

CUMBERLAND COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 4, 2012 – 9:00 AM  
117 DICK STREET, 1<sup>ST</sup> FLOOR, ROOM 118  
REGULAR MEETING  
MINUTES

PRESENT: Commissioner Marshall Faircloth, Chairman  
Commissioner Jeannette Council  
Commissioner Kenneth Edge  
Commissioner Charles Evans  
Commissioner Billy King  
Commissioner Ed Melvin  
James Martin, County Manager  
Amy Cannon, Deputy County Manager  
James Lawson, Assistant County Manager  
Rick Moorefield, County Attorney  
Sally Shutt, Communication and Strategic Initiatives Manager  
Jon Soles, Multimedia Specialist  
Randy Beeman, Emergency Services Director  
Jeffery Brown, Engineering and Infrastructure Director  
Thanena Wilson, Community Development Director  
Howard M. Lloyd, Sheriff's Office Budget Officer  
Buck Wilson, Public Health Department Director  
Rodney Jenkins, Public Health Department Assistant Director  
Kristine Wagner, Transportation Coordinator  
Candice White, Clerk to the Board  
Kellie Beam, Deputy Clerk to the Board  
Press

ABSENT: Commissioner Jimmy Keefe, Vice Chairman (arrived during closed session)

Chairman Marshall Faircloth called the meeting to order.

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Edge provided the invocation followed by the Pledge of Allegiance to the American Flag.

Employee Recognition: Kristine Wagner, Transportation Coordinator  
Planning and Inspections Department

Chairman Faircloth called on James Martin, County Manager, who stated it was an honor to recognize Kristine Wagner, Transportation Coordinator, who knows her customers well. Mr. Martin stated in March, Ms. Wagner recognized that an eighty-three year old wheelchair-bound veteran in Hope Mills was in danger and needed assistance beyond transportation. Mr. Martin stated Ms. Wagner's quick actions enabled the veteran to receive medical attention and link up with "Veterans Empowering Veterans" agency which helped prevent the veteran from being evicted

from his home. Mr. Martin stated Ms. Wagner later helped the veteran find an agency to assist with his budget and housing issues. Mr. Martin Ms. Wagner's performance exemplified the county's core value of excellent customer service and contributed to two county goals: a safe and healthy community by providing needed services to citizens in a timely manner, and employing motivated, well-trained personnel who offer excellent customer with PRIDE. Mr. Martin presented the Excellent Employee Award to Ms. Wagner as well as an Excellent Employee Traveling Trophy and a paid time-off voucher for four hours.

Chairman Faircloth congratulated Ms. Wagner on behalf of the Board of Commissioners.

James Martin, County Manager, requested the addition of a closed session for an economic development matter pursuant to NCGS 143-318.11(a)(4) as Item 9.B.

1. Approval of Agenda

MOTION: Commissioner King moved to approve the agenda to include the addition of Item 9.B. as requested.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (6-0)

2. Consent Agenda

- A. Approval of minutes for May 11, 2012 Special Planning Session Meeting, May 17, 2012 Special Community Discussion Regarding Transit Meeting Minutes and the May 21, 2012 regular meeting
- B. Approval of Modification to Existing Professional Services Contractor for the Vander Sanitary Sewer Extension

BACKGROUND:

On October 6, 2011, Cumberland County was awarded a grant from The Golden LEAF Foundation in the amount of \$469,218 for the extension of a sanitary sewer line into the Vander community with the ability to serve civic organizations as well as businesses.

In January, the County sent out a Request for Qualifications (RFQ) for providing engineering services for the design of the system. After a comprehensive review, Morman, Kizer & Reitzel, Inc. (MKR, Inc) was selected as the design firm for the project and a contract was executed for a Not to Exceed (NTE) amount of \$59,500. A preliminary route for the sewer line was identified and forwarded to PWC for review. PWC proposed an alternative route due to the depth of the sewer line as well as the requirement that a portion of this line would have to be a low pressure system due to the inability of serving the identified customers with a gravity line. While the alternate route increases the cost substantially, it has the

ability to serve more residential customers as well as commercial businesses. PWC feels that the sewer line can be designed and constructed for less than \$1,000,000 and has agreed to make up the difference between the allocated grant funding and the total project cost as long as it does not exceed \$1,000,000. The County and PWC are in the process of executing a Memorandum of Understanding outlining each agency's roles responsibilities for the project. Since the route of the proposed sewer line has changed, the majority of the design work that has been completed up to this point will not be useful. MKR, Inc has submitted a revised price based on the new alignment and their fee has increased to an amount NTE \$142,038.01.

**RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director and County Management recommend that the Board of Commissioners modify the existing contract with MKR, Inc. for an amount NTE \$142,038.01 to complete the scope of services as outlined in Exhibit A of the original contract executed on February 15, 2012. The proposed action by the Board of Commissioners is to follow the staff recommendation.

**C. Approval of Public Swimming Pool Call-back Fee.**

**BACKGROUND:**

The Environmental Health staff visited a total of 93 pools for the month of April and May. Of those pools, they have denied permits to a total of 43 or approximately half. Due to the number of repeat visits to these pools, in some cases three (3) visits, it would be beneficial to other pools waiting on their permits that those pools be penalized for not having their pools ready for inspection at the time they request a permit. The certified pool operators are well informed to have the pool in complete compliance before calling for a permit. This fee is being imposed in other counties and has been a benefit to the Environmental Health staff to operate in a timely manner.

The repeat visits are costly to our department:

- Employee time
- Travel
- Mileage
- Paper work

Environmental Health continues to strive to be efficient and serve the public to the best of its ability.

**RECOMMENDATION/PROPOSED ACTION:**

Approve the fee as requested.

