

Action Item A-2

Approval – One-Time Staff Bonus Payment

Background:

The Virginia General Assembly has amended the FY 2026 State Budget (in HB 29) to provide support for a 2% bonus payment to CSB employees. The payment is to be made in June 2026 (House Bill 29, Item 469, Y.1). The new state funding is provided by formula, and generally only supports 30-33% of the cost of such payments. In the event the employer cannot match the state funding to implement the payment, those state funds are forfeited.

However, there are sufficient unspent regional and state funds (with some designated by the state for “workforce”) in the FY 2026 budget to support this one-time payment (bonus) to CBH staff. This includes funding allocated by the General Assembly to partially support this payment. CBH proposes the combination of these funding sources to support the following payment plan:

The methodology for this payment was developed with our Human Resources and Finance departments. It is intended to provide a meaningful impact for all employees by creating a “not less than” allocation strategy.

Methodology:

Payment is to be made to CBH staff as follows:

- PRN staff will receive \$500 (“take home” pay);
- Staff earning \$50,000 or less will receive \$1,000 (“take home”);
- The remaining funds will be distributed to other staff (at “take home” pay levels). This method also provides greater proportionate impact for lower-paid staff.
 - To maximize the benefit to employees, CBH will cover all FICA/fringe costs so employees receive the full amounts detailed above.
 - Payment to be made on employee 6/12/2026 paychecks.

- **COST OF PROPOSAL:** **\$247,282**

Recommended Motion:

That the Board approve the one-time bonus payment proposal at a cost not to exceed \$250,000.00, to be paid in June 2026.