



# COUNTY OF FLUVANNA

*“Responsive & Responsible Government”*

P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## Boards, Commissions, and Committees PURPOSE, REQUIREMENTS, AND MEMBERSHIP INFORMATION

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Updated: March 21, 2016

Name	AGRICULTURAL/FORESTAL ADVISORY COMMITTEE
<b>Requirement</b>	Required under Virginia Code Sec. 15-2.4304 and County Code 3.1.3 Agricultural and Forestal Districts Advisory Committee.
<b>Purpose</b>	Advises the Planning Commission and the governing body, and assists in creating, reviewing, modifying, continuing or terminating districts within the County. In particular, the committee shall render expert advice as to the nature of farming and forestry, and agricultural and forestal resources within the district and their relation to the entire County. Land being considered for inclusion in a district may be evaluated by the advisory committee and the planning commission through the Virginia Land Evaluation and Site Assessment (LESA) System. The advisory committee shall review and make recommendations concerning the application and modifications to the Planning Commission.
<b>Reports To</b>	BOS
<b>Membership</b>	The governing body shall establish an Advisory Committee, which shall consist of four landowners engaged in agricultural, or forestal, production; four other landowners of the County; the Commissioner of Revenue and a member of the governing body.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years
<b>Meeting Schedule</b>	As needed
<b>Meeting Location</b>	TBD
<b>Contact</b>	Planning/Zoning Administrator, (434) 591-1910
<b>Other Info</b>	<a href="#">BYLAWS</a>



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Name	AUDIT COMMITTEE
Requirement	
Purpose	
Reports To	BOS
Membership	
Appointed By	BOS
Term	
Meeting Schedule	
Meeting Location	
Contact	Finance Director, (434) 591-1910
Other Info	



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<b>Name</b>	<b>BLUE RIDGE JUVENILE DETENTION COMMISSION</b>
<b>Requirement</b>	
<b>Purpose</b>	Created by resolution adopted by the Boards of Supervisors of the Counties of Albemarle and Fluvanna, Greene and the Council of the City of Charlottesville on December 3, 1997, as authorized by Virginia Code 16.1-315 to 16.1-322. As required by VA Code 16.1-316, the Participating Jurisdictions have consulted with the Chief judges of their respective juvenile and domestic relations district courts concerning the appointments of the County Administrator and City Manager to the Commission. July 1, 1999, Culpeper County was added.
<b>Reports To</b>	
<b>Membership</b>	The County Administrative or City Manager from each of the Participating Districts
<b>Appointed By</b>	
<b>Term</b>	Corresponds to term of office
<b>Meeting Schedule</b>	Quarterly in Feb, May, Aug, and Nov on the 2 <sup>nd</sup> Thursday at 10:30 am
<b>Meeting Location</b>	At the facility
<b>Contact</b>	Superintendent, Blue Ridge Juvenile Detention Center, (434) 951-9341
<b>Other Info</b>	



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Name	BOARD OF SUPERVISORS (BOS)
Requirement	Code of Virginia, Section 15.2-1400
Purpose	Elected governing body of the locality provided by the Code of Virginia, Section 15.2-1400.
Reports To	
Membership	Consists of five (5) members with one elected from each of the five Voting Districts.
Appointed By	
Term	4 years
Meeting Schedule	Monthly, 1st Wednesday at 4:00pm and 3rd Wednesday at 7:00pm (Work Sessions at 4:00 pm on 3 <sup>rd</sup> Wednesday)
Meeting Location	Circuit Courtroom of the Fluvanna Courts Building
Contact	Clerk to the Board of Supervisors, (434) 591-1910, <a href="mailto:clerk@fluvannacounty.org">clerk@fluvannacounty.org</a>
Other Info	



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Name	<b>BOARD OF ZONING APPEALS (BZA)</b>
<b>Requirement</b>	*By resolution adopted by the Fluvanna County Board of Supervisors on April 19, 1995, the Board of Supervisors required all Fluvanna County Board of Zoning Appeals members to attend (within two years of their appointment) at least one, or more, of the training courses provided by the Virginia Cooperative Extension, the Virginia Department of Housing and Community Development, the Virginia Citizens Planning Association, or Virginia Tech’s Public Service Program.
<b>Purpose</b>	To advise the Board of Supervisors on issues related to zoning policies and regulations within Fluvanna County.
<b>Reports To</b>	BOS
<b>Membership</b>	A board consisting of five members appointed by the Circuit Court of Fluvanna County
<b>Appointed By</b>	BOS recommends, and the Circuit Court appoints or reappoints.
<b>Term</b>	5 years – with restriction noted below*
<b>Meeting Schedule</b>	Monthly on 1st Tuesday (as necessary), at 7:00pm
<b>Meeting Location</b>	Morris Room
<b>Contact</b>	Planning/Zoning Administrator, (434) 591-1910
<b>Other Info</b>	<p><b>NOTE: No applicant may be considered for nomination if he/she holds a position on any other committee, commission, board or other public office within the County. The only exception is the Planning Commission. Per Article 18 of the Fluvanna County Zoning Ordinance, Section 22-18-1, <u>one</u> of the five appointed members of the BZA may also serve on the Planning Commission.</b></p> <p><a href="#">BYLAWS</a></p>




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Name	BUILDING CODE OF APPEALS BOARD
<b>Requirement</b>	
<b>Purpose</b>	Section 106.0.Appeals: 106.1 Local Board of Building Code Appeals. Each locality shall have a BBCA to hear appeals as authorized herein, or it shall enter into an agreement with the local governing body of another county or municipality or with some other agency, or a state agency approved by the DHCD, to act on appeals.
<b>Reports To</b>	
<b>Membership</b>	Five members appointed by the Board of Supervisors
<b>Appointed By</b>	
<b>Term</b>	4 years (staggered at first)
<b>Meeting Schedule</b>	As needed
<b>Meeting Location</b>	County Administration Building
<b>Contact</b>	Building Official, (434) 591-1935
<b>Other Info</b>	This board was established, effective 10/04/00.



