



# COMMONWEALTH of VIRGINIA

Commission

on the

*Virginia Alcohol Safety Action Program (VASAP)*

Senator Richard H. Stuart  
Chairman

Angela D. Coleman  
Executive Director

## QUARTERLY BOARD MEETING

Friday, December 6, 2024

Senate Room A

General Assembly Building

201 N. 9th Street

Richmond, VA 23219

11:30 am

AGENDA

- I. CALL TO ORDER /INTRODUCTIONS  
Senator Richard H. Stuart, Chairman
- II. APPROVAL OF MINUTES
- III. LEGISLATIVE REVIEW  
Mr. Christopher Morris
- IV. ENHANCEMENT TO VASAP CASE MANAGEMENT SYSTEM  
Ms. Shelby Edwards  
Mr. Glen Miller
- V. UPDATE TO CAPITAL AREA ASAP  
Ms. Loren "Ashley" Cole
- VI. EXECUTIVE DIRECTOR'S REPORT  
Ms. Angela D. Coleman
- VII. EXECUTIVE SESSION
- VIII. 2025 MEETING DATES  
March 28  
June 6  
September 19  
December 5
- IX. ADJOURNMENT

### Members:

Senator Richard H. Stuart, Chairman  
Mr. John Saunders, Vice Chairman  
Senator Scott A. Surovell  
Delegate James A. "Jay" Leftwich, Jr.  
Delegate Patrick A. Hope  
Delegate Rae C. Cousins  
Delegate Atoosa R. Reaser  
The Honorable George D. Varoutsos  
The Honorable Mary Jane Hall

The Honorable Gino Williams

Ms. Margaret Steele

Ms. Pat Eggleston

Ms. Krystal Hulette

Ms. Loren "Ashley" Cole

### Staff:

Ms. Angela D. Coleman, Executive Director

**COMMISSION ON VASAP  
QUARTERLY MEETING**

September 13, 2024

Minutes

Attendance:

Commission Members:

Senator Richard H. Stuart, Chairman  
Mr. John L. Saunders, Vice Chairman  
Senator Scott A. Surovell  
Delegate Patrick A. Hope  
Delegate James A. Leftwich, Jr.  
Delegate Rae C. Cousins  
The Honorable George D. Varoutsos  
The Honorable Gino W. Williams  
Ms. Margaret Steele  
Ms. Krystal Hulette  
Ms. Loren Ashley Cole

Teleconference:

Delegate Atoosa R. Reaser  
The Honorable Mary Jane Hall

Absent:

Ms. Pat Eggleston

Commission Staff

Ms. Angela Coleman, Executive Director  
Ms. Rosario Carrasquillo  
Ms. Shelby Edwards  
Mr. Glen Miller  
Mr. Christopher Morris  
Ms. Charlene Motley

Office of the Attorney General

Ms. Janet Baugh

### **Time and Place**

The quarterly meeting of the Commission on Virginia Alcohol Safety Action Program (VASAP) was conducted in Senate Room A at the General Assembly Building in Richmond, Virginia on September 13, 2024, at 10:00 a.m.

Senator Richard H. Stuart, Chairman, presided and called the meeting to order at 10:01 a.m. Ms. Angela Coleman, Executive Director, called roll of the Commission Members. A quorum was present.

### **Approval of the Minutes**

Senator Scott A. Surovell moved, and Mr. John L. Saunders, Vice Chairman, seconded the motion that the minutes from the June 7, 2024, Commission meeting be approved. All were in favor; none opposed.

### **2024 VASAP Inaugural Leadership Program Presentation**

Ms. Angela Coleman shared that in 2020 the ASAP program lost a lot of experienced ASAP directors either through retirement or resignation. Ms. Coleman shared that there was a lack of leadership talent and staff ready to move into the leadership role when needed and because of this, a VASAP leadership program was introduced. Ms. Coleman provided a background of how the leadership program was developed and thanked Ms. Rosario Carrasquillo, VASAP Special Programs Technician, for all her hard work for spearheading the leadership program and creating the curriculum. Ms. Coleman reported that 5 participants in this year's leadership program had been promoted.

Ms. Bridget Mullins and Ms. Amanda Profitt presented to the Commission on what they learned during the Leadership Program. Senator Stuart complimented them on their ability to adapt and overcome and congratulated them on the completion of the program.

Senator Stuart, Ms. Coleman, and Ms. Carrasquillo presented the leadership awards to:

Michelle Anderson – Court Community Corrections ASAP

LaVeice Farrell – Southeastern Virginia ASAP

Ciara Lindsey – Peninsula ASAP  
Nancy Mayer – John Tyler ASAP  
LaNeisha McMiller Smith – Tri River ASAP  
Bridget Mullins – Old Dominion ASAP  
Amanda Proffitt – Central Virginia ASAP  
Tamara Pugh – Chesapeake Bay ASAP

### **Capital Area ASAP Certification Update**

Ms. Coleman reported that at the June Commission meeting, the Commission voted to grant Capital Area ASAP conditional certification until the next Commission meeting. Ms. Coleman stated that the action plan submitted by Mr. Hatcher Johnson, Capital Area ASAP Director during the last commission meeting is not a viable action plan.

Ms. Coleman reported that over 350 staff hours by Commission staff and John Tyler ASAP staff have been put into reviewing Capital Area ASAP cases since the June meeting. The review resulted in several issues, the most concerning being that 140 clients had completed their ASAP requirements, but their ASAP completion date had not been updated in the DMV system. Ms. Coleman advised that Commission staff and John Tyler ASAP staff upon finding cases that need action have been making the appropriate corrections. Ms. Coleman reported that there are still about 1,000 more cases that need to be reviewed.

