

**Washington County Service Authority Board of Commissioners
April 27, 2026 Regular Board Meeting Minutes**

Agenda Item: 1	Call the Meeting to Order
Presenter(s):	Dwain Miller
End Time:	4:59pm

Agenda Item: 2	Roll Call
Presenter(s):	Dwain Miller
Present:	Dwain Miller, Kevin Thayer, Wayne Campbell, Ken Taylor, James Hutton, Cathy Miller
Absent:	Dwayne Ball
End Time:	4:59pm

Agenda Item: 3	Prayer and Pledge of Allegiance
Presenter(s):	Kevin Thayer
Beginning Time:	5:00pm
End Time:	5:00pm

Agenda Item: 4	Approval of the Agenda
Presenter(s):	Dwain Miller
Beginning Time:	5:01pm
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to approve the agenda as presented.
Motion By:	Wayne Campbell
Second By:	Cathy Miller
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
	End Time: 5:01pm

Agenda Item: 5	Approval of the Consent Agenda
Presenter(s):	Dwain Miller

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Beginning Time:	5:01pm
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to approve the consent agenda.
Motion By:	Kevin Thayer
Second By:	Wayne Campbell
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
End Time:	5:01pm

Agenda Item: 6	Public Query and Comment
Presenter(s):	Dwain Miller
Beginning Time:	
Potential Conflict(s) of Interest and Abstention(s):	
On the Record:	None
Actual Motion:	None
Motion By:	None
Second By:	None
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	

Agenda Item: 7	Focus Group Sessions Report Out
Presenter(s):	Shawn Blevins & Dan Ragan
Beginning Time:	5:02pm
Potential Conflict(s) of Interest and Abstention(s):	
Speakers:	
Discussion:	Kevin Thayer asked how many employees participated, all hourly employees. Wayne Campbell asked Mr. Ragan if he had a timeline to finish phase 2. He explained about a year an then reevaluate.
On the Record:	
Actual Motion:	

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Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	5:24pm

Agenda Item: 8	Consideration of VDEM Building Resilient Infrastructure Funding
Presenter(s):	Dan Leathers
Beginning Time:	5:24pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	<p>VDEM has announced \$1B nationally for Building Resilient Infrastructure and Communities. The funding has two types of allowable project –</p> <p>Capability- and Capacity-Building Activities – activities that directly support infrastructure resilience, such as the adoption, enforcement, and implementation of hazard-resistant building codes. These activities must be directly tied to infrastructure projects such as building code adoption/enforcement, related technical training and project scoping activities for specific infrastructure are eligible. Hazard Mitigation Plan development or updates, and project scoping activities not directly supporting a specific infrastructure project are <u>not</u> eligible under BRIC.</p> <p>Hazard Mitigation Projects – cost-effective infrastructure and construction projects designed to increase resilience and public safety; reduce injuries and loss of life; and reduce damage and destruction to property, critical services, facilities, and infrastructure (including natural systems) from a multitude of natural hazards, including drought, wildfire, earthquakes, and the effects of natural weather disasters. Only infrastructure and construction projects that have, at a minimum, a conceptual design are eligible; phased projects are not eligible.</p>
Discussion:	
On the Record:	
Enclosures:	
Recommendation:	Subject to answering any questions the Board may have; Staff recommends the Board favorably consider approving WCSA to pursue funding opportunity.
Proposed Motion:	Move the board approve WCSA staff to pursue VDEM BRIC funding.

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Actual Motion:	The Board moved to approve WCSA staff to pursue VDEM BRIC funding.
Motion By:	Wayne Campbell
Second By:	Kevin Thayer
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
End Time:	5:29pm

Agenda Item: 9	Presentation of Preliminary FY2027 Budget
Presenter(s):	Dwain Gilbert
Beginning Time:	5:30pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	
Discussion:	The Board requested we have Budget Workshop at the May 18 Board Meeting Cathy Miller suggested we push capital projects out until we know more about FEMA. Dwain Miller requested Itemized Budget before next Board Meeting. Ron Seay explained that we would provide Board Book & Itemized Budget May 13, 2026.
On the Record:	
Enclosures:	
Recommendation:	
Proposed Motion:	
Actual Motion:	
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	5:46pm

Agenda Item: 10	Consideration of Commissioner's Comments & Questions on Staff Reports
Presenter(s):	Dwain Miller

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Beginning Time:	5:46pm
Potential Conflict(s) of Interest and Abstention(s):	
Discussion:	
On the Record:	
Actual Motion:	
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	5:47pm

