

CUMBERLAND COUNTY FACILITIES COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
SEPTEMBER 7, 2017 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams
 Commissioner Jeannette Council
 Commissioner Larry Lancaster

OTHER COMMISSIONERS PRESENT:
 Commissioner Jimmy Keefe
 Commissioner Michael Boose

OTHERS PRESENT: Amy Cannon, County Manager
 Melissa Cardinali, Assistant County Manager
 Sally Shutt, Assistant County Manager
 Tracy Jackson, Assistant County Manager
 Rick Moorefield, County Attorney
 Jeffery Brown, Engineering & Infrastructure Director
 Vicki Evans, Finance Director
 Brenda Jackson, Department of Social Services Director
 Deborah Shaw, Budget Analyst
 Heather Harris, Budget Analyst
 Jim Richter, ServiceSource
 Stephanie Schroeder, FTCC
 Candice White, Clerk to the Board
 Kellie Beam, Deputy Clerk to the Board
 Press

Commissioner Glenn Adams called the meeting to order.

1. APPROVAL OF MINUTES – AUGUST 3, 2017 FACILITIES COMMITTEE
 REGULAR MEETING

MOTION: Commissioner Lancaster moved to approve the minutes as presented.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

2. PRESENTATION ON COUNTY GROUP HOME FACILITIES

BACKGROUND:

The Group Care Program addresses issues and other identified problems by providing youth & their parents or caregivers with a 24-hour program designed to strengthen their relationships. Right Track (boys) and Safe Landing (girls) Group Homes were created in Cumberland County through the use of Juvenile Crime Prevention Council, state/federal foster care and county funds to assist in addressing these needs in the community. The target population is youth aged 13-17 years and their families. The program works closely with Juvenile Court Counselors, Juvenile Assessment Centers, Mental Health professionals, DSS, Schools, Communicare and NC Department of Juvenile Justice affiliated programs. Both group homes are Community Based Alternative facilities, licensed by NC Department of Health and Human Services. The goal of the presentation is to discuss the effectiveness and efficiency of group home services and properties.

RECOMMENDATION/PROPOSED ACTION:

For information only. Proposed recommendations to be submitted at a future committee meeting(s).

Brenda Jackson, Department of Social Services Director, reviewed the background information and recommendation recorded above. Ms. Jackson provided the following presentation:

Overview of County Group Homes

Historical Perspective

- The Group Care Program addresses issues and other identified problems by providing youth and their parents or caregivers with a 24-hour program designed to strengthen their relationships.
- Right Track (boys) and Safe Landing (girls) Group Homes were created in Cumberland County through the use of Juvenile Crime Prevention Council, State/Federal Foster Care and County funds to assist in addressing these needs in the community.
- Both group homes are Community-Based Alternative facilities licensed by NC Department of Health and Human Services.
- Both group homes use the Goal Achievement Program (GAP) and Aggressive Replacement Training (ART) to work with at-risk youth who are referred to the program.
 - GAP is a behavior modification program that provides consequences or rewards based on positive and negative behaviors.
 - ART is designed to train adolescents to cope in an acceptable manner.
- Parents/caretakers and community service providers are encouraged to participate in all programs, medical appointments, school conferences, and be available for home visits.

- Target Population is youth aged 13-17 years and their families.
- The youth served are....
 - Those who have committed delinquent acts
 - At serious risk of entering the juvenile justice system
 - Runaways
 - At risk of gang activity
 - In need of out of home placement because of their home dynamics
- The program works closely with Juvenile Court Counselors, Juvenile Assessment Centers, Mental Health professionals, DSS, Schools, Communicare and NC Department of Juvenile Justice affiliated programs.
- The average annual cost to operate the group home is approximately:
 - Cost of Operations: FY 17-18
 - DPS/JCPC\$293,855
 - County (incl. State/Fed Rev sources, in-kind, match).....\$431,978
 - Total projected cost.....\$725,833

General Operations

Right Track Group Home (boys)

- Date Opened: March 14, 1979
- Lot Size: 1 acre
- Living Space: 2976 square feet
- Details: 3 bedrooms, 3 baths, 2 offices, full kitchen, dining & laundry room
- Outbuildings: detached garage and utility building

Safe Landing Group Home (girls)

- Date Opened: March 17, 1981
- Lot Size: 5.25 acres
- Living Space: 3,336 square feet
- Details: 4 bedrooms, 3 baths, 2 offices, 1 kitchen, 1 kitchenette, dining room, two car attached garage (624 square feet)
- Outbuildings: pool house with 2 bathrooms, kitchen & meeting area (760 square feet)