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<b>Name</b>	<b>CENTRAL VIRGINIA PARTNERSHIP FOR ECONOMIC DEVELOPMENT (CVPED)</b>
<b>Requirement</b>	
<b>Purpose</b>	A non-profit, public / private partnership formed in 1995 to help create new jobs and investment in the Greater Charlottesville Region.
<b>Reports To</b>	CVPED Board
<b>Membership</b>	According to the Articles of Incorporation for the Partnership, the Board of Directors shall include the following: 9 directors, 1 each appointed by each of the local governing bodies of the City of Charlottesville and the Counties of Albemarle, Culpeper, Fluvanna, Greene, Louisa, Madison, Nelson and Orange. In most of the Counties, the County Administrator acts as the representative, but the local governing body may choose whomever they wish.
<b>Appointed By</b>	CVPED Board
<b>Term</b>	3 years, and until a successor is appointed, with no limit on the number of consecutive terms
<b>Meeting Schedule</b>	Even Months on 4th Friday at 9:00 am
<b>Meeting Location</b>	Offices of CVPED in Charlottesville
<b>Contact</b>	Executive Director, (434) 979-5610
<b>Other Info</b>	Central Virginia Partnership for Economic Development is a 501(c)6 non-profit, public / private partnership formed in 1995 to help create new jobs and investment in Central Virginia. The Partnership has recently integrated staff and resources with the Central Virginia Small Business Development Center and the Piedmont Workforce Network to expand its services for existing businesses, entrepreneurs, job seekers and employers. Service territory includes the City of Charlottesville, Albemarle, Culpeper, Fluvanna, Greene, Louisa, Nelson and Orange Counties. We serve as regional liaison for the Virginia Economic Development Partnership and Virginia Department of Business Assistance for this region



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<b>Name</b>	<b>COMMUNITY POLICY MANAGEMENT TEAM (CPMT)</b>
<b>Requirement</b>	
<b>Purpose</b>	The purpose of the Community Policy Management Team is to create, maintain and manage a collaborative system of services and funding that is child centered, family focused and community based when addressing the strengths and needs of troubled and at-risk youth and their families.
<b>Reports To</b>	
<b>Membership</b>	Membership shall meet the requirements of the Code of Virginia (Section 2.1-750 to Section 2.1-751) and is appointed by the Fluvanna County Board of Supervisors. Membership shall include, at a minimum, at least one elected official, or appointed official, or designee from the governing body of the locality who is a member of the team and the local agency heads or designees who have the authority to approve funds. Agency heads or designees shall be permanent members of the Management Team. Other appointed public or governmental agency Management Team members shall serve at the pleasure of the BOS and may serve for two consecutive terms.
<b>Appointed By</b>	BOS
<b>Term</b>	Unlimited, except for the Community Representative, who serves for 2 years
<b>Meeting Schedule</b>	4 <sup>th</sup> Tuesday of every month
<b>Meeting Location</b>	Fluvanna Department of Social Services
<b>Contact</b>	CSA Program Manager, (434) 591-1933
<b>Other Info</b>	Youth are Fluvanna County's greatest resource because they are our present and our future. The family is the best environment for raising children. Providing services to assist families to function effectively in the community empowers families to recognize their strengths and capabilities, and promotes the best interest of society. Successful families contribute to our community and strengthen the entire social framework for the good of all citizens.  <a href="#">BYLAWS</a>



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Name	<b>ECONOMIC DEVELOPMENT AUTHORITY (EDA)</b>
<b>Requirement</b>	Authorized by the Code of Virginia via the Industrial Development and Revenue Bond Act, with powers to sue; prosecute; defend; acquire, maintain and lease real property; sell; issue bonds; mortgage; employ, pay compensation, etc.
<b>Purpose</b>	A political subdivision of the Commonwealth of Virginia, created by Ordinance under Chapter 12, Sections 12.1 and 12.2 (amended) of the County Code, and with such public and corporate powers as are set forth in the Industrial Development and Revenue Bond Act, constituting Chapter 49, Subtitle IV of Title 15.2 of the Code of Virginia.
<b>Reports To</b>	Purpose is to promote industry and develop trade by inducing manufacturing, industrial, governmental, commercial enterprises and institutions of higher learning to locate and remain in the Commonwealth.
<b>Membership</b>	<p>The Authority shall be governed by a Board of Directors, composed of seven (7) directors, appointed by the Board of Supervisors of Fluvanna County. All powers of the Authority shall be vested in the Board of Directors.</p> <p>The seven initial directors shall serve for terms of one, two, three, and four years; two for one year terms; two for two year terms; two for three year terms; and, one for a four year term, all as appointed by the Board of Supervisors of Fluvanna County; subsequently terms shall be for four years, except where there have been appointments to fill vacancies, in which case the terms shall be for the unexpired terms.</p>
<b>Appointed By</b>	Nominated by BOS, <u>appointed by Circuit Court</u> . Members need to be sworn in by Clerk’s office; even if reappointed.
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Monthly on 3 <sup>rd</sup> Monday at 5:00pm. (Annual meeting with election of officers is in June and begins at 6:00pm.)
<b>Meeting Location</b>	Morris Room
<b>Contact</b>	Director of Community Development, (434) 591-1910
<b>Other Info</b>	




