

Dr. L. Pettis Patton, City Manager
June 2016 Accomplishments

I. City Council Leadership and Relationship Building:

- Planning
 - Strategic Planning – Concluded negotiating Comprehensive Plan Scope of Work with consultants including public outreach element/local trips. Currently in final stage of contract approval. City Council initial briefing tentatively scheduled for August 9, 2016.

II. Organizational Alignment, Development and Review

- Behavioral Healthcare Services
 - BHS staff is participating in the City's Municipal Fellow and Internship Program. BHS has welcomed Calvin Boone, a high school student, and Kiana Rodgers, a college student.
 - BHS staff held an Open House, and welcomed City Council members, the Mayor, city manager and department heads to tour the new building and learn about services and programs offered to Portsmouth citizens.
 - Through a very rigorous and successful process, BHS earned a three-year accreditation from the Commission on Accreditation of Rehabilitation Facilities (CARF). The review included over 1,200 areas and BHS was cited as, "One of the best Community Services Boards (CSB) surveyed." The mission of CARF is to promote the quality, value, and optimal outcomes of services through a consultative accreditation process and continuous improvement services that center on enhancing the lives of persons served.
- Building Official/Permits and Inspections
 - Permits and Inspections is collaborating with Engineering to create an RFP for elevator Maintenance Services for city elevators **(Goal 2)**.
 - Attended the Virginia Rehabilitation Code module of the Virginia Building Code Academy **(Goal 2)**.
 - Planning, Finance, Public Utilities, Parks and Recreation and Permits and Inspections collaborated in the demolition of seven structures at the Portsmouth Sportsplex **(Goal 2)**.

- June Permitting Metrics (**Goal 6**):
 - Issued 413 permits with a construction value of \$5,443,576
 - Performed 1,078 inspections
 - Generated \$49,583 in revenue
 - Reviewed 61 plans for which a fee was charged
 - Fiscal year end budget measures and accounting reviews were completed on time without problems.

- Working with Human Resources to create a Customer Service Plan (**Goal 9**).

- Performed the evaluation of two department staff within the allotted time frame and forwarded their evaluations to the City Manager for her signature (**Goal 10**).

- Economic Development
 - On June 30th posting/advertisement of vacant Business Development Manager Position closed (**Goal 11**).

- Engineering
 - The Engineering Department continues to provide technical support for various departments to better define project scopes; review and comment on plans, specifications and estimates; and provide recommendations for next steps. Staff is involved in multiple CIP and CDBG projects involving the Planning Department, Public Utilities, Properties Management, Public Works, PRLS (Parks, Recreation and Leisure Services), Behavioral Healthcare Services, Social Services, IT Department, Fire Department, Police Department and Portsmouth Public Schools. Staff is working closely with the SKW, ERC and VDOT as closeout procedures for portions of the MLK Freeway Extension have started, and also with VDOT on the Turnpike Road Improvements Project as they move into the residential areas of the project. We are working with the Portsmouth Public Schools to advance 3 roof projects in the CIP – two to construction and one to design. Multiple projects for the Sportsplex will be advertised in July (**Goal 8**).

- Finance Department
 - Rating Agency Tours - Fitch Ratings Inc. affirmed an AA rating for long-term issuer default rating (IDR) for the city of Portsmouth. The IDR is a new rating for the city and Finance staff worked diligently with the city's financial advisors to provide data, analyze information and answer questions.

 - Budget FY 2017 - Finalized FY 2017 budget book printed and distributed copies and posted the final version to the city's website.