Ms. Coleman reported that she attended the John Tyler ASAP Policy Board meeting last night. There was discussion regarding John Tyler ASAP assuming Capital Area ASAP's jurisdictions. She went on to report that the groundwork has already been laid and that there are two office spaces at DMV that the Commission is in the process of furnishing. These offices are on the bus line and clients will have the option to go there or to the John Tyler ASAP Henrico office location. John Tyler ASAP Policy Board, during their policy board meeting, advised they are willing and able to assume Capital Area ASAP's jurisdictions immediately, if needed.

Ms. Coleman reported that a financial audit was requested for Capital Area ASAP. The audit revealed that payroll taxes and retirement contributions in the amount of \$78,000 have not been paid. The auditor also noted a lack of bank reconciliations.

Ms. Coleman stated the Commission pays an independent auditor once a year to audit the books of the local ASAP offices.

Ms. Coleman reported that she was informed by Mr. Hatcher Johnson that the City of Richmond provided a grant to Capital Area ASAP in the amount of \$100,000. Capital Area ASAP will have the funds to make those past due retirement contributions and pay the past due payroll taxes. Ms. Coleman reminded the Commission that Capital Area ASAP still owes back rent.

Ms. Coleman stated that these significant problems continue to validate what has been said in the past, that this program cannot operate independently.

Ms. Coleman recommended to the Commission that Capital Area ASAP's program certification be revoked.

Ms. Coleman stated there is already a system in place so that those clients will not be impacted. Ms. Coleman stated that the Capital Area ASAP Policy Board and the Capital Area ASAP Director still retain the responsibility of all financial requirements related to the program. Mr. Johnson is aware that it is their responsibility to ensure that these requirements are met.

The Honorable Gino W. Williams moved, and Mr. Saunders, seconded the motion that Capital Area ASAP's certification be revoked effective today. All were in favor; none opposed.

The remaining Capital Area cases will be supervised by John Tyler ASAP.

## **Legislative Review**

### **Court Waivers**

Ms. Charlene Motley, VASAP Field Services Supervisor, reported on the concerns brought up in previous Commission meetings by some ASAP directors regarding the waiver of ASAP fees by the courts. Ms. Motley reported that ASAP Directors provided the Commission with court waivers for their jurisdictions for fiscal year 2024. After review of the numbers, Ms. Motley found that less than 1% of fees were waived. As the overall impact is minimal and is not a widespread issue, Ms. Motley stated that ASAP directors are encouraged to engage directly with their judges and recommended that legislative is not needed to address the issue.

### **House Bill No. 774**

The Commission on VASAP was asked to study the impact of House Bill 774 which states “any county, city, or town, or any combination thereof, that has established and operates an alcohol safety action program pursuant to this section and supplements fees collected for the program pursuant to this subsection by more than 33 percent annually in order to fully fund the program may charge a local administrative fee of no more than \$100 to each person entering such program under the provisions of this section.”

After review of the bill, Mr. Christopher Morris, VASAP Special Programs Coordinator, stated it is concerning that based off where a client lives they could be required to pay more than someone in another jurisdiction for the same services.

Mr. Morris reported that he reached out to the Virginia Municipal League who advised commission staff that not all municipalities want to raise fees. Mr. Morris provided an overview of inflationary data and stated that an increase in fees related to ASAP can be detrimental to local families.

Senator Stuart asked if the author of the bill, Delegate Herring, had been advised we were going to discuss her bill.

Ms. Coleman responded that she had sent an email to Delegate Herring's staff and has not yet heard back but that she will continue to provide them with the opportunity to weigh in and welcomes that discussion.

Senator Stuart stated he believes the Commission should leave the topic open to allow Delegate Herring an opportunity to present her side of the bill if she is inclined to do so.

#### Installation of Interlock Prior to Conviction

Mr. Morris reported that Senator Surovell reached out to commission staff about the possibility of installing an interlock device prior to conviction. Mr. Morris spoke on that and listed benefits such as highway safety and the court's ability to see interlock data leading up to the client's court date. Mr. Morris stated if allowed, this would be on a voluntary basis. Mr. Morris reported he had discussions with Oklahoma, Kansas and Kentucky regarding their practices. Kansas and Kentucky allow for the interlock to be installed ahead of conviction. Senator Stuart asked if ASAP would still monitor the device, Mr. Morris stated yes.

Senator Surovell reported he attended a conference in Louisville, KY where there was a discussion on giving people credit for interlock with an early enrollment and he believed it warranted a discussion in Virginia. Senator Stuart agreed as the whole idea is public safety. Senator Surovell will draft a bill for the Commission to review for the next meeting.

#### Executive Director's Report

Ms. Coleman presented the Executive Director's report.

#### 2024 VASAP Training Conference

Ms. Coleman reported that there were 175 attendees at this year's training conference including representation from the Commission. Ms. Coleman highlighted a few well received sessions to include the Judge's Panel, the ASAP Case Manager's Roundtable and Ms. Margaret Steele's presentation on Mental Health in the Workplace. Ms. Coleman spoke on the positive reviews received. Judge Williams shared that he thought the conference was wonderful, Mr. Saunders and Ms. Steele also shared positive remarks about the conference.

### Interlock Summary Report

Ms. Coleman shared with the Commission that the interlock summary report was updated to include numbers from the previous years to show trends.

### Financial Audit

Ms. Coleman commended Charlene Motley for her hard work regarding the financial aspects of the office to include our most recent financial audit on September 4, 2024. The audit was clean, without findings nor suggestions making this another successful audit for the Commission on VASAP.

### Allocation of Funds

Mr. Christopher Morris spoke on this year's plan for allocation of funds. Mr. Morris reported that last year there were several bills introduced in the General Assembly that spoke on waiving the ASAP fees. Mr. Morris presented a plan that commission staff believes could prevent that need for the foreseeable future. Last year, the distribution of funds to local programs resulted in the ability to retain services to 16 jurisdictions that would have otherwise been without. It also resulted in higher salaries, an increase in employee retention and provided IT assistance.

