcountyva.us&gt;

---

**Fwd: DESCO Model 2500 & 2906 Tire Shear**

1 message

---

**Toby Edwards** <tobyedwards@bvu.net>  
To: Brian Ferguson <brian.ferguson@russellcountyva.us>

Tue, Jun 6, 2023 at 10:45 PM

Toby F. Edwards, MsED.  
Executive Director  
Cumberland Plateau Regional Waste Management Authority  
135 Highland Dr, Suite C  
Lebanon, VA 24266  
Office 276-883-5403  
Mobile 276-698-9414  
Website: [www.cprwma.com](http://www.cprwma.com)

---

**From:** shirley.smith [desco-usa.com](http://desco-usa.com) <[shirley.smith@desco-usa.com](mailto:shirley.smith@desco-usa.com)>  
**Sent:** Tuesday, June 6, 2023, 7:04 PM  
**To:** [tobyedwards@bvu.net](mailto:tobyedwards@bvu.net) <[tobyedwards@bvu.net](mailto:tobyedwards@bvu.net)>  
**Cc:** shirley.smith [desco-usa.com](http://desco-usa.com) <[shirley.smith@desco-usa.com](mailto:shirley.smith@desco-usa.com)>  
**Subject:** DESCO Model 2500 & 2906 Tire Shear

**Cumberland Waste**

**Toby Edwards**  
135 Hiland Drive  
Lebanon, Va. 24266  
276 883 5403

**Due to "current world wide" circumstances...orders may be delayed..**  
**As a Company, Desco is experiencing delays from our suppliers.**  
**PLEASE NOTE: These delays are out of our control .**  
**We apologize in advance, if your order is delayed.**  
**DESCO'S top priority is "our customers"!!**  
**Be assured *your* DESCO Unit will be expedited as quickly as possible.!**

Good Afternoon Toby,  
Thank you for your inquiry.  
Desco Units are the most durable machines on the market,  
Constructed Heavier and "Trouble - Free".  
Made the old fashioned way!  
Entirely - U S MADE

Mr. Smith was quoted as saying..  
"Anyone can make a machine, .... ..  
but will it be working  
in 5 - 10 - or even 25 years?. ..  
or parked in the trees?"

Desco has a track record  
of years and years and "years",...  
of "on the job" usage daily!!!

**DESCO SAVES YOU MONEY ! !**

**DESCO MAKES YOU MONEY !**

**You can purchase "cheaper"**

**But "NOT w/ the endurance!**

\*\*\*\*\*

**MODEL 2500 - TIRESHEAR - Portable**

**Gas 23 HP w/ Electric Start**

**List price.....\$71,900.00 US Dollars**

**Cuts: .....Passenger, Lt. Truck, Semi Tires,  
Non Radial Farm Tractor Tires, & Road Grader Tires.**

**Features: One Man Operation**

**13 to 15 Second Cycle time**

**Capabilities: Passenger, Lt. Truck Tires,**

**Semi Tires, Non Radial Farm Tires,**

**Road Grader Tires, Farm Implement Tires**

\*\*\*\*\*

**Model 2906 - Tire Shear - Portable**

**List Price.....\$77,900.00 US Dollars**

**30 HP Gas Motor w/ Electric Start**

**Features: One man Operation**

**13 to 15 Second Cycle Time**

**Portable - Cuts:**

**Donut, Passenger, Lt Truck, Off Road, Semi Tires,**

**Radial Farm Tractor Tires, Road Grader Tires,**

**.....&..... "Super Single Tires"**

**YES ...& .... "Back Hoe Tires"**

\*\*\*\*\*

**Return on Investment. (using the 2906 as an example)-**

**USE YOUR FIGURES**

150 SEMI TIRES TO DISPOSE OF

@ \$7.00 DISPOSAL FEE =" **\$1,050.00** ...(Paid in) **(1)**

Weight of Semi Tires approx. 82 lbs X 159 qty. = 6.15 ton

6.15 x \$30.00 per ton = \$184.50 cost for garbage disposal

**Fully burdened monthly cost after..... the first 3 hours:**

Cost of Equipment ( approx. lease or bank payment).....\$ 700.00

Garbage Hauler..... \$ 184.50

**Labor can do 50 to 55 Semi Tires per hour (quartered)**

**3 Hours X \$20.00 labor fee for two men..... \$120.00**

**Fuel - 3 gallons X \$2.50 per gallon ..= \$ 7.50**

.....(2) \$1012.00

(1)\$1,050.00 - (2) \$1012.00 = \$38.00 left over

w/ 3 Hours of Labor & 150 Semi Tires.

Equipment LEASE or Bank payment is made

\*\*\*\*\*

**2 YEAR - Warranty (1/1/2014) (Not Blades)**

*If a problem occurs...*

1. Customer calls Desco Inc.

*Desco discusses problem w/ Customer.*

*Customer may be asked to send photo's of problem by email or cell phone.*

*If new component is necessary...*

- 1. DESCO pays for new component.
- 2. Customer prepays cost of shipping,
- 3. Customer ships old component to Desco.  
w/in 30 days  
or \*Customer will be charged.

\*\*\*\*\*

\* Blades are Heat Treated..(hardened) ..  
(Can be used 4 times)

- 1. As when Unit arrives.)
- 2. Blades can be turned over.....
- 3. And then....end for end
- 4. And turned over again.

.....  
*Freight costs TBD.. for all Portable Units.  
....due to volatile fuel pricing.  
Customer may arrange for shipment.*

.....  
**Units ordered, require full payment w/ placement of order,  
by ACH or Bank Wire Transfer.**

**CUSTOMER IS UPDATED - PROGRESS OF UNITS.**

Units approximate shipment 90 to 120 days,  
From date of receipt of monies.  
*(very - possibly earlier shipment ready.)*

\*\*\*\*\*

**REFERENCES:**

**Contact Person: Sam Bass - 419 545 3228**

**Called 4/16/2020 - Sam Bass called 4/16/2020 needing replacement hexagon bolts.**

**I inquired how he felt about his machine.**

**Quote: "Very satisfied w/ the Unit - I've had it about 15 years",  
I had to replace the motor once, I wore it out".  
I asked if he would mind being a reference.  
His reply - " Sure I'll talk to anyone".**

\*\*\*\*\*

**California Soils: MODEL 4000 -Purchased - 2005 - Westly, Ca.  
Contact Person: Jason Winters - 205- 595- 2185**

**Quote: (5/3/2020)" The machine has been a great one,  
and the Company has been very good to work with."**

**In 2015 his quote was - "We use it every day, - it has cut up thousands of tires."**

\*\*\*\*\*

**Raymond Klingerman's:**

**Model 2500 - Purchased 2001 - Austin, Tx.**

Contact: Tom - Mgr. - 512- 892- 3737 - (5/03/2020 quote )

**Quote: "It has been an outstanding piece of machinery!**

**I have been here a little over 15 years, and its been here before me."**

**"Yes, I would recommend a Desco Unit."**

\*\*\*\*\*

**Deffenbaugh- Waste Mtg. , K..C., Ks.**

**Purchased Model 2906 - 2012**

**Spoke to N. Canfield in 2015, his reply was , "I have not personally used the Tire  
Cutter, but on a warranty item, we had had, you and your Engineer were  
exceptional in solving the matter.... based on that, I'd say Desco is great in my  
book".**

**The Tire Shear Operator's reply was "The Tire Cutter does a dang good job. We  
cut up tires every two weeks, and it just keeps cutting up tires w/ no problems  
whatsoever...ever! It does a dang good job".**

\*\*\*\*\*

**Financing or Leasing....**

**If... you would choose to finance...**

**DESCO Inc. works w/ First Citizens.Com**

**Call: David Duquenne**

**Strategic Account Specialist**

David Duquenne <david.duquenne@firstcitizenscom>

603 501 1057

**W/ Best Regards**

**SAS**

SAS

800 344 0814

641 938 2193



CLEAN UP!

Contractor: U.S. Tire Recycling Partners, L.P.
6322 Poplar Tent Road
Concord, NC 28027
Phone: 704.784.1210
Fax: 704.784.4716

ROUTE SERVICE AGREEMENT

Customer Status: [X] New Customer [ ] Existing-New Agreement [ ] Existing-Agreement Renewal [ ] Price Change [ ] Service Change

Contract Customer / Invoice to: Cumberland Plateau Waste Management Authority Customer Account Number:

Customer Name: Cumberland Plateau Waste Management Authority FEIN No.:

Address: 135 Highland Drive, Suite C

City and State: Lebanon, VA Zip Code: 24266

County: Russell

Phone Number: (276) 698-9414 Fax Number:

E-Mail Address:

Check One: Proprietor [ ] Partnership [ ] Corp [ ] State of Incorporation:

Name of Principal: Toby Edwards Title: Executive Director

Service: Collection, loading, transportation, processing, recycling and/or disposal of Customer's used tires.

Service Location:

Location Name: Russell County Transfer Station

Address: 1786 Century Farm Road

City and State: Castlewood, VA Zip Code: 2422

Phone Number: (276) 698-9414 Fax Number:

E-Mail Address:

Service Contact: Toby Edwards Title: Executive Director

Effective Date of Service: 6/28/2023 Term: N/A Estimated Volume: PTE per month

Estimated Capacity: 1500 tires

Service Fees (Subject to annual adjustment pursuant to Section 3 of the attached General Conditions):

Passenger Tires: \$ per tire Passenger Tire w/ Rim: \$ per tire

Light Truck Tires: \$ per tire Light Truck Tires w/Rim: \$ per tire

Large Truck Tires: \$15.00 per tire Large Truck Tire w/ Rim: \$30.00 per tire

Super single/duplex Tires: \$25.00 per tire Other: \$ per tire

Agricultural Tires: Other: \$ per tire

Small: 0-75 lbs. \$ per tire Minimum Fee: \$2250.00 per visit

Medium: 76-150 lbs. \$ per tire

Large: 151-225 lbs. \$100.00 per tire Current Diesel Fuel Surcharge: 10 % of billed revenues or charges

X-large: 225-300 lbs. \$ per tire

300+ lbs. \$550.00 per TON

Container Drop Fee: \$ Container Rent: \$

Freight: \$ Environmental Fee: \$25.00

Billing Terms: [X] COD [ ] Credit

Special Conditions:

(Customer to initial below)

1. Pricing based on one time cleanup

2. CVustomer agree to provide credit card hold prior to service

Customer Signature: (Authorized Representative) Date:

Print Customer Name and Title:

Contractor Signature: Rick Payne (Authorized Representative) Date: 6/28/023

Print Contractor Name and Title: Rick Payne Accounts/Sales Manager

Service Type (select one): [X] On Call [ ] Schedule
Service Frequency (select one): If weekly, estimated collections per week: [ ]1 [ ]2 [ ]3 [ ]4 [ ]5 [ ]6 [ ]7
If not weekly, then every: [ ]2wks [ ]3wks [ ]4wks [ ]5wks [ ]6wks [ ]Other:
Route# if known

**Purchase Agreement**

**THIS PURCHASE AGREEMENT (the "Agreement") dated this 5th day of July,  
2023**

**BETWEEN:**

BCA Industries inc  
7026 N Teutonia Ave  
Milwaukee WI 53223

(the 'Seller')

OF THE FIRST PART

- AND -

6020 Lester  
~~Brian Ferguson~~  
Russell County Solid Waste  
137 Highland Dr Suite A  
Lebanon, Virginia 24266

(276) 210-5920

(the 'Purchaser')

OF THE SECOND PART

**IN CONSIDERATION OF THE COVENANTS** and agreements contained in this Purchase Agreement, the parties to this Agreement agree as follows:

**Purchase of Goods**

The Purchaser will purchase from the Seller the following goods (the 'Goods') (1) BCA Industries SWC 100 Portable Gas Hydraulic sidewall remover. 26 HP Kohler engine or equivalent with included hydraulic power supply for lift, cutter and drive motors. COO provided for Title Including 1 extra set of knives.

### **Purchase Price**

1. The Seller will sell, transfer and deliver the Goods to the Purchaser , upon signed receipt of purchase agreement and down payment. The Purchaser will pay to the Seller the sum of \$36,500.00 ( Thirty Six Thousand USD) for 2 week lead time for paid as follows:
  - a. Payment of \$ 36,500.00 USD Payment by bank draft or check honored as required in clause 4 of this Agreement upon pick-up.
  - b. Freight for equipment purchase by purchaser and TBD.
2. The Seller and the Purchaser both acknowledge the sufficiency of this consideration. In addition to the purchase price specified in this Agreement, the amount of any present or future sales, use, excise or similar tax applicable to the sale of the Goods will be paid by the Purchaser, or alternatively, the Purchaser will provide the Seller with a tax exemption certificate acceptable to the applicable taxing authorities.
3. The Purchaser will make payment for the Goods at the time when, and at the place where, the Goods are received by the Purchaser or, in the alternative, when any document of title or registrable bill of sale, bearing any necessary endorsement, is tendered to the Purchaser.

### **Delivery of Goods**

4. The Goods will be delivered to the Purchaser at the Seller's place of business. The Seller agrees to furnish the facilities and at its cost to load the Goods on trucks furnished by the Purchaser.

### **Risk of Loss**

5. Risk of loss will be on the Purchaser from the time of delivery to the carrier. The Purchaser will provide at its expense insurance on the Goods insuring the Seller's and the Purchaser's interest as they appear, until payment in full to the Seller.

### **Warranties**

6. The Seller warrants that (1) the Seller is the legal owner of the Goods; (2) the Goods are free from all liens and encumbrances; (3) the Seller has the right to sell the Goods; and (4) the Seller will warrant and defend the title of the Goods against any and all claims and demands of all persons.
7. The Seller warrants that the Goods will be fit for the purpose for which such goods are ordinarily intended.
8. The Seller warrants that the Goods are now free and at the time of delivery will be free from any security interest or other lien or encumbrance, except the security interest created in this Agreement until the Seller is paid in full.
9. The Seller warrants that the Goods are free from defects in parts or manufacturing. Other manufacturer warranties may apply.

10. Warranty is for 1 year or 2,080 operation hours whichever comes first and begins on the date of delivery of purchase and applies to original purchaser only. Machine has an internal timer that can be downloaded. It does not cover damage caused by abuse, misuse, failure of proper maintenance, or by unauthorized repair. BCA reserves the right to inspect any and all warranty repair claims towards its products. And under no circumstances will cover unauthorized incidental costs due to down time or injury incurred by improper use or maintenance.

11. EXCEPT FOR THE ABOVE WARRANTIES, NO OTHER WARRANTY (WHETHER EXPRESSED, IMPLIED OR STATUTORY) IS MADE BY THE SELLER REGARDING THE GOODS.

**Title**

12. Title to the Goods will remain with the Seller until delivery and actual receipt of the Goods by the Purchaser or, in the alternative, the Seller delivers a document of title or registrable Bill of Sale of the Goods, bearing any necessary endorsement, to the Purchaser.

**Security Interest**

13. The Seller retains a security interest in the Goods until paid in full.

**Inspection**

14. Inspection will be made by the Purchaser at the time and place of delivery.

**Claims**

15. The Purchaser's failure to give notice of any claim within 10 days from the date of delivery to end user will constitute an unqualified acceptance of the Goods and a waiver by the Purchaser of all claims with respect to the Goods.

**Excuse for Delay or Failure to Perform**

16. The Seller will not be liable in any way for any delay, non-delivery or default in shipment due to labor disputes, transportation shortage, delays in receipt of material, priorities, fires, accidents and other causes beyond the control of the Seller or its suppliers. If the Seller, in its sole judgment, will be prevented directly or indirectly, on account of any cause beyond its control, from delivering the Goods at the time specified or within one month after the date of this Agreement, then the Seller will have the right to terminate this Agreement by notice in writing to the Purchaser, which notice will be accompanied by full refund of all sums paid by the Purchaser pursuant to this Agreement.