- Finance Department reviewed FY2016 Accomplishments and developed divisional goals and objectives. The entire department met to review City Council priorities, Finance department mission statement and priorities and discuss how to effectively meet FY 2017 goals and objectives.
- Finance coordinated fiscal year end closing procedures with departments and began preliminary work with external auditors.
- Undertook a comprehensive review of the city's property and liability insurance coverage and renewed appropriate insurance policies.
- Fire Department
 - Worked with Human Resources and the Police Department to revise and update the current Civil Service Commission policies and procedures. The fire chief attended two meetings and the Commission ratified the changes effective July 1, 2016 as of the close of the meeting on June 30, 2016 (**Goal 1**).
 - Continued to work with Human Resources to conduct the promotional process for Fire Battalion Chief and Fire Captain (**Goal 2**).
 - Completed move of administrative offices for the fire department to 311 County St. (**Goal 2**).
 - Conducted initial Emergency Operations Center (EOC) training with Department Heads (**Goal 2**).
 - Met with the head of the Fleet Management to ensure cooperation when purchasing our new ambulances and fire engines (**Goal 2**).
 - Senior staff conducted a work session to draft initial concepts for the Strategic Planning sessions (**Goal 3**).
 - Conducted an internal department survey in an effort to revise the current mission statement to reflect current standards (**Goal 4**).
- Health Department
 - Portsmouth Health Department officially submitted all required documentation to Public Health Accreditation Board on June 30, culminating an over 3 year process of preparing to become the first accredited public health department in Eastern Virginia.
 - Portsmouth Health Department again hosted experts in organizational inclusion and diversity work to present to staff on unconscious bias and to

help staff understand what is meant by diversity and why it is important for individuals to cross the divides created by differences.

- Human Resource Management

- The following administrative policies were sent to City Attorney's Office for review(**Goal 1**):
 - Tuition Reimbursement
 - Substance Abuse
- Conducted request for proposal (RFP) process for vision, flexible spending accounts, legal, and Employee Assistance Plan (EAP) (**Goal 8**).
- Held the city's 1st Annual Employee Wellness Fair for June 14th as part of our wellness initiative to promote the health and well-being of every city employee (**Goal 9**).
- Placed 34 interns in the City's Municipal Fellows and Internship Program in various departments (**Goal 9**).
- Transition of workers' compensation from Finance/Risk Management to Human Resource Management (**Goal 9**).
- Completed the transition of paper personnel files to electronic files with DOMA Technologies (**Goal 9**).
- Completed a monthly review of the departments' compliance with employee performance evaluations (**Goal 10**).
- Partnered with city departments to revise job descriptions by having employees complete Position Questionnaire Descriptions (PDQ's) to gain an accurate depiction of employees' job duties and responsibilities (**Goal 11**).
- Completed the development of the Human Resource Management home page on the new website.

- Information Technology

- **Network Security Monitoring** - As an update to the May Service Plan Achievements we have all security appliances installed, and are actively monitoring our network in both a Detection and Prevention Phase.
- **Pavilion Infrastructure** - As outlined in the May Service Plan we had identified Cost-Savings measures and had initiated the project. As of June 30th, the project has been completed, the remaining tasks associated will be connecting to our Network both Phone and Internet. We expect these

migrations to be completed by the end of July or Early August (Under Section III as well).

- **City Hall Wi-Fi Project** - Project continuation that outlined on the May Service Plan, which began June 13th, 2016, as of July 1, 2016 we are finishing the Access Points Installations throughout City Hall. We would anticipate Guest Wi-Fi to be fully functioning by the middle-end of July (Under Section III as well).
- **City Hall Security Project** – During the same time frame of the Wi-Fi Project we also identified the lack of video security monitoring. This project will provide 24 X 7 video recording for all premises of City Hall including the Garage Area. Currently, all floors of City Hall have the Cameras installed, upon activation we will evaluate the camera placement of the garage cameras (Under Section III as well).
- **Social Services Contingency Plan** – The Social Services Contingency Plan included sections in which Information Technology was to provide backup solutions and threat resilience. Our Department worked closely with the Social Services Director in the formation of the plan to make it was completed by the deadline of specification (Under Section III as well).
- Libraries
 - The department is providing an opportunity for four municipal fellows.
 - Mr. Pace was on hand to thank library staff for their work at the department's in-service (June 9).
 - Presented on the city's records management program at the department head meeting (June 27).
- Marketing, Communications & Tourism
 - Completed changes for the ADOPTED Budget Book for FY2017 (**Goal 6**).
 - Completed and submitted FY2016 MCT budget forecast (**Goal 6**).
 - RFP scoring and evaluation is completed. The new Advertising Agency of record for the city of Portsmouth has been selected and notified (**Goal 8**).
 - Continues to meet with IMG. IMG has remitted their first report and check for the 2016 Season, and the Manager has been made aware (**Goal 6**).