Mr. Morris introduced a new system that would compare the needs of each program to all the other programs in the state. This system will focus on "Runway Time" which is how long an ASAP can operate with zero revenue. Mr. Morris reported that currently the average is 4.1 months, and the goal is to increase that to 12 months for reach program. Under the new allocation process, funds will be distributed according to need so that each program is able to meet that 12-month goal. Once the program makes the goal, they are removed from the list for next year. By removing them, it allows for more funds to go to programs who have not yet met the 12-month goal. Arlington ASAP and Fairfax ASAP are not included.

Mr. Morris indicated that the intention is to allocate all the funds to the programs, with the exception of \$100,000, which will be set aside for program financial auditing.

Ms. Coleman clarified that the funds will only be disbursed after they are received by the VASAP office.



**2024 Meeting Date**

December 6

Senator Saunders expressed gratitude to Ms. Coleman for her remarkable 35 years of dedicated service. He highlighted her exceptional leadership, which is recognized nationally and thanked her for all she has contributed. Senator Stuart praised Ms. Coleman and the VASAP program in Virginia, noting that when legislators receive calls from constituents facing challenges, there has never been a situation that Ms. Coleman and her staff have not successfully resolved. Her hard work is truly appreciated.

**Adjournment**

Delegate Patrick A. Hope moved, and Delegate Rae C. Cousins seconded, that the meeting be adjourned. All were in favor; none opposed. There being no further business, Senator Stuart, Chairman adjourned the meeting at 11:00 am.

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Senator Richard H. Stuart, Chairman



# COMMONWEALTH of VIRGINIA

Commission

on the

*Virginia Alcohol Safety Action Program (VASAP)*

Senator Richard H. Stuart  
Chairman

Angela D. Coleman  
Executive Director

November 21, 2024

The Honorable Scott A. Surovell, Chairman  
Senate Courts of Justice  
34<sup>th</sup> Senatorial District  
P.O. Box 289  
Mount Vernon, Virginia 22121

Re: House Bill 774

Dear Chairman Surovell:

Attached, please find the response to your request to study the subject matter of House Bill 774 which was continued for a year to assess the impact of the proposed change to permit municipalities to charge an administrative fee to each person entering the program.

This response includes a summary of the data, our conversation with a representative from the Virginia Municipal League and finally our recommendations should the bill be presented during the 2025 legislative session. In final preparation of the report, we had a preliminary discussion with the staff from Delegate Herring's office and as requested by the Commission at its meeting on September 13, 2024, extended the invitation to Delegate Herring to attend the meeting on December 6, 2024, for further discussion.

Please contact me if there are questions or additional information is required.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Angela D. Coleman'.

Angela D. Coleman  
Executive Director  
Commission on VASAP

Cc: Delegate Charmiele Herring

# Comprehensive Report on House Bill 774

## 1. Introduction

**Bill Number and Title:** House Bill 774

**Summary:** House Bill 774 proposes to amend § 18.2-271.1 of the Code of Virginia, allowing municipalities that fund more than 33% of the annual budget for an Alcohol Safety Action Program (ASAP) to charge an additional local administrative fee of up to \$100 to clients entering the program. This bill aims to provide municipalities with a means to recover some of the costs associated with supporting ASAPs.

## 2. Purpose and Rationale

**Objective:** The primary objective of HB774 is to empower municipalities that significantly fund ASAPs to levy an additional fee on clients to help recover operational costs.

**Rationale:** The rationale behind this bill is rooted in the financial challenges faced by municipalities that provide substantial funding to ASAPs. Given that ASAPs are offender fee-based and do not receive state tax dollars, the additional fee is intended to mitigate the financial burden on municipalities and ensure the sustainability of these vital programs.

## 3. Details of the Bill

**Key Provisions:**

- Clients convicted of specific alcohol-related offenses are required to enter an ASAP.
- The court imposes a participation fee of \$250-\$300 on clients.
- Municipalities that contribute over 33% of the program's budget can charge an additional \$100 administrative fee.
- The additional fee is aimed at covering the supplementary funding provided by the municipalities.

## 4. Financial Implications

**Current Funding Breakdown:**

- ASAPs do not receive any state tax dollars and are 100% offender fee-based unless they receive funding from municipalities or from the state Virginia Alcohol Safety Action Program office.
- The Virginia Alcohol Safety Action Program office provides funding when needed and may distribute up to approximately \$800,000 to the 20 local ASAPs in the upcoming fiscal year.

**Municipality Support:**

- **Southside ASAP:** Receives \$5,000-\$10,000 per jurisdiction each year from Prince Edward County, Buckingham, Halifax, and Mecklenburg.
- **Peninsula ASAP:** Receives a total of \$135,000 from municipalities to include Hampton (\$25,000), Newport News (\$26,000), Williamsburg (\$29,000), Poquoson (\$5,000), James City County (\$25,000), and York County (\$25,000).
- **Rockingham-Harrisonburg ASAP:** Receives \$20,000 each from Harrisonburg and Rockingham.

- **Fairfax ASAP:** Receives almost \$1,000,000 per year in municipality funding.
- **Arlington ASAP:** Receives almost \$500,000 from Arlington and \$11,500 from Falls Church.
- **Rappahannock ASAP:** Alexandria City provides \$100,000 annually.

#### **Program Costs:**

- Detailed budget breakdowns indicate that the major expenses for ASAPs include salaries, benefits, administrative fees, communication services, and capital expenses.

#### **Commission on VASAP Support:**

- The Commission on VASAP, which provides regulatory oversight of the local programs, has developed case management platforms at no cost to the local programs to increase efficiencies and decrease costs.
- The Commission on VASAP has merged multiple programs to reduce operational costs and avoid raising fees on citizens of the Commonwealth. The number of programs has been reduced from 24 to 20.
- The Commission on VASAP has reduced the allowable state share of fee by Virginia Code owed by local programs to the state office from 10% to 3% since 2005.

