

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

I. City Council Leadership and Relationship Building:

- Planning
 - Strategic Planning – Comprehensive Plan contract signed and project initiated. City Council initial briefing tentatively scheduled for August 9, 2016. Initial staff meetings, city tour, public outreach major topics of consultant's first visit.

II. Organizational Alignment, Development and Review

- Behavioral Healthcare Services
 - BHS has begun to offer family support and conversation groups to the citizens of Portsmouth. This group is to initiate the process of bringing back a local chapter of the National Alliance to the Mentally Ill (NAMI) to the city of Portsmouth (**Goal 4**).
 - BHS hosted training to teach individuals how to administer naloxone which is used to assist individuals who have overdosed from narcotics and heroin. The training was facilitated by representatives from the state (**Goal 4**).
 - BHS staff attended training in reference to Enhance Coordinated Care (ECC). This program will allow mental health case managers to provide medical monitored services to individuals that have extenuating medical issues in collaboration with Anthem Health Keepers. Mental Health case managers will be able to bill an additional rate for this service (**Goal 4**).
- Building Official/Permits and Inspections
 - Permits and Inspections is collaborating with Waste Management to facilitate trash and debris removal from problem areas throughout the city (**Goal 2**).
 - Collaborated with Fire Department on inspections at 418, 420, 422, 424 Robin Rd (**Goal 2**).
 - Met with Finance to discuss 5 year revenue forecast (**Goal 2**).
 - Collaborated with Public Utilities on utility disconnect for demolitions (**Goal 2**).

- Inspection staff attended the Disaster Strikes Institute on Monday and Tuesday, July 18 and 19. All inspection staff received 12 hours of continuing education credit. In addition, 15 inspectors took the ICC Disaster Response Inspector certification examination. We will find out the results in about three weeks (**Goal 2**).
- July Permitting Metrics (**Goal 6**):
 - Issued 343 permits with a construction value of \$2,997,428
 - Performed 849 new construction inspections
 - Reviewed 77 plans for which a fee was charged
 - Performed 160 rental inspections
 - Environmental/Zoning Inspectors performed 4,484 property maintenance inspections in July. 1,870 cases were brought into compliance and/or closed.
 - Generated \$38,700 in new construction revenue
- Working with Human Resources to create a Customer Service Plan and to fill Environmental/Zoning Inspector vacancies (**Goal 9**).
- Performed the evaluation of one department staff within the allotted time frame and forwarded her evaluation to the City Manager for her signature (**Goal 10**).
- Economic Development
 - Posting of vacant Business Development Manager Position closed on June 30th. In July, 31 applications were screened resulting in 7 to be interviewed during first week of August (**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. Contract awards have been made for the Sportsplex for structural repairs to the gym and utility upgrades for recreational parcel. The interior gym renovations will be advertised this month. The

construction of the fishing pier at City Park is underway. Two additional projects will get underway at City Park this month – replacing the concrete mats at the boat ramp with concrete aprons and repairing the train tracks for the Pokey Smokey ride (**Goal 8**).

- Finance Department

- Budget FY 2017 and FY 2018 - FY 2017 Budget uploaded to city's financial system and planning meetings held for work on FY 2018 budget.
- Audit FY 2016 – Worked with external auditors to test internal controls and begin sampling and preliminary testing.
- Actuaries – Provided information to actuaries for risk management, retirement and OPEB.
- Bond Financing – Applied to the state for \$6 million of QZAB funding for eligible school projects.
- Purchasing - Re-organized assigning staff work based on city departments. Required departments to enter requisitions for all purchases to more accurately monitor procurement.
- Management – Conducted annual performance reviews and hired new accountant

- Fire Department

- Promoted (5) persons to Fire Battalion Chief (**Goal 2**).
- Conducted Fire Lieutenant promotional process over the course of a week (**Goal 2**).
- Conducted strategic planning to begin development of a 1-2 year organizational plan (**Goal 3**).

- Health Department

- Portsmouth Health Department signed a MOU with Virginia Department of Health and is working with regional partners 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 helped to convene a diverse group of city leaders to revise the city of Portsmouth's Shelter Operations Plan.