**Remedies**

17. The Purchaser's exclusive remedy and the Seller's limit of liability for any and all losses or damages resulting from defective goods or from any other cause will be for the purchase price of the particular delivery with respect to which losses or damages are claimed, plus any transportation charges actually paid by the Purchaser.

**Cancellation**

18. The Seller reserves the right to cancel this Agreement:

- a. if the Purchaser fails to pay for any shipment when due;
- b. in the event of the Purchaser's insolvency or bankruptcy; or



- c. if the Seller deems that its prospect of payment is impaired.

### **Notices**

Any notice to be given or document to be delivered to either the Seller or Purchaser pursuant to this Agreement will be sufficient if delivered personally or sent by prepaid registered mail to the address specified below. Any written notice or delivery of documents will have been given, made and received on the day of delivery if delivered personally, or on the third (3rd) consecutive business day next following the date of mailing if sent by prepaid registered mail:

SELLER: BCA Industries 7260 N Teutonia Ave Milwaukee, Wisconsin, 53209

PURCHASER: Brian Ferguson Russell County Solid Waste 137 Highland Dr Suite A  
Lebanon, Virginia 24266

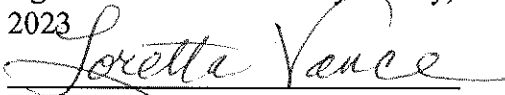
### **Additional Provisions**

19. **PERFORMANCE GUARANTEE:** Seller will guarantee the performance of this SWC100 machine processing 80 to 90 Semi Tires per hour (110 is the maximum capability) as presented to the seller. Largest variables of performance are operator, feed method and feed material readiness. Material integrity and feed in such systems are a major through-put factor as well as knife sharpness and machine maintenance. Seller will provide support and expertise to reach or exceed the performance guarantee contained in this agreement. Seller will guarantee the performance of these machines per our standard 1 year warranty. There is no warranty on any wear components as listed on the warranty (knives, drive wheels, rollers, mandrel, hydraulic filters etc). It is the Purchasers responsibility to perform necessary maintenance on electrical components on this machine. Seller will not guarantee poor performance of this machine due to lack of proper maintenance by purchaser. Seller will provide product support Via telephone at no charge and can perform on site support at the buyers expense. Seller does NOT warranty the performance of any part of the customers system other than the machines made by BCA Industries used in the tire recycling operation. Equipment is warrantied to 2,080 hrs on meter or 12 months whichever comes first.
20. **General Provisions**
21. Headings are inserted for the convenience only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.
22. All representations, warranties and guaranties of the Seller contained in this Agreement will survive the closing of this Agreement.
23. The Purchaser may not assign its right or delegate its performance under this Agreement without the prior written consent of the Seller, and any attempted assignment or delegation without such consent will be void. An assignment would change the duty imposed by this

Agreement, would increase the burden or risk involved and would impair the chance of obtaining performance or payment.

24. This Agreement cannot be modified in any way except in writing signed by all the parties to this Agreement.
25. This Agreement will be governed by and construed in accordance with the laws of the State of Wisconsin, including the Wisconsin Uniform Commercial Code and the Seller and the Purchaser hereby attorn to the jurisdiction of the Courts of the State of Wisconsin.
26. Except where otherwise stated in this Agreement, all terms employed in this Agreement will have the same definition as set forth in the Uniform Commercial Code in effect in the State of Wisconsin on the date of execution of this Agreement.
27. If any clause of this Agreement is held unconscionable by any court of competent jurisdiction, arbitration panel or other official finder of fact, the clause will be deleted from this Agreement and the balance of this Agreement will remain in full force and effect.
28. This Agreement will inure to the benefit of and be binding upon the Seller and the Purchaser and their respective successors and assigns.
29. This Agreement may be executed in counterparts. Facsimile signatures are binding and are considered to be original signatures.
30. Time is of the essence in this Agreement.
31. This Agreement constitutes the entire agreement between the parties and there are no further items or provisions, either oral or otherwise. The Purchaser acknowledges that it has not relied upon any representations of the Seller as to prospective performance of the Goods, but has relied upon its own inspection and investigation of the subject matter.

**IN WITNESS WHEREOF** the parties have executed this Purchase Agreement on this 5th day of July, 2023

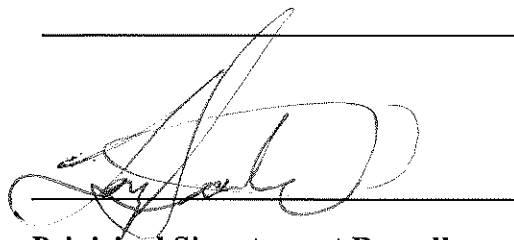


**Witness:**

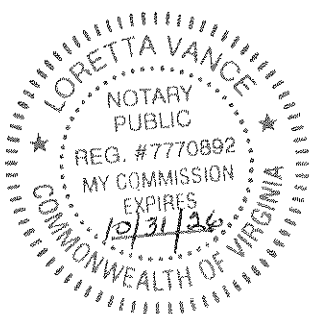


**Witness:**

BCA Industries 1-25-2022



**Principal Signature at Russell  
County Office Brian Furgeson  
Lonzo Lester**



Travel Request Approval Form

Date Submitted

Employee Name(s) Freda Sweeney - Crystal White

Department Commissioner of the Revenue

Phone 216-889-8018

Email (optional) Comrev@bv.u.net

Purpose/Location of Travel Harrisonburg - Commissioner of Revenue Conference.

Dates of Travel Sept 24-28

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees	Commissioner of the Revenue Conference -			850.00	
Lodging	Hotel cost for Freda Sweeney & Crystal White -			579.03	
Meals and Tips	2 days @ \$59.00 <sup>cash</sup> x 2 = \$236				
Mileage	2 days @ \$44.25 <sup>cash</sup> x 2 = \$177.00				
Other	Need County vehicle for these days.				
Employee Signature	<u>Freda Sweeney</u>	Grand Total		1842.03	
Co Admin Signature	<u>Crystal White</u>	Date Signed			
		Date Approved			

**Russell County Board of Supervisors**

**276-889-8000**

**Travel Request Approval Form**

Date Submitted

6/27/2023

Employee Name(s)

Belinda Levy

Department

Russell County Public Library

Phone

276-889-8044

Email (optional)

blevy@russell.lib.va.us

Destination

Daivie County Public Library Mocksville, NC

Purpose/ Dates of Travel

MLA Youth Services Meeting August 25, 2023

**Anticipated Expenses**

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees					
Lodging					
Meals and Tips					
Mileage	185 miles each way	370 miles	370 x .65	<del>242.35</del>	242.35
Other					
Employee Signature	Belinda Levy			<b>Grand Total</b>	
Department Head	Sherry McBride Deffen			<b>Date Signed</b>	27 Jun 2023
Co Admin Signature				<b>Date Approved</b>	

# Russell County Board of Supervisors

276-889-8000

## Travel Request Approval Form

Date Submitted

10/27/2023

Employee Name(s)

Jewel Blackwell

Department

Russell County Public Library

Phone

276-889-8044

Email (optional)

Destination

Prystal TN

Purpose/ Dates of Travel

8/18/2023 - Suicide Prevention for Youth meeting

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees					
Lodging					
Meals and Tips					
Mileage	120 miles	.655		\$78.60	
Other					
Employee Signature	Jewel Blackwell			Grand Total	
Department Head	Jewel Blackwell			Date Signed	28 Jun 2023
Co Admin Signature				Date Approved	

# Russell County Board of Supervisors

276-889-8000

## Travel Request Approval Form

Date Submitted *6/27/2023*

Employee Name(s) *Belinda Levy*

Department *Russell County Public Library*

Phone *276-889-8044*

Email (optional) *blevy@russell.lib.va.us*

Destination *Bristol Motor Speedway Bristol TN*

Purpose / Dates of Travel *STRONG KIDS Suicide Prevention in Youth Signs Strategies + Resources August 8, 2023*

### Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees					
Lodging					
Meals and Tips					
Mileage	<i>50 miles each direction total 100 miles</i>	<i>655</i>	<i>100 x 657</i>	<i>65000</i>	<i>65.00</i>
Other					

Employee Signature *Belinda Levy*

Department Head *Kelly McQueen Dehn* Date Signed *27 Jun 2023*

Co Admin Signature \_\_\_\_\_ Date Approved \_\_\_\_\_

June 15, 2023

Jess R. Powers  
Russell County Emergency Management  
P.O. Box 911  
Lebanon, VA 24266

Dear Jess R.:

Can you believe it? It's been a year since our last Chemical Spill Response Class in Roanoke. Your training for Hazardous Materials Operations/OSHA Level II expires in July 2023. Now's a great time to go ahead and register for your refresher training, and also to train additional persons for your spill response team (OSHA requires a minimum of four (4) trained responders in the event of a chemical release).

As a previous student, you are being sent this invitation to register prior to our normal publication to government agencies and contractors throughout Virginia and your employees are guaranteed a seat in this year's class if you respond by July 5th. After that, seats will be on a space available basis. Payment is not required prior to attending the class.

Pay by credit card or choose invoice and receive your confirmation online now by going to: [www.sigmatrainingservices.com](http://www.sigmatrainingservices.com), click on the make a payment tab or call Kelley Glenn at 863-232-2910 to reserve your seat. Email address is: [info@sigmatrainingservices.com](mailto:info@sigmatrainingservices.com).

As always, I promise a fast paced class with lots of interaction with the students. I'm looking forward to seeing you again this year.

Very truly yours,



Chris Pappas  
Environmental, Health & Safety Manager

Chemical Spill  
Response  
Training

OSHA 10 and 30  
Hour Supervisory  
Training

Confined Space  
Entry Training

Environmental,  
Health & Safety  
Facility Audits

OSHA, EPA, and  
DOT Required  
Programs

Emergency  
Response  
Plans

Accident Reduction  
Programs

Customized  
Environmental  
and Safety  
Programs

Waste Minimization  
and Recycling  
Programs

# Virginia - City and County Employees Chemical Spill Response Training

It's not a matter of *if* a chemical spill is going to occur, it's just a matter of *when!* Chemical handling is a requirement for many jobs in government service. From the variety of paints, solvents, and pesticides, to the fuel products we use everyday. Think about the products we transport on public highways. Even the gasoline or diesel fuel in your vehicle may become spilled in a traffic accident. *Part of being a good manager is making sure things go right on the job, and being prepared in case they don't.*

This class is also eligible for Continuing Education hours for many licenses, including water and wastewater license holders.

Also satisfies annual refresher requirement for other Hazmat training.

## Do you know the rules?

Last year alone, there were over 33,000 spills large enough to require reporting to the federal government. Failure to make the necessary notifications can result in substantial fines. Fuel products require reporting in some situations if only one drop is spilled. Do you know what they are?

Learn the source of the Camp Lejeune water contamination. Could the same happen at your facility?

An employee placed a zip tie on a fuel dispenser handle, resulting in a \$500,000 cleanup and \$90,000 fine. Do you know the rules that apply?

EPA issued a \$66,000 fine for simply not reporting a chlorine leak. Do you know when you have to notify authorities?

OSHA and EPA strictly regulates who can respond to chemical releases. Without spill response training, your employees will not be allowed to assist you in cleaning up a chemical spill.

The majority of all spills are less than 50 gallons, yet may cost \$10,000 or more to clean up when using an environmental contractor. Most cities and counties have all the necessary equipment, but employees **must** have the proper training.

Trained employees can respond in a matter of minutes, instead of hours that most environmental contractors require to get to your site.

Sigma Consulting and Training, Inc., is offering chemical spill response training in your area to prepare your employees to respond to an emergency. The training satisfies the OSHA requirements for emergency responders, and includes eight hours of training covering: Spill response procedures, decontamination, personal protective equipment, respiratory protection, chemical storage and handling, and more.

Registration fee for the course is \$160 per employee, four or more employees are \$135 each. This includes textbooks, DOT emergency response handbook, and handout materials. Laminated wallet card and certificate of training will be provided after the course.

*The course instructor is a nationally recognized speaker and has trained employees from more than 300 companies, along with federal, state, and local agencies. These include the U.S. Army and Navy, Kennedy Space Center, and U.S. Dept. of Justice. The instructor also meets "Master Trainer" qualifications with the U.S. Dept. of Homeland Security.*

## Roanoke Area

July 31<sup>st</sup>, 2023  
Holiday Inn  
3315 Ordway Drive  
Roanoke

## Waynesboro Area

August 1<sup>st</sup>, 2023  
Best Western Inn  
109 Apple Tree Lane  
Waynesboro

## Culpeper Area

August 2<sup>nd</sup>, 2023  
Best Western Inn  
791 Madison Road  
Culpeper

## Richmond Area

August 4<sup>th</sup>, 2023  
Comfort Inn & Suites  
10601 Telegraph Road  
Glen Allen

Register on-line by going to [sigmatrainingservices.com](http://sigmatrainingservices.com) or click on the link: [sigmatrainingservices.com](http://sigmatrainingservices.com)

To register: Complete and return fax the attached registration form to (863) 326-6780.

A confirmation will be sent to you upon receipt of your registration.



**Please review and distribute this memo to the departments listed below**

**To: Department Directors**

From: Sigma Consulting and Training, Inc.

Phone: (863) 232-2910

Pages: 3 (includes cover)

Fax: (863) 326-6780

e-mail: [info@sigmatrainingservices.com](mailto:info@sigmatrainingservices.com)

Date: June 21st, 2023

Please forward to:

Public Works  
Parks and Recreation  
Solid Waste/Sanitation  
SPCC Coordinator

Highway Maintenance  
Water/Wastewater Treatment  
Environmental Services/Mosquito Control  
Stormwater Compliance/MS4

---

## **URGENT - PLEASE RESPOND IMMEDIATELY**

### **Chemical Spill Response Training for**

### **Commonwealth of Virginia - City and County Government Employees**

Please review the attached information for an upcoming training class to be held on July 31st (Roanoke Area), August 1st (Waynesboro Area), and August 2<sup>nd</sup> (Culpeper Area), and August 4th (Richmond Area)

**NEWS FLASH:** In Virginia alone, EPA reported inspections at 926 city and county facilities in the last three years. Including a \$122,000 fine at a city facility in January 2023! Are you ready for an inspection?

**Training is now required by OSHA and EPA for all state and local government employees that are expected to respond to a chemical spill.** This class is especially important for employees at the following locations due to the chemicals they routinely handle:

**Public Works Employees - *Fuel products, anti-freeze, parts cleaners, paints and solvents***

**Parks and Recreation Employees - *Pesticide products, fuel products, paints and solvents***

**Highway Maintenance Employees - *Paints and solvents, herbicides, and fuel products***

**Water and Wastewater Treatment Employees - *Chlorine (both gas and liquified), Propane***

**Mosquito Control - *Pesticide products, fuel products***  
**Solid Waste/Sanitation Employees - *Discarded chemical containers, unknown products***

**This class is only offered once per year. More than 100 City and County agencies in Virginia have sent their employees to this class in the past.**

**This class meets OSHA, EPA, and DOT training standards. This class is also eligible for Continuing Education hours for many licenses, including water and wastewater license holders.**

**Payment is not required prior to attending, but you must register in advance.**

**Note: If you have at least 20 persons attending, we can hold the training at your own facility for a substantial discount. Call for details at (863) 232-2910.**

The registration fee for the course is \$160 per employee, four or more employees are \$135 each. Fee includes all textbooks and other course materials. Payment may be made by government purchase order, check, or credit card.