- The city's new website is launched and live. Updates, adding new modules, and on-going improvements to the site will continue (**Goal 2**).
- Completed and submitted FY2016 MCT budget forecast (**Goal 6**).
- MCT and the Ombudsman worked with the Police Department to improve and redesign informational materials for the 2nd Community Engagement Opportunity. The event was well represented on yesterday, and I am certain that team members will find it easier to receive and record information from our citizens. The form also helps to bridge the gap of communication and providing requested information.
Completed and submitted FY2016 MCT budget forecast (**Goal 6**).
- **Media Methodology (e-blast messages/promotion):** 34th Annual Rotary Renaissance R-Life Concerts; Chamber of Commerce Meetings; Flood Survey; Police Department Positions; 2016 Mayor's Cup Blood Drive; TCC Empowerment Bridge Program; Bon Secours Act Raising Safe Kids; Sunset Thursdays; Garbage Collection; Portsmouth Community Library Opening Exhibit; Rhythm Project Performance; Patriot's Day; Christmas In July at Midtown; Coast Guard Celebration 2016 Save-the-Date; Movies at City Park; Seawall Music Festival & Fireworks; Orlando Vigil at High Street Landing; New Website; Veer Ad Calendar; Fun In the Sun Recreation and Attractions Guide; Farmer's Market; e-Think Tank (**Goal 2**).
- **Telling Our Story/Operation Positive Portsmouth/Media Relations:** Cedar Grove Marker Dedication; UMOJA Heritage: The Hampton Roads Show; Downtown Portsmouth: Alt Daily; Portsmouth School Board Appoints I.C. Norcom Senior as Student Representative; Portsmouth Substance Abuse Program Receives International Award; Portsmouth EMS Receives Outstanding Award; Museums, Historical Sites, and a Charming Olde Towne: AAA Publication; City Officials Conduct Second Citizen Engagement Opportunity (CEO) Walk 'n Talk; Students Paint Sea Murals at Portsmouth Main Library: PPS (**Goal 2**).
- Museums
 - The Naval Museum Renovation is continuing. This past month has seen progress in roughing in pipes and infrastructure in the bathroom, the addition of some of the drywall on the restroom walls, and repairs to the office wall. The ceiling grid is in and the tracks for the lighting have been installed.
 - Work continues on the *Building with Biology* event in conjunction with Norfolk State University to be held July 16 at the Children's Museum of Virginia.

- Parks and Recreation
 - Selected (3) High School Students for the City's Municipal Fellows and Internship Program to work in the Summer Recreation Program (**Goal 2**).
 - Selected (2) Undergraduate students for the City's Municipal Fellows and Internship Program (**Goal 2**).
- Planning
 - The Planning Department continues to develop zoning ordinance modifications to ensure alignment with City Council's Vision Principles for the Year 2030 and compliance with federal and state code requirements. Major new initiatives for April involve the city's sign regulations as a result of the 2015 US Supreme Court Case Reed v. Gilbert. The decision in this case will require a complete re-write of city's sign regulations, both for public and private property, in order to ensure "content neutrality". The Planning Department is also working with the City Attorney's Office to adapt conditional rezoning processes and code amendments involving proffers as a result of SB 549 from the 2016 General Assembly Session. Ongoing (*City Council's Vision Principles: Innovation & Change*).
 - Downtown Marketing Plan, effort conducted jointly with Economic Development well underway. Results will be used as part of the planning update effort for the D2-FBC district. RFP for D2 land use plan update is in draft form and is hoped for release in the July/August time frame, once the Market Analysis project is completed (*City Council's Vision Principles: Innovation & Change*).
 - The Planning Department is working with the Navy, the city of Chesapeake, HRPDC, and the DoD Office of Economic Adjustment on a proposed Joint Land Use Study for Navy installations in Portsmouth. HRPDC has completed the draft project RFP, which is currently under first review. Expect a late fall/early winter kick-off subject to DoD OEA funding and schedule requirements. Project duration estimated at 18 months (*City Council's Vision Principles: Proud Military History*).
- Police
 - Department implemented our Geographical Policing plan on June 6, 2016. There was a seamless transition (**Goal 2**).
 - A new department organizational chart was developed to include three Assistant Chief Positions (**Goal 2**).