## **5. Stakeholder Analysis**

**Municipalities:** Municipalities generally support the bill as it provides a mechanism to recover costs and ensure the continued support of ASAPs. Without the additional fee, municipalities may face budgetary constraints impacting their ability to fund these programs adequately.

**Citizens:** Citizens have expressed concerns about the additional financial burden, especially given the current inflationary environment. However, provisions for fee waivers for indigent clients are in place to mitigate the impact on those unable to pay the additional fee.

## **6. Inflationary Environment**

#### **CPI and PPI Reports:**

- **Consumer Price Index (CPI):**
  - The CPI for All Urban Consumers (CPI-U) declined 0.1 percent in June 2024, after being unchanged in May. Over the last 12 months, the all items index increased 3.0 percent before seasonal adjustment.
  - The index for gasoline fell 3.8 percent in June, following a 3.6 percent decline in May. The energy index fell 2.0 percent over the month.
  - The index for food increased 0.2 percent in June, with food away from home rising 0.4 percent and food at home increasing by 0.1 percent.
  - The all items less food and energy index rose 0.1 percent in June, with increases in shelter, motor vehicle insurance, household furnishings, medical care, and personal care.
  - Over the last 12 months, the all items index rose 3.0 percent, with a 3.3 percent increase in all items less food and energy, and a 1.0 percent increase in the energy index.
- **Producer Price Index (PPI):**
  - The PPI for final demand advanced 0.2 percent in June 2024, following no change in May and a 0.5 percent increase in April. On an unadjusted basis, the index for final demand rose 2.6 percent for the 12 months ended in June.

- The rise in final demand services by 0.6 percent was offset by a 0.5 percent decrease in final demand goods.
- Prices for final demand less foods, energy, and trade services were unchanged in June, with a 3.1 percent increase over the last 12 months.

In review of the US Bureau of Labor Statistics "Price Changes: January 2000 to June 2024" data chart (attached), which provides a comparison of the percentage change in prices for selected US consumer goods and services, as well as wages, over the period, the following key findings were identified:

### **Key Findings:**

- 1. Significant Price Increases (More Expensive):**
  - **Hospital Services:** Increased by 256.0%
  - **College Tuition and Fees:** Increased by 187.9%
  - **College Textbooks:** Increased by 158.1%
  - **Childcare and Nursery School:** Increased by 139.3%
  - **Medical Care Services:** Increased by 135.9%
  - **Average Hourly Wages:** Increased by 118.5%
  - **Housing:** Increased by 100.2%
  - **Food and Beverages:** Increased by 96.8%
- 2. Price Changes around Overall Inflation:**
  - **Overall Inflation:** 84.9%
- 3. Moderate Price Increases:**
  - **New Cars:** Increased by 24.3%
  - **Household Furnishings/Operations:** Increased by 15.8%
  - **Clothing:** Increased by 1.1%
- 4. Significant Price Decreases (More Affordable):**
  - **Cellphone Services:** Decreased by 41.6%
  - **Computer Software:** Decreased by 73.5%
  - **Toys:** Decreased by 73.8%
  - **TVs:** Decreased by 97.9%

### **Impact on Population:**

- 1. Healthcare and Education:**
  - The significant increase in hospital services, college tuition and fees, and medical care services indicates a substantial rise in the cost of healthcare and education. This can lead to increased financial strain on individuals and families, especially those without adequate health insurance or savings for education.
- 2. Childcare and Housing:**
  - The rise in childcare and nursery school costs, along with the increase in housing prices, affects families with young children and those seeking stable housing. This may contribute to financial stress and impact decisions regarding family planning, work-life balance, and home ownership.
- 3. Wages vs. Inflation:**
  - Although average hourly wages have increased by 118.5%, which is above the overall inflation rate of 84.9%, the rise in essential services such as healthcare and education suggests that wage growth may not fully offset the increased living costs, particularly for middle and lower-income families.

#### 4. Consumer Goods:

- The decline in prices for items like cellphones, computer software, toys, and TVs highlights technological advancements and increased affordability in consumer electronics. This can improve quality of life and access to technology, though it does not fully mitigate the rising costs in other essential areas.

#### 5. Economic Disparities:

- The varied inflation rates across different sectors suggest economic disparities where certain essential services are becoming less affordable, while non-essential consumer goods are becoming cheaper. This can widen the gap between different socioeconomic groups, with lower-income households disproportionately affected by rising costs in healthcare, education, and housing.

The inflationary data can be viewed both in supporting and not supporting HB774. In support of HB774, many goods and services have increased in price drastically since 2000 where the ASAP fee has remained stagnant. On the other hand, due to the dramatic increase in prices for many goods and services, an increase in fees related to ASAP could be detrimental to lower income individuals and families.

### 7. Comparative Analysis

**Similar Legislation:** A review of similar legislation in other states shows that administrative fees for court-mandated programs are common and generally effective in providing necessary funding for these programs. The effectiveness and sustainability of these programs improve with additional funding mechanisms.

### 8. Other Considerations

**Legal Compliance:** HB774 aligns with existing provisions for charging fees related to court-ordered programs and includes measures to ensure compliance with legal standards.

**Ethical Concerns:** The bill does not include a provision for a waiver or reduction of the \$100 administrative fee, ensuring equitable access to services regardless of financial status (see recommendations below).

### 9. Implementation and Enforcement

#### Steps for Implementation:

- Municipalities need to establish guidelines for implementing the additional fee (see recommendations below).
- Clear communication strategies should be developed to inform clients about the fee and waiver options.
- Unlike the ASAP fee, there is no provision for waiver of this \$100 fee by the courts (see recommendations below).

**Enforcement:** Mechanisms for fee collection and handling non-compliance need to be put in place to ensure the smooth operation of the additional fee system (see recommendations below).

## 10. Data and Statistics

**Program Participation:** Historical data on the number of clients entering ASAPs annually helps in projecting future participation and revenue from the additional fee. In FY2024, 43,947 clients were serviced by local ASAPs throughout the Commonwealth, an increase over 41,894 in FY2023 and 42,387 in FY2022.