- Portsmouth Health Department worked with Sentara Healthcare, Eastern Virginia Medical School, United Way of South Hampton Roads, and The Planning Council to plan and execute the inaugural Eastern Region Population Health Summit with over 100 attendees in attendance.
- Portsmouth Health Department hosted a Zika preparedness meeting with representatives from the city of Portsmouth Mosquito Control Department, Public Affairs Department, Bon Secours Maryview Hospital, Norfolk Naval Shipyard, Virginia Department of Health, and Norfolk Naval Shipyard to discuss and plan for a coordinated response to a locally transmitted case of Zika Virus diseases.
- Human Resource Management
 - The following administrative policies have been vetted with the City Attorney's Office and are being finalized for the City Manager's review (**Goal 1**):
 - Tuition Reimbursement
 - Substance Abuse
 - Standards of Conduct
 - Management Rights
 - American with Disabilities Act (ADA)
 - Family Medical Leave Act (FMLA)
 - Continue reviewing all remaining administrative policies to identify need of additions, improvements and revisions (**Goal 1**).
 - Completed the request for proposal (RFP) process for dental, vision, flexible spending accounts, legal, and Employee Assistance Plan (EAP) (**Goal 8**).
 - Continued coordination with the following departments who are hosting fellows and/or interns through the city's Fellowship/Internship Program (**Goal 9**):
 - Behavioral Healthcare Services
 - City Manager's Office
 - Engineering
 - Finance
 - Human Resource Management
 - Information Technology
 - Libraries
 - Museums
 - Parks, Recreation and Leisure Services
 - Public Utilities
 - Public Works
 - Social Services

- Subsequent to the transition of workers' compensation to Human Resource Management, reviewed the status of current cases to determine the appropriate steps to move forward (**Goal 9**).
- Completed employment processes and hired two (2) Human Resource Assistants and one (1) Human Resource Generalist to carry out delivery of quality services for the New Human Resource Management Department (**Goal 9**):
 - Renovation work began for the new reception area of the department, which will be completed the week of August 8, 2016.
- Conducted a monthly review of the departments' compliance with employee performance evaluations (**Goal 10**).
- Partnered with city departments to revise job descriptions using Position Questionnaire Descriptions (PDQ's) to gain an accurate depiction of employees' job duties and responsibilities (**Goal 11**).
- Information Technology
 - **Pavilion Infrastructure** - As an update to the May Service Plan, the completion of the Portsmouth Pavilion Project is awaiting the installation of the Fiber Cable as well as the core drilling within the City Hall Parking Garage. We have contacted multiple vendors regarding this service, and are awaiting the quotes to complete the project (Under Section III as well).
 - **City Hall Wi-Fi Project** - The installation of infrastructure has been completed, as well as the security infrastructure. We are awaiting installation of the internet connection and captive portal design which would include terms and conditions for connecting to our Wi-Fi. We have extended our deadline to August 30th, 2016 for a go live date (Under Section III as well).
 - **City Hall Security Project** – Video infrastructure has been installed and completely operating, we are awaiting signage to properly advise citizens and employees that the premises are video monitoring. Once we have the signage installed the recording will begin (Under Section III as well).
 - **Social Services Contingency Plan** – The Department of Social Services phone replacement has begun, as the equipment is in the process of begin ordered. We must also update the infrastructure and cabling to complete this project. Currently we have an estimated completion of the September 30th (Under Section III as well).

