

INTRODUCED: March 14, 2016

AN ORDINANCE No. 2016-082

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Contract between the City of Richmond and Forest View Volunteer Rescue Squad, Inc., for the purpose of providing Forest View Volunteer Rescue Squad, Inc. with a grant of \$30,000 in “Four for Life” funds pursuant to Va. Code § 46.2-694.

Patron – Mayor Jones

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: MAR 28 2016 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is hereby authorized to execute a Grant Contract between the City of Richmond and the Forest View Volunteer Rescue Squad, Inc., for the purpose of providing Forest View Volunteer Rescue Squad, Inc. with a grant of \$30,000 in “Four for Life” funds pursuant to section 46.2-694 of the Code of Virginia (1950), as amended. Such Grant Contract shall be approved as to form by the City Attorney and shall be substantially in the form of the document attached to this ordinance.

§ 2. This ordinance shall be in force and effect upon adoption.

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: MAR 28 2016 REJECTED: _____ STRICKEN: _____



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST
JAN 29 2016
4-4600
Chief Administration Office
City of Richmond

O&R REQUEST

DATE: February 2, 2016

EDITION: 1
RECEIVED

TO: The Honorable Members of City Council

THROUGH: Dwight C. Jones, Mayor

THROUGH: Selena Cuffee-Glen, Chief Administrative Officer

THROUGH: Lenora Reid, Deputy Chief Administrative Officer of Finance and Administration

THROUGH: Jay Brown, Director of Budget and Strategic Planning

FROM: Robert A. Creecy, Chief of Fire and Emergency Services

RE: Proposed execution of grant contracts between the City of Richmond and Forest View Volunteer Rescue Squad, Incorporated and West End Volunteer Rescue Squad, Inc. d/b/a Richmond Volunteer Rescue Squad.

MAR 11 2016
OFFICE OF CITY ATTORNEY

ORD. OR RES. No.

PURPOSE: This memorandum requests two ordinances to authorize the Chief Administrative Officer, for and on behalf of the City of Richmond to enter into Grant Contracts with Forest View Volunteer Rescue Squad, Incorporated and West End Volunteer Rescue Squad, Inc. d/b/a Richmond Volunteer Rescue Squad in the amount of \$30,000 each.

REASON: The City of Richmond's Department of Fire and Emergency Services seeks approval of grant contracts to disburse received FY2015 Four for Life funds and subsequent years' allocations received from said fund. These funds are annually received by the City of Richmond from the State of Virginia's Office of Emergency Medical Services (OEMS).

RECOMMENDATION: Approval is recommended.

BACKGROUND: Under Title 32.1 HEALTH and specifically Chapter 4 §32.1-111.3 (Statewide emergency medical care system) the Board of Health (BOH) is charged with the development of a comprehensive, coordinated, emergency medical care system in the Common-

wealth. This is fulfilled through the Office of EMS (OEMS) and 18 mandates. Section 46.2-694 Code of Virginia Para. 13 – EMS Funding (commonly referred to as “Four for Life” funding) establishes that an additional \$4.25 per vehicle registration per year shall be charged and collected by DMV for each automobile and pick-up or panel truck. The collections will be set aside as a special fund to be used for EMS purposes.

These funds under the code shall be returned to the locality in which vehicle is registered. The funds are used by licensed, nonprofit or governmental EMS agencies for: training of volunteer or salaried EMS personnel and/or Purchase of necessary equipment and supplies. The funds shall not be used to supplant local funds. The Local governing body shall report on the use of these funds. If a report is NOT submitted funds for the next FY will be withheld until such report is received.