**Register on-line by going to [sigmatrainingservices.com](http://sigmatrainingservices.com) or click on the link: [sigmatrainingservices.com](http://sigmatrainingservices.com)**

***If you have any questions call Sigma Consulting and Training, Inc. at (863) 232-2910 or e-mail: [info@sigmatrainingservices.com](mailto:info@sigmatrainingservices.com)***



**SIGMA CONSULTING  
AND TRAINING, INC.**

Fax: (863) 326-6780  
Phone: (863) 232-2910  
e-mail: [info@sigmatrainingservices.com](mailto:info@sigmatrainingservices.com)  
Register on-line at: [sigmatrainingservices.com](http://sigmatrainingservices.com)

## Fax Registration Form

**Course Title:** Chemical Spill Response Training

**Location:**

**Roanoke Area**  
Holiday Inn  
3315 Ordway Drive  
Roanoke VA 24017

**Waynesboro Area**  
Best Western Inn  
109 Apple Tree Lane  
Waynesboro, VA 22980

**Culpeper Area**  
Best Western Inn  
791 Madison Road  
Culpeper, VA 22701

**Richmond Area**  
Comfort Inn & Suites  
10601 Telegraph Road  
Glen Allen, VA 23059

**Directions/Hotel**

**Reservations:**

(540) 362-4500

(540) 942-1100

(540) 825-1253

(804) 262-2000

**Date of Course:**  
(Please select)

Roanoke Area  
July 31st, 2023

Waynesboro Area  
August 1st, 2023

Culpeper Area  
August 2nd, 2023

Richmond Area  
August 4th, 2023

**Fee:**

\$160 per person, 4 or more \$135 each.

**Class Time:** 8:00 a.m to 5:00 p.m.

Indicate number attending: 2 (Please provide names if known in advance).

Agency & Dept: Russell County VA Emergency Management

Names of Attendees: Jess Powers

Business Mailing Address: P.O. Box 911

City: Lebanon State: VA Zip Code: 24266

Telephone: (276) 701-9775 Fax: (276) 889-8248 e-mail: jess-powers.rcem@yahoo.com

Please indicate payment method:  Check  Purchase Order  Credit Card

*Payment does not have to be received prior to attending the class.*

Name (as it appears on the card) \_\_\_\_\_ Circle one: Visa MC AMEX

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_ / \_\_\_

Credit Card Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(must match the billing address and zip code on your credit card statement)

Security Code\*: \_\_\_\_\_ Amount:\$ \_\_\_\_\_ Signature: \_\_\_\_\_

\*Security Code found on front of AX (4 digits over last 4 numbers) and back of MC/VISA (last three digits by signature)

**Government purchase orders accepted. Please make checks payable and mail to:**

Sigma Consulting and Training, Inc.  
P.O. Box 190, Eagle Lake, FL 33839

Sigma Consulting and Training, Inc - Federal Identification Number: 30-0009429

**(Please forward a copy of your purchase order when completed)**

Cancellations received at least three days prior to the class will receive a 100% refund. No refunds less than three days prior to class. Class size is limited.....You must register in advance to secure your seat in the class!



**RUSSELL COUNTY**  
**EMERGENCY MANAGEMENT**  
 656 Clydesway Drive, Suite A ~ P. O. Box 997 ~ Lebanon, VA 24266  
 T: (276) 889-8247 ~ F: (276) 889-8248

## Travel Request - HazMat/Chemical Spill Response Training

{Attendance can be charged to the Local Emergency Management Performance Grant (LEMPG)}

**Employee information**

Name: Jess Powers Department: Emergency Management  
 Employee ID: 369 Approval: Mr. Lonzo Lester  
 Position: Emergency Management Coordinator

**Pay period**

From	7/30/2023
To	7/31/2023

Date	Description	Meals	Per Diem	Hotel	Mileage	Expense	Fuel	TOTAL
7/30/2023	Travel to Roanoke		\$44.25		151.00		\$18.50	\$18.50
7/31/2023	Attend HazMat/Chemical Spill Response Training - return to Lebanon		\$44.75	\$138.23	151.00	\$160.00	\$18.50	\$361.48
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
		\$0.00	\$89.00	\$138.23		\$160.00	\$37.00	\$379.98
								<b>Russell County Subtotal</b>
								<b>\$379.98</b>
								<b>RUSSELL COUNTY TOTAL</b>
								<b>\$379.98</b>

**Approved by** \_\_\_\_\_ **Notes**

The HazMat Training is required by OSHA and EPA for all state and local government employees that respond to a chemical spill. This training satisfies the OSHA requirements for emergency responders, and includes eight hours of training covering: Spill response procedures, decontamination, personal protective equipment, respiratory protection, chemical storage and handling. The HazMat Class will be held at the Holiday Inn, Roanoke, VA on July 31, 2023 with agenda, acceptance, and travel documentation attached.

For Office Use Only

*Jess Powers*

EMPLOYEE SIGNATURE:

6-Jul-23



**SIGMA CONSULTING  
AND TRAINING, INC.**

Fax: (863) 326-6780

Phone: (863) 232-2910

e-mail: [info@sigmatrainingservices.com](mailto:info@sigmatrainingservices.com)

Register on-line at: [sigmatrainingservices.com](http://sigmatrainingservices.com)

## Fax Registration Form

**Course Title:** Chemical Spill Response Training

**Location:**

**Roanoke Area**  
Holiday Inn  
3315 Ordway Drive  
Roanoke VA 24017

**Waynesboro Area**  
Best Western Inn  
109 Apple Tree Lane  
Waynesboro, VA 22980

**Culpeper Area**  
Best Western Inn  
791 Madison Road  
Culpeper, VA 22701

**Richmond Area**  
Comfort Inn & Suites  
10601 Telegraph Road  
Glen Allen, VA 23059

**Directions/Hotel**

**Reservations:** (540) 362-4500 (540) 942-1100 (540) 825-1253 (804) 262-2000

**Date of Course:** (  ) Roanoke Area (  ) Waynesboro Area (  ) Culpeper Area (  ) Richmond Area  
(Please select) July 31st, 2023 August 1st, 2023 August 2nd, 2023 August 4th, 2023

**Fee:** \$160 per person, 4 or more \$135 each. **Class Time:** 8:00 a.m to 5:00 p.m.

Indicate number attending: 2 (Please provide names if known in advance).

Agency & Dept: Russell County Virginia Emergency Management

Names of Attendees: Jarred Glass

Business Mailing Address: P.O. Box 911

City: Lebanon State: VA Zip Code: 24266

Telephone: 276 889-8146 Fax: 276 889-8248 e-mail: Jarred.g.Glass@gmail.com

Please indicate payment method:  Check  Purchase Order  Credit Card

*Payment does not have to be received prior to attending the class.*

Name (as it appears on the card) \_\_\_\_\_ Circle one: Visa MC AMEX

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_ / \_\_\_

Credit Card Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(must match the billing address and zip code on your credit card statement)

Security Code\*: \_\_\_\_\_ Amount:\$ \_\_\_\_\_ Signature: \_\_\_\_\_

*\*Security Code found on front of AX (4 digits over last 4 numbers) and back of MC/VISA (last three digits by signature)*

**Government purchase orders accepted. Please make checks payable and mail to:**

Sigma Consulting and Training, Inc.

P.O. Box 190, Eagle Lake, FL 33839

Sigma Consulting and Training, Inc - Federal Identification Number: 30-0009429

**(Please forward a copy of your purchase order when completed)**

Cancellations received at least three days prior to the class will receive a 100% refund. No refunds less than three days prior to class. Class size is limited.....You must register in advance to secure your seat in the class!



Meals & Incidentals (M&IE) Breakdown

<b>Primary Destination</b>	<b>County</b>	<b>M&amp;IE Total</b>	<b>Continental Breakfast/Breakfast</b>	<b>Lunch</b>	<b>Dinner</b>	<b>Incidental Expenses</b>	<b>First &amp; Last Day of Travel</b>
Roanoke	City limits of Roanoke	\$59	\$13	\$15	\$26	\$5	\$44.25



The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey was approved by The Russell County Planning Commission on 6/19/23.

Review: lots 1-6 being combined in  
Banner Heights Subdivision

---

Signed:

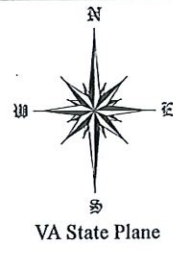
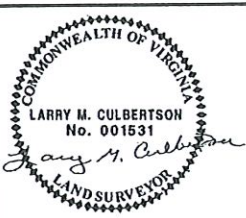
Russell County Planning Commission Chairman

Mark Mitchell by Crystal White

Date

6/21/23

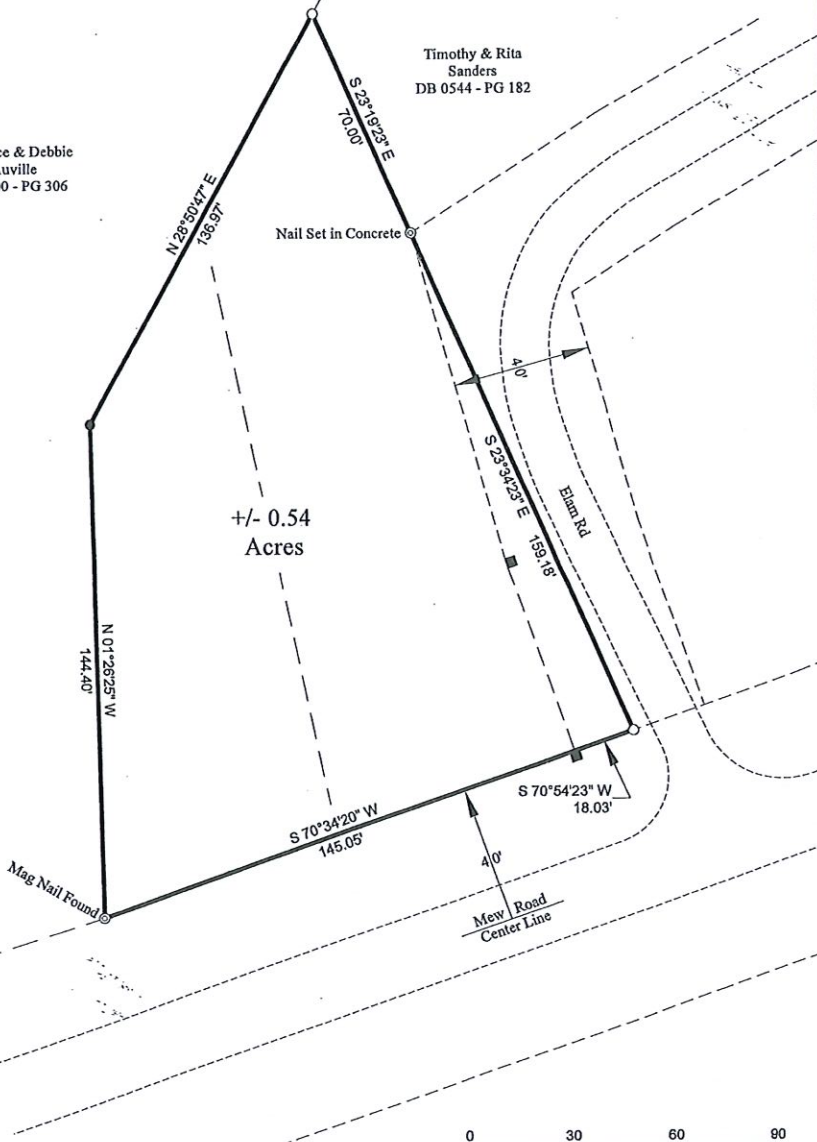




Clarence & Debbie  
Auville  
DB 700 - PG 306

Timothy & Rita  
Sanders  
DB 0544 - PG 182

+/- 0.54  
Acres



- Legend**
- denotes Rebar Found
  - denotes Rebar Set
  - ⊙ denotes Calculated Point Unless otherwise Noted
  - denotes Highway Marker
  - ▲ denotes Railroad Spike
  - ⊕ denotes Water Meter

**Notes**  
1. Deed Reference: DB 813 - PG 239  
2. TAX MAP: 156LE3415 & 156LE3416



BOUNDARY IS BASED ON A CURRENT FIELD SURVEY

<b>SURVEY FOR: Lots 1 - 6 of the Banner Heights Subdivision</b>		
Date 04-05-2023	File: auville_c.dwg Drawn By: SWS	Scale: 1" = 30'
Castlewood Magisterial District		Russell County, VA
Culbertson Surveying P.O. Box 190, Nickelsville VA 24271 (276) 479-3093		Drawing Number 7926

## MONTHLY BANK BALANCES

May 31, 2023

Regular Account	14,098,217.95
Employee Insurance	4,696,671.38
Employee Claims Account	1,000.00
Non-Judicial Reals Estate Sales	25,696.70
School Textbook	5,582.00
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	694.80
Sheriff Seized Assets	27,064.78
Sheriff Restitution	3,861.12
Sheriff Forfeited Assets	1,348.49
Comm Attorney Forfeited Assets	32,364.62
Sheriff Federal Forfeited Assets	2,748.99
Comm Attorney Fed Justice Forfeited Assets	71,992.53
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	1,566.64
Sheriff Special Projucts	3,229.44
SSI Recipients	0.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	60,125.99
New Peoples Bank	459,293.68
Certificates of Deposit General	49,575.00
Treasurer's Money Market	2,723,560.63
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	2,005,510.40
<b>Total Cash In Bank</b>	<b>24,302,135.34</b>
<b>Cash In Office</b>	<b>2,184.33</b>
<b>Petty Cash</b>	<b>100.00</b>
<b>TOTAL CASH</b>	<b>24,304,419.67</b>

ACCOUNT	DATE	May 31, 2023
	DEBIT	CREDIT
Cash in Office	2,184.33	
Cash in Bank	24,302,135.34	
Petty Cash	100.00	
General Fund		8,004,564.37
Non-Judicial Real Estate Sales		25,696.70
Sheriff In State Trip		41,115.77
Sheriff Dare Fund		100.00
Sheriff Seized Assets		27,064.78
Sheriff Restitution		3,861.12
Sheriff Forfeited Assets		1,348.49
Comm Attorney Forfeited Assets		32,364.62
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		2,748.99
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		71,992.53
Sheriff Fed Justice Forfeited		1,566.64
Sheriff's Special Projects		3,229.44
Social Services		(555,327.14)
Swva ASAP		17,214.14
Coal Road Improvement		1,032,202.88
CSA		(855,290.65)
School Fund		3,817,178.65
School Food		2,051,275.71
School Textbook		5,582.00
Regional Adult Education		263,047.11
Petty Cash Treasurer		694.80
COVID 19		2,068.07
Litter Fund Trash Pickup		(29,285.16)
American Rescue Act		3,417,926.77
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		0.05
Damage Stamp Fund		2,823.98
Valley Heights		94,313.12
Dante Sewer		53,706.00
Employee Health Insurance		4,696,671.38
Employee Insurance COD		2,005,510.40
Employee Insurance Claims		1,000.00
Law Library		62,763.69
Special Welfare		43,335.74
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(231,489.27)
WIB		10,051.75
<b>Total</b>	<b>24,304,419.67</b>	<b>24,304,419.67</b>

**May 11, 2023**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on May 11, 2023 at 5:30 P.M. at the Russell County Board of Supervisors overflow room.

**MEMBERS**

**PRESENT:** Richard Lockridge, Chairman  
Tony Dodi, Vice Chairman  
Carlton Elliott, Secretary  
Harry Ferguson, Member  
John Stamper, Member  
Donnie Christian, Member  
DeAnna Jackson, Member  
Ron Blankenship, Member  
Jarred Glass, Member

**STAFF:** Ernie McFaddin, Executive Director  
Jeff Campbell, Attorney

**GUESTS:** Shiloh Lyttle, Russell County Tourism  
Mike Hilton, H&H Logging

The Chairman called the meeting to order at 5:30 P.M.

The secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by Donnie Christian, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the April 12, 2023 meeting with a spelling change of “Jarred Glass” on the resolution.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

**FINANCIAL REPORT**

Upon motion made by John Stamper, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia approving the April 2023 financial reports and approve paying invoices presented plus the flowing additional invoices.