**D. Approval of Request to Set a Minimum Fee of \$10 for the Adult Health Primary Care Clinic at the Cumberland County Public Health Department**

**BACKGROUND:**

At the Board of Health meeting on November 15, 2011, the Board voted to set a minimum fee of \$10.00 for all patients being seen at the Adult Health Primary Care Clinic effective July 2, 2012. This minimum fee will be charged to all patients in addition to any fees charged based on the patient's household income sliding fee scale. This will enable the Health Department to empower our patients as stakeholders in their healthcare while attempting to recoup a small portion of clinical costs for patient visits that typically are charged out at more than \$400.00 per visit. The Health Department will implement signage in the agency lobby, patient waiting rooms, examination rooms, and advertise this change in the Fayetteville Observer newspaper, the Accento Latino newspaper, and request a Public Service Announcement through the County's Public Information Office if approved.

**RECOMMENDATION/PROPOSED ACTION:**

Management requests to have this item placed on the next County Commissioners' meeting agenda for their approval to set the fees as stated below:

SERVICE PROVIDED	CURRENT FEE	PROPOSED FEE
AH CLINIC MINIMUM FEE	\$0.00	\$10.00

- E. Approval of the Cumberland County Juvenile Crime Prevention Council Contracts Representing Funding Allocations for July 1, 2012 through June 30, 2013

**BACKGROUND:**

The Cumberland County Juvenile Crime Prevention Council annually submits the JCPC Program Contacts to the Board of Commissioners for approval prior to submitting to the State office. The contracts represent the funding allocations for FY2012-2013.

Program Name	Current DJJDP Funding	Current County Matching funds	FY 12.13 DJJDP funds requested	Change in DJJDP request	County Cash requested for match FY 12.13	Local Program Cash as a portion of match	Program Inkind as a portion of match	Other Program Cash	Total Program Budget Per Request	FY 12.13 Rec. BOC (DJJDP \$\$\$)	FY 12.13 Rec. County Cash match
JAC	271,947	87,232	251,750	(20,197)	87,232		29,790	124,075	492,847	251,750	87,232
Find A Friend	59,813	9,657	150,175	90,362	9,657	18,548	19,547		197,927	59,813	9,657
C.C. Group Care	293,855	158,620	293,855	0	158,620	234,473	158,220		845,168	293,855	158,620
Fay/CC Restitution	83,536	12,152	86,545	3,009	12,152	12,151	1,000		111,848	83,536	12,152
Teen Court	53,936	20,495	59,457	5,521	20,495	960	17,136		98,048	53,936	20,495
Families & Courts Together		25,414	139,921		25,414		13,234	7,000	165,335	139,921	25,414
Coordinator Budget		56,734		0	56,734				56,734		56,734

Administrative Budget	15,500		15,500	0					15,500	15,500	
Unallocated funds	0		0	0					0	20,197	
Totals	778,587	370,304	997,203	218,616	370,304	266,132	238,927	131,075	2,003,641	918,508	370,304

Projected  
County  
funds for  
FY 12.13

\$370,304

(At the request of County finance, this includes the required county funding from "org 4366" to match foster care board funding.)

Projected  
2012.13  
DJJD  
allocation

\$918,508

#### RECOMMENDATION/PROPOSED ACTION:

The Juvenile Crime Prevention Council recommends approval of the JCPC DJJD/County Funding requests for FY2012-2013.

#### F. Approval of Declaration of Surplus County Property and Authorization to Accept Insurance Settlement

##### BACKGROUND:

DATE OF ACCIDENT May 14, 2012  
VEHICLE 1998 Ford Ranger  
VIN 2FTYR14U5WTA34230  
FLEET # SW34  
DEPARTMENT Solid Waste  
SETTLEMENT OFFER \$4,412.03  
INSURANCE COMPANY Travelers

This is a total loss settlement offer.

#### RECOMMENDATION/PROPOSED ACTION:

Management recommends that the Board of Commissioners:

1. Declare the vehicle described above as surplus
2. Authorize the Risk Manager to accept \$4,412.03 as settlement
3. Allow Travelers Insurance to take possession of the wrecked (surplus) vehicle.

#### G. Approval of Declaration of Surplus County Property and Authorization to Purchase a New No-Till Grain Drill for the Cumberland Soil and Water Conservation District

##### BACKGROUND:

The Cumberland Soil and Water Conservation District purchased a No-Till Grain Drill in 2004. The drill has been rented to farmers and landowners as an incentive

to plant crops using the best management practice of no-till method. Since 2004, the rental of this equipment has produced revenue of \$49,314.49 with minimal expenses incurred. The Cumberland Soil and Water Conservation District is requesting the Board of Commissioner's consideration of declaring the currently owned John Deere Model 1590 No-Till Grain Drill as surplus and to sell on GovDeals with a reserve price of \$15,000, and is requesting authorization to purchase a new comparable No-Till Grain Drill at a cost of approximately \$32,000 to \$35,000. The current rental history shows that this purchase can generate over \$30,000 of gross revenue over a five-year period.

**RECOMMENDATION/PROPOSED ACTION:**

Management recommends approval of declaring the currently owned John Deere Model 1590 No-Till Grain Drill as surplus property and authorization to purchase a new 10-Ft No-Till Grain Drill with an approximate cost of \$35,000 and to approve the associated budget revision regarding this request.

- H. Approval of Sale of Surplus County-Owned Real Property Acquired by Tax Foreclosure: Lt 4 Riverpoint Rev. 4241 Riverpoint Drive – PIN: 0454-51-1431; Grays Creek Township

**BACKGROUND:**

On or about January 1, 2009, the County acquired by tax foreclosure the above property. The amount currently owed on the foreclosure judgment including interest and costs for the property is \$4,024.00. Carnell Sowell has offered to purchase the County's interest in the property for \$4,024.00 and has deposited \$402.40 in the Finance Office. The tax value of the property is \$16,500.00. This property is surplus to the needs of the County and, according to N.C.G.S. §153A-176 and N.C.G.S. §105-376, the County has the authority to sell such property. Management has reviewed this offer and it is now being submitted for the Board to consider whether or not to accept Mr. Sowell's bid. The property has been advertised and this office has not received any upset bids. The bid period is now closed.