The Richmond EMS System was established in 1990 and consists of four participating agencies: Richmond Ambulance Authority, Richmond Department of Fire and Emergency Services, West End Volunteer Rescue Squad (now Richmond Rescue), and Forest View Volunteer Rescue Squad. Since then, the locality money for DMV registrations based in Richmond has been issued by OEMS to Richmond Fire for allocation and disbursement to the various EMS system entities. The two volunteer rescue squads currently receive \$30K each (under the two for life they received \$15K, when the OEMS doubled the locality return they too benefited from the increase), the Fire Department retains the remaining funds. The amounts are provided for: (1) their contribution to the overall Richmond EMS System in that they both provide ambulance response and transport of patients in select zones/areas of the City; (2) their sharing of educational opportunities for our staff during their monthly in-service training (all Richmond EMS participants may attend the training at any site free of charge across the board); (3) their participation in regional protocols and regional collaborative efforts of data collection under the umbrella of ODEMSA (Old Dominion EMS Alliance, the regional council for this area) and (4) their participation and assistance with EMS standbys during high risk training. The two agencies are licensed with the Office of EMS as permitted EMS agencies and are both nonprofit organizations. Under the original City Franchise and legislative action enabling Richmond Ambulance Authority the two agencies are grandfathered into the EMS system. The current franchise prohibits other transport agencies within the City.

FISCAL IMPACT / COST: The annual amount for FY2015 Four for Life Funds was \$155,226.24. The grant contracts disburse \$30,000 to each rescue squad for a total of \$60,000.

FISCAL IMPLICATIONS: The acceptance of these grant contracts will allow the City of Richmond’s Department of Fire and Emergency Services to disburse a portion of the Four For Life funds to be awarded to the two operating volunteer rescue squads in recognition of the fact their service areas within the City of Richmond include residents which have paid the additional DMV fees per vehicle registration/year.

BUDGET AMENDMENT NECESSARY: N/A

REVENUE TO CITY: No additional revenue appropriated in FY2016. Funding in the amount of \$424,153 was appropriated in FY2016 Special Fund budgets on a reimbursable basis from the OEMS Four-For-Life Grant.

DESIRED EFFECTIVE DATE: Upon adoption.

REQUESTED INTRODUCTION DATE: March 14, 2016

CITY COUNCIL PUBLIC HEARING DATE: March 28, 2016

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Public Safety

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: The Department of Finance, the Department of Budget and Strategic Planning and the City of Richmond Fire and Emergency Services.

RELATIONSHIP TO EXISTING ORD. OR RES.: Adopted Special Fund Ordinance #2015-57-83.

REQUIRED CHANGES TO WORK PROGRAM(S): None

ATTACHMENTS: Form of Grant Contracts

STAFF: Staff Battalion Chief Tracy Thomas, 646-0622

GRANT CONTRACT

THIS GRANT CONTRACT is made this <DATE> day of <MONTH>, 2016, between the City of Richmond, a municipal corporation and political subdivision of the Commonwealth of Virginia (the “City”), and Forest View Volunteer Rescue Squad, Inc., a corporation authorized to transact business in the Commonwealth of Virginia (the “Recipient”).

STATEMENT OF PURPOSE

- A. Section 46.2-694 of the Code of Virginia authorizes the City to make grants of “Four for Life” monies to licensed, non-profit emergency medical services agencies to be used only for emergency medical services.
- B. By Ordinance No. <NUMBER>, adopted <MONTH> <DATE>, <YEAR>, funds in the amount of \$ 30,000 (the “Grant Funds”) have been appropriated for a gift to the Recipient in the City’s Fiscal Year 2015-2016 Special Fund Budget.

The City and the Recipient, intending to be legally bound, agree as follows:

1. **Contact Information.**

- A. The City’s point of contact for purposes of this Contract is:

Tracy Thomas
Staff Battalion Chief
Richmond Fire & Emergency Services
City of Richmond
201 East Franklin Street
Richmond, Virginia 23219
(804) 646-0622
Tracy.thomas@richmondgov.com

This point of contact is responsible for monitoring the Recipient’s compliance with this Contract.

- B. The Recipient’s point of contact for purposes of this Contract is:

John Hilliard
President
Forest View Volunteer Rescue Squad, Inc.
PO Box 36153
North Chesterfield, Virginia 23235
(804) 232-8971

- C. Either party may change the contact information set forth in this section by submitting a written statement that the party is making such a change and setting

forth the contact information of the party's new point of contact to the other party's point of contact.