- Libraries
 - The department provided an opportunity for four municipal fellows: Kennedy Massie (Churchland Branch), India Owens (Churchland Branch), Sean-Christian Hatcher (Main Library), and Alfred Brown (Cradock Branch, Main Library).
- Marketing, Communications & Tourism
 - Working on State of Black America and Areas of Investment to prepare for submission to City Council (**Goal 7**).
 - Working on Stairway to Success (Supporting Early Childhood Education) Application with the Virginia Municipal League (**Goal 2**).
 - Participated in a site visit to Prime Plus, Norfolk's Senior Services, as opportunity to see what other localities provide for senior members of the community as we plan strategically for the Portsmouth SportsPlex (**Goal 8**).
 - Met with the African American Heritage Society, Inc. to ensure the membership that the city of Portsmouth is committed to the overall viability and success of the Portsmouth Community Library through promotion, creating regional awareness, and providing a quality experience and exhibits at the museum in an efficient and cost-effective manner (**Goal 6**).
 - Completed and submitted FY2016 MCT budget forecast (**Goal 6**).
 - Attended the recap meeting for the 2016 Umoja Festival to ensure that the department continues to enhance and grow the 26 year Signature Event, enhance community volunteers and involvement, and preformed a verbal SWOT analysis of the this year's event. The event was created as a Council-driven initiative to increase diversity, multi-culturalism, and aligns with Council's vision principal of an enhance quality of life (**Goal 3**).
 - 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**).
 - Worked collaboratively with PRHA to create satellite locations for the Home Choice Voucher Online Application process. The city of Portsmouth assisted with providing the Portsmouth Public Libraries and Social Services departments as available locations. The process was successful with over 7,000 applications being submitted for the program.
 - Updated domain registration for the city's .gov domains

- **Media Methodology (e-blast messages/promotion):** Sunset Thursday at Portside: Weekday Concert Series; Olde Towne Farmers Market Poster Contest; 30th Annual Gosepelrama; Christmas In July with the Midtown Santa; 2016 Coast Guard Celebration & Run; Public Safety Roll Signing; Tidewater Winds Concert Schedule; Portsmouth Summer Reading List; TCC Virginia Placement Prep Workshops; Hampton Roads Chamber of Commerce Wild Wing Fling; HR Green Bay Star Home Program; PCTV Guide/Programming Schedule; Hoffer Creek Sunset Paddle; Bide-A-Wee Golf Course; Wonderful Wednesdays Jewish Cultural Center Concert Series; Orlando Vigil at High Street Landing; Forward To School: Back-To-School Event; Portsmouth Museums MakerFest; Information Technology WiFi Naming Solicitation; Cooling Centers Notice; Bank On Portsmouth Classes; InterChange Groundbreaking; Public Notice: City Hall Sprinkler System Inspection; Greater Hampton Roads Community Indicators Dashboard; Gospel Explosion at Willett Hall; Summer Recycling Event at Victory Crossing/Lowe's Parking Lot; Go for the Gold Event at the Virginia Sports Hall of Fame (**Goal 2**).
- **Telling Our Story/Operation Positive Portsmouth/Media Relations:** City of Portsmouth's new mobile-friendly website; Alt Daily's 50 Reasons I LOVE Portsmouth; Christmas In July at the Kroger Marketplace (**Goal 2**).
- Museums
 - Training for the new ticketing system at the Children's Museum of Virginia will be held August 8, 9, 10 and August 30. The go live date will be September 13, 2016.
- Parks and Recreation
 - Incorporated the Portsmouth Pavilion into the Department of Parks, Recreation, and Leisure Services. Effectively combining all venue management under one Department to take advantage of efficiencies (**Goal 2**).
- Planning
 - The comprehensive plan scope of work in the just signed contract will create the city's first land use plan incorporating sea level rise. The plan will also have a major focus on resiliency utilizing the American Planning Association's resiliency scorecard (*City Council's Vision Principles: Innovation & Change*).
 - Downtown Market Analysis, conducted jointly with Economic Development, should be complete by the end of August/early September. 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 projected

for release in August/September time frame, as the Market Analysis project is completed. New land use plan should be reflective of changing land, transportation, and economic conditions (*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 (OEA) on a proposed Joint Land Use Study (JLUS) for Navy installations in Portsmouth. HRPDC has completed the project RFP. Project is expected to be considered for funding by the OEA in the early part of the FY17 federal fiscal year (October 2016) (*City Council's Vision Principles: Proud Military History*).
- This JLUS project also aligns with the Innovation and Change Vision Principle as the issue of sea level rise will, for the first time, be assessed across Portsmouth and Chesapeake adjacent to military facilities and also aligned with sea level rise JLUS studies to be prepared concurrently in other parts of Hampton Roads - marking the first effort to align sea level rise plans with local military installations across the region and perhaps the first time anywhere (*City Council's Vision Principles: Proud Military History*).
- Police
 - A new department organizational chart was developed to transition a lieutenant's position to a captain's position in the Professional Standards Bureau (**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**).
 - Exit interviews were conducted with members leaving the department (**Goal 3**).
- Public Utilities
 - Public Utilities continues to work with Human Resources to fill key positions within the department (**Goal 2**).
 - All employee evaluations were completed and reviewed by department supervisors or director (**Goal 10**).
- Public Works