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Name	FINANCE BOARD
<b>Requirement</b>	As authorized by County Code Sec. 2-5-2.1. Establishment of County Finance Board.
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	The membership, powers, duties, compensation, organization and procedures of the Board shall be as provided in Virginia Code Sec. 58.1-3151, <i>et seq.</i> , or any successor statutes which concern substantially the same subject matter. The initial board shall be composed of the Chairman of the governing body of the County, the Treasurer of the County, and <b>a citizen of the County of proven integrity and business ability</b> appointed by the circuit court of the County.
<b>Appointed By</b>	
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Generally quarterly, and as needed
<b>Meeting Location</b>	County Administration Building
<b>Contact</b>	County Treasurer, (434) 591-1945
<b>Other Info</b>	



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Name	<b>FORK UNION SANITARY DISTRICT (FUSD) ADVISORY COMMITTEE</b>
<b>Requirement</b>	Established under the provisions of Section 21-113 et seq. of the Code of Virginia, 1950 as amended, by an order entered in the Circuit Court of Fluvanna County on the 3 <sup>rd</sup> day of November, 1965, pursuant to an in accordance with general laws.
<b>Purpose</b>	To advise the Board of Supervisors on issues related to the operations, finances, policies and regulations of the Fork Union Sanitary District.
<b>Reports To</b>	BOS
<b>Membership</b>	The Advisory Committee shall be composed of 7 voting members who shall be appointed by the Fluvanna County Board of Supervisors. Five voting members shall be appointed directly by the BOS and must be residents of the District’s service area except one member may be a resident from the county either within or outside the Fork Union Sanitary District Service Area. One voting member may be nominated by the Fork Union Military Academy (FUMA) from among its employees and staff, and approved by the BOS. One voting member may be nominated by the Fork Union Fire Company from among its officers, presented to and approved by the BOS. The Board member from Fork Union shall serve as an ex officio member and may participate in meetings as a non-voting member. The County Administrator or his designee shall serve as the Board’s non-voting administrative officer.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years, expiring December 31 <sup>st</sup> of the final year
<b>Meeting Schedule</b>	Bi-monthly on the 4 <sup>th</sup> Tuesday of each odd month at 7:00pm
<b>Meeting Location</b>	Fluvanna County Community Center
<b>Contact</b>	Director of Public Works, (434) 591-1925
<b>Other Info</b>	<a href="#">BYLAWS</a>




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<b>Name</b>	<b>JAMES RIVER ALCOHOL SAFETY ACTION PROGRAM</b>
<b>Requirement</b>	Pursuant to sections 15.1-21 and 18.2-271 of the code of Virginia. The agreement regarding this public body was effective July 1, 1982.
<b>Purpose</b>	Organized and exists pursuant to an agreement for joint exercise of powers entered into among the City of Charlottesville and the Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson.
<b>Reports To</b>	Each ASAP shall have a policy board with board members chosen by the governing bodies of each participating jurisdiction. They each shall appoint one member for a term of three years.
<b>Membership</b>	
<b>Appointed By</b>	BOS
<b>Term</b>	3 years
<b>Meeting Schedule</b>	Quarterly in Mar, Jun, Sep, and Dec
<b>Meeting Location</b>	
<b>Contact</b>	Cindy Sheffield, Executive Director (434) 202-0504, <a href="mailto:csheffield@vaasap.org">csheffield@vaasap.org</a>
<b>Other Info</b>	



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Name	<b>JAMES RIVER WATER AUTHORITY (JRWA)</b>
<b>Requirement</b>	The purpose for which the Authority is formed is to exercise those pertinent powers set forth in § 15.2-5100 et seq. VA Code Ann., to acquire, purchase, finance, construct, reconstruct, operate, and maintain facilities for developing a bulk or wholesale supply of potable water for the Counties of Fluvanna and Louisa, including without limitation sources of water supply, water intakes, reservoirs, filtration and purification plants, pumping stations, transmission lines, and storage facilities, together with all appurtenant equipment and appliances necessary or suitable thereto and all properties, rights, licenses, easements or franchises relating thereto and deemed necessary and convenient by the Authority for their operation.
<b>Purpose</b>	The JRWA Board governs operation of the joint water supply effort of Fluvanna and Louisa Counties. The JRWA aims to provide a sufficient and reliable water supply from the James River to growth areas within the two counties. Members serve a four-year term of office.
<b>Reports To</b>	
<b>Membership</b>	Three members from Fluvanna and three from Louisa
<b>Appointed By</b>	BOS
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Monthly on the 1 <sup>st</sup> Tuesday at 10:30 am
<b>Meeting Location</b>	Spring Creek Sports Club, 181 Clubhouse Way, Zion Crossroads
<b>Contact</b>	County Administrator, (434) 591-1910, <a href="mailto:coad@fluvannacounty.org">coad@fluvannacounty.org</a>
<b>Other Info</b>	The Counties of Fluvanna and Louisa entered into an agreement in 2003 to enhance the ability of the two Counties to develop the Zion Crossroads area by bringing a sufficient and reliable water supply from the James River to that area, shared geographically by the two Counties.  <a href="#">BYLAWS</a>