Dominion Office Supply	69.99
Chief Comprehensive Services	350.00

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

### **PUBLIC/GUEST COMMENT**

Shiloh Lyttle, with Russell County Tourism, presented a plan for a Food Truck Park. The plan would utilize the parking lot at Russell Place to set up food trucks for the summer season. This plan is similar to the designated food truck parks Bristol and Marion are currently operating. Russell County Tourism will be responsible for the advertising of the project.

Upon motion made by John Stamper, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to enter into an agreement with the Russell County Tourism Department to develop a food truck park on the property located at 122 Haber Drive, Lebanon, VA. The Executive Director, Chairman and Secretary are authorized to sign all document related to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Mike Hilton, with H&H Logging, presented his desire to continue utilizing the Sawmill property in Castlewood. H&H logging first utilized the property sub-leasing from Charlie Fugate. Once Mr. Fugate's lease ended H&H Logging leased the property directly from the IDA. Mr. Hilton stated he would purchase the property but preferred to continue the lease for another 5 years.

### **ATTORNEY'S REPORT**

The bond for the debt refinancing has been approved by the Board of Supervisors and the closing took place today by the IDA.

### **EXECUTIVE DIRECTOR'S REPORT**

VCEDA did approve the \$50,000.00 grant to the Town of Honaker that we provided the letter of support for.

The Executive Director gave a summary of the daily activities of the IDA. The report included the management of the rental properties, ongoing projects, new project prospects, grant requests, and construction projects.

The Executive Director met with Soil and Water Department in reference to developing the Hillside Park beside the Government Center. The first obstacle is the drainage ditch across the property which has washed out and will need to be repaired. The Executive Director is in the process of acquiring more information on the repairs needed.

### **CLOSED SESSION**

Upon motion made by Donnie Christian, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia to enter Closed Session as permitted by, VA Code #2.2-3711 (3) Property for Bush Building, Castlewood Sawmill Property, Alcoa Building, Technology Park (5) Prospective Business for Projects "Little Dipper", "Aqua", "Allude", "Apple", "Blue", "WH", "Brent" (7) & (8) Legal for Polycap and Project "Goat"

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Ron Blankenship, second by John Stamper, and duly approved by The Industrial Development Authority of Russell County, Virginia, the Chairman called the meeting back into regular session and requested the "Certification Motion after reconvening in Public Session".

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

### **CERTIFICATION AFTER RECONVENING IN PUBLIC SESSION**

The Industrial Development Authority of Russell County, Virginia hereby certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provision of the Virginia Freedom of Information Act cited in that motion.

The Roll Call Vote Was:

Richard Lockridge	Yes	Carlton Elliott	Yes
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Donnie Christian	Yes
Jarred Glass	Yes	John Stamper	Yes
Ron Blankenship	Yes		

### **MOTIONS FROM CLOSED SESSION**

Upon motion made by Donnie Christian, second by Harry Ferguson and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute the proposed lease agreement with USDA pending legal review. The Executive Director, Chairman and Secretary are authorized to sign all document pertaining to the lease.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Upon motion made by Tony Dodi, second by Ron Blankenship and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to submit a request to VCEDA converting the local funds used for the Lebanon Inn Project to a grant. The Executive Director, Chairman and Secretary are authorized to sign all document pertaining to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Upon motion made by Jarred Glass, second by Donnie Christian and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to prepare an incentive package for Project "Brent" based on the agreed terms of the board and subject to approval by all funding sources. The Executive Director, Chairman and Secretary are authorized to sign all document pertaining to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Upon motion made by Donnie Christian, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia setting the next regular monthly meeting for June 15, 2023 at 5:30 PM in the Russell County BOS overflow room.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Upon motion made by Jarred Glass, second by Donnie Christian and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to accept the proposed offer by H&H Logging of \$175,000.00 to purchase the property located at 251 Industrial Drive Castlewood, VA DB726 Page 808. The Executive Director, Chairman and Secretary are authorized to sign all document pertaining to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship

Nay: None

Absent: None

Upon motion made by Tony Dodi, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute the lease-purchase agreement on the Acme Property with Project "Goat" pending legal review. The Executive Director, Chairman and Secretary are authorized to sign all document pertaining to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship



Nay: None  
Absent: None

Upon motion made by DeAnna Jackson, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to prepare an incentive package for Project "Aqua" subject to approval by all funding sources.

The Vote was:  
Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship  
Nay: None  
Absent: None

Upon motion made by Donnie Christian, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to offer the 1 acre +/- lot behind the Government Center to the dance studio for \$48,000.00 at 0% interest for 10 years.

The Vote was:  
Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship  
Nay: None  
Absent: None

#### **ADJOURNMENT**

Upon motion made by John Stamper, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:37 PM.

The Vote was:  
Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, D. Christian, J. Stamper, G. Glass, R. Blankenship  
Nay: None  
Absent: None

## MINUTES OF THE MONTHLY BOARD OF DIRECTORS' MEETING

MINUTES OF THE MONTHLY MEETING OF DIRECTORS of The Russell County Public Service Authority held at 137 Highland Drive Lebanon, VA 24266 on this 26<sup>th</sup> day of June 2023 at 6:00 PM.

1. The following members were present, constituting a quorum (4):  
Cuba Porter, Chairman;  
David Edmonds, Jr., Vice-Chairman;  
Stephen Perkins, Treasurer;  
Clifford Hess;  
Joe Huff;  
Thomas Tignor;  
Harry Ferguson; and  
Rhonda Lester, Secretary.
2. Also present:  
Bradley Patton, RCPSA Operations Manager;  
Katie Patton, Legal Counsel;  
Robbie Cornett, T&L Engineering; and  
Jon Broskey, The Lane Group
3. All the above directors of The Russell County Public Service Authority being present, formal notice calling the meeting was dispensed with, and the meeting declared to be regularly called.
4. Cuba Porter acted as Chairperson of the meeting and Rhonda Lester as Secretary of the meeting.
5. Cuba Porter opened the meeting with the Pledge of Allegiance followed by a prayer led by Stephen Perkins.
6. Motion to amend the agenda to add "Discuss/Approve Appointment of Secretary of the RCPSA Board" as item 3) under New Business made by Harry Ferguson seconded by Thomas Tignor, and unanimously adopted.
7. Minutes of the meeting dated May 23, 2023 were reviewed and motion to approve as read made by Joe Huff seconded by Clifford Hess, and unanimously adopted.
8. Public Comments – None
9. Rhonda Lester presented to the meeting:
  - Account Balances Reports
  - Operating Profit & Loss Report
  - Construction Profit & Loss Report

Motion to adopt financial reports as presented made by Clifford Hess, seconded by Thomas Tignor, and unanimously adopted.

10. Rhonda Lester presented to the meeting Water Loss Reports.
11. Robbie Cornett with T&L Engineering presented to the meeting Construction Projects Update Report (attached)
12. Brad Patton presented to the meeting Director's Report updates from May 23, 2023 to date. (attached)
13. Motion to table executive session pursuant to VA code 2.2-3711 (A) (7) and (8) consultation with legal counsel pertaining to:
  - 1) Civil Action No. CL 22-653 Crossroads Engineering, LLC v. The Russell County Public Service Authority  
  
made by Clifford Hess seconded by Joe Huff, and duly approved by the Board of Directors.
14. Old Business to Discuss: None
15. New Business to Discuss:
  - 1) Motion to approve the proposed 2023/2024 budget made by Joe Huff seconded by Harry Ferguson, and unanimously adopted. (attached)
  - 2) Motion to approve Resolution regarding proposed rate increases for water and sewer services, scheduling a public hearing on July 27, 2023 at 2:00 PM at the Russell County Conference Center, and advertising for the public hearing on the 19<sup>th</sup> and 26<sup>th</sup> of July, 2023 made by Harry Ferguson seconded by Clifford Hess, and unanimously adopted.
  - 3) Motion to approve appointing Rhonda Lester as Secretary of the RCPSA Board for a term of one year made by Clifford Hess seconded by Thomas Tignor, and unanimously adopted.
16. Matters presented by the Board:
  - 1) Cuba Porter advised that July 3<sup>rd</sup> and 4<sup>th</sup> will be holidays for county employees; the RCBOS approved the extra day at their June 26 board meeting.
  - 2) Cuba Porter advised that customer 15-day past due meter lock offs would be extended to 30 days pending review of legal counsel.
17. There being no further business to come before the meeting, a motion to adjourn at 8:15 PM was made by Clifford Hess seconded by Joe Huff and adopted.

The next meeting is scheduled for July 27, 2023 at 3:00 PM.

Dated in the Commonwealth of Virginia on  
the 26<sup>th</sup> day of June 2023.

  
\_\_\_\_\_  
(Signature)

Secretary Name: Rhonda Lester



THOMPSON  
& LITTON

Date: June 26, 2023

To: Russell County Public Service Authority  
Board of Commissioners

From: Robbie Cornett  
Project Manager  
Thompson & Litton

Re: Projects Report and Update

**BELFAST PHASE III WATER LINE PROJECT 15637**

This project will consist of approximately 13,000 L.F. of 6-inch, 650 L.F. of 4-inch, 1,000 L.F. of 1-inch and 6,000 L.F. ¾-inch water line for approximately 47 residents in the Belfast Community. This Project has been awarded \$100,000 from Coalfield Water Development Fund and \$59,950 from Southwest Virginia Water and Wastewater Fund and \$640,000 from Department of Housing and Community Development. A Coalfield Water Development Fund application for an additional \$100,000 has been approved.

*Recent Activity: Thanks to Mr. Puckett securing one of the remaining easements, construction was able to continue and 2010' of 6" water line, 1 open cut road crossing with steel casing and 1 fire hydrant were installed during the past month. See attached photo for work in progress. There is approximately 2,800' of waterline remaining to be installed.*

**NASH FORD/CLINCH MOUNTAIN ROAD 14767**

This project will be providing water service to approximately 58 customers. An offer from the Virginia Department of Health with a 20% grant and 80% loan. A request for additional grant funds was submitted to the Virginia Department of Health on September 17, 2021. Subsequently, we received an offer from the Virginia Department of Health for a 70% grant and 30% Loan. The Russell County Public Service Authority and Russell County Board of Supervisors approved acceptance of the Virginia Department of Health offer of funding. We met with the Virginia Department of Transportation on May 12, 2022. Coalfield Water Development Fund awarded \$50,000.00 for service line connections for this project. The Virginia Department of Health has issued the construction permit.

Remaining are the Cumberland Plateau Planning District, Environmental Review, to be complete August 2023; two unsecured easements in the Clinch Mountain area; and the Virginia Department of Transportation Land Use Permit is outstanding and will be applied for nearer to the time of construction. The project is expected to be ready for construction in August 2023.

*Recent Activity:*

**CASTLEWOOD (STRAIGHT HOLLOW) WATER LINE REPLACEMENT PROJECT 16344**

The Virginia Department of Health through their 2021 American Rescue Plan Act awarded this project \$1,490,000. Design is underway. We have completed the survey on Straight Hollow and have a preliminary horizontal alignment. Due to the limited space within the shoulder of the road, there will be water line in the roadway. Preliminary layout was reviewed with Tracy Puckett on May 22, 2023. Plans are now under review by Tracy and his staff. The Department of Housing and Community Development will administer the funds for the Virginia Department of Health.

*Recent Activity: After staff review comments are received, Thomson & Litton will address the comments and finish the design. An updated schedule is as follows:*

<b>Project Name: Straight Hollow Water Line Project</b>		T&L Project Number: 16344	
Prepared by: Charlie Perkins, CPPDC / Tim Mullins, Thomson & Litton		VDH Project Number: CSFRF-08	
		Prepared Date: 4/11/2023	

ACTION	Responsible Party	Start Date		Completion Date		Days to Complete
		Planned	Actual	Planned	Actual	
1	Engineering					
2	Submit Plans & Specs	7/24/2023		8/24/2023		31
3	Environmental Review	* **				
4	Bidding Phase	9/22/2023		10/21/2023		29
5	Construction Phase	11/5/2023		7/30/2024		268

\* Water Line Replacement along existing water line route. Categorical Exclusion will be requested.  
 \*\* Stream crossing Joint Permit Application will be made but likely to extend into the bidding and construction phase.

**DANTE SEWER PROJECT 15532**

\$2,500,000 was approved by the Department of Housing and Community Development; \$150,000 was awarded by the Southwest Virginia Water and Wastewater Fund; and \$150,000 was approved by Russell County for this project. A Contract Negotiations meeting was held with The Department of Housing and Community Development on February 16, 2022. A Management Session meeting with the Department of Housing and Community Development was held on May 12, 2022. The Contract with Department of Housing and Community Development has been approved. Preliminary layout is complete. Preliminary layout was reviewed with Tracy Puckett on May 22, 2023. Plans are now under review by Tracy and his staff.

*Recent Activity:* After staff review comments are received, T&L will address the comments and finish the design. Surveying for the gravity sewer section at Sun and the proposed directional bore, railroad, and stream crossings is scheduled to be completed this week. An updated schedule is as follows:

<b>Project Name: Dante Sewer</b>				<b>T&amp;L Project Number: 15532</b>			
				<b>Prepared Date: 6/8/2023</b>			
<b>Prepared by: Tim Mullins, Thompson &amp; Litton / Robbie Cornett Thompson &amp; Litton</b>							
ACTION		Responsible Party	Start Date		Completion Date		Days to Complete
			Planned	Actual	Planned	Actual	
1	Engineering	Thomson & Litton	6/8/2023		10/16/2023		130
2	Submit Plans & Specs	Thomson & Litton	10/16/2023		12/16/2023		61
3	Environmental Review	Thomson & Litton	10/16/2023		12/16/2023		61
4	Bidding Phase	Thomson & Litton	12/16/2023		1/30/2024		45
5	Construction Phase Substantial	Contractor	2/29/2024		12/30/2024		305
6	Construction Phase Final	Contractor	12/30/2024		1/29/2025		30

**ELK GARDEN WATER LINE EXTENSION PROJECT, TILLER TRAILER PARK 716345**

A Department of Housing and Community Development Construction Ready Application has been submitted. Southwest Virginia Water & Wastewater Fund awarded this project \$50,000.00. We are awaiting a response from the Department of Housing and Community Development concerning funding.

**BELFAST PHASE IV, HOUSE, AND BARN MOUNTAIN 716581**

The Virginia Department of Health denied funding for this project in 2022. At its meeting on April 23, 2023, the Russell County PSA Board approved reapplying and approved a budget increase of 20% to account for price increases. The application was submitted May 4, 2023. According to the Virginia Department of Health, funding offers are expected July/August 2033 with Award letters in September/October 2023 and initial meetings in October/November 2023. If funded by the Virginia Department of Health, application to the Coalfield Water Development Fund and Southwest Virginia Water and Wastewater Fund for service line installations will be needed.

*Recent Activity:* Following our funding application in May 2023, we received a request for information from VDH that is due by June 21, 2023. T&L provided its responses to their questions on June 16, 2023, to be combined with RCPSA staff's responses. Otherwise, we are awaiting an offer of funding from VDH. Offers are scheduled for August with Award to follow in October and initial meetings in November of 2023.

**RUSSELL COUNTY PUBLIC SERVICE AUTHORITY WATER STUDY 15743**

Thompson & Litton was commissioned by the Russell County Public Service Authority to study multiple areas for potential water projects.

The Water Study layout was reviewed with Tracy Puckett on May 22, 2023, and priority areas were confirmed. It was noted that Nash Ford and Clinch Mountain are projects that have already been designed and funded. Corn Valley and Green Valley as well as an area between the two projects, and Copper Ridge, were noted as priorities. Thompson & Litton will begin to finalize the Water Study.