- Public Works/Stormwater Compliance Unit utilized two interns to assist in the dry weather screening required annually by the Virginia Department of Environmental Quality and vital for our MS4 Stormwater Permit **(Goal 9)**.
- Public Works' on-call preparations were made to address the heavy summer storms and the aftermath from the accumulation of rain throughout the City **(Goal 9)**.
- Social Services
 - The Department of Social Services continues to work on filling vacant positions. The majority of the Finance positions have been filled. DSS also took on 8 interns within the month of July. Interns were provided with experience in working in the following departments: CPS, Foster Care, Adoptions, Finance, Energy Assistance/Tax Relief, Customer Service/Benefits, Information Technology and Services Intake **(Goal 11)**.
 - The Director and Management Team continue to provide trainings to supervisory staff that address professionalism and effective supervision. At the request of the supervisory staff, DSS will be re-implementing The Advisory Committee to the Office of the Director (ACOD). The purpose of this committee is to provide staff input to the Director in addressing internal operations and concerns. The committee is also responsible for the coordination of events aimed at enhancing employee morale **(Goal 9)**.
 - The DSS Management Team meets twice per month to review departmental goals and priorities. The Director is working with other city departments in a review and update of the EOC plan. The Director is also working with the state regarding DSS Emergency Preparedness as well **(Goal 3)**.
 - DSS partnered with the Department of Health for staff training on how to utilize the Automated External Defibrillator's (AED) in the building. Next month DSS will be working with DOH in Tornado Disaster Drill **(Goal 9)**.
 - The Director has been working with the Management Team to improve customer service. A Ticket System has been put in place within the customer service/intake area and is in full operation. This was implemented to address areas of efficiency and to protect client confidentiality. Signs have also been put up in this area to provide citizens with clarity and direction regarding the services offered. Utilization of the

Kiosk machines and drop boxes has been encouraged to reduce wait times (**Goal 9**).

III. Citizens, Community, and Business Engagement

- Behavioral Healthcare Service
 - BHS along with other local and regional partners submitted a concept paper to the Board of Directors of the Hampton Roads Regional Jail to pursue a grant to provide enhanced mental health services to inmates in the Hampton Roads Regional Jail (**Goal 2**).
 - BHS staff continues to meet with Portsmouth Police Crisis Intervention Team (CIT) staff to discuss best practices and how to enhance the program (**Goal 2**).
- 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**).
- Economic Development
 - Planned and staffed EDA's retreat on July 22nd with the new Chair and reviewed the monthly financials with the city's Finance Dept. for this council appointed board (**Goal 2**):
 - Continued to monitor 12 outstanding local incentive grants provided by EDA.
 - 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**):
 - Olde Towne Business Association
 - Opportunity Inc's Marketing Committee

- HREDA Executive Committee
 - HRACRE Board Meeting
- Sponsored and attended Inside Business' Re:Port on Real Estate Conference (**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**).
 - Staff is working with National Guard on the proposed future (physical) closure of Laigh Road (**Goal 2**).
- Fire Department
 - Attended groundbreaking ceremony for InterChange on Elmhurst Lane (**Goal 2**).
- Health Department
 - Portsmouth Health Department joined with Norfolk Health Department to host a two-day training for supervisory staff on skills related to situational leadership, communication skills, and effective leadership of teams.
- Information Technology
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- Libraries
 - The Louise and Marvin Fenster Summer Reading Program began mid-June and ends the first week of August. Online registration for children, teens, and adults. Prizes made possible by the generosity of the Fenster Family Trust, the Friends of the Portsmouth Public Library, and the Portsmouth Public Library Foundation.