**RECOMMENDATION AND PROPOSED ACTION:**

That the Board of Commissioners consider whether to accept the offer of Carnell Sowell to purchase the above property for the sum of \$4,024.00, plus advertising and recording costs, and authorize the Chairman to execute a deed upon receipt of the balance of the purchase price.

- I. Approval of Sale of Surplus County-Owned Real Property Acquired by Tax Foreclosure: Lt 5 Alexander Carl Tims; 6861 Johnson Road – PIN: 0461-38-4173; Cedar Creek Township

**BACKGROUND:**

On or about January 6, 2011, the County acquired by tax foreclosure the above property. The amount currently owed on the foreclosure judgment including interest and costs for the property is \$3,402.97. Victoria White has offered to purchase the County's interest in the property for \$3,402.97 and has deposited

\$340.30 in the Finance Office. The tax value of the property is \$53,300.00. This property is surplus to the needs of the County and, according to N.C.G.S. §153A-176 and N.C.G.S. §105-376, the County has the authority to sell such property. Management has reviewed this offer and it is now being submitted for the Board to consider whether or not to accept Ms. White's bid. The property has been advertised and this office has not received any upset bids. The bid period is now closed.

**RECOMMENDATION AND PROPOSED ACTION:**

That the Board of Commissioners consider whether to accept the offer of Victoria White to purchase the above property for the sum of \$3,402.97, plus advertising and recording costs, and authorize the Chairman to execute a deed upon receipt of the balance of the purchase price.

**J. Approval of Payment of Past Year Invoice for Services Rendered to the Cumberland County Detention Center**

**BACKGROUND:**

The Cumberland County Detention Center has requested payment of the FY2010 invoice for services rendered by the North Carolina Department of Corrections for services in housing inmates from the county Detention Center. The total amount to be paid is \$2,526.50. The Detention Center has implemented procedures to prevent reoccurrence.

**RECOMMENDATION AND PROPOSED ACTION:**

Management is requesting approval for payment of the above invoice in the amount of \$2,526.50 and approval of budget revision B12-351.

**K. Budget Revisions:**

**(1) Fire Districts**

Revisions in the total amount of \$146,350 to increase contracts with fire districts (\$146,100) for additional revenue anticipated to earn and (\$250) for unanticipated refunds to taxpayers for remainder of fiscal year. (B12-338 and B12-343 thru B12-343I) Funding Source – Fire District Tax

**(2) Elections**

Revision in the amount of \$9,455 to recognize a grant from NC Board of Elections to reimburse 2012 Primary Elections coding costs. (B12-344) Funding Source – Grant

**(3) Social Services Other**

Revision in the amount of \$1,002,736 to budget additional Foster Care Board (\$501,000) and appropriate fund balance (\$501,736) to

fund projected expenditures. (B12-341) Funding Source – State, General Fund Fund Balance

(4) Retiree Health Insurance

Revision in the amount of \$250,000 to appropriate fund balance for projected claims and the year end “Incurred But Not Reported” estimate for the annual audit. (B12-342) Funding Source – Fund Balance Appropriated

(5) Group Health Insurance

Revision in the amount of \$1,300,000 to appropriate fund balance for projected claims and the year end “Incurred But Not Reported” estimate for the annual audit. (B12-340) Funding Source – Fund Balance Appropriated

(6) Workers’ Compensation

Revision in the amount of \$400,000 to appropriate fund balance for projected claims and the year end “Incurred But Not Reported” estimate for the annual audit. (B12-339) Funding Source – Fund Balance Appropriated

(7) School C.O. Category II – Equipment

Revision in the amount of \$500,000 to appropriate sales tax fund balance to budget additional capital outlay equipment for furniture for New Century Middle School (B12-346) Funding Source – Sales Tax Fund Balance Appropriated

(8) Health Department

South Central Partnership – Revision in the amount of \$1,000 to budget for funding from The North Carolina Public Health Incubator Collaborative. (B12-349) Funding Source – State

(9) Eastover Sanitary District/ESD Water Project Phase II

Revision in the amount of \$108 to reallocate budgeted expenditures and transfer the unspent balance of grant funds designated for interest payments from the ESD Water Project Phase II capital project to the Eastover Sanitary District General Fund. (B12-335 and B12-335A) Funding Source – Reallocation of budgeted Expenditures

(10) NORCRESS



Revision in the amount of \$25,000 to budget additional sewer revenue (\$13,641) and to appropriate fund balance (\$11,539) to increase the utilities budget to pay additional charges for sewer treatment. (B12-336) Funding Source – Fees and Fund Balance Appropriated

(11) Public Safety Other

Revision in the amount of \$180,000 to appropriate fund balance to cover projected expenditures for the Youth Detention Center for the remainder of the year. (B12-352) Funding Source – General Fund Fund Balance

(12) Juvenile Crime Prevention Council

Revision in the amount of \$7,000 to recognize additional State funding for the Intensive Services and Juvenile Court Outreach Level II programs. (B12-353) Funding Source – State

(13) Cooperative Extension

Revision in the amount of \$4,630 to recognize an NC State University grant for the “Youth & Families with Promise” program. (B12-350) Funding Source – Grant

MOTION: Commissioner King moved to approve all consent items 2.A. through 2.K.(13)

SECOND: Commissioner Council

VOTE: UNANIMOUS (6-0)

## ITEMS OF BUSINESS

### 3. Public Hearing on the FY 2012-2013 Annual Rural Operating Assistance Program (ROAP) Grant

#### BACKGROUND:

The NCDOT deadline for the county’s yearly application for ROAP funds is June 20, 2012. The required public hearing was advertised in the Fayetteville Observer on Monday, May 21, 2012 for the Board’s June 4, 2012 9:00 A.M. meeting. The application may be inspected at the Historic County Courthouse located at 130 Gillespie Street from 8:00 am to 4:00 pm, Monday thru Friday.