*Recent Activity: Development of an updated schedule as follows:*

<b>Project Name: RCPSA Water Study</b>		T&L Project Number: 15743	
Prepared by: Tim Mullins, Thompson & Litton / Robbie Cornett Thompson & Litton		Prepared Date: 6/8/2023	

	ACTION	Responsible Party	Start Date		Completion Date		Days to Complete
			Planned	Actual	Planned	Actual	
1	Engineering	Thomson & Litton	6/8/2023		10/15/2023		129
2	Submit Plans & Specs	Thomson & Litton	10/15/2023		11/14/2023		30
3							
4							
5							
6							

**SANDY RIDGE PRELIMINARY ENGINEERING REPORT 16731**

The Preliminary Engineering Report was reviewed with Tracy Puckett on May 22, 2023. Thompson & Litton will address the comments and finish the design. The Preliminary Engineering Report was reviewed with Tracy Puckett on May 22, 2023. Thompson & Litton will address the comments and finish the design.

*Recent Activity: An updated schedule is as follows:*

<b>Project Name: Sandy Ridge PER</b>		T&L Project Number: 16731	
Prepared by: Tim Mullins, Thompson & Litton / Robbie Cornett Thompson & Litton		Prepared Date: 6/8/2023	

	ACTION	Responsible Party	Start Date		Completion Date		Days to Complete
			Planned	Actual	Planned	Actual	
1	Engineering	Thomson & Litton	6/8/2023		6/30/2023		22
2	Submit Plans & Specs	Thomson & Litton	6/30/2023		7/30/2023		30
3							
4							
5							
6							



### **CASTLEWOOD AREA – POTENTIAL PROJECTS**

Rt. 63 Dante Road/Bunchtown Road – Replacement of 6,000 L.F. of 8-inch main line for approximately 30 customers with a proposed cost of \$1,019,900.

Hospital Hollow, Back Street, and 2-inch service line off Bunchtown Road – Replacement of 1,750 L. F. of 4-inch main line for approximately 13 customers with a proposed cost of \$326,500.

Gravel Lick Road – Phase I – Replacement of 15,200 L. F. of main line (various sizes) for approximately 100 customers with a proposed cost of \$2,865,000.

Gravel Lick Road – Phase II – Replacement of 13,500 L.F. of 8-inch main line for approximately 28 customers with a proposed cost of \$1,949,100.

Banner Drive/Chiggersville (Griffith Street, Dingus Street, Powers Street, 2-inch service lines, Lee Street/Longview Drive, Tates Street, Radio Road, Cedar Steet, North Counts & East Counts Drive) – Replacement of 9,700 L.F. of main line (various sizes) for approximately 128 customers with a proposed cost of \$2,498,100.

Old Castlewood Area (Boyd Drive, Winchester Street, Vinton Steet, Campbell Street, Church Street, Old Temple Drive, Porter Street, Regan Drive, Valley Circle, Chafin Lane, Farr Steet, Talbert Steet, Wohford Circle, Franks Drive, Beauchamp Drive, Quarry Road/Roger Circle Road, Quarry Road/Whites Street, Castlewood Quarry Office) – Replacement of 18,300 L.F of main line (various sizes) for approximately 155 customers with a proposed cost of \$3,457,500.

Honey Branch – Replacement of 1,850 L.F. of 4-inch main line for approximately 17 customers with a proposed cost of \$342,800.

Morefield Bottom – Replacement of 4,360 L.F. of main line (various sizes) for approximately 42 customers with a proposed cost of \$1,013,500.

Neece Street and Blackstone Lane – Replacement of 1,000 L.F. of 4-inch main line for approximately 16 customers with a proposed cost of \$310,000.

Rt. 732 - Crooked Branch – Replacement of 3,500 L.F. of 4-inch main line for approximately 17 customers with a proposed cost of \$416,800.

### **RCPSA INTERCONNECTION PROJECTS**

Back Valley – To allow pumping from South Clinchfield to Big A Mountain. Will require two pump stations.

Route 19/58 – To allow water purchase from Washington County. Cuba Porter, Harvey Hart, and James Baker met with Washington County Service Authority on November 9, 2021, to discuss.





**Russell County PSA  
Board of Directors Meeting  
Monday, June 26, 2023  
Directors Report**

**RCPSA Board Members,**

*The items listed below provide a brief description of work performed in all departments of the PSA.*

1. **Belfast Phase II & III:** *We have now received the final signature on the easement from the Raines heirs and the project is underway again. There remains approximately 2500' of main line to be installed before making service installations. Weather permitting, this project will be completed in a timely manner.*
2. **Castlewood System Improvements Phase I (WSL-027-17):** *The final portion of the project is currently underway and RCPSA staff is working with the contractor to do the fusing on the HDPE pipe.*
3. **House & Barn Mountain Project:** *Tim Mullins has resubmitted a funding application to VDH for this project. We are currently waiting for a funding offer from the funding agency.*
4. **Fire Hydrants:** *Routine testing and maintenance being done on hydrants. Replaced a hydrant at Yates Estates.*
5. **Sandy Ridge Project:** *Engineers are working on the PER (Professional Engineering Report).*
6. **Town of Lebanon Water Rates:** *We did receive copies of the requested Audit Reports and have been reviewing the reports. We have also asked for the towns' maps to verify the amount of footage of transmission lines. Currently, we have not received these maps.*

7. **Dante Sewer:** *I recently met with the Engineers concerning this project to review the proposed plans. After reviewing the plans, it appears that all the RCPSA criteria for design has been met, however, I have asked Brad Patton and Mike Horton, Maintenance Superintendent, to review them as well to assure there is no conflicts since he maintains the systems on a continual basis. T&L will further comment at the meeting after receiving notice from Mr. Horton.*
8. **Straight Hollow Waterline Replacement Project:** *Once again, I recently met with the Engineers concerning this project to review the proposed plans. After reviewing the plans, it appears that all the RCPSA criteria for design has been met, however, I have asked Brad Patton and Mike Horton, Maintenance Superintendent, to review them as well to assure there is no conflicts since he maintains the systems on a continual basis. T&L will further comment at the meeting after receiving notice from Mr. Horton.*
9. **Chiggersville Sewer:** *We are currently awaiting a response from DEQ about Loan/Grant funding. There also may be some other options in terms of funding for this project as well.*
10. **Old Castlewood Galvanized Replacement Project:** *These type projects will fall under the Engineering study for replacements.*
11. **Copper Ridge Project:** *As discussed at our previous meeting, we have recently met with Robert Hilt with RD (Rural Development) to discuss a Planning Grant for the development of a Water Treatment Facility. Per his request, we have currently submitted the latest Audit Report and are verifying the obligation of debt from the RCBOS. Also, Mr. Hilt stated that water & wastewater rates were an issue and an increase must be considered in going forward. Jon Broskey will further discuss at the meeting.*
12. **Nashes Ford Project:** *Engineers are currently working with Cumberland Plateau on the Environmental Review.*

**Office/Clerical:**

- *Rhonda continues to work on drawdowns for the construction projects as well as coordinate with regulatory agencies on monthly reports and Consumer Confidence Reports (CCR).*

### Water/Wastewater Plant Operations and Maintenance:

1. Changed additional Sewer Grinder Units in Dante.
2. Repaired telemetry at Long Branch Tank.
3. Installed new pumps at Belfast and Drill Pump Stations and performed flow rate test.
4. Worked on Sargent Spring entry point to enhance water flow.
5. We are currently performing accuracy tests on Monitoring Meters on the Castlewood/Dante Systems. All that has been tested up to this point has been inaccurate and we are continuing to wait on data from the test results to see how skewed the percentages are. The inaccuracy of these meters is also affecting the accountability in these systems.

### Water Maintenance/Operations:

- The PSA crews continue to perform general maintenance to all systems: work orders, disconnects, reconnects, new installations, meter reading, hydrant flushing and hydrant repairs, etc...
- At the previous meeting, I reported that the construction crew had placed 14 customers on the new water main on the Old 65 section of Mew Rd. This allowed for another section of the galvanized line to be taken out of service in which we had incurred several leaks, and which had been very problematic. Since then, the maintenance crew has completed the installation of the new SDR 13.5 plastic pipe and removed the remaining galvanized line in Henry Counts Trailer Park.

Again, while the water loss report does show some signs of improvement, we are still challenged with the issue of meter inaccuracy. The inaccuracies do not reflect the true accountability; however, we are now into the second month of no water purchases from the town of St. Paul.

- Asphalt/Stone Repair: Leak areas.
- Water Taps (new connections):
- Sewer Taps/Flushing/Repairs:
- Leak Detection: Crews continue leak detection in all systems but mainly in the Castlewood/Dante areas.
- Valve/Valve Box Repairs:
- Line Setter Repairs/Replacement:
- Repaired/Replaced PRV's:

Water Line Repairs:

12 - 3/4" Service Lines: Castlewood, Green Valley, Swords Creek, Rosedale

1 - 1" Service Line: Castlewood

0 - 2" Water Main:

0 - 4" Water Main:

0 - 6" Water Main:

1 - 8" Water Main: Castlewood

Total Leaks Repaired.....14

Tracy Puckett



RCPSA Interim Director

**The Russell County Public Service  
Proposed Operating Budget  
2023/2024**

	2022/2023		Budget 23-24	
	Water	Sewer	Water	Sewer
<b>Income</b>				
Water Revenue	\$2,720,000.00	\$0.00	\$3,084,492.00	
Sewer Revenue	\$0.00	\$267,500.00		\$301,431.00
Trash Revenue	\$4,800.00	\$0.00	\$4,800.00	\$0.00
Hookup Fees Revenue	\$53,900.00	\$2,400.00	\$60,000.00	\$0.00
Reconnect Revenue	\$48,400.00	\$5,200.00	\$49,000.00	\$0.00
County Contributions - Loan Repayment	\$362,460.00	\$0.00	\$366,633.00	\$0.00
County Contributions - Loan Repayment Dante Replacement	\$0.00	\$109,572.00	\$0.00	\$75,000.00
Sale of Product Income	\$0.00	\$0.00	\$0.00	\$0.00
Return Check/Return Fee	\$550.00	\$300.00	\$2,000.00	\$0.00
Interest Income	\$1,700.00	\$0.00	\$0.00	\$0.00
Late Fee, Penalties & Assessment Revenue	\$85,300.00	\$6,300.00	\$91,840.00	\$5,600.00
Miscellaneous Revenue	\$800.00	\$100.00	\$15,000.00	\$0.00
Transfer Fee Income - Castlewood	\$9,900.00	\$200.00	\$1,000.00	\$0.00
Transfer In from Construction	\$250,000.00	\$0.00	\$175,000.00	\$25,000.00
<b>Total Income</b>	<b>\$3,537,810.00</b>	<b>\$391,572.00</b>	<b>\$3,849,765.00</b>	<b>\$407,031.00</b>
<b>Debt Expense</b>				
N/P New Peoples (LOC)	\$24,000.00	\$0.00	\$24,000.00	\$0.00
NP - Service Trucks	\$75,000.00	\$0.00	\$15,048.00	\$0.00
N/P RD Dante Sewer	\$0.00	\$49,572.00	\$0.00	\$49,572.00
N/P RD Swords Creek	\$43,308.00	\$0.00	\$43,308.00	\$0.00
N/P VRA 0% Interest Loans	\$93,148.40	\$0.00	\$211,574.00	\$0.00
N/P VRA 2.25% Interest Loans	\$444,172.91	\$0.00	\$444,027.00	\$0.00
N/P RD Water Treatment Plants	\$19,068.00	\$0.00	\$19,068.00	\$0.00
N/P RD Loan-Dante Rehab	\$49,272.00	\$0.00	\$49,272.00	\$0.00
N/P RD C/W Area Sewer Phase 1A	\$0.00	\$93,456.00	\$0.00	\$93,456.00
N/P VRA Glade Hollow	\$20,149.18	\$0.00	\$20,149.00	\$0.00
Enterprise Fleet	\$0.00	\$0.00	\$63,973.00	\$0.00
Infrastructure Reserve (Debt Reserve)	\$33,000.00	\$0.00	\$25,000.00	\$5,000.00
<b>Total Debt Expense</b>	<b>\$801,118.49</b>	<b>\$143,028.00</b>	<b>\$915,419.00</b>	<b>\$148,028.00</b>
<b>Expenses</b>				
Water Plant Membrane Filter Reserve	\$60,000.00	\$0.00	\$50,000.00	\$0.00
Water Purchases - Lebanon	\$380,000.00	\$0.00	\$390,000.00	\$0.00
Water Purchase - Castlewood	\$9,000.00	\$0.00	\$80,000.00	\$0.00
Sewer Fees - Lebanon	\$0.00	\$12,000.00	\$0.00	\$13,000.00
Salaries & Wages	\$984,000.00	\$65,000.00	\$1,027,322.00	\$65,920.00
Payroll Taxes	\$71,100.00	\$7,900.00	\$73,233.00	\$8,137.00
Uniforms	\$8,000.00	\$2,000.00	\$8,025.00	\$1,605.00
Employment Related Health Expense	\$1,000.00	\$0.00	\$3,500.00	\$0.00
Bank Service Charges	\$1,000.00	\$0.00	\$500.00	\$0.00
Health Insurance Credit	\$400.00	\$100.00	\$0.00	\$0.00
Retirement, VRS & Hybrid Expense	\$60,000.00	\$15,000.00	\$49,440.00	\$12,360.00
Contract Labor - Water - Lebanon	\$0.00	\$0.00	\$5,500.00	\$0.00
Contract Labor - Water - Castlewood	\$5,000.00	\$0.00	\$30,000.00	\$0.00
Contract Labor - Sewer - Castlewood	\$0.00	\$20,000.00	\$0.00	\$25,000.00
Insurance Health, Dental, Vision	\$204,300.00	\$22,700.00	\$171,200.00	\$12,840.00
Insurance - Short term Disability/Life Insurance	\$9,000.00	\$1,000.00	\$10,000.00	\$1,500.00
Insurance - Worker's Compensation	\$21,600.00	\$2,400.00	\$25,000.00	\$5,000.00

Insurance - Liability Insurance	\$45,900.00	\$5,100.00	\$45,000.00	\$5,000.00
Telephone/Cell	\$28,000.00	\$2,000.00	\$29,000.00	\$3,000.00
Electric	\$93,200.00	\$9,800.00	\$110,000.00	\$15,000.00
Internet	\$9,450.00	\$1,050.00	\$12,000.00	\$3,000.00
Other Utilities	\$1,000.00	\$0.00	\$1,000.00	\$0.00
Chemicals	\$15,635.51	\$1,400.00	\$15,000.00	\$3,000.00
Samples	\$24,000.00	\$1,000.00	\$30,000.00	\$8,000.00
Monitoring	\$1,500.00	\$500.00	\$1,500.00	\$500.00
Materials & Supplies	\$180,000.00	\$20,000.00	\$170,000.00	\$15,000.00
Small Tools & Equipment	\$9,900.00	\$1,100.00	\$13,000.00	\$2,500.00
Repairs & Maintenance System	\$180,000.00	\$20,000.00	\$185,000.00	\$20,000.00
R&M Equipment/Vehicles	\$34,200.00	\$3,800.00	\$40,000.00	\$5,000.00
Gas Oil Grease	\$81,100.00	\$7,900.00	\$85,000.00	\$8,000.00
Tags/Title/Licenses	\$3,510.00	\$390.00	\$3,500.00	\$500.00
Office Supplies	\$20,000.00	\$1,000.00	\$20,000.00	\$2,000.00
Postage & Delivery	\$23,400.00	\$2,600.00	\$18,000.00	\$2,000.00
Printing & Reproduction	\$1,000.00	\$0.00	\$500.00	\$0.00
Accounting	\$34,000.00	\$0.00	\$32,567.00	\$0.00
Engineering	\$8,500.00	\$500.00	\$6,000.00	\$1,000.00
Water Works Operation Fees	\$15,300.00	\$0.00	\$16,000.00	\$0.00
Rental Expense	\$10,000.00	\$0.00	\$5,000.00	\$0.00
Advertisement	\$1,500.00	\$0.00	\$2,000.00	\$0.00
Service Charges	\$12,000.00	\$0.00	\$20,000.00	\$0.00
Dues, Subscriptions & Member Fees	\$34,000.00	\$0.00	\$28,000.00	\$0.00
Legal Fees	\$10,000.00	\$0.00	\$8,000.00	\$0.00
Training	\$4,500.00	\$500.00	\$2,500.00	\$500.00
Meals and Entertainment	\$2,500.00	\$0.00	\$6,000.00	\$0.00
Travel	\$2,500.00	\$0.00	\$4,000.00	\$0.00
Director Fees	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Morefield Sewage Processing	\$0.00	\$3,500.00	\$0.00	\$3,500.00
Castlewood Sewage Processing	\$0.00	\$16,000.00	\$0.00	\$16,000.00
Contribution to Town of St. Paul Sewer Plant Loan	\$0.00	\$25,000.00	\$0.00	\$35,000.00
Retirement	\$0.00	\$0.00	\$52,440.00	\$2,760.00
Interest Expense	\$3,000.00	\$0.00	\$2,000.00	\$0.00
<b>Total Expenses</b>	<b>\$2,713,995.51</b>	<b>\$271,240.00</b>	<b>\$2,896,727.00</b>	<b>\$296,622.00</b>
<b>Difference</b>	<b>\$22,696.00</b>	<b>(\$22,696.00)</b>	<b>\$37,619.00</b>	<b>(\$37,619.00)</b>





PHOTO CREDIT VIRGINIA TOURISM CORPORATION



PHOTO CREDIT VIRGINIA TOURISM CORPORATION

## A WARM WELCOME IN RUSSELL COUNTY, VA

Take a backroad to “The Heart of Southwest Virginia” for outdoor adventures the whole family can delight in. Around every corner in Russell County, Virginia are breathtaking hikes, thrilling kayak runs, and amazing ATV trails. Although, what makes Russell County so unique to visitors is the hospitality you are greeted with as soon as you cross the county line.