- Chief Chapman continues to meet with members of her department to determine issues/concerns, as well as what is working well (**Goal 3**).
- Assistant Chief Interviews were conducted and three were selected (**Goal 2**).
- One Assistant Chief, a captain, four lieutenants and four sergeants were promoted (**Goal 2**).
- Public Utilities/Waste Management
 - Public Utilities continues to work with Human Resources to fill key positions within the department (**Goal 2**).
 - Collaborated with Finance in developing the cost allocation plan for the city (**Goal 8**).
 - All employee evaluations were completed and reviewed by department supervisors or director (**Goal 10**).
- Public Works
 - Public Works met with Human Resources to ensure that our department understands and complies with city policy in regards to FMLA, annual and sick leave, etc. (**Goal 1**).
 - Management conducted a 4th quarter review of budget expenditures and prepared for fiscal year end closing (**Goal 6**).
- Social Services
 - The Portsmouth Department of Social Services continues to work on filling vacant positions. The Assistant Director of Social Services has been filled by Mrs. Anita Golden (**Goal 11**).
 - The Director has been reviewing the employee evaluation process. The Director is currently working with the Management Team to ensure that evaluations are utilized effectively and provide assistance to staff in the enhancement of staff their skills (**Goal 10**).
 - DSS continues to review financial systems and internal controls. Financial reports are reviewed monthly with department Chiefs to ensure ongoing fiscal monitoring and accountability (**Goal 6**).
 - The Director and Management Team at DSS continue to focus on the development of all staff via insightful supervision and ongoing trainings.

Trainings related to Customer Service Practices will take place in the months of July and August of 2016 (**Goal 9**).

III. Citizens, Community, and Business Engagement

- Behavioral Healthcare Service
 - BHS staff, in collaboration with representatives from Portsmouth Public Schools and Portsmouth Department of Social Services, participated in a System of Care Learning Collaborative for Trauma Informed Care for Youth. This will assist in furthering the joint initiative to provide a system of care for youth that is trauma informed.
 - BHS staff participated in Region V's Suicide Prevention conference, and was recognized for providing Mental Health First Aid above the required amount to the Portsmouth community.
 - BHS staff, in collaboration with Portsmouth Department of Social Services participated in a conference regarding maternal substance abuse service delivery. This will be an ongoing joint effort to provide better services to women and infants in the city of Portsmouth.
- Building Official/Permits and Inspections
 - Property Maintenance Inspectors are continuing to meet with civic leagues in the sectors of the city they are responsible for and reporting back any issues needing action to the Building Official. Civic League meetings attended this month included: **Prentice Park Civic League, Madison Ward Civic League, Lee Ward/North Brighton Civic League, Westbury Civic League, Highland Biltmore Civic League, West Parkview Civic League, Cavalier Manor Civic League, and Cradock Civic League (Goal 1)**.
 - Continued to meet with the Future of Cradock group to discuss several of their issues (**Goal 1**).
 - Collaborate with all city Departments on the Community Engagement Opportunity (CEO) Program in the Cavalier Manor section of the City. Five members of Permits and Inspections have now participated in this exercise (**Goal 1**).
- Economic Development
 - Planned and staffed EDA's annual meeting on June 21st with the Chair and reviewed the monthly financials with the city's Finance Dept. for this council appointed board (**Goal 2**):