Support Services Team

- 1 Full Time Program Manager
- Teen/Delinquency Unit – 13 Total Positions
 - 2 – Full Time Social Work Supervisor III's
 - 11 – Social Workers III's
- Group Care Staff – 21 Total Positions
 - 1 – Full Time Social Work Supervisors III for group care and independent living programs

- 1 – Full Time Group Care & Delinquency Court Social Worker
- 2 – Full Time Group Home Supervisors (one at each home for day-to-day operations)
- 10 – Full Time Youth Program Assistant;
- 7 – Part Time Hourly Cottage Parents (on-call)

Group Care Staff are responsible for:

- 24-hour, 7 day a week care, including holidays.
- Administering the GAP & ART programs.
- Social Work Service ex. child & family team meetings, parent training, and visitations.
- Utilization of community resources ex: Juvenile Justice, Communicare, Court, Schools.
- After-care for up to one year after discharge.
- Day-to-day operations of the facility including meal prep, housekeeping, supervision, transportation.
- Providing outside programs and extra curriculum activities; such as group cookouts, amusement parks, beaches, historical sites and college tours.

Current Challenges

Over the past year there has been a decline in the number of referrals received for group care placements for girls. There is an average of two youth in the girl's group home per month. Challenges include:

- Placement of girls usually involves runaway behaviors including those involved in human trafficking.
- Under utilization of large property consisting of a separate pool house with a kitchen, two bathrooms and great room.

While the boy's group home referrals have averaged 4-6 referrals Challenges include:

- Court order placement of youth who don't meet the criteria to stay at the group home due to need for higher level placement services as a result of mental health needs.
- Increased need for emergency placement of non-delinquent DSS foster children.
- Youth with history of aggressive/destructive behavior.
- Need for repair/updating the current septic system. Estimated cost \$10,000 to \$15,000.

Risk Factors

Failure to re-evaluate and take action within the upcoming fiscal year will result in....

- The inability to maintain two single sex facilities in an efficient manner, both operationally and fiscally due to the decline in utilization of the girls group home.
- Increased financial needs to change the current operation of both facilities.

- Inability to address the increased need for emergency placements in the county for DSS foster children.
- Increased licensing and/or MCO requirements to change one facility to a unisex Level III or Emergency home.
 - Having no 24-hour, 7 day a week community alternatives facility in Cumberland County to serve at-risk youth and their parents caregivers.

Future Operations

Next Steps....

- Currently exploring options for changes to address the challenges while improving effectiveness and efficiency of the properties.
- Work involves consultation with County Management, Juvenile Crime Prevention Council, District Court, County Engineering & Infrastructure, NC DHHS-Licensing Unit and Alliance Behavioral Health.
- Recommendations will be submitted to Cumberland County Board of Commissioners through the committee structure.
- Fiscal Year 2017-2018 will be an exploration/transition year and upon approval from all stakeholders propose implementation in Fiscal Year 2018-2019.

Questions and discussion followed. Ms. Jackson stated this item is for information only and recommendations will be brought back to the Facilities Committee at a later date. No action taken.

3. CONSIDERATION OF SUBLEASE REQUEST FROM SERVICESOURCE TO FTCC

BACKGROUND:

ServiceSource is a 501(c) (3) nonprofit organization that leases property owned by Cumberland County located at 600 Ames Street. This property consists of multiple buildings located on a 12.96-acre tract. This organization provides employment, training, habilitation and support services to individuals with disabilities. ServiceSource entered into a ten-year lease with Cumberland County in April of 2012. ServiceSource leases the property for one dollar per year but is responsible for maintenance, improvements and utilities for the property. ServiceSource representatives have been approached by Fayetteville Technical Community College (FTCC) about utilizing the parking area between the metal and wood shop for parking and teaching truck driving. FTCC has also requested to use a portion of the sewing room as a training and storage area.

Paragraph #16 of the lease states: "Assignment: This Lease may not be assigned or subleased in whole or in part without the prior approval of the Cumberland County Board of Commissioners." Therefore, this request is being presented to the Facilities Committee for consideration. ServiceSource representatives have stated that they will

not be charging rent, but utilities and maintenance if needed. ServiceSource representatives will be present during the meeting to answer any questions that the Committee may have.