### DRIVE OR FLOAT THROUGH COUNTY LANDSCAPES

Make your first stop at The Great Channels Natural Area Preserve, where you can hike trail systems and discover historic rock formations. For water-lovers, head to Clinch River State Park, where you can kayak, canoe, or just relax in the river. Local recreational outfitters are available to help you with all your needs to get on the water, including taking you to various launch points along the river. Float your way down to other recreational towns like the town of Cleveland, Virginia, where you can find your spot to camp for

the night. Before you go, be sure to explore the mapped-out, scenic backroads, popular with motorcycle and hot rod enthusiasts.

### REST STOP

Mouthwatering Appalachian home cooking awaits you at Pat's Kountry Diner in Lebanon, Virginia. This local favorite is just off Highway 19, making it an easy exit!

### PROXIMITY

- Kingsport, TN - 50 miles southwest
- Charlotte, NC - 200 miles southeast
- Atlanta, GA - 350 miles southwest

[EXPERIENCERUSSELLVA.COM](http://EXPERIENCERUSSELLVA.COM)



PHOTO CREDIT VIRGINIA TOURISM CORPORATION

## Food Truck Park Agreement

**THIS AGREEMENT** (hereinafter referred to as the "AGREEMENT"), made in duplicate, this the 22 day of JUNE, 2023, by and between the **INDUSTRIAL DEVELOPMENT AUTHORITY OF RUSSELL COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia, with a mailing address of 133 Highland Drive, Suite B, Lebanon VA 24266, hereinafter "Landlord"; and **THE RUSSELL COUNTY TOURISM**, a subdivision of the Russell County Board of Supervisors, herein referred to as "tenant", whose address is 137, Suite A, Lebanon, VA 24266:

### DESCRIPTION OF THE PREMISES

The Landlord agrees to allow the Tenant use of the additional parking lot located across the road from 122 Haber Drive, Lebanon VA 24266, also known as Russell Place. This parking lot was previously used as overflow parking for the Russell Place facility.

### USE OF THE PREMISES

The Landlord has agreed to allow the Tenant to organize and oversee the establishment of a Food Truck Park on this premises. The Tenant agrees and understands that the Landlord is allowing the Tenant to use the premises under the following conditions:

1. The Landlord is actively marketing the property for sale or lease to potential industries. The Tenant will have permission to utilize the property as long as the Landlord has not identified a potential industry to lease or purchase the property.
2. The Tenant agrees to fully vet potential food trucks to ensure they meet the specifications required by the Town of Lebanon, (current business license, health department inspection, etc.)
3. The Tenant agrees to work with the Town of Lebanon for trash pick-up.
4. There will be "no cost" to the Tenant for the use of the premises.

### TERMINATION OF AGREEMENT

Said agreement can be terminated at will by either party. The Landlord will notify the Tenant of any potential buyers. This will allow the Tenant to make any arrangements for scheduled events. The Tenant will notify the Landlord if they chose to no longer continue the Food Truck Park.

### ATTACHMENTS

1. Picture of the Premises being utilized.
2. Form that Food Trucks are required to complete for the Town of Lebanon to be eligible to operate their business within Town limits.

**INDUSTRIAL DEVELOPMENT  
AUTHORITY OF RUSSELL COUNTY,  
VIRGINIA**

By:   
Ernie McFaddin, Executive Director

**RUSSELL COUNTY TOURISM OF  
RUSSELL COUNTY, VIRGINIA**

By:   
Shiloh Lytle, Tourism Coordinator

**Town of Lebanon**

P.O. Box 309  
Lebanon, VA 24266

Phone 276-889-7200

**Business License Application**

For the License Year 2023

Account : \_\_\_\_\_

Trade Name: \_\_\_\_\_

Location: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN/FED ID: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Business Name and Mailing Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check one of the lines below

\_\_\_\_ Business \_\_\_\_ Professional \_\_\_\_ Contractor \_\_\_\_ Trailer Park \_\_\_\_ Food Truck \_\_\_\_ Coin Operated  
Machines

\_\_\_\_ Itinerant Merchant \_\_\_\_ Medical Clinic (If yes are you OPT or OBOT Treatment Facility) \_\_\_\_ Yes \_\_\_\_ No

Gross Sales	Tax	Penalty	Interest

**\*\*\*IMPORTANT\*\*\***

YOU MUST ATTACH A COPY OF YOUR PRIOR YEAR'S FEDERAL INCOME TAX RETURN OR APPROVED DOCUMENTATION  
MAKE A COPY OF THIS FOR YOUR RECORDS AND RETURN WITH PAYMENT

\_\_\_\_\_  
Signature of Applicant or Authorized Agent

**License**

I, the Town Treasurer find the foregoing application acceptable: therefore, this license grants the applicant named in the application to prosecute the businesses, occupations, or professions by the application as indicated by the extension of the taxes thereon, and their payment as indicated hereon, at the definite house or place in the Town of Lebanon described in the application, for the period beginning:

Beginning Date: \_\_\_\_\_ and expiring: \_\_\_\_\_

This license shall not be valid or have any legal effect until the taxes prescribed by law (and penalties and fees) as shown on the foregoing application and hereon, be paid to the treasurer of the Town of Lebanon, and the fact of such payment appear on the face hereof by the signature of such Treasurer hereto.

Approved Date

(Total Tax, Penalty & Fees) \$ \_\_\_\_\_

And Signature: \_\_\_\_\_

Receipt # \_\_\_\_\_

Check # \_\_\_\_\_



---

**April 2023 Monthly Report**

1 message

---

**Ashley Puckett** <ashley.puckett@russellcountyva.us>  
To: Loretta Vance <loretta.vance@russellcountyva.us>

Thu, Jun 1, 2023 at 10:31 AM

# Russell County Animal Shelter

## Monthly Report

### April 2023

	Stray	Owner surrender	Seized	Bite Case Quarantine	Other	Total
Transfer	<b>16</b>	<b>15</b>				<b>31</b>
Adopted	<b>1</b>					<b>1</b>
Owner Reclaimed						
Euthanized	<b>4</b>	<b>1</b>				<b>5</b>
Died in Custody						
Other						
<b>Total</b>	<b>21</b>	<b>16</b>				<b>37</b>

**Intake Total: 35 Total**

---

**May 2023 Monthly Report**

1 message

Ashley Puckett &lt;ashley.puckett@russellcountyva.us&gt;

Wed, Jul 5, 2023 at 10:52 AM

To: Loretta Vance &lt;loretta.vance@russellcountyva.us&gt;

# Russell County Animal Shelter

## Monthly Report

	Stray	Owner surrender	Seized	Bite Case Quarantine	Other	Total
Transfer	<b>16</b>	<b>11</b>			<b>1</b> <b>(Keke)</b>	<b>28</b>
Adopted	<b>2</b>	<b>3</b>				<b>5</b>
Owner Reclaimed	<b>3</b>				<b>1</b> <b>Owner</b> <b>arrest</b>	<b>4</b>
Euthanized	<b>3</b> <b>dogs</b> <b>1 cat</b>	<b>10</b>				<b>14</b>
Died in Custody	<b>1</b>					<b>1</b>
Other						
<b>Total</b>	<b>26</b>	<b>24</b>			<b>2</b>	<b>52</b>

**Intake Total: 43**

# Library Board of Trustees Meeting



Members Present		Members Absent
Judy Ashbrook	Ann Monk	Susan Breeding
Bob Breimann	Sharon Sargent	Yvonne Dye
Karen Davis		Sherry Lyttle
Kim Fife		Sharon Van Dyke

Chair Karen Davis called the meeting to order 16 May 2023 at 5:08 pm.

Kim Fife moved & Ann Monk seconded a motion to approve the agenda as distributed.

**Minutes:** Judy Ashbrook moved and Sharon Sargent seconded a motion to approve the April minutes as distributed; motion passed.

**Financial:** Kim moved and Bob Breimann seconded a motion to approve the bills; motion passed.

**Staff Reports:** Kelly reviewed the staff & director's reports.

## **Tabled Business:**

## **Old Business:**

**New Business:** Kim moved and Judy seconded a motion to approve the revised bylaws; after discussion, motion passed.

Bob moved and Ann seconded a motion to approve the FOIA fees with the inclusion of a research fee of \$25 per request; after discussion motion passed.

## **Review & Summary:**

Next meeting: 20 June 2023

Kim moved and Sharon seconded a motion to adjourn; motion passed.

Respectfully submitted, Kelly McBride Delph

# RUSSELL COUNTY CONFERENCE CENTER

June 1, 2023

The following is a list of the Russell County Conference Center events for the month of June.

Date	Event	Event Type	Space
06/03/23	Sam Whited Memorial Gospel Music Convention Aaron Bostic	Community Event	Full \$0
06/04/23	Baby Shower Mickie Breeding	Individual Event	Full \$125
06/09/23	Castlewood Christian Graduation Shanna Cook	Individual Event	Full \$135
06/10/23	Graduation Party Jacob Music	Individual Event	Full \$135
06/11/23	Wedding Shower Jillian Helton	Individual Event	Full \$135
06/16/23	Baby Shower Jeannie Childress	Individual Event	Full \$125



Date	Event	Event Type	Space
06/17/23	Just One Event Clarence McGlothlin	Community Event	Full \$125
06/23/23	Cumberland Mountain Prom Adam Wade	Community Event	Full \$125
06/24/23	Family Reunion Charlotte Hensley	Individual Event	Full \$25
06/29/23	Wedding and Reception Tracy Byrd	Individual Event	Full \$125

- \$125.00

**Final Total = \$ 1,055.00**

THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT BONANZA RESTAURANT IN LEBANON VIRGINIA ON JUNE 13TH 2023. **NOTICE MEETING TIME HAS BEEN CHANGED BACK TO 600 PM**

**MEMBERS & GUEST PRESENT**

GARY DOTSON EUGENE FERGUSON BARBARA COX HENRY STINSON LINDA CROSS  
CARL RHEA MIKE OQUINN BILL WATSON

**GUARD RAILS CONTRACTOR BEHIND IN BRISTOL AREA**

---

- 1-GUARD RAILS REPLACED AS DAMAGED
- 2-RT 80 DON STEVENS DR. GUARD RAIL DAMAGED BARTONS GARAGE DOWN IN SUBV.
- 3-RT. 19 N VALREO CROSS OVER GUARD RAIL END DAMAGED
- 4-RT 58 WEST DAMAGED GUARD RAIL AT MILE MARKER 61 CROSSOVER
- 5-RT. 58 W AT QUARRY ROAD GUARD RAIL EXTENSIVE DAMAGE
- 6-RT. 19 N WAL-MART ENTERANCE GUARD RAIL DAMAGED
- 7-RT 19/80 INTERSECTION GUARD RAIL DAMAGED
- 8-RT 58 WEST GUARD RAIL DAMAGED NEAR MILE MARKER 62.6 IN A STEEPE CURVE
- 9- RT- 58 EAST GUARD RAIL DAMAGED NEAR MILE MARKER 62.6
- 10-RT RT 58 W/683 MEMORIAL DRIVE SIGN POST DAMAGED AT THE INTERSECTION
- 11-RT 58 WEST MILE MARKER 68.8 ACROSS FROM HONAKER CHAPEL GUARD RAIL DAMAGED
- 12-RT 58 WEST NEAR MILE MARKER 71.8 TREE FELL DAMAGING GUARD RAIL

**ALL GUARD RAILS HAVE BEEN REVIEWED AND TURNED IN**

**SHOULDER REPAIR AND POT HOLE**

- 1-RT 615 GRAVEL LICK BETWEEN GOLF ENTRANCE AND THE OLD TRASH DUMP ROAD SINKING WILL PATCH WHEN ASPHALT IS AVAILABLE
- 2-RT 58 WEST AND EAST AT THE TRUIST BANK AREA DITCH PARTIALLY PLUGGED CAUSING WATER TO BACKUP THUS FLOWING ONTO THE ROAD
- 3- RT 67 1/8 MILE FROM TAZWEELL COUNTY LINE SHOULDER BREAKING OFF
- 4-RT 19/80 NORTH BOUND ROAD HAS A LARGE DIP AT THE TURN OFF
- 5-RT 615 FIRST HOUSE ON DINSMORE HILL PAST GOLG COURSE BOTH SIDES OF ROAD WASHING OUT
- 6-RT 682 DEAD AND LIVE TREES HANGING OVER THE ROAD FIRST MILE FROM RT 609 AND BRUSH FROM FALLEN TREES LAYING ALONG THE ROADWAY NEAR THE TOP NEEDS TO BE REMOVED. REMOVAL PENDING NEW CONTRACTOR
- 7-RT-623 BOSTIC HOLLOW OFF MILLER CREEK ROAD BREAKING OFF AT A DRAIN PIPE IN A CURVE
- 8-RT 613 MOCCASIN VALLEY NEAR HOUSE 3951 ROAD BREAKING OFF. DEFLECTOR AND DELINATORS HAVE BEEN INSTALLED. WILL RIP RAP DITCH