**Revenue Projections:** Based on historical client numbers, the projected revenue from the additional \$100 fee will contribute significantly to covering municipal costs. For example, Fairfax's annual budget for the upcoming fiscal year approximates 1,250 court referrals into their program. This equates to approximately \$125,200 in administrative fees to be collected by Fairfax City if all clients were from their jurisdiction reducing the financial impact to that municipality.

## 11. Impact Analysis

### HB774 Impact on Clients

If HB774 is passed, the immediate financial impact on clients will be the additional \$100 administrative fee. However, the long-term benefits include sustained or improved program quality, increased availability of services, enhanced operational efficiency, and better client outcomes. The recommended inclusion of full or partial, fee waivers ensures that indigent clients are not excluded from the program, promoting equity and access. Overall, the passage of the bill can lead to more effective and sustainable ASAPs, contributing to public safety and community well-being. Passage of the bill may result in more municipalities providing funding to local programs providing funds for technological advances, client services, and a reduction in recidivism rates. If the bill is not passed, clients of ASAPs may avoid the immediate burden of an additional \$100 fee. However, the long-term impacts could include higher overall costs, reduced program quality and availability, and potential negative effects on public safety and recidivism rates. The lack of additional funding may exacerbate disparities in access to services based on local funding capacities, potentially impacting the most financially vulnerable clients the hardest. Without adequate funding, ASAPs may struggle to provide comprehensive and effective support, leading to poorer outcomes for clients and communities.

### HB774 Impact on ASAPs

The impact on ASAPs solely depends on passage of HB774 leading to more funding from their municipalities. In many areas, municipalities do not contribute to their local programs. If passage of HB774 does not lead to increased funding by municipalities, there will be no impact on ASAPs, negative or positive. If passage of HB 774 does lead to increased funding by municipalities to their local programs, positive impacts include the provision of additional revenue leading to enhancing program quality and services, improving operational efficiency, and supporting long-term sustainability. The additional funds will enable ASAPs to better serve their clients and communities, contributing to reduced recidivism rates and improved public safety. Passage of the bill may encourage other municipalities to begin funding their programs which will lead to improved ASAP budget stability, expanded services, a reduction in recidivism rates and opportunities for program growth. However, careful management of fee waivers and balancing costs with client needs will be crucial to ensure the successful implementation of the bill's provisions. There is a concern that in areas where the additional \$100 municipality fee is charged, that the courts may elect to waive the \$300 ASAP fee which is a permissible act by the Virginia Code. This could be detrimental to the financial solvency of the local programs.

## **HB774 Impact on Municipalities**

Passage of HB774 will have a positive impact on municipalities by providing a mechanism to recover some of the costs associated with funding ASAPs. The additional \$100 fee will reduce the financial burden on municipalities, improve budget stability and planning, and support the long-term sustainability of ASAPs. Enhanced program support and operational efficiencies will contribute to improved public safety and community well-being. However, effective communication and management of fee waivers will be essential to address public concerns and ensure equitable access to services. If HB774 is not passed, municipalities will continue to face significant financial burdens in funding ASAPs. This could lead to budget instability, reduced program quality, and increased operational inefficiencies. The lack of additional revenue from the \$100 fee may force municipalities to divert resources from other essential services, seek alternative funding sources, and make difficult budgetary decisions. The overall impact on community safety and public perception could be negative, with potential increases in recidivism rates and alcohol-related offenses. The largest concern, is that failure to pass HB774 may result in municipalities who currently provide substantial financial support to their programs, ending their support and leaving citizens in the Commonwealth without mandated services. Municipalities will need to carefully manage these challenges to ensure the continued operation and effectiveness of ASAPs.

### **How ASAPs Will Handle Funding Gaps if HB774 is Not Passed**

If HB774 is not passed, Alcohol Safety Action Programs (ASAPs) will face funding gaps due to the lack of additional revenue from the proposed \$100 administrative fee. Here are the potential strategies and impacts on how ASAPs might handle these funding gaps:

#### **1. Increase Existing Fees**

ASAPs may increase current participation fees to cover the shortfall. This approach would directly impact all clients, raising the cost of participation:

- **Pros:** Provides an immediate source of additional revenue.
- **Cons:** Increases the financial burden on clients, which may lead to reduced participation or difficulty for indigent clients to afford the program.

#### **2. Seek Additional Municipal Funding**

ASAPs could request additional funding from municipalities to fill the gap:

- **Pros:** Maintains current client fees and spreads the financial burden across the community.
- **Cons:** Puts additional strain on municipal budgets, which may already be stretched, and may not be feasible for all municipalities, especially those with limited financial resources.

#### **3. Reduce Program Costs**

ASAPs might look to cut costs internally to manage the funding shortfall:

- **Operational Efficiency:** Implementing more cost-effective practices and utilizing technology to streamline operations.
- **Staff Reductions:** Reducing staff hours or positions to lower salary expenses.
- **Program Cuts:** Reducing the number of services or programs offered, which could impact the quality and comprehensiveness of interventions.



## **Impact on Clients and Services:**

- **Reduced Quality:** Lower staff levels and fewer resources can decrease the quality of service provided to clients.
- **Limited Services:** Essential services might be cut, affecting the overall effectiveness of the program in reducing recidivism and promoting rehabilitation.

## **4. Apply for Grants and External Funding**

ASAPs could seek grants and other external funding sources from state and federal programs, as well as private foundations:

- **Pros:** Diversifies funding sources and potentially secures significant financial support.
- **Cons:** Grant application processes are competitive and time-consuming, and funding is not guaranteed. Grants often come with specific conditions and may not be flexible enough to cover all operational costs.

## **5. Increase Volunteer Involvement**

Enhancing the role of volunteers to support program operations could help mitigate costs:

- **Pros:** Reduces the need for paid staff and engages the community in supporting the program.
- **Cons:** Volunteers may not have the same level of training or commitment as paid staff, potentially affecting program quality and consistency.