- Continued to monitor 11 outstanding local incentive grants provided by EDA.
 - Planned and staffed PPIC's special called meeting/boat tour of the Elizabeth River on June 17th and annual meeting on June 28th with the Chair and reviewed the monthly financials and proposed FY17 budget with the city's Finance Dept. for this council appointed board (**Goal 2**).
 - To continue fostering Economic Development's relationship with business and community organizations and to become more engaged with them, staff attended monthly meetings and/or events of the following (**Goal 2**):
 - Portsmouth Redevelopment & Housing Authority
 - Olde Towne Business Association
 - Hampton Roads Chamber of Commerce - Portsmouth Division
 - Portsmouth Heritage Initiative
 - Attended Inside Business' Entrepreneurial Excellence Awards luncheon where a Portsmouth business was recognized (**Goal 2**).
 - Hosted officials from the Military Housing Office for an overview and tour of Portsmouth's neighborhoods (**Goal 2**).
 - Director attended board meetings of the Tidewater Business Financing Corporation and the Virginia Economic Developers Association (**Goal 2**).
 - Director attended Reinvent Hampton Roads' Industry Cluster Meeting (**Goal 2**).
- Engineering
 - Staff continues to work with its federal partners to identify alternate funding for the replacement of additional sections of the Portsmouth Seawall. Additionally, staff continues to pursue alternative funding sources for various roadway improvement, recreational and stormwater projects through state and federal partners (**Goal 2**).
 - Staff has engaged the NAVY on the current and future projects in the GWH-Elm Avenue-Victory Blvd corridor (**Goal 2**).
- Fire Department
 - The fire chief accepted an award for "Outstanding EMS Agency" in the region for the department and the Tides baseball game (**Goal 2**).

- The fire department partnered with the Red Cross to check/install smoke detectors in the Cradock neighborhood (**Goal 2**).
- Member of the fire department participated in the Community Engagement Opportunity (**Goal 2**).
- Health Department
 - Portsmouth Health Department continues to develop plans to use a recent grant to increase Pre-Exposure Prophylaxis (PrEP) uptake and to connect individuals at high risk of HIV infection with testing and social support.
 - Portsmouth Health Department continues to work with Department of Public Works, Department of Marketing, Entertainment, and Tourism, and health care providers on a communication campaign to address mosquito prevention and personal protection against Zika Virus during mosquito season.
 - Portsmouth Health Department helped to convene a diverse group of city leaders to plan for heat-related injuries and to revise the current city of Portsmouth “Cool City” plan.
- Information Technology
 - **Pavilion Infrastructure** - As outlined in the May Service Plan we had identified Cost-Savings measures and had initiated the project. As of June 30th, the project has been completed, the remaining tasks associated will be connecting to our Network both Phone and Internet. We expect these migrations to be completed by the end of July or Early August (Under Section II as well).
 - **City Hall Wi-Fi Project** - Project continuation that outlined on the May Service Plan, which began June 13th, 2016, as of July 1, 2016 we are finishing the Access Points Installations throughout City Hall. We would anticipate Guest Wi-Fi to be fully functioning by the middle-end of July (Under Section II as well).
 - **City Hall Security Project** – – During the same time frame of the Wi-Fi Project we also identified the lack of video security monitoring. This project will provide 24 X 7 video recording for all premises of City Hall including the Garage Area. Currently, all floors of City Hall have the Cameras installed, upon activation we will evaluate the camera placement of the garage cameras (Under Section II as well).