The ROAP Grant incorporates three parts of the Community Transportation Program, the Elderly and Disabled Transportation Assistance Program (EDTAP) allotment, the Employment Transportation Assistance Program (EMPL) allotment and the Rural General Public Program (RGP) allotment. The total awarded amount for the FY 2013 ROAP Grant is \$385,585. The breakdown of funding is as follows: EDTAP: \$144,825,

EMPL: \$120,792, and RGP: \$119,968. There is no local match required for the EDTAP or EMPL funds. RGP funds do require a 10% local match. A fare will be charged in order to cover the 10% local match.

**RECOMMENDATION/PROPOSED ACTION:**

Review the application and conduct a public hearing on June 4, 2012. Approve the FY 2013 application for ROAP grant funds.

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Kristine Wagner, Transportation Coordinator, presented the above background information.

Mr. Martin explained the Board of Commissioners' procedures for public hearings.

This is the duly advertised/noticed public hearing set for this date and time. Chairman Faircloth opened the public hearing.

The Clerk to the Board advised there were no speakers.

Chairman Faircloth closed the public hearing.

**MOTION:** Commissioner Edge moved to approve the FY 2013 application for ROAP grant funds.  
**SECOND:** Commissioner King  
**VOTE:** UNANIMOUS (6-0)

Commissioner King asked Ms. Wagner what had transpired since the May 17, 2012 special meeting last week in the Cedar Creek community. Ms. Wagner stated county staff attended a meeting with Randy Hume, Fayetteville Transit Director, and she is in the process of gathering additional information from contract transportation providers. Ms. Wagner stated an update will be provided to the Board of Commissioners at an upcoming meeting.

4. Presentation of Annual Communicable Disease Report and State of the County's Health Report and Approval of the Cumberland County Department of Public Health Strategic Plan

**BACKGROUND:**

The Annual Communicable Disease Report is required to identify current trends and statistics in Cumberland County. It also clarifies what is reportable to the State and the legal responsibilities of the Department of Public Health. The trends can then be addressed through prioritizing work plans and staff allocations. Externally, the information can be utilized by the community to align with strategies to produce healthier outcomes through education and resource management.

The Department of Public Health must submit a State of the County Health Report (SOTCH) in each of the intervening years that the Department of Public Health does not

conduct a Community Health Assessment (CHA). The local Department of Public Health is required to disseminate results of the most recent SOTCH to the Department of Public Health stakeholders (i.e. Board of Health, County Commissioners, Community Partners, and general populations).

The SOTCH report must:

- Review changes in the data that guided the selection of priorities
- Review current major morbidity and mortality data
- Identify emerging issues
- State progress made in the last year on selected priorities (in community action plans)

The strategic plan for the Department of Public Health is developed based on the review and analysis of the community health needs from the data gathered in the Community Health Assessment. Upon review of the Community Health Assessment, the Department of Public Health must use the information to set goals and objectives and use the community input where applicable. It should address all health priorities and factors that influence the health department's ability to improve health status by SWOT (Strength, Weakness, Opportunity, and Threats). It is important for the Department of Public Health to define the desired outcome for each topic, area, and goal or objective they have identified as a priority. Finally, the Department of Public Health must use collaboration with the community to implement these activities.

#### RECOMMENDATION/PROPOSED ACTION:

Accept presentation of Annual Communicable Disease Report and State of the County's Health Report as presented and approve the Strategic Plan as requested.

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Buck Wilson, Public Health Department Director, reviewed the above background information and stated presentation of the Annual Communicable Disease Report, State of the County's Health Report and Strategic Plan was required as part of the Public Health Department's accreditation. Mr. Wilson stated the Board of Health has approved the reports.

Mr. Wilson and Rodney Jenkins, Public Health Department Assistant Director, provided highlights of the Annual Disease Report contained herein as Attachment A, the State of the County's Health Report contained herein as Attachment B, and the Public Health Department's Strategic Action Plan 2012-2014 contained herein at Attachment C.

Chairman Faircloth opened the floor for questions.

Commissioner Council stated she would like to see closer collaboration with the hospital to keep people out of the emergency room, and she would like to see the Public Health Department differentiate its hours. Mr. Wilson stated he would place these items on the Board of Health's agenda because the department is looking for ways to collaborate and keep people out of the emergency room. Mr. Wilson referenced a survey of employees was conducted in 2010 with regard to late hours, and stated at that time, most of the

employees had daycare issues. Commissioner Council stated differentiated hours need to happen and perhaps informing employees early enough should be considered.

Mr. Wilson responded to additional questions; comments followed. Commissioner Evans spoke in favor of Commissioner Council's request for differentiated hours and collaboration with the hospital.

**MOTION:** Commissioner King moved to accept the Annual Communicable Disease Report and State of the County's Health Report as presented and approve the Strategic Plan as requested.

**SECOND:** Commissioner Melvin

**VOTE:** UNANIMOUS (6-0)

5. Update on the Cumberland County Strategic Plan by Sally Shutt, Communications and Strategic Initiatives Manager

**BACKGROUND:**

The Board of Commissioners approved the 2011-2012 Strategic Plan on April 19, 2011. Progress Reports were given on October 19, 2011, and during the Board's annual planning retreat on February 17, 2012.

**RECOMMENDATION/PROPOSED ACTION:**

For informational purposes only.

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Sally Shutt, Communications and Strategic Initiatives Manager, provided the following report for strategic achievements January through May, 2012.