RECOMMENDATION/PROPOSED ACTION:

The Engineering & Infrastructure Director and County Management recommend that the Facilities Committee approve ServiceSource's request to allow Fayetteville Technical Community College to utilize space located at 600 Ames Street for truck parking and training and forward it to the Board of Commissioners for its consideration at their September 18, 2017 meeting.

Jeffery Brown, Engineering & Infrastructure Director, reviewed the background information and recommendation as recorded above.

Jim Richter, ServiceSource, and Mr. Brown discussed the location and specifics of the request to allow FTCC to use space at 600 Ames Street. Questions and discussion followed.

MOTION: Commissioner Council moved to recommend to the full board approval of ServiceSource's request to allow Fayetteville Technical Community College to utilize space located at 600 Ames Street for truck parking and training.

SECOND: Commissioner Lancaster

VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF BID APPROVAL PROCESS FOR APPROVED CIP FINANCE PROJECTS

BACKGROUND

The Engineering & Infrastructure Department's protocol is to place the consideration of construction contracts on the Facilities Committee agenda and then forward them to the full Board of Commissioners for approval unless there are project deadlines that may necessitate going directly to the full Board of Commissioners.

The Engineering & Infrastructure Director requests that CIP projects that are part of the installment financing plan go directly to the full Board of Commissioners for approval of construction contracts if the timing for approval does not align with the scheduled Facilities Committee meetings. Our department's goal will be to move as many projects through our committee process as possible.

In addition, our Department feels that quarterly updates on CIP projects will be necessary to keep the Facilities Committee abreast of the status of the projects. This will provide staff an opportunity to discuss any changes in scope and provide scheduled updates for all projects.

RECOMMENDATION/PROPOSED ACTION:

The Engineering & Infrastructure Director along with County Management recommend that the Facilities Committee consider allowing requests for CIP projects that are part of the installment financing plan go directly to the full Board of Commissioners for approval of construction contracts if the timing for approval does not align with the scheduled Facilities Committee meetings.

Mr. Brown reviewed the background information and recommendation as recorded above. Mr. Brown stated the goal is to still bring all bid approvals directly to the Facilities Committee but this is just for the rare exceptions when the timing does not align with a scheduled meeting. Commissioner Keefe stated when something like this is passed the case by case basis becomes normal protocol over time. Commissioner Adams stated criteria could be set to do it on an emergency basis.

Commissioner Adams recommended that in the event CIP projects that are part of the installment financing plan do not have enough time to go through the approval process at a scheduled Facilities Committee meeting that a special Facilities Committee meeting be called to consider approval of the construction contract. The consensus of the Facilities Committee was to follow Commissioner Adams recommendation.

Mr. Brown stated moving forward he plans to provide a quarterly update to the Facilities Committee on capital improvement items to keep the board informed of the status of those projects.

5. UPDATE ON THE OVERHILLS PARK WATER AND SEWER DISTRICT SEWER CONSTRUCTION PROJECT

BACKGROUND

The Board of Commissioners (BOC) accepted and awarded the contract to construct the sanitary sewer system for the Overhills Park Water and Sewer extension at their August 1, 2016 meeting contingent upon Local Government Commission and USDA approval. The USDA approved the contract on October 26, 2016; therefore the Notice to Proceed (NTP) was not issued until November 14, 2016 giving Park Construction a substantial completion date of November 14, 2017. Construction of the project is approximately 75% complete with all the main sewer lines and manholes having been installed except for the lines on E. Manchester Road.

However, a delay is expected involving the sewer mains on E. Manchester as a redesign is necessary to avoid an existing 36-inch pressurized sewer force main that transfers

sewer from Fort Bragg to Harnett County. The only option at this point is to reroute the sewer mains and obtain easements for six properties along the new route.

Staff has met with the Legal Department to discuss the process to acquire the easements needed to provide sewer service to the six (6) properties on the east end of East Manchester. Once the easement plats are received from the design engineer, we will work diligently to obtain the necessary easements. If the easements can be secured in a timely manner and no other issues arise, the revised substantial completion date is January 23, 2018 with a revised completion date of February 22, 2018.

RECOMMENDATION/PROPOSED ACTION:

No action needed, this is for informational purposes only.

Mr. Brown reviewed the background information and recommendation as recorded above. Discussed and questions followed. Mr. Brown stated this item is for information only. No action taken.

6. OTHER ITEMS OF BUSINESS

No other items of business.

MEETING ADJOURNED AT 9:43 AM.