- **Website Re-Design** – The overwhelming need for the city to project needs and services, the new website was launched on June 30th 2016. This project was a great collaborative and team joint venture between Information Technology and MCT, as well as all departments for their training and hard-work.
- **Social Services Contingency Plan** – The Social Services Contingency Plan included sections in which Information Technology was to provide backup solutions and threat resilience. Our Department worked closely with the Social Services Director in the formation of the plan to make it was completed by the deadline of specification (Under Section II as well).
- Libraries
 - AARP Tax Aide sent the following message: Thank you for allowing the AARP TAX AIDE members the use your Technology Room and the Conference Room for the entire 2015 TAX Season. You and your members helped us E-file over 1223 Tax Returns at the Churchland Library. This was a average saving to the Clients of \$240 per return and a total savings of over \$293,520. Please thank all your members for us. The three Sites (Churchland, Russell and Major Hillard Libraries) allowed us to E-file over 1900 Tax Returns.
 - Opportunity Inc. is still working with us by providing Teen programs. The next three career programs will be at Main Library. Times and dates TBA.
 - **Portsmouth Public Schools:** Main Library Children’s Room mural completed by art students from Churchland HS:
<http://ppsk12.us/cms/One.aspx?portalId=794578&pageId=8333901>
 - **Outreach:** Along with colleagues across city departments, participated in the Community Walk & Talk which took place in Cavalier Manor (6/30).
 - **Programs:** June offered two major programs which were sponsored by the Friends of Portsmouth Public Library – The 2nd Annual Mini-Comic Con was held on June 19, drawing over 450 people from the community with many in full costume (Churchland Branch).
 - The 1st Annual Local Author Expo brought in 20 local authors to talk about their books and the writing process (June 25, Main Library).
 - In addition: Our first Poetry, Prose, and Pizza program was a success at Main Library; we had 22 attendees and 12 brave poets read their work. (6/4).

- **June 2016 Snapshot:**
 - Physical materials circulated: 22,552
 - Computer Usage Sessions: 4,346
 - Fines/Fees Collected: \$2644.54
 - Monthly Visitor Count (all locations): 26,333
 - New Library Cards Issued: 490
 - Program Attendance: Unavailable

- Marketing, Communication & Tourism
 - Police Department Community Engagement Opportunity (CEO).

 - Pavilion Concerts On the Water at Portsmouth Pavilion.

 - Sewall Music Festival.

 - City of Portsmouth Tribute at High Street: Orlando Vigil.

 - Squares of Olde Towne: Stone-laying ceremonies.

 - Paradise Creek Anniversary Celebration & Summer Solstice Event.

 - Meetings/Community Conversations: Olde Towne Business Association; Portsmouth Homeless Action Consortium (PHAC); Mayor's Military Affairs Committee; Downtown Norfolk Council; Mayor's Military Affairs Committee Meeting (**Goal 2**).

- Museums
 - The Friends of the Naval Shipyard Museum hosted their quarterly lecture at the Churchland library on June 16th. Bly Straube's lecture on "The Things They Left Behind," at Jamestown was well attended. The CURRNTS covered the lecture and the article is slated to run on July 10th.

 - The next lecture will take place on September 8 at the Churchland library. John V. Quarstein of the Mariners Museum Monitor Center will be the speaker.

 - Diane Cripps, Curator at the Naval Shipyard Museum, served on a panel as part of the Virginia Association of Museums workshop series. The workshop was held at the Hermitage Museum & Gardens in Norfolk. The talk was entitled "Seeing the Forest for the Trees: Untangling Your Collection Mess."