**Goals, Objectives and Action Steps**

**GOAL 1:** Ensure a safe and healthy community by providing needed services to our citizens in a timely manner.

**Objective 1:** Assist with reducing youth crimes and gang involvement by providing youth development program opportunities.

**Action steps/outcomes:**

- CommuniCare received a three-year accreditation from the Center for Accreditation of Rehabilitative Facilities.
- Each library location targets specific programming to teens in the library's area. From January 1 to May 8, 2012, the library presented 190 programs targeted to teens, with an attendance of 3,838. Programming occurred inside the library and at outside venues such as schools and recreation centers.
- The library is seeking grants to improve its technology, material collection and programming targeted to teens.
- Six community 4-H Clubs continue to meet monthly.

**Objective 2:** Assist with efforts to reduce crime by repeat offenders.

Action steps/outcomes:

- Detention Center Expansion Project:
  - Plans have been approved by the state Departments of Insurance and Health and Human Services.
  - Once final approval has been received from the City of Fayetteville, the project can be bid and the pre-bid meeting and bid opening dates can be established.
  - Two outreach meetings for subcontractors were held, and the project was advertised in the newspaper in efforts to obtain local participation for the project.
  - The preliminary schedule is for the commissioners to award the construction contract at their August 6 regularly scheduled meeting.
- Animal Control hosts citizens assigned to Community Service. Since January 1, 2012, 11 people have assisted at the shelter.
- As of June 30, 2012, the Day Reporting Center will no longer be funded through the Criminal Justice Partnership Program, which was abolished through the Justice Reinvestment Act of 2011, and will cease to exist as a county department. The state is providing funding through the Treatment for Effective Community Supervision program and a competitive bid process for services. Offenders will be referred by their probation officer to services that include substance abuse, Cognitive Behavioral Intervention, and support services such as housing, education, and employment. Because the county's DRC is not a direct provider of services, it does not qualify as a TECS program.

**Objective 3:** Improve emergency response services to citizens.

Action steps/outcomes:

- Consolidated Computer-Assisted Dispatch (CAD) between the city and county went live on February 29, 2012. A multi-jurisdictional steering committee is in place, and weekly meetings are held between county and city IS departments.
- Bi-Directional Antennas were installed at DSS and Health Center. Project completed on April 26, 2012.
- Upgrade to FireHouse records management software for Cumberland County fire departments:
  - 40 laptops and mounts have been purchased and are being installed in volunteer fire vehicles
  - Software has been purchased.
  - Service level agreement between the Fire Chiefs' Association and county is being finalized.
- Emergency Services held a full-scale training exercise regarding weapons of mass destruction on May 22 and participated in a state medical needs shelter exercise on May 2.
- Full implementation of Chameleon software at Animal Control is allowing for more accurate reporting and tracking measures.
- Mental Health Study Committee on Crisis Services is looking at over-utilization of the Cape Fear Valley Emergency Room:

- On January 26, 2012, the LME participated in the Mental Health Study Committee meetings at Cape Fear Valley to begin the process of evaluating ways to address the over-utilization of the emergency room. Behavior health providers, advocates, county commissioners, law enforcement, DSS, Health Department, judges, and hospital representatives were among those who attended.
- Mental Health hosted two follow-up meetings on February 23 and March 8 to address crisis services in Cumberland County and participated in a March 15 meeting to review data on utilization of the Emergency Room.

**Objective 4:** Promote a healthy community by providing educational, health and human services programs and resources to citizens.

Action steps/outcomes:

- Animal Control assisted the Health Department with the annual rabies clinic during April. Rabies vaccinations were administered to 2,132 animals during the clinics.
- National County Government Month in April featured activities centered on “Healthy Counties, Healthy Families” theme.
- Project Homeless Connect, sponsored by the Cumberland County Continuum of Care on Homelessness, was held May 17. Community Development and several other county departments participated. County employees donated items to be distributed to the homeless population.
- Conservation education programs were presented by Soil and Water Conservation District to 2,381 students via: Soil Lessons for 1<sup>st</sup> and 3<sup>rd</sup> graders, Earth Day-Recycle programs, two Career Days and one Science Field Day.
- The Health Department provides Diabetes Self-Management Training to citizens who are referred by their medical providers. The goal is to help them better self-manage their diabetes and prevent its complications.
- The Employee Wellness Center is on track to open July 1.
- The NC FAST (Families Accessing Services through Technology) program will be fully implemented on July 1, 2012. In response, DSS is consolidating and centralizing Food and Nutrition Services on the third floor. Computer rooms have been identified on that floor to allow customers computer access to the on-line FNS application. Cumberland is one of eight counties to participate in State’s No Face-to-face Interview Pilot program beginning October 2012. Pilot will promote mail-in and computer automated application services for FNS services.
- The Board of Commissioners approved a request by Health Director and Board of Health to create smoke-free campuses at the Health Department, DSS and Historic Courthouse.
- The Fayetteville-Cumberland CIT steering committee reported that the program is one of the fastest growing in the state. Officers trained represent 15 law enforcement agencies.
- Cooperative Extension offered over 36 sessions of the Read Me a Story program in schools, day cares, etc. The program focuses on nutrition and reading. The Extension also provided a nine-week Steps to Health Nutrition Program at Pauline

- Jones Elementary School for students in Kindergarten, 2<sup>nd</sup> and 3<sup>rd</sup> grade. The program focuses on healthy eating and physical exercise.
- From January through April, the library presented 20 adult customer programs and 3 youth oriented customer programs related to health topics. Adult customer programming had total attendance of 278. Youth oriented programming had total attendance of 59. The library also conducted 7 programs on consumer issues. Total attendance for the consumer programs was 103. The library presented: Let's Talk about Long-term Care with Mid-Carolina Area Agency on Aging on March 21.
  - The library created a resource guide, "Community Resources for Those in Need," providing information on shelters, meal programs and food shelters, housing and other social service resources.
  - The library received a grant through the Cumberland Community Foundation allowing the library to partner with UNC and the Lineberger Comprehensive Cancer Center Foundation to provide free health screenings as part of the library's semi-annual Job Fair. The combined job fair and health screening event is scheduled for August 15, 2012. In addition to UNC and the Foundation, the library has arranged for Cape Fear Valley Health System and other local agencies to participate in the health screening process and to provide healthcare information.
  - The library participated as a partner and as venues for the North Carolina Science Festival, April 13-29, 2012. The programs promoted STEM (Science, Technology, Engineering and Math) education for all ages.
  - DSS held its annual Senior Health Fair on May 16.