- 9-RT 67 NEAR E. DILLION WATER STANDS IN ROAD DURING RAINS POSSIBLE FIX IS TO CUT A WINDOW IN THE SHOULDER OR EMIMATE BERM
- 10-RT 67 DYE HILL A 40 FEET SECTION OF ROAD SINKING. WILL OVERLAY
- 11-RT 661 CLEVELAND ARTRIP BRIDGE GUARD RAIL BEING WASHED OUT NEAR CAMPBELL KISER
- 12-RT 690 CLAY STREET ST CASTLEWOOD LIMB HANGING OVER THE ROADWAY
- 13-RT 637 JUST BEFORE OLD SKATING RINK LARGE POT HOLES
- 14-RT 19 NORTH NEAR SOULS HARBOR CHURCH ROAD SINKING. WILL MILL AND RESURFACE
- 15-RT 727 SCENIC GARDEN ROAD WATER LINE CROSSING THE ROAD HAS SUNK DOWN
- 16-RT 614 AT THE BLUFF NEEDS LINES PAINTED AND DEFLECTORS ROAD OFTEN FOGGY OR ICY
- 17- HERTIAGE DR. OLD HONAKER ROAD CEDAR TREE HANGING OVER THE ROADWAY
- 18-RT 58 W NEAR MILE MARKER 62.6 BUZZARDS ROOST THE STEEP CURVE NEEDS ATTENTION CHEVRONS ARE IN PLACE. POSSIBLE IMPROVEMENTS WOULD BE FLASHING CHEVRONS AND A CURVEY /CROOKED ROAD SIGN. SEVERAL WRECKS HAVE HAPPENED AT THIS SITE OVER THE YEARS
- 19-RT-640 NEEDS TWO CURVES SCALED BACK FIRST ONE APPROXIMATELY 1 ½ MILE FROM RT. 82 NEAR A WEEPING WILLOW ACROSS FROM TOMMY BREEDING HOUSE
- 20-RT 1120/80 GREEN ACERS BRUSH NEEDS TO BE TRIMMED FOR VISIBILITY
- 21-RT 82 CLEVELAND ROAD NEEDS REFELECTOR ON DOWN THE MOUNTAIN GUARD RAILS
- 22-RT 19 S NEAR NOLAN STEVENS AT THE CROSS OVER ROAD HOLDING WATER
- 23-RT 740 COPPER ROAD ENTIRE ROAD NEEDS TO BE RESURFACED. WILL REPAIR WORSE SPOTS
- 24-RT- 657 GREEN VALLEY NEAR SHAW ST. ROAD SINKING DUE TO WATER LINE CROSSING THE ROAD
- 25-RT 662 ROAD NEEDS WIDENED FROM ROUTE 82 TO SMOOCH BRANCH
- 26-RT 19 S FROM SIGNAL LIGHTS TO STAMPER'S GARAGE PASSING LANE HOLDS WATER DURING STORMS
- 27- RT 19 N NEEDS TO EXTEND SPEED LIMIT SIGN FROM EXIT 2 TO SIGNAL LIGHTS AND POSSIBLY INSTALL RUMBLE STRIPS

-

### **SCHOOL BUS SAFETY AND OTHER CONCERNS**

- 1- RT 611 JOHNSON SETTLEMENT REQUEST SPEED LIMIT SIGNS COUNTY NEEDS TO REQUEST A STUDY

### **ITEMS REPORTED CORRECTED**

- 1-RT 58 W NEAR MILE MARKER 68.8 GUARD RAIL REPAIRED AT A DRIVE WAY ENTERANCE
- 2-RT 58W GUARD RAIL REPAIRED AT HAWKINS MILL

3-RT 58 E SEVERAL SECTIONS REPAIRED NEAR TRASH SITE

4-RT 19 CROSS-OVER S END CAP REPLACED

5-RT 949/ 19 INTERSECTION POT HOLES REPAIRED

6-CARTERTON NEAR CLINCH RIVER BRIDGE ROAD RESURFACED

7-RT 662 3 MILE FROM ROUTE 82 DRAIN PIPE UNPLUGGED



**FUTURE SUGGESTED MAJOR SAFETY PROJECTS**

1-RT 627 DANTE SAWMILL HOLLOW ROAD NARROWS TO ONE LANE NEEDS TO BE WIDENED JUST ACROSS THE RR TRACKS. AT THE CULVERT

2-Rt. 80 FROM THE DOUBLES TO RT.19 NEEDS A PASSING LANE INSTALLED. SMART SCALE PROJECT. **NEEDS TO BE INITIATED BY THE COUNTY**

3-ARTRIP RD. ½ MILE FROM CLEVELAND BRIDGE BANK NEEDS TO BE TAKEN OFF TO WIDEN ROADWAY. **WILL REVIEW WITH RESIDENCY TWO DIFFERENT PROPERTY OWNERS**

4-RT 667 CENTURY FARM RD. FIRST INTERSECTION NEEDS TO BE WIDENED HAVE HAD SEVERAL WRECKS POSSIBLE REVENUE SHARING PROJECT

5-RT 651 HUBBARD TOWN ROAD INTERSECTION ONTO NEW GARDEN ROAD NEEDS TO BE WIDENED A BLIND SPOT IN THE CURVE. TWO CRASHES IN THE LAST TWO YEARS POSSIBLY SCALE BACK THE BANK

6-RT 684 OFF ROUTE 65 ROAD NEEDS TO BE WIDENED ESPECIALLY ON THE LOWER END UP TO THE CHURCH

**UNDERLINED AND BOLD COMMENTS FROM HENRY KINCER**

COMMISIOM MEMBER INFROMATION

BARBARA COX	971 1502	JOHNNY JESSEE	701 6780
LINDA CROSS	794 7618	TIM LOVELACE	971 0367
GARY DOTSON	7 62 9803	TONY MAXFIELD	254 2492
EUGENE FERGUSON	210 8504	MIKE O'QUINN	701 7086
CARL RHEA	254 3810	HENRY STINSON	873 4905
HENRY KINCER	889 7601	BILL WATSON	794 1021

NEXT MEETING WILL BE JULY 11TH 2023 WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADWAYS SAFE AND OUR GUEST PARTICAPTION

SAFETY IS A COMMITMENT!!!!!!!!!!!!!! PREPARED BY GARY DOTSON

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea  
Mr. Tim Lovelace

## Agenda

I. June 15, 2023 CPRWMA Board of Directors Roll Call for Quorum.

II. a) Approval of Minutes of the May 17, 2023 meeting.....1

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

### III. Administrative Business

a) Review CPRWMA Waste Stream Report May 2023.....4

b) Approval of the Treasurer's Report for the month of May 2023.....12

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

c) CPRWMA Attorney's Report for May 2023.....Report

d) Litter and Recycling Report.....Toby

### IV. Old Business

### V. New Business

### VI. Correspondence/Public Comment

### VII. Adjournment and Next Meeting.

Chair or Vice Chair conducting the meeting: \_\_\_\_\_

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

Minutes submitted by: Carl Rhea and Sandra Honaker

137 Highland Drive / P. O. Box 386 Lebanon, VA 24266

Phone 276-833-5403 Email tobyedwards@bvua.net

www.cprwma.com





CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea  
Mr. Tim Lovelace

Cumberland Plateau Regional Waste Management Authority  
Monthly Board Meeting Minutes  
May 17, 2023

Members Present:

Ron Peters, Chairman  
Tim Hess, Vice Chairman  
Carl Rhea, Secretary/Treasurer  
Tim Lovelace  
Jeff Cooper  
Damon Rasnick

Others Present:

Toby Edwards, Director  
Phillip Justice, Legal Counsel  
Saundra Honaker, Finance Officer & Spouse  
Danny Davis, BC Transfer

CALL TO ORDER: Chairman, Ron Peters, called the May 17, 2023, meeting of the Board of Directors to order at 5:30 PM in Lebanon, VA. The Pledge of Allegiance and prayer were given.

QUORUM: A quorum was established.

APPROVAL OF MINUTES: The minutes of the April 20, 2023 monthly meeting of the Board of Directors was presented for consideration. Page two of the minutes needs to be amended to put 6:15 pm in the underlined section of the continuance of the meeting. A motion was made by Damon Rasnick and seconded by Carl Rhea to amend the minutes to add 6:15 pm on Page two to reflect the time the meeting was continued and to approve the minutes as amended. Motion was ratified, voting as follows:

Carl Rhea – Aye  
Tim Hess – Aye  
Ron Peters – Aye  
Damon Rasnick – Aye  
Tim Lovelace – Aye  
Jeff Cooper – Aye

The minutes of the May 3, 2023 (continued meeting of April 20, 2023 monthly meeting) were presented for consideration. A motion was made by Jeff Cooper and seconded by Damon Rasnick to approve the minutes as presented. Motion was ratified, voting as follows:

Carl Rhea – Aye  
Tim Hess – Aye  
Ron Peters – Aye  
Damon Rasnick – Aye  
Tim Lovelace – Aye  
Jeff Cooper – Aye

137 Highland Drive / P. O. Box 386, Lebanon, VA 24266  
Phone 276-833-5403 Email tobyedwards@bvua.net  
www.cprwma.com



**ADMINISTRATIVE BUSINESS**

Cumberland Plateau Regional Waste Management Authority  
Monthly Board Meeting Minutes  
May 17, 2023

Page 2

WASTE STREAM REPORTS – April 2023: Toby Edwards reviewed the waste stream reports. Buchanan was down and Dickenson/Russell was down a little.

TREASURER'S REPORT – April 2023: Carl Rhea presented the CPRWMA Treasurer's Report, reporting the total cash balance was \$95,745.92 at the end of April. A motion to approve the report as presented was made by Damon Rasnick and seconded by Tim Hess. Motion was ratified, voting as follows:

Carl Rhea – Aye	Damon Rasnick – Aye
Tim Hess- Aye	Tim Lovelace – Aye
Ron Peters – Aye	Jeff Cooper – Aye

CPRWMA ATTORNEY'S REPORT – April 2023 Attorney, Phillip Justice, stated that they have been working on the waste disposal and hauling contracts.

LITTER AND RECYCLING REPORT: The data for the recycling report has been submitted with an estimate of 28.6% rate, however the final figures will not be available for quite a while.

**OLD BUSINESS**

SOLID WASTE DISPOSAL AND TRANSPORTATION FINAL RATES:

**Waste Disposal**

Waste Management, Inc negotiated a rate of \$27 per ton the first year with a 4.5% CPI each year and no additional fees. Year 2-\$28.22 and Year 3 \$29.48 with a three year contract and the ability to extend for 2 additional years (Year 4 \$30.81 and Year 5 \$32.20).

**Transportation Rates**

**Buchanan Co**

Year 1- \$21.70 Year 2-\$22.35 Year 3-\$23.02 Year 4-\$23.71 Year 5-\$24.42

**Dickenson Co**

Year 1-\$21.48 Year 2-\$22.12 Year 3-\$22.79 Year 4-\$23.47 Year 5-\$24.18

**Russell Co**

Year 1-\$19.64 Year 2-\$20.23 Year 3-\$20.84 Year 4-\$21.46 Year 5-\$22.10

Transportation would have a base rate of \$3.13 per gallon on the fuel surcharge and a 3% CPI

A motion was made by Tim Hess and seconded by Damon Rasnick to authorize Toby to send a letter to the three counties notifying them of the new rates and to state that work has begun on finalizing a contract with both Waste Management and CEI. Motion was ratified, voting as follows:

Carl Rhea – Aye	Damon Rasnick – Aye
Tim Hess – Aye	Tim Lovelace – Aye
Ron Peters – Aye	Jeff Cooper – Aye

Toby also stated that there will be a public hearing on the rate changes and that he will attend the meetings in all of the counties.

### NEW BUSINESS

No new business.

### CORRESPONDENCE/PUBLIC COMMENT

### ADJOURNMENT AND NEXT MEETING

A motion was made by Jeff Cooper and seconded by Carl Rhea to have the next meeting on Thursday, June 15, 2023, at 5:30 PM at the Breaks Interstate Park and to adjourn the meeting at 6:19 PM. Motion was ratified, voting as follows:

Carl Rhea – Aye	Damon Rasnick – Aye
Tim Hess – Aye	Tim Lovelace – Aye
Ron Peters – Aye	Jeff Cooper – Aye

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date

Cumberland Plateau Regional Waste Management Authority

Waste Stream Analysis

Period: January 1, 2023 to December 30th, 2023

**Buchanan County**

Waste Material(s)	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	Sept 2023	Oct-23	Nov 2023	Dec 2023	Totals Tons All Months	Average (Per Month) Tonnage
Household	1,009.59	932.86	1,090.67	946.39	1,119.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,098.67	
Commercial	198.66	116.90	175.64	130.52	177.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	799.11	
Construction Debris	89.44	91.25	198.03	67.66	111.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	557.62	
Yard/Ash Waste	42.95	99.99	330.39	398.23	50.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	922.05	
Mine Waste	285.11	271.80	381.69	232.21	278.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,449.73	
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	36.32	29.75	26.22	42.22	27.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.28	
White Goods	0.00	0.00	0.00	0.00	1.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.25	
Liter Pick-up	1.90	1.23	3.96	3.91	6.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.99	
Illegal Dumps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	0.13	0.14	0.45	0.65	0.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.52	
Storm Debris	34.72	174.60	153.69	7.56	22.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	392.72	
<b>Totals</b>	<b>1,698.82</b>	<b>1,718.52</b>	<b>2,360.74</b>	<b>1,829.35</b>	<b>1,795.51</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,402.94</b>	<b>1,880.59</b>
Town of Grundy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

**Dickenson County**

Waste Material(s)	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Totals from all Columns	Average (Per Month) Tonnage
Household	584.57	543.21	618.06	566.22	644.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,956.44	
Commercial	158.36	141.68	154.67	181.47	117.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	754.06	
Construction Debris	92.38	39.20	21.98	38.28	23.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	215.69	
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mine Waste	263.48	236.44	260.93	215.39	225.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,201.92	
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	16.56	17.33	26.74	25.98	21.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.92	
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	0.07	0.00	0.00	0.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mulch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Illegal Dumps/Cleanups	1.08	0.00	7.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.76	
<b>Totals</b>	<b>1,116.50</b>	<b>977.86</b>	<b>1,090.06</b>	<b>1,028.02</b>	<b>1,033.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,245.54</b>	<b>1,049.11</b>
Town of Clintwood	0.00												0.00	

4

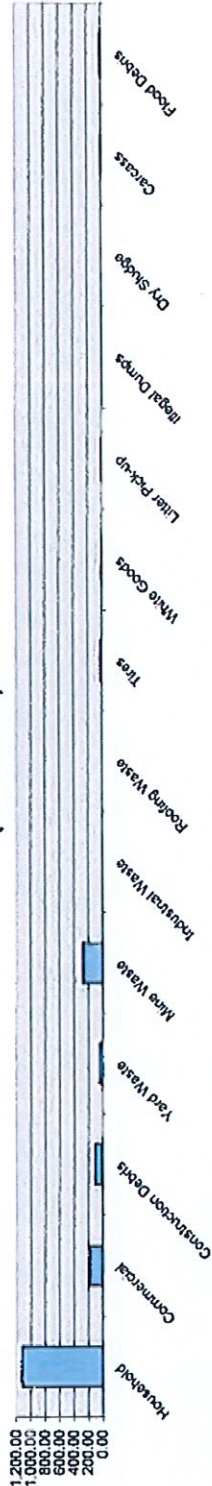
**Russell County**

Waste Material(s)	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Totals from all Columns	Average (Per Month) Tonnage
Household	1,237.31	1,119.52	1,314.61	1,342.14	1,387.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,401.32	
Commercial	140.89	104.19	154.39	168.81	128.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	696.88	
Construction Debris	118.86	60.64	96.96	82.54	108.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	467.91	
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Industrial Waste	27.30	27.90	26.85	33.33	30.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146.37	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	15.15	18.62	32.06	32.23	19.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.01	
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contaminated														
Recycle	14.75	4.62	11.64	5.91	6.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43.00	
Illegal Dumpsite	1.36	0.54	4.33	0.67	6.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.98	
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	0.58	1.10	2.51	0.49	0.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.61	
<b>Totals</b>	<b>1,556.20</b>	<b>1,337.13</b>	<b>1,643.35</b>	<b>1,666.12</b>	<b>1,689.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,892.08</b>	<b>1,578.42</b>
Town of Lebanon			0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Town of Hansker					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Town of Cleveland			0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
											<b>Total FY 2023</b>		<b>22,540.56</b>	