## **6. Leverage In-Kind Support**

ASAPs can seek in-kind support from local businesses and community organizations, such as office space, supplies, and services:

- **Pros:** Reduces direct expenses and builds community partnerships.
- **Cons:** In-kind support may not be consistent or reliable and may not cover all essential needs.

## **7. Consolidate Programs Further**

Following the precedent of merging multiple programs to reduce operational costs, further consolidations might be considered:

- **Pros:** Reduces administrative overhead and improves resource allocation.
- **Cons:** Consolidation may lead to longer travel distances for clients and reduced access to localized services.

## **8. Revenue Share**

There is currently in excess of \$5,500,000 in cash on hand combined among all 20 local programs providing an opportunity for revenue sharing amongst all programs.

- **Pros:** Provides well run programs, that are incurring financial difficulties, to provide the same level of services as more lucrative programs.

- **Cons:** Programs that have managed to build up their reserves through sound financial stewardship will see their cash on hand substantially reduced.

The challenge to revenue sharing is the willingness of local programs, and their policy boards, to share their cash on hand with other programs. Since the state does not currently have access to these funds, revenue sharing is dependent on willingness of the local programs. The Commission on VASAP does have the right, per the ASAP regulations, to collect all cash on hand in the field to ensure the financial solvency of the state-wide VASAP system.

## **9. Program Reserve Account**

Require local programs to submit a percentage of their collected fees on an annual basis to the state office to be held in a pooled reserve account for programs in financial need.

- **Pros:** Provides the state office with additional funding to be used to ensure programs across the Commonwealth remain solvent.
- **Cons:** Possible reduction of cash on hand amounts among the local programs throughout the Commonwealth.

If HB774 is not passed, ASAPs will need to adopt a combination of these strategies to handle funding gaps. Each approach has its advantages and drawbacks, and the effectiveness will vary based on the specific circumstances of each program and municipality. The overall impact may include increased costs for clients, reduced program quality, and potential challenges in maintaining comprehensive services, all of which could affect the long-term success and sustainability of the ASAPs.

## **12. Virginia Municipal League**

Commission staff met with the Virginia Municipal League to gather their insight. The Virginia Municipal League advised that some, but not all, municipalities were interested in instituting the \$100 fee on ASAP participants from their jurisdictions. The main feedback from the Virginia Municipal League focused on the Virginia Alcohol Safety Action Program being state-mandated and therefore should receive funding for shortages from state-appropriated funds.

## **13. Comprehensive Report Conclusion**

Benefits of the passage of HB774 include providing municipalities with the opportunity to recoup money they expend to local ASAPs which may lead to an increase in funding provided by municipalities who are already contributing and an increase in the number of municipalities willing to participate in the future.

Concerns with the passage HB774 include the increase of fees on citizens of the Commonwealth in an environment where the cost of living is already elevated, a fee that is unequal throughout all programs and based on where a citizen lives, and a high threshold for participation which leaves small to mid-sized municipalities without the ability to recoup fees.

Feedback from the Virginia Municipal League focused on the state funding shortfalls for ASAP since it is a state-mandated program. The Commission has taken multiple steps to avoid this scenario. The Commission on VASAP's distribution of revenues to local programs, based on need and performance, has been very effective in the retention of employees, the level of customer service provided, and the impact on highway safety. In

addition, the Commission on VASAP has merged underperforming programs, to include Piedmont, Valley, and Alexandria, to mitigate the financial impact on the statewide VASAP system. Runway equals the length of time that a program can continue to provide services based on a zero-revenue scenario. Currently, the average runway for all programs is 4.10 months. Including continued municipality support at current levels and Commission on VASAP financial support to local programs, the goal is to increase the runway time to 12 months over time. Since the program receives no state tax dollars, future funding goals to local programs by the state office is contingent upon maintaining current levels of ignition interlock revenues to the VASAP state office on a yearly basis and approval by the Commission on an annual basis. Decisions to fund on a yearly basis can be impacted by several factors to include, but not limited to, money collected by the VASAP state office, performance of local programs, prioritization of other financial needs and unforeseen circumstances.

The state share of fees owed by local programs to the state office was decreased to 3% several years ago, much lower than the 10% allowable per the Virginia Code. This was done to lessen the financial burden on local programs but leaves ignition interlock fees as the main source of revenue for the state office.

Commission staff had a conference call with the patron's staff on October 28, 2024, to provide a summary of our findings and answer any proposed questions. Per the Commission's request, an invitation was offered for the patron to attend the Commission meeting on December 6, 2024, to discuss HB774 with Commission members.

If the desire is to introduce HB774 this legislative session, we recommend the following changes:

- Incorporate a tiered system where municipalities that contribute 50% or more of a program's budgetary expenses (Alexandria, Arlington and Fairfax) are enabled to collect the full \$100 administrative fee. Municipalities that contribute 25% or more of a program's budgetary expenses are enabled to collect a \$50 administrative fee and municipalities that contribute 10% or more are enabled to collect a \$25 administrative fee. This strikes a balance between municipalities recouping some of their funding to programs and the financial burden placed on ASAP clients. In addition, lowering the threshold percentage for municipalities to collect the administrative fee, encourages non-participating municipalities, who would have otherwise been excluded, to participate and opens the door to small to mid-sized programs to be eligible.
- Include language that the municipality fee collected can only be charged to citizens in the program who reside in the jurisdiction of the municipality charging the fee.
- Add language on how the administrative fee is collected by the municipality. By having ASAPs send a quarterly list of client names and addresses to the municipality, the municipality can bill clients directly for the administrative fee. This is preferable over ASAPs collecting the administrative fee and sending a quarterly payment to the municipality, because in situations where the client fails to pay the administrative fee but pays the ASAP the \$400 ASAP fee, conflicts may arise where the municipality demands payment of their administrative fee from the client's ASAP fee payment.
- Include a provision to allow the courts to waive up to 50% of the administrative fee providing a balance between the municipalities' financial interests and the ability for indigent clients to receive equitable services.