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<b>Name</b>	<b>JAUNT BOARD</b>
<b>Requirement</b>	
<b>Purpose</b>	The Board of Directors has four primary roles. Each of these roles is “big picture” in nature and should guide policy decisions. The four primary roles are Safety Concerns, Legal Concerns, Stewardship and Advocacy.
<b>Reports To</b>	
<b>Membership</b>	Two representatives are chosen by the Board of Supervisors to represent Fluvanna County.
<b>Appointed By</b>	BOS
<b>Term</b>	3 years
<b>Meeting Schedule</b>	Monthly on 2nd Wednesday at 10:00am
<b>Meeting Location</b>	JAUNT Office, 104 Keystone Place, Charlottesville
<b>Contact</b>	Executive Director, (434) 296-3184
<b>Other Info</b>	



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<b>Name</b>	<b>JEFFERSON AREA BOARD FOR AGING (JABA) ADVISORY COUNCIL</b>
<b>Requirement</b>	Specified in Section 1321.57, 0153 33763, Volume 55,\$169 of the Federal Register, dated August 31, 1988, pursuant to provision of Title III of the Older Americans Act of 1965, 12 as amended November 1987.
<b>Purpose</b>	Continually advise JABA on all matters relating to the Area Plan. Advocate for all older individuals. The council is the Advisory Council to the Jefferson Area Board for Aging, as. It shall have a minimum of 12 members, not counting Associate and At-Large members.
<b>Reports To</b>	
<b>Membership</b>	Each participating jurisdiction of the Jefferson Area Board for Aging Joint Exercise of Powers Agreement shall be represented by 2 appointees. JABA and its Advisory Council shall appoint At-Large members and Associate members with the recommendation of the CEO.
<b>Appointed By</b>	
<b>Term</b>	All appointments are for a term of 2 year and members may be reappointed to successive terms.
<b>Meeting Schedule</b>	Monthly on 1st Thursday from 12:00-1:00pm
<b>Meeting Location</b>	JABA Offices in Charlottesville
<b>Contact</b>	Secretary to CEO; (434) 817-5238; 674 Hillside Drive, Suite 9, Charlottesville, 22901
<b>Other Info</b>	<a href="#">BYLAWS</a>



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<b>Name</b>	<b>JEFFERSON AREA BOARD FOR AGING (JABA) BOARD OF DIRECTORS</b>
<b>Requirement</b>	The Board of Directors is organized by a Joint Exercise of Powers Agreement, dated March 4, 1975, pursuant to Section 15.1-21 of the Code of Virginia, as amended.
<b>Purpose</b>	To establish organizational goals, objectives and priorities; and to formulate, evaluate and coordinate policy for JABA. The Board of Directors of said corporation shall be appointed by the Boards of Supervisors of the Counties of Albemarle, Fluvanna, Greene, and Nelson and the City Council of the city of Charlottesville, all of Virginia.
<b>Reports To</b>	
<b>Membership</b>	The Board shall consist of 2 representatives, appointed by the governing body of each member jurisdiction, for a term of two years, with terms staggered to prevent having 2 members terms expire at the same time.
<b>Appointed By</b>	BOS
<b>Term</b>	2 years
<b>Meeting Schedule</b>	4th Thursday of every other month, from 12:00-2:00pm
<b>Meeting Location</b>	JABA Offices in Charlottesville
<b>Contact</b>	Secretary to CEO; (434) 817-5238; 674 Hillsdale Drive, Suite 9, Charlottesville, 22901
<b>Other Info</b>	<a href="#">BYLAWS</a>



# COUNTY OF FLUVANNA

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Updated: March 21, 2016

Name	LIBRARY BOARD OF TRUSTEES
<b>Requirement</b>	Established by the County Board of Supervisors according to the County Code, Section 2-6-2, adopted by the Fluvanna County Board of Supervisors on June 17, 1998.
<b>Purpose</b>	Acts as a governing board for the Fluvanna County Library. Employ a competent and qualified library director. Determine the mission and goals and objectives of the library, and adopt written policies governing the library. Ensure that the Library has a long-range planning process that considers the library’s strengths and weaknesses, and can be implemented and evaluated. Be familiar with local, state, and federal library laws; actively support pending library legislation. Establish, support and participate in a planned public relations program.
<b>Reports To</b>	BOS
<b>Membership</b>	There were originally 7 Trustees appointed by the BOS: one from each voting district, 1 at large member and 2 from the Lake. Because of changes in the County districts, all 7 voting members are now At-Large.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years (staggered at first), with election of officers taking place in January
<b>Meeting Schedule</b>	1st Thursday, every other month (generally at 5:00 pm)
<b>Meeting Location</b>	Fluvanna County Library
<b>Contact</b>	Librarian, (434) 589-1400
<b>Other Info</b>	<a href="#">BYLAWS</a>