Buchanan County Waste Stream Analysis  
 Period: May 1, 2023 to May 31, 2023

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	1,119.16	946.39	1,029.10	1,145.72	1,129.11	1,079.64	1,254.39	1,258.20	1,246.41	1,014.31	1,087.25	1,185.51	1,177.82	1,247.11	1,238.33	1,219.60	1,163.88	1,332.47	1,416.20
Commercial	177.39	130.52	108.42	185.49	148.62	118.08	93.40	103.75	85.73	108.19	145.05	227.63	358.18	301.47	193.15	148.71	174.24	136.14	148.27
Construction	111.24	67.66	59.44	61.49	33.07	125.97	130.48	5.12	15.07	3.31	16.57	114.36	35.40	45.42	60.15	72.38	48.13	137.16	67.96
Debris	50.49	398.23	0.00	0.36	0.00	58.72	0.22	0.43	1.52	6.41	0.10	0.00	0.00	34.87	20.99	0.00	0.00	0.00	0.00
Yard Waste	278.92	232.21	227.31	339.21	208.91	418.34	415.96	109.90	103.22	120.39	184.25	407.25	926.26	439.03	323.83	148.53	58.05	216.09	308.43
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Industrial Waste	0.00	0.00	0.00	0.00	0.00	2.33	2.15	10.55	7.13	0.00	13.42	0.00	2.37	12.60	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	14.57	10.46	7.57	3.99	6.24	28.91	19.65	47.51	33.17	29.69	22.59	21.72	24.48	46.73
Tires	21.77	42.22	32.37	39.58	8.52	14.57	10.46	7.57	3.99	6.24	28.91	19.65	47.51	33.17	29.69	22.59	21.72	24.48	46.73
White Goods	1.25	0.00	0.00	0.00	0.04	4.54	0.00	0.00	1.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.44	12.23	2.32
Litter Pick-up	6.99	3.91	9.49	7.56	4.87	0.00	4.46	7.49	1.57	6.59	9.54	3.06	7.97	6.87	5.10	11.10	8.06	9.66	0.97
Illegal Dumps	0.00	0.00	0.00	0.00	0.00	0.00	1.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.71	0.00
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.15	0.65	0.46	1.34	0.65	0.53	0.79	0.77	0.97	1.92	0.17	0.07	0.02	1.95	0.47	0.00	0.29	6.33	0.34
Flood Debris	22.15	7.56	0.00	0.00	11.68	0.00	55.86	72.59	10.12	49.07	15.22	11.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1,795.51</b>	<b>1,829.35</b>	<b>1,466.59</b>	<b>1,780.75</b>	<b>1,544.47</b>	<b>1,822.92</b>	<b>1,969.51</b>	<b>1,576.37</b>	<b>1,483.00</b>	<b>1,316.43</b>	<b>1,500.48</b>	<b>1,969.80</b>	<b>2,555.53</b>	<b>2,122.49</b>	<b>1,871.71</b>	<b>1,622.91</b>	<b>1,472.81</b>	<b>1,887.23</b>	<b>2,011.60</b>

Buchanan County Waste Stream Analysis  
 (This Month)



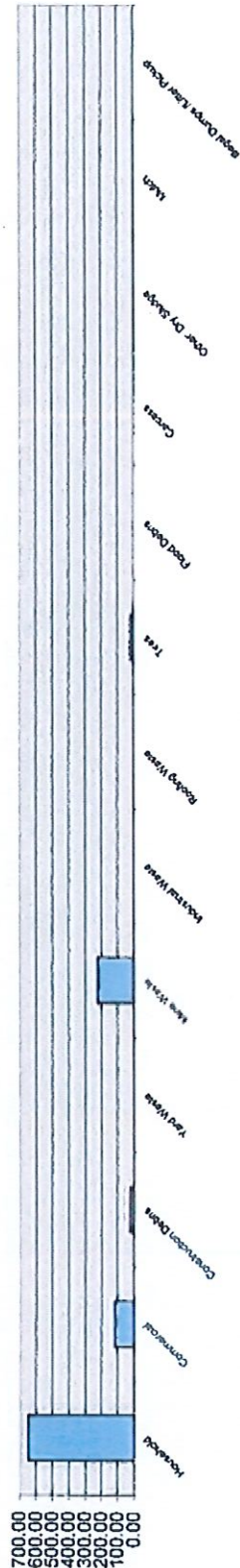
Total Tonnage includes the following towns:  
 Grundy 0

Buchanan County 2023



Name of Waste Material	Dickenson County Waste Stream Analysis																		
	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	644.38	566.22	641.95	664.36	639.63	642.65	687.83	676.05	672.63	689.64	624.33	684.08	702.21	755.61	742.92	756.12	764.60	775.80	835.44
Commercial	117.86	181.47	166.13	151.04	147.10	97.40	175.11	10.15	37.74	83.72	114.27	43.32	22.47	33.20	258.88	158.67	80.13	3.88	4.58
Construction Debris	23.85	36.28	8.29	18.69	76.54	2.81	37.27	8.56	19.88	29.84	42.00	24.83	8.53	45.98	41.02	14.61	48.80	42.95	60.23
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.09	3.67	2.91
Mine Waste	225.66	215.39	256.35	187.92	202.43	219.07	181.02	175.22	163.67	26.41	283.00	511.95	318.19	292.41	0.00	49.08	163.46	214.15	99.85
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tires	21.31	25.98	15.22	14.67	17.32	13.61	8.45	9.44	1.04	3.25	15.29	9.85	6.21	27.33	0.00	5.03	13.47	22.13	20.64
Flood Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.48	7.90	8.83	2.64	13.77	11.66	18.06	8.36	8.41	14.03	16.52
Carcass	0.68	0.68	0.00	0.00	0.11	0.00	1.00	0.27	0.79	0.38	2.60	1.73	1.83	2.25	1.26	1.57	2.15	1.32	1.77
Other: Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rubish	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Illegal Dumps & Other Pickup	0.00	0.00	1.67	1.44	1.73	0.00	0.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.05	0.00
<b>Total</b>	<b>1,033.10</b>	<b>1,028.02</b>	<b>1,089.61</b>	<b>1,038.12</b>	<b>1,055.06</b>	<b>983.20</b>	<b>1,102.17</b>	<b>892.40</b>	<b>907.23</b>	<b>841.14</b>	<b>1,050.32</b>	<b>1,278.50</b>	<b>1,073.21</b>	<b>1,168.44</b>	<b>1,062.23</b>	<b>993.64</b>	<b>1,107.11</b>	<b>1,216.34</b>	<b>1,043.84</b>

### Dickenson County Waste Stream Analysis (This Month)



Total Tonnage includes the following towns:  
Town of Clintwood 0



### Dickenson County 2023

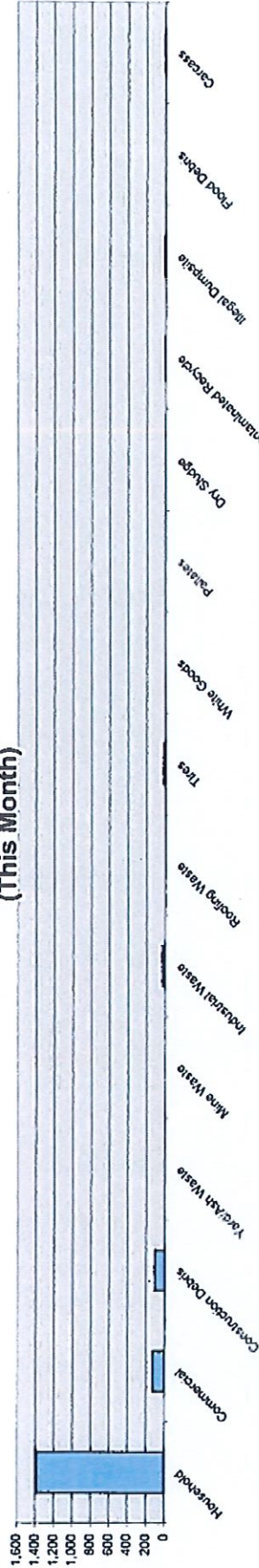


6

Russell County Waste Stream Analysis  
Period: May 1, 2023 to May 31, 2023

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	1,387.74	1,342.14	1,248.67	1,426.73	1,527.59	1,234.46	1,314.87	1,250.16	1,247.90	1,264.56	1,362.97	1,446.72	1,486.50	1,563.84	1,433.76	1,607.19	1,558.19	1,725.58	1,917.73
Commercial	128.60	168.81	111.74	98.70	109.65	135.91	170.95	177.21	123.24	128.53	166.21	116.43	212.51	170.30	196.41	241.99	274.93	271.50	516.44
Construction Debris	108.91	82.54	89.22	104.61	121.90	63.04	118.66	41.60	55.36	41.36	68.82	70.65	52.37	59.68	140.10	110.90	183.95	40.34	244.05
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	60.25	89.09	96.71	36.15	29.39	15.10	29.12	70.54	96.35	1.46	7.25	6.10	7.72	40.41
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.92	40.67	35.43	0.00	0.00	0.00	0.00	0.00
Industrial Waste	30.99	33.33	21.84	30.29	62.94	35.65	30.90	39.53	9.92	4.74	8.59	6.86	9.84	6.27	7.55	27.22	43.38	102.40	111.20
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tires	19.95	32.23	22.12	25.26	9.58	9.99	12.96	8.35	5.48	8.50	2.37	2.98	2.79	4.31	3.11	8.88	13.99	5.83	6.74
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contaminated Recycle	6.08	5.91	0.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Illegal Dumpsite	6.08	0.67	0.05	13.40	0.22	7.15	2.84	15.42	4.15	6.61	5.91	7.05	0.66	0.62	6.65	0.04	16.31	0.33	0.00
Flood Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.93	0.49	0.55	0.48	0.03	0.41	1.34	0.25	0.66	2.42	1.77	2.56	2.35	0.67	3.09	1.86	2.52	1.75	0.00
<b>TOTAL</b>	<b>1,689.28</b>	<b>1,665.12</b>	<b>1,494.80</b>	<b>1,699.47</b>	<b>1,832.00</b>	<b>1,557.22</b>	<b>1,741.87</b>	<b>1,629.36</b>	<b>1,495.90</b>	<b>1,499.30</b>	<b>1,645.09</b>	<b>1,733.78</b>	<b>1,863.19</b>	<b>1,942.32</b>	<b>1,796.35</b>	<b>2,013.85</b>	<b>2,109.01</b>	<b>2,221.10</b>	<b>2,919.32</b>

Russell County Waste Stream Analysis  
(This Month)



Total Tonnage includes the following towns:

Lebanon	0	Honaker	0
Cleveland	0		

Russell County 2023



11

**Cumberland Plateau Regional Waste  
Management Authority**

**Cash Flow Statement**

May 2023

<b>Cash Balance - Apr 30, 2023</b>		95,745.92
<b>Cash Received - Tipping Fees:</b>		
Buchanan (Apr)	106,990.30	
Dickenson (Apr)	59,719.20	
Russell (Apr)	82,579.19	
		249,288.69
<b>Cash Expenditures</b>		
<b>Cash Expenditures - May 2023</b>		<b>(236,540.25)</b>
<b>Cash Balance - May 31, 2023</b>		<b>108,494.36</b>

**Fund Balances:**

<i>Capital Equip Replacement Fund</i>	<i>165,510.00</i>
<i>DEQ C/D</i>	<i>44,249.96</i>

<b>Total in Bank</b>	<b>318,254.32</b>
----------------------	-------------------

<i>Capital Equip Replacement Fund</i>	<i>165,510.00</i>
<i>DEQ C/D</i>	<i>44,249.96</i>

*Total*

**Cumberland Plateau Regional  
Check Register**

**For the Period From May 1, 2023 to May 31, 2023**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
	5/4/23	Anthem HealthKeepers, Inc.	155.62 Toby Vision/Dental
	5/25/23	Anthem HealthKeepers, Inc.	1,463.18 Toby Health Insurance
	5/15/23	TAG Resources, LLC	257.25 Employee 401k
14233	5/31/23	TAG Resources, LLC	257.25 Employee 401k
14234	5/3/23	MXI Environmental Services, LLC	6,165.15 RC HHW Event
14235	5/3/23	Mansfield Oil Company	88.32 Vehicle Fuel
	5/3/23	Carter Machinery Company, Inc.	18,620.87 RC Equip Maint \$12,324.04 BC Equip Maint \$4,296.83
14236 (on-line)	5/3/23	Caterpillar Financial Services Corp	6,798.15 Note Payment
14237	5/3/23	iGO Technology	99.85 BC Internet
14238	5/3/23	Innovative Technology Solutions	90.00 IT Support
14239	5/3/23	The Dickenson Star	290.52 RFP Advertisement
14240	5/3/23	Lebanon Block & Supply	7.85 RC Supplies
14241	5/3/23	Buchanan County PSA	44.80 BC Utility
14242	5/3/23	Appalachian Power Company	339.58 BC Electric
14243	5/17/23	First Bank & Trust	1,300.75 Loan Payment
14244	5/17/23	Honaker Solutions, LLC	840.00 Accounting May/23
14245	5/17/23	Industrial Development Authority	200.00 Office Rent Jun/23
14246	5/17/23	The Lebanon News, Inc.	313.08 RFP Advertisement
14247	5/17/23	Freedom Ford of Claypool Hill LLC	98.20 Vehicle Maintenance
14248	5/17/23	X-Stream Pressure Washing & Lawncare In	1,000.00 RC Sta Maint
14249	5/17/23	Mansfield Oil Company	150.49 Vehicle Fuel
14250	5/17/23	Unifirst Corporation	551.96 Uniforms Apr/23
14251	5/17/23	Crystal Springs	10.99 RC Supplies
14252	5/17/23	MXI Environmental Services, LLC	9,670.55 DC HHW Event
14253	5/17/23	MXI Environmental Services, LLC	2,903.55 BC HHW Event
14254	5/17/23	WM Corporate Services, Inc.	74,529.55 BC Tipping/Haul
14255	5/17/23	WM Corporate Services, Inc.	42,515.27 DC Tipping/Haul
14256	5/17/23	WM Corporate Services, Inc.	58,977.79 RC Tipping/Haul
14257	5/17/23	Printville	150.29 Office Supplies
14258 (on-line)	5/17/23	Point Broadband	87.33 RC Phone
14259 (on-line)	5/17/23	Appalachian Power Company	282.13 DC Electric
14260	5/17/23	Verizon	38.60 RC Internet
14261	5/17/23	Pest Control Plus, Inc.	120.00 BC/DC/RC Pest \$40 ea
14262 (on-line)	5/17/23	Card Services Center	1,403.28 DC/RC Equip Maint (Butty) \$390.60 ea Board Meeting (Peking) \$179.90 DC Utility (PSA) \$47.11 Board Meeting (Peking) \$332.07 Stamps (USPS) \$63
14263	5/17/23	Carter Machinery Company, Inc.	782.10 DC Equip Maint
Correction		Void Check #14231	-47.11 DC PSA (paid with credit card)
6.15.23	5/31/23	United States Treasury	1,937.52 Federal Withholding
6.26.23	5/31/23	VA Dept of Taxation	301.10 State Withholding
PR5123	5/1/23	Ronald E. Peters	184.70 Director Compensation
PR5123	5/1/23	Damon Rasnick	184.70 Director Compensation
PR5123	5/1/23	Carl Rhea	184.70 Director Compensation
PR5123	5/1/23	Jeffery S. Cooper	184.70 Director Compensation
PR5123	5/1/23	Timothy W. Hess	184.70 Director Compensation
PR5123	5/1/23	Tim Lovelace	184.70 Director Compensation
PR51523	5/15/23	Toby F. Edwards	2,368.12 Toby Payroll 1st half
PR53123	5/31/23	Toby F. Edwards	2,368.12 Toby Payroll 2nd half
<b>Total</b>			<b><u>236,540.25</u></b>

14