## ENHANCEMENT TO VASAP CASE MANAGEMENT SYSTEM

### Case Manager



Case managers will be able to monitor the status of their caseload in real time. Visual indicators will help them track progress and ensure that program milestones are being achieved in alignment with case management operational guidelines.

### Program Director



ASAP directors will have real-time visibility into the status of all their case managers' caseloads. Visual indicators will provide an overview of progress, enabling directors to ensure that all milestones are being met according to operational guidelines across the entire team.

### Commission Staff



Commission staff will have real-time access to the status of all locations, providing a comprehensive overview of each ASAP location's performance.

# The Commission on VASAP

## Holiday Season

2024

As we embrace the festive spirit of the holiday season filled with joy, excitement, and celebrations, it is important to remember the potential risks associated with alcohol consumption during this time. While the season brings cheer, it may lead to an increase in alcohol-related incidents with life-altering consequences.

Reflecting on the 2023 Virginia Traffic Crash Facts, the statistics are a sobering reminder: 293 alcohol-related fatalities, 6,979 alcohol-related crashes, and 4,400 alcohol-related injuries. Each of these numbers represents a person—someone with loved ones—whose life has been forever changed by the impact of such events.

Our wish is for you and your loved ones to have a joyful and safe holiday season. To help ensure this, we urge you to plan ahead and make responsible choices. Consider choosing non-alcoholic beverages or, if you do choose to drink, make a commitment not to become another statistic. Prioritize a safe ride home, whether through a designated driver, rideshare service, or another transportation option.

It's essential to understand that alcohol-related crashes are not accidents; they result from poor judgment. By making responsible decisions, we can all contribute to a holiday season filled with joy, gratitude, and safety.

Please remember that your choices have a profound impact—not just on your own life, but on the lives of others as well. Never ride with an impaired driver, and never let someone who is impaired get behind the wheel. Together, we can ensure a safer and happier holiday season for all.

Wishing you a joyful, safe, and memorable holiday season!



# VASAP

VIRGINIA ALCOHOL SAFETY ACTION PROGRAM

## Training

Training	Date	Attendance
Budget & Write-off Training for Directors	10/31/2024, 11/13/2024	22
Instructor Portal Refresher	10/31/2024, 11/4/2024	16
Virtual Intake Process using ECM Messaging	11/6/2024, 11/7/2024	41
New Employee Certification Training for Directors	11/07/2024	16
Write Off Training for Staff	11/14/2024 11/15/2024, 11/19/2024, 11/20/2024	114
Interlock Report Training	11/21/2024	22