2. **Payment of Grant Funds.**

- A. The City shall pay the Grant Funds to the Recipient a single lump-sum payment following receipt of an invoice from the Recipient.
- B. The Recipient shall return to the City all of the Grant Funds received by the Recipient if the requirements set forth in section 3 below are not fulfilled.

3. **Scope of Services.** In consideration of the City's grant of the Grant Funds to the Recipient, the Recipient shall:

- A. Contribute to the overall Richmond Emergency Medical Services system by providing ambulance response and transport of patients in the city, share educational opportunities for City staff during the Recipient's monthly in-service training at any site free of charge, participate in regional protocols and regional collaborative efforts of data collection under the umbrella of the Old Dominion Emergency Medical Services Alliance, and assist with emergency medical services standbys during high risk training.
- B. Use all Grant Funds only in strict accordance with the Guidelines for the Expenditure of the 26% Return to Locality Share of EMS Four-for-Life Funds (http://www.vdh.virginia.gov/OEMS/Files_page/Locality_Resources/FourForLifeGuidelines.pdf).

4. **Performance Measures.** The City will use the following performance measures, expressed in the form of questions to be answered in the affirmative, to evaluate whether the Recipient has performed the services required by this Contract in a manner that achieves the City's purpose in providing the Grant Funds to the Recipient:

- A. Has the Recipient contributed to the overall Richmond Emergency Medical Services system by providing ambulance response and transport of patients in the city?
- B. Has the Recipient shared educational opportunities for City staff during the Recipient's monthly in-service training at any site free of charge?
- C. Has the Recipient participated in regional protocols and regional collaborative efforts of data collection under the umbrella of the Old Dominion Emergency Medical Services Alliance?
- D. Has the Recipient assisted with emergency medical services standbys during high risk training?

- E. Has the Recipient used all Grant Funds only in strict accordance with the Guidelines for the Expenditure of the 26% Return to Locality Share of EMS Four-for-Life Funds of the Virginia Department of Health?
5. **Reporting.** The Recipient shall furnish the City's point of contact with a written report on its use of the Grant Funds upon the expenditure of all of the Grant Funds. The report must itemize the use of the Grant Funds by the Recipient.
6. **Acknowledgement of Donation.** The Recipient shall, in connection with any programs, events, or other matters funded in whole or in part with the Grant Funds, acknowledge the City of Richmond as a donor, contributor, or sponsor. This acknowledgement must be included on any promotional materials, brochures, publications, websites, or other visible locations. The City has the right, upon request, to review and approve any such acknowledgement. Further, the City has the right, in its sole discretion, to require the removal of its name from any such promotional materials, brochures, publications, websites, or other visible locations.
7. **Compliance Monitoring.** The City's point of contact shall monitor the Recipient's compliance with this Contract. In addition to the reports required by section 5, the Recipient shall furnish the City's point of contact with any information reasonably requested by the City's point of contact in order to enable the City's point of contact to determine whether the Recipient is meeting or has met the performance measures set forth in this Contract and to complete the annual report that the City Council is required to submit pursuant to section 46.2-496 of the Code of Virginia.
8. **Recipient's Representations and Warranties.** The Recipient represents and warrants as follows:
- A. The Recipient is and will be for the duration of this Contract a nonprofit or volunteer emergency medical services agency that holds a valid license issued by the Commissioner of Health within the meaning of section 46.2-694 of the Code of Virginia.
- B. The Recipient's signatory below is duly authorized by the Recipient to enter into this Contract and thereby bind the Recipient to this Contract's terms and conditions.
8. **Audit.** Pursuant to section 2-224 of the Code of the City of Richmond, the Recipient shall, as a condition of receiving monies from the City, be subject to periodic audits of its finances and expenditures of such City monies by the City Auditor on demand and without notice.

Effective as of the date first written above.

RECIPIENT:

CITY:

By: _____
<NAME>
<TITLE>

By: _____
Selena M. Cuffee-Glenn
Chief Administrative Officer

APPROVED AS TO FORM:

Deputy City Attorney Date