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Name	LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
<b>Requirement</b>	Established in 1998 in response to the “Emergency Planning and Community Right-to-Know Act of 1986 (Superfund Amendments and Reauthorization Act, Title III), the Board of Supervisors must nominate individuals who will then be appointed by the Governor.
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	The Director of Emergency Services is elected from and with the consent of the County Board of Supervisors. Membership in the LEPC, as required by SARA Title III regulations, is composed of the representatives from the County sheriff’s Office, Volunteer Fire Departments, Volunteer Rescue Squads, news media, interested community groups and facility owners and operators; and is staffed primarily by the County Emergency Services Coordinator. Other individuals may petition the LEPC for membership.
<b>Appointed By</b>	
<b>Term</b>	No expiration
<b>Meeting Schedule</b>	Quarterly in Jan, Apr, Jul, Oct on the 3rd Thursday at 4:00 pm
<b>Meeting Location</b>	EOC Room, Fluvanna County Sheriff’s Office
<b>Contact</b>	Emergency Services Coordinator, (434) 591-1910
<b>Other Info</b>	Members who do not have a background in hazardous materials should be encouraged to attend a hazardous materials awareness course.




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<b>Name</b>	<b>MONTICELLO AREA COMMUNITY ACTION AGENCY (MACAA)</b>
<b>Requirement</b>	
<b>Purpose</b>	Based on the Federal Community Service Board Grant Program (CSBGP), it was formed as a tripartite agency with 1/3 being elected and 1 representative from each service area (i.e., Fluvanna County, Albemarle, etc.).
<b>Reports To</b>	
<b>Membership</b>	The Board public sector shall consist of 7 members selected from the City of Charlottesville (2), the counties of Albemarle (2), Fluvanna (1), Louisa (1) and Nelson (1), each of whom are appointed by their local governing body.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Monthly on the last Tuesday at 5:45 pm
<b>Meeting Location</b>	MACAA offices at 1025 Park St., Charlottesville
<b>Contact</b>	Executive Director, (434) 295-3171
<b>Other Info</b>	



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Name	<b>PARKS &amp; RECREATION ADVISORY BOARD</b>
<b>Requirement</b>	State Code of Virginia, Chapter I, Sections 15.1-271 and 15.1-272 and the ordinances of the County of Fluvanna.
<b>Purpose</b>	To advise the Director of Parks and Recreation and the BOS on planning and development of a comprehensive system of parks and recreation services for the benefit of Fluvanna County citizens, and to serve as a liaison between these groups.
<b>Reports To</b>	
<b>Membership</b>	Advisory Board is made up of 12 members from the following areas: 6 at large citizen representatives, 1 member from County Extension, 1 from Social Services, 1 from the School Board, 1 from the Board of Supervisors and 2 students.
<b>Appointed By</b>	BOS
<b>Term</b>	Member at large terms shall expire on June 30th of each year. Members may serve succeeding three (3) year terms. Student term will be two years, or until graduation.
<b>Meeting Schedule</b>	Bi-Monthly on the 2nd Tuesday at 4:30 pm
<b>Meeting Location</b>	Fluvanna County Community Center
<b>Contact</b>	Parks and Recreation Director, (434) 589-2016
<b>Other Info</b>	<a href="#">BYLAWS</a>



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<b>Name</b>	<b>PARTNERSHIP FOR AGING COMMITTEE</b>
<b>Requirement</b>	
<b>Purpose</b>	The purpose of the committee is to study the needs and/or interest of persons 55+ residing in Fluvanna County; to recommend/initiate support services, as indicated in keeping with total County planning; and to seek the overall improvement in the quality of life for those citizens and their families.
<b>Reports To</b>	BOS
<b>Membership</b>	According to the By-Laws, there is to be 1 representative from each voting district and 2 at-large representatives. Current projects include creating an online link to a Fluvanna One-Stop Services Guide for seniors and their families/support systems; working with the Fluvanna TRIAD, a crime prevention program for seniors; and coordinating and/or participating in planning information fairs, multi-generational expos, seminars and workshops. The partnership works collaboratively with representatives from local government and regional agencies.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Quarterly on 2nd Thursday from 4:00-5:30pm. Special meetings will be held as tasks require.
<b>Meeting Location</b>	Fluvanna County Library
<b>Contact</b>	Deborrah Foreman, <a href="mailto:deborrah42@gmail.com">deborrah42@gmail.com</a>
<b>Other Info</b>	Representatives are recruited from County services, regional agencies, organizations or businesses serving Fluvanna’s senior population; and support systems will be encouraged by invitation and through publicity. <a href="#">BYLAWS</a>



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<b>Name</b>	<b>PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD</b>
<b>Requirement</b>	Governed by the State Board for Community Colleges, appointed by the governor. Local advisory board is appointed by its participating local jurisdictions.
<b>Purpose</b>	The Piedmont Virginia Community College Board is an advisory body, serving as a connection between the College and the communities it serves. The Board is made up of representatives appointed by the governing boards of the jurisdictions in the College's service region.
<b>Reports To</b>	
<b>Membership</b>	One representative from Fluvanna County.
<b>Appointed By</b>	BOS
<b>Term</b>	4 years (limited to one reappointment)
<b>Meeting Schedule</b>	Odd Months on the 1st Wednesday
<b>Meeting Location</b>	PVCC Board Room, 501 College Dr., Charlottesville
<b>Contact</b>	PVCC President, (434) 977-1620
<b>Other Info</b>	<a href="#">BYLAWS</a>