Agenda Item: Late 11	Late Item- Resolution Approving Use of Cooperative Procurement Pursuant to VA. Code § 2.2-4304 for Payroll and HRIS Software with UKG Kronos Systems, LLC
Presenter(s):	Dwain Gilbert
Beginning Time:	5:47pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	<p>WCSA has determined UKG is the best fit for a new payroll system more compatible with our current needs and to improve DOL compliance. The system, provided by UKG, is available through a cooperative procurement agreement. UKG is one of the leading providers of HRIS solutions globally.</p> <p>Code of Virginia 2.2- 4304 authorizes public bodies to participate in cooperative procurement agreements and to purchase goods and services through contracts competitively procured by other public bodies when such contracts permit cooperative use. Cobb County Georgia (“Originating Public Body”) issued and awarded Contract No. 24-6833 for Human Resource Systems and Related Products and Services (“Contract”) with UKG Kronos Systems, LLC; permits any public body to participate in or sponsor joint procurement on behalf of or in conjunction with one or more other public bodies for the purpose of increasing efficiency or reducing administrative expenses in any acquisition of goods, services, or construction. Moreover, a public body may purchase from another public body’s contract even if it did not participate in the request for proposal or invitation to bid.</p>
Discussion:	
On the Record:	
Actual Motion:	Resolution Approving Use of Cooperative Procurement Pursuant to VA. Code § 2.2-4304
Recommendation:	Subject to answering any questions the Board may have. Staff recommends the Board favorably consider approving the Resolution Approving Use of Cooperative Procurement Pursuant to VA. Code § 2.2-4304 for UKG Kronos Payroll and HRIS Software and Services.

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Proposed Motion:	Move the board approve the Resolution Approving Use of Cooperative Procurement Pursuant to VA. Code § 2.2-4304 for UKG Kronos Payroll and HRIS Software and Services.
Actual Motion:	The Board approved the Resolution Approving Use of Cooperative Procurement Pursuant to VA. Code § 2.2-4304 for UKG Kronos Payroll and HRIS Software and Services.
Motion By:	Kevin Thayer
Second By:	Wayne Campbell
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
End Time:	5:49pm

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Washington County Service Authority

Board of Commissioners

RESOLUTION

**APPROVING USE OF COOPERATIVE PROCUREMENT PURSUANT TO VA. CODE
§ 2.2-4304**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WASHINGTON COUNTY SERVICE AUTHORITY APPROVING PARTICIPATION IN COOPERATIVE PROCUREMENT AND AUTHORIZING PURCHASES THROUGH A COMPETITIVELY PROCURED CONTRACT PURSUANT TO THE VIRGINIA PUBLIC PROCUREMENT ACT.

WHEREAS, the Washington County Service Authority ("Authority") is authorized to procure goods and services pursuant to the Virginia Public Procurement Act, Va. Code § 2.2-4300 et seq.; and

WHEREAS, Va. Code § 2.2-4304 authorizes public bodies to participate in cooperative procurement agreements and to purchase goods and services through contracts competitively procured by other public bodies when such contracts permit cooperative use; and

WHEREAS, Cobb County Georgia ("Originating Public Body") issued and awarded Contract No. 24-6833 for Human Resource Systems and Related Products and Services ("Contract"); and

WHEREAS, the Authority has reviewed the procurement documentation for the Contract and determined that:

1. the Contract was competitively procured in accordance with applicable law;
2. the solicitation for the Contract expressly authorized cooperative procurement or participation by other public bodies;
3. the Contract remains in effect and available for cooperative use; and
4. use of the Contract by the Authority is in the Authority's best interests due to administrative efficiency, favorable pricing, and/or operational necessity; and

WHEREAS, the Board of Commissioners finds that cooperative procurement under the Contract will promote economy and efficiency in public procurement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Washington County Service Authority as follows:

1. Pursuant to Va. Code § 2.2-4304, the Authority hereby approves participation in cooperative procurement under Contract No. 24-6833 awarded by Cobb County Georgia for Human Resource Systems and Related Products and Services with UKG Kronos Systems, LLC.

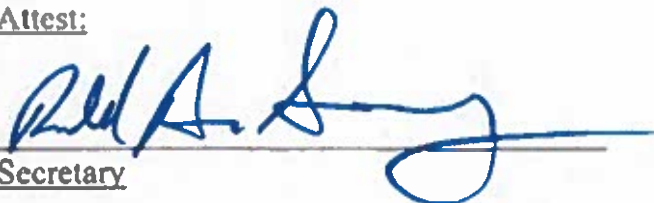
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2. The General Manager of the Authority, or his/her designee, is authorized to utilize the Contract for the procurement of goods and/or services within the scope of the Contract and subject to available appropriations and applicable Authority procurement policies.
3. The General Manager and Authority staff are authorized to execute purchase orders, participating addenda, ancillary agreements, and related documents necessary to implement purchases under the Contract, subject to review by legal counsel where required.
4. Authority staff shall maintain procurement records documenting compliance with Va. Code § 2.2-4304 and the Authority's procurement policies.
5. This Resolution shall take effect immediately upon adoption.

ADOPTED by the Board of Commissioners of the Washington County Service Authority at a regular meeting held on the 27th day of April, 2026.



Dwain Miller, Chairman

Attest:


Secretary

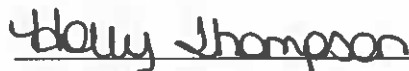
Agenda Item: 12	Adjourn
Presenter(s):	Dwain Miller
Beginning Time:	5:50pm
Potential Conflict(s) of Interest and Abstention(s):	

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Discussion:	
On the Record:	
Actual Motion:	
Motion By:	Ken Taylor
Second By:	Wayne Campbell
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
	End Time: 5:50pm



Dwain Miller, Chairman



Holly Thompson, Assistant Secretary