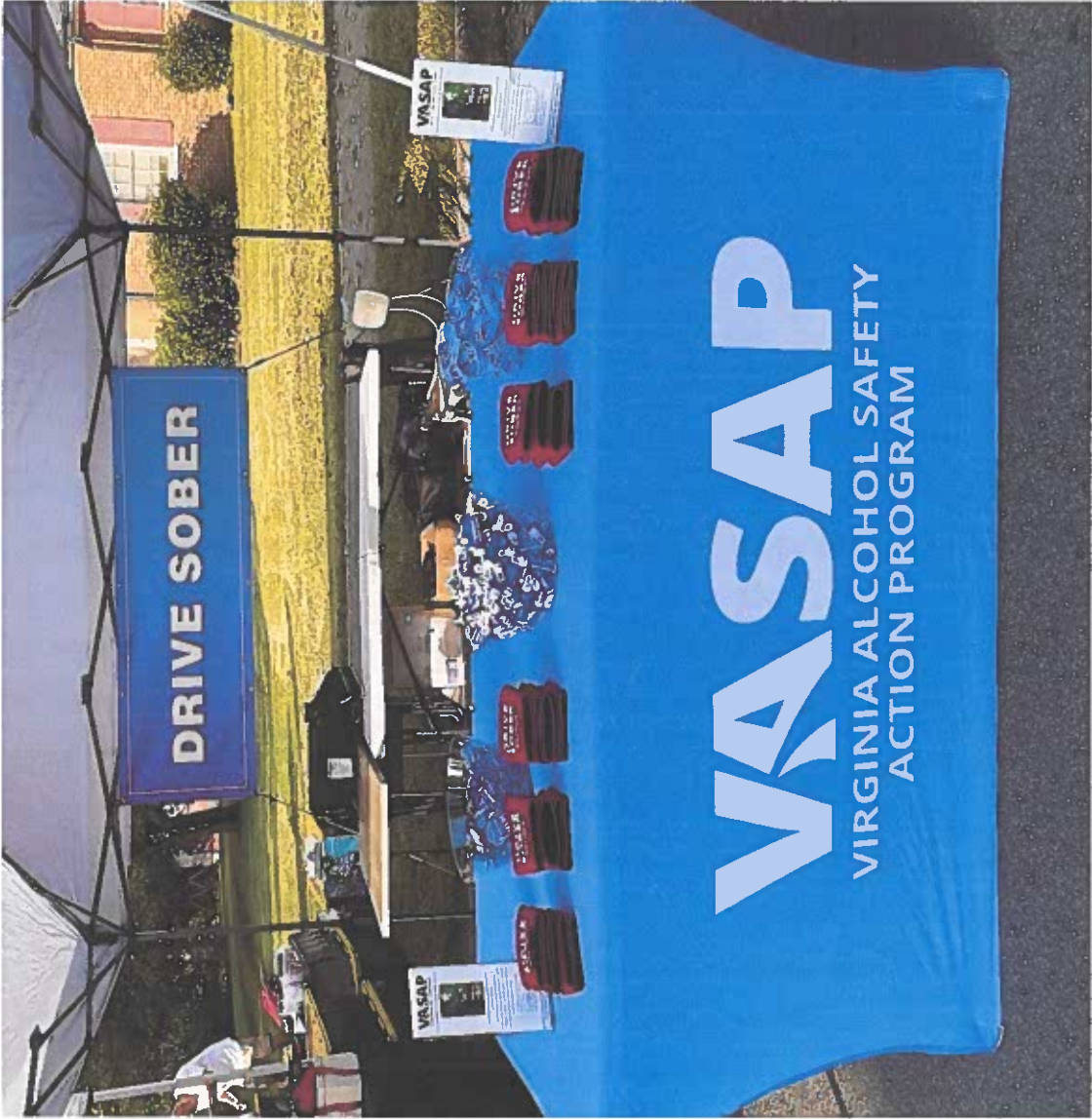
# VASAP

VIRGINIA ALCOHOL SAFETY ACTION PROGRAM









**VASAP**  
VIRGINIA ALCOHOL SAFETY  
ACTION PROGRAM

**DRIVE SOBER**

VASAP

VASAP







# P A R A D E



**VASAP**  
The Program to Help & Reduce Drinking

**DRIVE SOBER**  
Virginia Alcoholic Beverage Control Administration  
Action Program

Lancaster High School  
Red Devil Band

**POLICE**  
WEST POINT





# Ignition Interlock and Remote Monitoring Summary Report

ASAP Location	Interlock Current	Interlock Difference Prior Year	Remote Current	Remote Difference Prior Year
October 2024				
Alexandria ASAP	90	-18	0	0
Arlington ASAP	246	1	0	0
Bull Run ASAP	897	98	0	-1
Capital Area ASAP	0	-339	0	0
Central Virginia ASAP	313	29	10	8
Chesapeake Bay ASAP	1,009	41	1	0
Court Community Corrections ASAP	357	16	0	0
Dan River ASAP	171	25	2	1
District Nine ASAP	276	-20	1	1
Fairfax ASAP	627	-46	0	0
James River ASAP	330	74	1	0
John Tyler ASAP	1,525	415	16	13
Mount Rogers ASAP	146	27	1	1
New River Valley ASAP	290	49	13	-1
Old Dominion ASAP	577	143	1	1
Peninsula ASAP	641	17	12	0
Piedmont ASAP	0	-119	0	-1
Rappahannock Area ASAP	501	36	1	1
Rockingham/Harrisonburg ASAP	213	39	2	0
Southeastern Virginia ASAP	376	-36	0	0
Southside Virginia ASAP	223	125	3	-1
Southwest Virginia ASAP	83	18	0	0
Tri River ASAP	275	43	0	-1
Valley ASAP	128	-3	0	0
<b>Totals</b>	<b>9,294</b>	<b>615</b>	<b>64</b>	<b>21</b>

Date Printed: 11/20/2024

**The Commission on Virginia  
Alcohol Safety Action Program  
Quarterly Meetings  
2025**

**Date:**

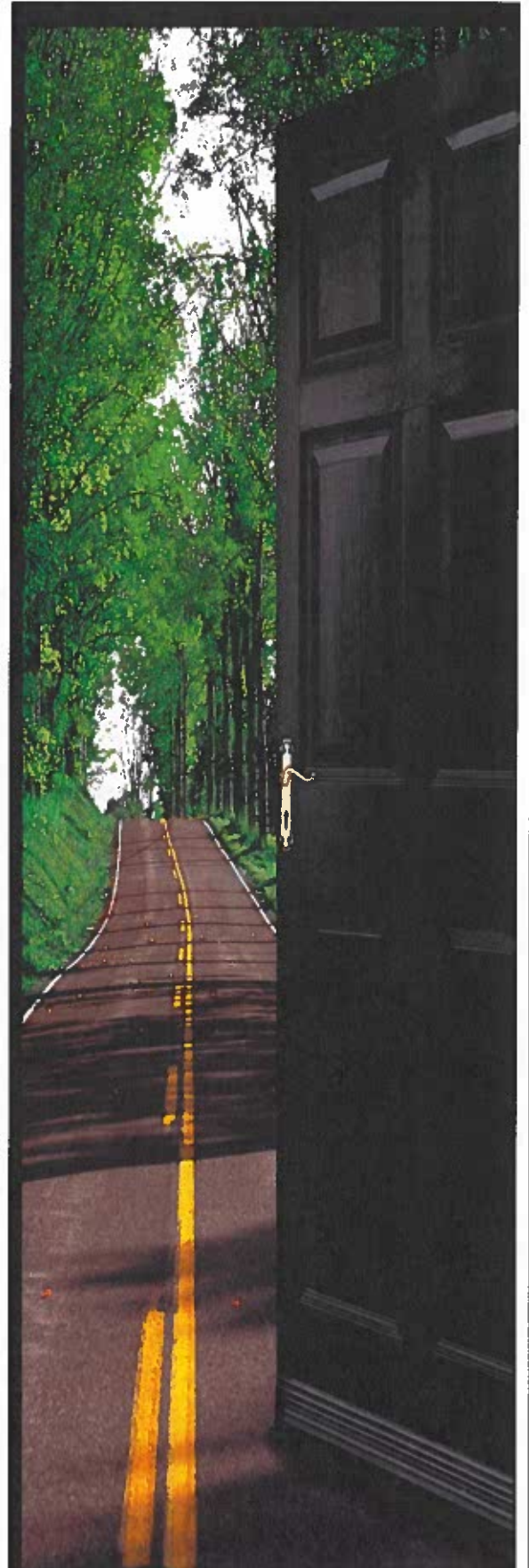
- **March 28<sup>th</sup>**
- **June 6<sup>th</sup>**
- **September 19<sup>th</sup>**
- **December 5<sup>th</sup>**

**Time:** 10:00 a.m.

**Location:**

To Be Determined

For additional information contact the Commission on VASAP office at 804-786-5895.



**VASAP** Your Doorway to Safe & Sober Driving  
VIRGINIA ALCOHOL SAFETY ACTION PROGRAM