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Updated: March 21, 2016

Name	PIEDMONT WORKFORCE INVESTMENT BOARD
<b>Requirement</b>	PWN is a requirement under the federal Workforce Investment Act. Our local Workforce Area is made up of 11 localities (all of Planning Districts 9 and 10). All 11 localities have agreed to work together under an inter-local agreement that exists between the 11 localities.
<b>Purpose</b>	Helping to maintain an integrated, effective workforce development system to provide local residents with the skills needed to fill new jobs with expanding companies and contribute to our community's attractiveness as a place to locate a business. Aligning workforce programs with overall community strategies that encompass transportation, housing, education, social service and physical infrastructure improvements. Developing systematic linkages between economic development and workforce development to benefit employers, workers, and the community as a whole.
<b>Reports To</b>	
<b>Membership</b>	Membership from Fluvanna County is made up of 1 BOS member and 1 business member. The business member may be a resident of another County, as long as he or she works in Fluvanna.
<b>Appointed By</b>	BOS
<b>Term</b>	3 years
<b>Meeting Schedule</b>	Quarterly
<b>Meeting Location</b>	Best Western in Ruckersville
<b>Contact</b>	PWN Operations Manager, (434) 979-5610, ext. 21; 2211 Hydraulic Rd. Suite 104, Charlottesville
<b>Other Info</b>	



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Name	PLANNING COMMISSION
<b>Requirement</b>	An appointed body provided by the Code of Virginia, Section 15.2-2210.
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	The Commission consists of six (6) members, one (1) appointed from each election district and one (1) representative of the Board of Supervisors (non-voting).
<b>Appointed By</b>	
<b>Term</b>	4 years, with vacancies being filled for unexpired terms only
<b>Meeting Schedule</b>	Regular Meetings Monthly on the 4th Wednesday at 7:00 pm; Work Sessions on the 2 <sup>nd</sup> Wednesday at 7:00 pm
<b>Meeting Location</b>	Circuit Courtroom of the Fluvanna Courts Building
<b>Contact</b>	Planning and Zoning Administrator, (434) 591-1910
<b>Other Info</b>	<p>By resolution adopted by the Fluvanna County Board of Supervisors on April 19, 1995, the Board of Supervisors requires all Fluvanna County Planning Commission members to attend (within two years of their appointment) at least one, or more, of the training courses provided by the Virginia Cooperative Extension, the Virginia Department of Housing and Community Development, the Virginia Citizens Planning Association, or Virginia Tech’s Public Service Program.</p> <p><a href="#">BYLAWS</a></p>




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Name	REGION TEN COMMUNITY SERVICES BOARD
<b>Requirement</b>	Established in 1969 through a joint exercise of powers between the Charlottesville City Council and the Albemarle County Board of Supervisors in consultation with those of Fluvanna, Green, Louisa and Nelson; the Boards of Supervisors of each of the counties all voted to join in the Region Ten board.
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	One member from Fluvanna County
<b>Appointed By</b>	
<b>Term</b>	3 years
<b>Meeting Schedule</b>	Monthly on the 2nd Monday (evening)
<b>Meeting Location</b>	Region Ten, 500 Old Lynchburg, Room 502A
<b>Contact</b>	Robert Johnson, Director, (434) 970-1458, Robert.johnson@regionten.org
<b>Other Info</b>	



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Updated: March 21, 2016

Name	REGIONAL JAIL AUTHORITY
<b>Requirement</b>	Required by Virginia State Code and the 2009 Central Virginia Regional Jail Agreement, approved November 19, 2008, the County (along with the counties of Orange, Greene, Madison, and Louisa)
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	Directed to have the following representation on the Authority: the Sheriff, 1 citizen representative member appointed by the Board of Supervisors and 1 at large member appointed by the Participating Jurisdictions on a rotating annual basis (July 1-June 30). There shall be a total of 11 members.
<b>Appointed By</b>	BOS
<b>Term</b>	No limit for the citizen representative; alternate members may be appointed to the board, by the BOS or by the Sheriff. The term of each alternate shall be determined by the sheriff or the BOS. (Currently no limit.)
<b>Meeting Schedule</b>	Monthly on the 2nd Thursday at 6:00 pm
<b>Meeting Location</b>	Regional Jail Conference Room
<b>Contact</b>	Superintendent's Office, (540) 672-3222
<b>Other Info</b>	



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<b>Name</b>	<b>RIVANNA RIVER BASIN COMMISSION</b>
<b>Requirement</b>	Established by the Code of Virginia, Title 62.1, Chapter 5.6, Section 62.1-69.45, as amended April 12, 2004
<b>Purpose</b>	
<b>Reports To</b>	
<b>Membership</b>	Two members each from the local elected governing bodies of Albemarle, Fluvanna, Greene and the City of Charlottesville; two non-legislative citizen members from the Culpepper Soil and Water Conservation District and the Thomas Jefferson Soil and Water Conservation District; and four non-legislative citizen members at-large, one member each appointed by the local elected governing body of the Counties of Albemarle, Fluvanna and Greene, and the City of Charlottesville upon the recommendation of the Thomas Jefferson Planning District Commission who demonstrate interest, experience, or expertise in water-related Basin issues.
<b>Appointed By</b>	BOS
<b>Term</b>	Members who are elected officials shall serve a term coincident with their terms of office. Citizen members shall serve 4 years, with a limit of two full consecutive terms.
<b>Meeting Schedule</b>	Even Months on 2nd Monday @ 12:00-2:00 pm, except October which is held on the 3rd Monday
<b>Meeting Location</b>	Albemarle County Office Building, Room 241 (Except October, Room 235)
<b>Contact</b>	RRBC Chair
<b>Other Info</b>	See <a href="http://www.rivannariverbasin.org">www.rivannariverbasin.org</a>