 - The numbers came in for the Local Author Expo (June 25): the event drew 150 visitors; the programming team is making preliminary plans for next year's event, 20 local authors, several from Portsmouth and Norfolk participated in the expo.

 - Libraries partnered with PRHA for the Section 8 online application period (July 26-28), ensuring that citizens would have Internet access to complete applications for affordable housing in a safe, cool environment. Staff assisted customers with flyers and one-on-one help.

 - Portsmouth Museums Foundation president Martha Fortson presented each library staff member with a copy Heart of the Harbor: Sharing Our Best Kept Secrets and Recipes. (July 8)

 - **Portsmouth Public Schools:** Nice write-up by Portsmouth Public Schools regarding the completed mural in the Main Library children's program room:
<http://ppsk12.us/cms/One.aspx?portalId=794578&pageId=8333901>

 - Summer Reading Lists for PPS were published on the Library's website. Staffs created separate shelving for materials to make access easy for students.

- **Outreach:** The department is working with TCC's Office of Student Services to exchange information that citizens and students should be aware of for each.

- **Programs:** Some of our Summer Reading Program offerings included –
 - Several programs have been very successful with a puppet show at Main Library attracting 184 citizens (149 children and 35 adults). A magic show at Manor Branch attracted 106. (week of July 18)
 - Line Dancing @ Churchland & Manor. Learn some new steps and have some fun dancing out on the patio at the Churchland Branch. We will be dancing away on 23rd from 10 AM to 11 AM at Churchland AND Thursday, July 28th at Manor Branch
 - Life-Sized JENGA! Calling all teens! Have you ever played Jenga before... Life-Sized?!?! Now's your chance! Come play this bigger-than-life game on Wednesday, July 27th @ the Churchland Branch from 1:00-2:00 PM.
 - On Saturday July 30th Main Library will be wrapping up the Adult Summer Reading program with a Game Day for adults. Featured games will be Book Lovers Trivial Pursuit, chess, Scrabble Book Lovers edition. Along with the games participants can expect snacks, prizes, and be entered in a drawing to win a Kindle Fire provided by the Friends of the Portsmouth Public Library.

- **July 2016 Snapshot:**
 - Physical materials circulated: 23,870
 - Computer Usage Sessions: 4,531
 - Fines/Fees Collected: \$2,473.04
 - Monthly Visitor Count (all locations): 24,413
 - New Library Cards Issued: 529
 - Program Attendance: 2,788 (with 3 of 4 branches reporting)

- Marketing, Communication & Tourism
 - S.H. Clark Academy: *Proposal for Overflow Parking.*
 - Greater Hampton Roads Population Health Summit: *Building Healthier Communities Workshop*
 - Road Rage Events: Coast Guard Celebration.
 - Meetings/Community Conversations: Olde Towne Business Association; Portsmouth Homeless Action Consortium (PHAC); Mayor's Military Affairs

Committee; Downtown Norfolk Council; Portsmouth Area Resources Coalition (PARC) (**Goal 2**).

- Museums

- The Children’s Museum of Virginia hosted a successful event with Norfolk State University, “Building with Biology”. The museum had over 100 participants in a two hour period in the S.T.E.M. Studio take part in new activities based on synthetic biology.
- The Children’s Museum of Virginia collaborated with the Virginia Glass Guild on a facilitated creative session for visitors that produced glass tiles that the Glass Guild then fired and arranged into an art piece that now hangs in the museum’s second floor.
- In the July 10th *CURRENTS*, the Portsmouth Naval Shipyard Museum’s Friends Lecture was featured, *The Things We Left Behind— Archaeological Discoveries of Virginia’s Earliest Colonists*, presented by Bly Straube.
- On July 18th, The Hampton Roads Show aired a segment, *Black History in Portsmouth*, highlighting the new exhibition at the Community Library.
- *The Special Day for Special Needs* program at the Children’s Museum of Virginia was featured in a Special Needs section of *The Tidewater Family* magazine.
- The staff of the Department of Museums is working with the U.S. Stewards of the Sea, the Navy Region’s Mid-Atlantic Public Affairs Office and the Portsmouth Naval Medical Center on activities to be held at the Children’s Museum on October 8th which is during “Fleet Week”.
- HRT is working to completely refurbish the bus located at the Children’s Museum of Virginia.
- The Education Staff of the Department of Museums is working with staff from the Virginia Sports Hall of Fame on a Homeschool Day to be held on October 4, 2016.