**Objective 5:** Strengthen the County's green and energy-efficiency initiatives.

Action steps/outcomes:

- The library conducted three programs on the "green" topics.

**GOAL 2:** Provide adequate infrastructure consistent with orderly growth of a dynamic county.

**Objective 1:** Explore strategies to address the County's need for more office space, and ensure facilities are well-maintained.

Action steps/outcomes:

- Due to the focus that has been placed on the Detention Center Expansion and E. Newton Smith Center renovation, the inventory of all county facilities to determine usage, space availability, feasibility of retrofit, regulatory compliance and condition of infrastructure is 90 percent complete. Once the inventory is completed, then an assessment of space utilization and availability can be completed.
- The Engineering Department completed a Feasibility Study/Needs Assessment in February 2008. Since the completion of this report, various departments have

been relocated. This report needs to be updated based on the current location and current needs of all departments.

- E. Newton Smith Center renovations and improvements are on schedule for the building to be occupied by the Board of Elections and the Wellness and Pharmacy Staff by July 1.
- Winding Creek Annex HVAC renovations have been completed and the building is on schedule for Community Development to move in by the end of June.
- The Alphin House needs some modifications to comply with ADA regulations since the use is changing from residential to office. The Fort Bragg Regional Alliance has expressed interest in leasing this structure for their office space starting July 1. The County will have to install drops for computers and phones.
- Vander Sewer Extension Project: PWC proposed an alternate route other than the route proposed in the Golden Leaf grant application. The alternate route will provide the ability for citizens to connect to PWC Sewer. PWC has agreed to contribute toward the construction of the sewer line based on the increased cost and the Engineering & Infrastructure Department has verified with the Golden Leaf Foundation that changing the proposed route will not jeopardize any of the grant funding.

**Objective 2:** Improve transportation services in rural areas and promote expansion of van, rail and air systems.

Action steps/outcomes:

- Fayetteville Regional Airport's US Airways round trip direct flight to Washington, DC began March 25.
- A public meeting was held May 17 at Savannah Missionary Baptist Church in Cedar Creek to discuss transportation services in that area.
- The Fayetteville Area Metropolitan Planning Organization, Cumberland and Hoke Counties, Cities of Fayetteville and Raeford, and the Town of Hope Mills are developing a plan to address transportation and land use issues in southwestern Cumberland County and northeastern Hoke County. They are seeking public input via an online survey at [www.congestionplan.com](http://www.congestionplan.com). A draft plan is tentatively scheduled to be released by December 2012.

**Objective 3:** Increase gateway and other beautification efforts to create a more aesthetically appealing community.

Action steps/outcomes:

- Minimum Housing and zoning ordinance changes approved.
- Master Gardener volunteers gave over 425 volunteer hours for educating and consulting with the public about horticulture. Volunteers provided workshops to local organizations on gardening related topics.
- Cooperative Extension held Master Gardener training course and 11 new Master Gardeners graduated.

**Objective 4:** Continue efforts to provide safe water to all citizens.



Action steps/outcomes:

- IS and Environmental Health updated the safe water web page by adding underground storage tanks data.
- Nine applications and contracts for NC Agriculture Cost Share Best Management Practices to protect water quality and prevent soil erosion were accepted and approved by Cumberland SWCD.

**GOAL 3:** Promote economic development by creating and retaining jobs, and providing career opportunities, quality education, cultural and recreational services.

**Objective 1:** Ensure effective economic development incentives and practices are in place to attract and retain business and industry.

Action steps/outcomes:

- The shell building was sold. Systel plans to open a new distribution center at the location.
- During the period from January 1, 2012 through May 8, 2012, the library presented 69 business related programs having total attendance of 1,636.
- The library and the College and Career Readiness Office at Fayetteville Technical Community College are working together to improve employability skills, providing measurable results with the Career Readiness Certificate Program. One partnership has led to another with the NC Employment Security Commission referring clients to the library to attain certificates.
- The library's next job fair will be August 15, 2012.

**Objective 2:** Promote economic development through the preservation of natural resources, farmland and the county's agricultural industry.

Action steps/outcomes:

- Requests for payment, totaling \$19,141 in cost-share funding, were approved by Cumberland SWCD for six Cumberland County farmers.
- The Natural Resources Conservation Service approved six EQIP practices totaling \$150,271 for Cumberland County. These were for one biovator, four cropland rotation/grain sorghum and one forestland improvement.
- Cooperative Extension:
  - Utilized the Working Lands Protection Plan in the submission of a grant to conduct a feasibility study for a permanent location for a farmer's market.
  - Assisted farmers through educational meetings, research trials, and on-farm visits in order to help producers to maximize yields and profits of this crop on marginal soils within the county.
  - Held an "Extension Focus" event for students at Mac Williams Middle and Gray's Creek Middle to expose the students to careers in agriculture and Cooperative Extension.

- Provided an agriculture tour for Leadership Fayetteville and hosted the annual Cooperative Extension Tour for county, state and congressional officials and community partners.
- Continues work with Fascinate-U Children's Museum to develop a new interactive agriculture exhibit to show children how food gets from the farm to the tables.