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Name	SOCIAL SERVICES BOARD
<b>Requirement</b>	
<b>Purpose</b>	The board is administrative and is responsible for local policy decisions, with discretionary power over local funding, preparation and submission of the annual county budget, appointment of the department director and decisions governing optional and local services, employment of legal counsel in civil matters, review of programmatic and personnel performance, provision of a variety of child welfare and adult protective services, and placement of children and adults in foster homes or other facilities when appropriate. The board exercises an interest in all matters pertinent to the local social services.
<b>Reports To</b>	
<b>Membership</b>	There are 5 citizen representatives, one from each district, and a BOS representative. Must be sworn in by the Court.
<b>Appointed By</b>	
<b>Term</b>	4 years, with one reappointment allowed
<b>Meeting Schedule</b>	Monthly on the 4th Monday from 3:00-5:30 pm
<b>Meeting Location</b>	Carysbrook, First Floor Boardroom
<b>Contact</b>	Social Services Director, (434) 842-8221
<b>Other Info</b>	<a href="#">BYLAWS</a>



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Updated: March 21, 2016

<b>Name</b>	<b>SOUTHEAST RURAL COMMUNITY ASSISTANCE PROJECT, INC.</b>
<b>Requirement</b>	
<b>Purpose</b>	RCAP is funded by the State and deals with water and wastewater projects. The County representative is charged with identifying local citizens who are without plumbing or have wastewater issues, making them aware of the services of the SRCAP and putting them in touch with them.
<b>Reports To</b>	
<b>Membership</b>	Membership in the Southeast Rural Community Assistance Project, Inc. is strictly optional. The County is not required to have a representative. The current member has moved out of Fluvanna County, but intends to retain his membership. The Fluvanna County representative is nominated by the BOS and then elected. If the BOS wishes to replace the current member before his term expires it needs to write a letter to Walter Fleming, Membership Committee Chairman at the SRCAP, on County Letterhead, to inform him of a decision to nominate another individual to replace the current member, in order to better represent the County. If the County would like to allow the current member to continue to serve outside the County jurisdiction they can include that information in the letter.
<b>Appointed By</b>	
<b>Term</b>	5 years
<b>Meeting Schedule</b>	Monthly on the 3rd Wednesday, daytime meeting.
<b>Meeting Location</b>	Richmond
<b>Contact</b>	President and CEO, (540 ) 345-1184
<b>Other Info</b>	



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Updated: March 21, 2016

<b>Name</b>	<b>THOMAS JEFFERSON AREA COMMUNITY CRIMINAL JUSTICE BOARD</b>
<b>Requirement</b>	9.1-178 and 19.2-152.5 of the Code of Virginia require that each county and city stabling and operating community-based probation and pretrial services establish a Community Criminal Justice Board.
<b>Purpose</b>	The County of Albemarle jointly agreed with the City of Charlottesville and the counties of Greene, Nelson, Madison, Fluvanna, Louisa, Orange, and Goochland to implement the services and programs required by the Comprehensive community Corrections Act for Local Responsible Offenders and the Pretrial Services Act with Albemarle County, pursuant to section 9.1-183, acting as the administrator and fiscal agent on behalf of the participating localities.
<b>Reports To</b>	
<b>Membership</b>	One member of each governing body or a city or county manager, county administrator or executive, or assistant or deputy appointed by the governing body. Shaun Kenney is the current Fluvanna representative.
<b>Appointed By</b>	
<b>Term</b>	3 years with an automatic renewal of 1 term
<b>Meeting Schedule</b>	Quarterly
<b>Meeting Location</b>	Varies
<b>Contact</b>	Criminal Justice Planner / CIT Coordinator, (434) 296-2441
<b>Other Info</b>	



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<b>Name</b>	<b>THOMAS JEFFERSON EMERGENCY MEDICAL SERVICES (TJEMS) COUNCIL</b>
<b>Requirement</b>	
<b>Purpose</b>	Created to develop and coordinate the emergency medical services in Virginia, the Board shall be made up of rescue squads and other agencies from each of the counties: Madison, Fluvanna, Louisa, Albemarle, Greene, Charlottesville and Nelson. The Board establishes regional EMS protocols, grades and ranks Rescue Squad Assistance Fund applications, develops regional EMS training/continuing education programs, and acts as a liaison between the region and State.
<b>Reports To</b>	Fluvanna ESC reports to County Administrator.
<b>Membership</b>	One member appointed by the Board to represent the local government.
<b>Appointed By</b>	BSO
<b>Term</b>	2 years
<b>Meeting Schedule</b>	Odd months, with additional meetings in Oct. and April for RSAF grant review. Annual meeting held in May.
<b>Meeting Location</b>	At their offices in Charlottesville
<b>Contact</b>	Fluvanna County Emergency Services Coordinator, (434) 591-1910
<b>Other Info</b>	