- Parks and Recreation

- Met with Waters Middle School Principal, Schools Maintenance, City Engineer, and City Management to discuss relocating football field to accommodate future parking (**Goal 3**).

- Participated in the Police Community Trust Building Event (**Goal 1**).
- Executed agreement with Elizabeth River Project for the management for Paradise Creek Park that will provide nature and environmental programs to the residents and Portsmouth Public School Students (**Goal 1 & 3**).
- Police
 - Participated in the following events (**Goals 1 & 2**):
 - Chief's Forum cancelled due to trial
 - Held Police and Community Trust Building Symposium in conjunction with the Department of Justice – approximately 85 citizens participated
 - Attended civic association meetings at South Loxley Civic League
 - Attended the Hampton Roads Regional Academy graduation (our recruits)
 - Attended Norfolk Academy graduation
 - Guest Speaker at the Lions Club
 - Attended OTBA meeting
 - Hosted Coffee with a Cop – Bojangles
 - Officers held Cops and Community basketball event – Douglas Park
 - Met with Circuit Court Judges about court security during the trial
 - Met with Superintendent of the Virginia State Police in reference to assistance and action plan for the trial
 - Participated in a roundtable discussion with area chiefs hosted by the Tidewater Metro Baptist Ministry in reference to community engagement initiatives
 - Crime Prevention hosted a safety and security workshop for places of worship
 - Community Engagement Opportunity (CEO) walk was cancelled due to excessive heat
 - Attended awards ceremony hosted by Edmarc hospice for Children – Police Department and several officers recognized for volunteer service
 - Officers were trained in Procedural Justice
 - Met with the 7 City Chiefs and VSP to discuss the development of a regional officer involved shooting investigative team
 - PPD hosted regional chiefs/directors/military commanders monthly meeting for Hampton Roads

- Participated with the 7 City Chiefs and Elizabeth City, NC in an All Lives Matter Forum: Preventing Fatalities in Citizen and Police Encounters – hosted by The Mount
 - Attended Officer Recognition Service at St. Mark Missionary Church
 - Met with US Attorney Boente to discuss our continued partnership
 - Met with protest leaders over recent BLM protests in the city
 - Met with Director Furlo in reference to midnight basketball – two possible locations were recommended
- Public Utilities
 - The services provided by the Department of General Services were realigned to maximum efficiency and optimize the knowledge and skills of current city staff. The Department of Public Works now oversees and manages Properties Management and City Garage. The Department of Public Utilities now oversees and manages Waste Management (**Goal 2**).
- Public Works
 - Mosquito Control Division treated over 15,000 acres for mosquitos and is collecting mosquitos for the testing of the Zika Virus (**Goal 2**).
 - Properties Management Division assisted with the distribution of water throughout the city to the Cooling Centers during the heat advisories (**Goal 2**).
- Social Services
 - 7/14/16 -Director attended the PHAC Meeting and the Executive PHAC Committee Meeting. Meeting focused on preparation for the NOFA Grant.
 - 7/20/16-Director attended the Community Policy and Management Team meeting.
 - 7/20/16-DSS met with representative from VDOT to discuss issues of Toll Relief for persons utilizing the Elizabeth River Bridges/Tunnels.
 - 7/27/16- The Director invited Mr. Agee from the National Counseling Group to come and present to the Supervisory Team the services his agency provides with the goal of service collaboration with DSS.
 - 7/29/16- The Director attended the Greater Hampton Roads Population Health Summit. The focus of the meeting was to encourage service collaboration in the Tidewater area to address issues of quality healthcare,

the need for increased physical activity, healthy eating, tobacco and illicit drug use in order to promote optimal health.