**Objective 3:** Provide quality cultural and recreational services.

Action steps/outcomes:

- The Crown Center reported sold out shows for Patti LaBelle, Tyler Perry's The Haves & The Haves Nots, Ron White, Jason Aldean and the WWE- Tribute to the Troops.
- Godwin Park held ribbon cutting on March 30.
- Between January 1, 2012 and May 8, 2012, the library presented programming targeted to all ages in a variety of topics and genre. The library hosted or presented a total of 1,545 programs with attendance of 33,156.
- The library's Summer Reading Club for kids, teens and adults runs June 4-July 31.
- The Library received grant funding to support several of its programs through the year. In particular, the library presented two "Let's Talk About It" series of programming. The programming occurring between January and May, 2012 is "Let's Talk About It: Mad Women in the Attic," a unique reading and discussion series led by local scholars. Similar library programming held in the previous six months: Civil War Quiz Bowl with Museum of the Cape Fear; Forbidden, Banned & Silenced: A History of Censorship in Classical Music with the North Carolina Symphony; Lollipops Concert: Pirates & Sailors with Southview High School Orchestra; Black History, A Musical Celebration with Fayetteville State University professors; and Black Valor: A History of African Americans in the Military.
- The library displayed art for the 30th Anniversary a Very Special Arts Festival, art created by students in the Exceptional Children's Services of Cumberland County Schools.

**GOAL 4:** Educate, inform and engage employees, citizens, elected and appointed officials through effective and efficient communications.

**Objective 1:** Increase citizen engagement as evidenced by increased applications for county boards and committees and attendance at public forums and meetings.

Action steps/outcomes:

- The six-session Citizens' Academy is scheduled for September 25-October 30. Sessions will be held Tuesdays from 6 to 9 p.m. at various county locations. Departments are developing their presentations and promotion will start in mid-June.

- Between January 1 and May 18, 2012, the library hosted three public forums for a total attendance of 111. Topics were the Occupy Wall Street movement, the involvement of France in the Revolutionary War, and Alzheimer's and the needs and concerns of the patient and his or her caregiver.
- The Cumberland County Cares Award was presented to a county volunteer on January 17 and upcoming on June 18.
- Child Support gave a presentation on the DSS Careers Class at FTCC explaining the functions of the department.
- Animal Control hosted a Pet Adoption Event in conjunction with Pet Smart Charities in March 2012. During the three-day event, 155 animals were adopted.
- Animal Control staff attended two Community Watch meetings and an elementary school event since January 2012.
- Animal Control has implemented a new Foster Program that assists with fostering adoptable animals until permanent homes can be found. Since January 1, nine families are fostering animals.
- The Animal Control Volunteer Program currently has 24 regular volunteers assisting socializing, walking, bathing and grooming animals. In addition, FTCC's Pet Grooming Instructor has been bringing the students to Animal Control on a monthly basis to groom adoptable animals.
- Mental Health:
  - On February 6, 2012 the Area Director met with Fort Bragg officials to discuss the referral of soldiers and families to mental health resources and to address preventative measures pertaining to domestic violence.
  - Staff conducted training with Cumberland County school psychologists on February 20, 2012. Topics included Medicaid Waiver, transition to MCO, changes to the service delivery system during the next year and communication protocols to meet the needs of children.
  - Mental Health is hosting meetings twice per month of the Dissemination/Communication Plan Committee for the Domestic Minor Sex Trafficking (DMST) initiative. This project is addressing training for professionals (treatment providers, law enforcement, judges and district attorneys, other professionals), public awareness and outreach activities to the community, rapid response protocols for law enforcement and emergency shelter resources for youth in crisis due to DMST.

**Objective 2:** Enhance communications systems and transparency so citizens can readily access information.

Action steps/outcomes:

- County launched redesigned website on April 17, 2012.
- 4-H now has Facebook and Twitter.
- Telecommunications strategic plan:
  - Implementing Phase I for Headquarters Library and all branches. RFP is being finalized and cabling updated for data in all libraries.
  - Currently updating phone software for Cobra coverage system for 911.
- Updating GIS website:

- Established voter polling places on internal site for the May primary and will be ready launch for external website before November election.
- Crown Center is in developmental stages of updating its website.
- With the implementation of the Chameleon Software, Animal Control is able to upload pictures of animals coming into the shelter within minutes to the County Animal Control website and Pet Harbor, which allows continuous updated pictures so that residents can readily see all animals available for adoptions and also to search for lost pets.

**Objective 3:** Improve internal communications.

Action steps/outcomes:

- IS and working with Human Resources to update the internal human resources web page.
- HR is preparing to launch an online employee orientation.
- Utilize performance management evaluation system to enhance effective communications between supervisors and employees. County management approved the new performance management system, which will go into effect July 1. Department heads and supervisors attended training for the new system in April and May. All staff will attend mandatory sessions offered June 13, 14, 19 and 20.

**Objective 4:** Develop and promote the County's strategic plan to employees and the public.

Action steps/outcomes:

- Set and work toward specific department strategic or work plans and report progress on a regular basis.
  - DSS held staff information sessions in January to roll-out its 3-Year Strategic Plan objectives, action steps, and brochure. The Management Team in partnership with NCSSA hosted a variety of activities for County Government Week to include employee appreciation luncheon and agency-wide community service project to assist Operation Inasmuch.
  - The DSS Strategic Planning Team, made up of over 65 employees, is working on the development of staff surveys and focus groups to give customers and employees an opportunity to be heard on matters important to them. Data will be used to benchmark strategic goal outcomes. DSS is working closely with Fayetteville State University and Performance Matters, Inc. to help ensure surveys and focus group data are statistically valid.
  - The Cooperative Extension plan of work for 2012 was submitted for approval.
  - Child Support - The state sets certain percentage goals for Child Support to obtain, which then determines the department's goals. Child support receives a quarterly visit by the local Child Support Regional Representative.
  - Health Department to present its strategic plan to Board of Commissioners on June 4.