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Name	<b>THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)</b>
<b>Requirement</b>	<p>Planning District Commissions promote the efficient development of the physical, social, and economic policies of all districts by assisting local governments to plan for the future. Planning District Commissions were established by the General Assembly in 1969. Presently, there are 21 PDCs and Regional Commissions in Virginia. They are made up of elected officials and citizens appointed by local governments. All 21 PDCs have joined to create the Virginia Association of Planning District Commissions. The purpose of the Planning District Commissions is to encourage and facilitate regional solutions to problems of area-wide significance. This cooperation recognizes regional opportunities and the importance of regional influences in planning and implementing public policies and services.</p>
<b>Purpose</b>	<p>The Thomas Jefferson Planning District Commission is directed by a twelve-member board, consisting of two representatives appointed by each local governing board, more than half of whom are local elected officials. The Commissioners have varied backgrounds and currently serve on various boards and committees in the region. Meeting monthly, they provide direction and oversight for TJPDC activities.</p>
<b>Reports To</b>	
<b>Membership</b>	<p>One elected official and 1 citizen representative from each governing body within the district.</p>
<b>Appointed By</b>	
<b>Term</b>	<p>2 years with no restrictions</p>
<b>Meeting Schedule</b>	<p>Monthly on the 1st Thursday at 7:00 pm</p>
<b>Meeting Location</b>	
<b>Contact</b>	<p>TJPDC, (434) 979-7310</p>
<b>Other Info</b>	




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<b>Name</b>	<b>THOMAS JEFFERSON WATER RESOURCES PROTECTION FOUNDATION</b>
<b>Requirement</b>	Founded by the TJSWCD in 2003, it is governed by its own Board of Directors who are appointed by the local governing bodies of Albemarle, Fluvanna, Louisa and Nelson Counties, the City of Charlottesville and by the TJSWCD Board of Directors.
<b>Purpose</b>	provide the resources to ensure that the District will be able to meet the long term administrative and custodial duties of holding easements in perpetuity.
<b>Reports To</b>	
<b>Membership</b>	John Easter from Fluvanna County is the current Associate Director of the TJSWCD.
<b>Appointed By</b>	BSO
<b>Term</b>	4 years
<b>Meeting Schedule</b>	Quarterly in Jan, Apr, Jul, and Oct on the 3 <sup>RD</sup> Wednesday, with extra meetings, as needed
<b>Meeting Location</b>	
<b>Contact</b>	Executive Director, (434) 975-0224
<b>Other Info</b>	



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Name	VIRGINIA ASSOCIATION OF COUNTIES (VACo) LEGISLATURE CONTACT
<b>Requirement</b>	VACo sprang from an initiative of the counties themselves in 1930.
<b>Purpose</b>	The objectives of this organization shall be to (a) foster cooperation and unity of purpose on the part of the counties of the Commonwealth; (b) facilitate an exchange of views, experience, policies and practices between the officials of these counties and county officials serving in other states; (c) encourage the counties to operate on a more efficient and businesslike basis; (d) cooperate with the officers of the State and Federal government to improve the general conditions of the government and people of the counties; (e) advocate legislation in the interests of the counties; (f) engage in activities designed to strengthen, preserve and promote local self-government in the counties; and (g) disseminate information and provide good will and public relations on behalf of the counties.
<b>Reports To</b>	
<b>Membership</b>	Each County has one voting member, from the Board of Supervisors.
<b>Appointed By</b>	
<b>Term</b>	
<b>Meeting Schedule</b>	
<b>Meeting Location</b>	
<b>Contact</b>	
<b>Other Info</b>	Counties are assessed for membership dues annually on a per capita basis.



# COUNTY OF FLUVANNA

*“Responsive & Responsible Government”*

P.O. Box 540  
 Palmyra, VA 22963  
 (434) 591-1910  
 Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

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Updated: March 21, 2016

<b>Name</b>	<b>YOUTH ADVISORY COUNCIL (YAC)</b>
<b>Requirement</b>	Advisory Council created by Fluvanna County Board of Supervisors on April 7, 2004.
<b>Purpose</b>	Serve as liaison between organized groups concerned with youth, specifically the Board of Supervisors and the younger citizens of the county. They provide education to the public regarding youth-serving agencies and available services. They assist in the development and monitoring of short and long range planning for children and youth within the County.
<b>Reports To</b>	
<b>Membership</b>	Nine members from the following areas: 1 from Parks and Recreation, 1 from the Fluvanna Library, 1 from Extension, 1 from the Board of Supervisors, 1 from the County (Jackie Meyers), 1 from the School Board, 1 parent (presented to and chosen by the Board of Supervisors) and 2 students. The 2 student positions will always be open over the summer, with selections being made at the start of school in the following fall.
<b>Appointed By</b>	BOS (Students reps by the School System)
<b>Term</b>	2 years with no limitations
<b>Meeting Schedule</b>	Monthly on the 1st Monday at 7:00pm
<b>Meeting Location</b>	Fluvanna County Public Library
<b>Contact</b>	CSA Program Manager, (434) 591-1910
<b>Other Info</b>	<a href="#">BYLAWS</a>