- The Children’s Museum piloted a new Girl Scout workshop for a large group of kindergartner age scouts. Leaders provided positive comments as well as suggested some revisions to some of the experiments.
- The *Hampton Roads Show* aired a segment on June 14th about “Fun Things to do in the Summer.” The Children’s Museum of Virginia was featured. The show’s co-host will also be taping a segment at the Community Library, highlighting the new exhibit. That show is slated to air on July 18th.
- The Portsmouth Museums were prominently featured in the *Virginian Pilot’s Fun Things to do Today*, promoting the summer hours at the Children’s Museum of Virginia.
- Parks and Recreation
 - Hosted Seawall Festival partnered with nonprofits and businesses (**Goal 1 & 2**).
 - Hosted the Cock Island Race in cooperation with Portsmouth Boat Club (**Goal 2**).
 - Hosted four (4) Sunset Thursday events in June in partnership with local businesses (**Goal 2**).
- Police
 - Participated in the following events (**Goals 1 & 2**):
 - Hosted the Chief’s Forum
 - Attended civic association meetings at Old Towne and Park View
 - Attended the Virginia Beach Police Academy graduation
 - Guest Speaker at the Optimist Club
 - Guest Speaker at Toastmasters – Western Branch
 - Hosted Coffee with a Cop – Burger King
 - Attended Cops and Community basketball event – Truxtun
 - Attended CHIPS event with Fire Department and Sheriff’s Office – Southside Gardens
 - Met with Executive Director of the HER shelter
 - Met with Executive Director of PRHA
 - Spoke with members of Norfolk Police Department and ministers of the Tidewater Metro Baptist Ministry in reference to partnering with the Portsmouth Police Department and Portsmouth clergy to participate in having anonymity boxes in the churches to report crime.

- Held our CEO (Community Engagement Opportunity) walk in Cavalier Manor.
 - Guest Speaker at the First Baptist Church (Taylorsville) for their Women's Day ministry program.
 - Participated in the Law Enforcement Special Olympics Torch Run
 - Carried the torch at the Jr. Special Olympics Activity Day
 - Supervisors were trained in Procedural Justice
 - Met with the 7 City Chiefs to discuss the development of a regional officer involved shooting investigative team.
 - Help two planning committee meetings for our Police and Community Trust building (PACT) event.
 - Attended OTBA meeting.
- Public Utilities
 - Public Utilities, along with several city departments, participated with the City of Portsmouth Police Department in their Community Engagement Opportunities (CEO) walk in Cavalier Manor (**Goal 2**).
 - Public Utilities completed the upgrade of the customer service phone system infrastructure to accommodate high volume of calls. In addition, the phone message, which provides essential information to callers requiring information from Public Utilities, was update and improved for customer service (**Goal 9**).
 - Public Utilities now offers the ability for customers to receive and pay their bills electronically. Since the inception of this program at the beginning of June, almost 300 customers had opted for this billing and payment option (**Goal 9**).
- Public Works
 - Stormwater Management/Erosion Control Unit utilized the FY16 Litter & Recycling Grant awarded by DEQ; it allows them the opportunity to engage the children in our public schools and promote environmental awareness (**Goal 2**).
 - Public Works began the construction of the Stormwater Decanting Facility, which will help prevent solid materials that are collected by various city departments from entering our Stormwater system by separating the solids from the liquids (**Goal 2**).
- Social Services
 - On 6/2/16 the Director attended the Portsmouth Re-entry Council meeting at Tide Water Community College. On 6/3/16 the Director attended the

Local Re-entry Leadership Team meeting in Virginia Beach. The Director participated in discussions regarding the effective planning of citizens re-integrating into the community. The panel also discussed the importance of identifying individual needs, community supports and agency collaboration (**Goal 1**).

- On 6/7/16 the Director attended the graduation of the Fatherhood Initiative Program (**Goal 1**).
- On 6/16/16 the Director took on the role of Co-Chair of the PHAC Executive Committee (**Goal 1**).
- On 6/7/16 DSS support staff met with First Home, in Portsmouth to discuss service provision and collaboration between the two agencies (**Goal 2**).
- On 6/13/17 the Director attended the VDSS Eastern Regional Meeting. Discussions centered on state updates and local preparation for the upcoming federal audits (**Goal 2**).
- In June the Director was asked to be a board member of Opportunity Inc. representing Human Services. The Director attended her first board meeting on 6/15/16 (**Goal 2**).
- On 6/15/16 the Director participated in the Community Policy Management Team meeting (**Goal 2**).
- On 6/30/16 the Director of DSS, along with the Chief of Police and the Director of Behavioral Healthcare met to discuss a plan to address issues of curfew violations for youth under the age of 18 (**Goal 2**).