**Objective 5:** Enhance collaboration between county government and other boards, committees and commissions.

- Board of Commissioners held joint meetings with FTCC Board of Trustees on April 16 and legislative delegation on April 24. The Chairman or Vice Chairman attended Mayor's Coalition meetings in February and May. The commissioners will be meeting with Board of Education on June 6.
- Collaborate with municipalities to adopt a unified Animal Control Code: The BOC approved the revised code on May 21 and the Fayetteville City Council approved the code on May 29. It will be effective July 1, 2012.
- DSS:
  - Reaching for Excellence and Accountability Program (REAP) achievement plan was completed and rolled out to the community on March 2012.
  - Continues to work on a federal grant with Cumberland County Schools and NC State University to improve education stability for foster children.
  - Continues work with Family Justice Center through an effort by the Fayetteville Police Department to centralize and streamline domestic violence service in the community.
  - Completed first phase of the Child First Grant forensic social work training and certification program in child welfare practice.
  - Continues to work with Cumberland Disaster Recovery Coalition.

**GOAL 5:** Employ motivated, professional and well-trained personnel who offer excellent customer service with PRIDE – Professionalism, Respect, Integrity with accountability, Diversity and Excellent Customer Service.

**Objective 1:** Optimize service delivery through innovation, automation and technology to enhance current services and create new service opportunities.

Action steps/outcomes:

- The library completed implementation of RFID technology for self-service check out and expanded library hours at three branches in April 2012.
- The library submitted a technology grant through the State Library of North Carolina to allow further expansion of the public computer lab at Cliffdale Regional Branch Library. If the library receives the grant, additional computers will substantially reduce the current wait time experienced by customers wishing to use the public computers.
- The library is exploring possible reconfiguration of the floor plan at Hope Mills Branch Library and the relocation of the adult public computer lab. If determined feasible, the library will seek further grant funds to pay for the proposed changes.
- IS finalizing a code enforcement application for internal use in the Planning & Inspections department.
- Tax data zone expansion is expected to be completed July 1, 2012
- HR training scheduling software installed
- IS conducted damage assessment training for multi-jurisdictions on March 21

**Objective 2:** Encourage citizen engagement and provide feedback opportunities through various outlets as it relates to service delivery.

Action steps/outcomes:

- Director's placards displayed in departments and directors photos posted on website.

**Objective 3** – Implement staff development and training programs that include classroom and online delivery methods.

Action steps/outcomes:

- HR is completing online version of orientation training and developing an executive academy for department heads.
- On March 21, 2012, Animal Control Director instructed Certified Euthanasia Technician (CET) training to 11 staff members. On March 29, 2011, Dr. Williams, State Veterinarian, came on-site and provided Certified Rabies Vaccinator (CRV) training to 15 staff members.
- DSS Director continues to provide teaching and training opportunities during the All Staff Information Sessions and Supervisor Information Sessions. Sessions were held in March and April.
- Library held Staff Development Day in May.

**Objective 4:** Recognize employees for their achievements.

Action steps/outcomes:

- Employee Recognition Program forms revised to better clarify criteria for nomination and nomination procedures. Award to be presented June 4.
- Managers of Child Support held a pizza party for the staff during lunch for employee appreciation on April 20 and presented service pins for years of service.

**Objective 5:** Explore competitive pay based on labor market analysis and update classification system.

Action steps/outcomes:

- HR completed Phase I of its classification and pay study. They collected information, interviewed employees and managers, and updated job descriptions. The study included all departments, except the health and human services agencies (Mental Health, DSS and Health Department), which are subject to the State Personnel Act. The second phase of the study will include this group.
- The Classification System Study was presented to the BOC at its May 11 planning session. The county manager's recommended budget for FY2013 includes the study's recommendations.
- DSS is continuing the development of the Budget and Strategic Planning Unit, which became effective January 1, 2012. This unit will be responsible for the agency's Performance Management Unit. DSS conducted a business redesign

and restructured the Personnel and Staff Development Unit to move forward to address retention, long-term service, embrace employee creativity and improve recruitment.

- DSS purchased NeoGov automated employee recruitment system for on-line application, qualification and interview processes.

Commissioner Evans asked about measures in place to ensure citizens receive the utmost in customer service. Ms. Shutt stated suggestion boxes are available in various locations. Ms. Shutt stated pictures of department heads and their contact information have also been posted, and the hope is that department heads will be contacted about concerns or compliments regarding services received.

Commissioner Edge spoke to commissioners' contributions to the strategic plan particularly as it related to Goal 4: Educate, inform and engage employees, citizens, elected and appointed officials through effective and efficient communications. Commissioner Edge stated many commissioners go into various communities and audiences and receive questions regarding county government. Commissioner Edge also stated the North Carolina Association of County Commissioners is sponsoring an Ambassador Program and many commissioners will qualify for the program as it relates to educating the public.

6. Consideration of Designation of Voting Delegate to the National Association of Counties (NACo) Annual Conference in July 2012

**BACKGROUND:**

The NACo is preparing for the 77<sup>th</sup> Annual Conference to be held July 13-17, 2012, in Allegheny County, PA. Cumberland County has paid its NACo membership dues and has at least one paid registrant for the conference.

Should the Board of Commissioners wish to participate in NACo's annual election of officers and policy adoption, the Board will need to appoint a voting delegate and alternate who will be authorized to pick up Cumberland County's voting materials. The Board should also indicate its choice of the following options should Cumberland County's delegate not pick up the county's ballot:

- Allow the North Carolina Association of County Commissioners' president or designee to pick up Cumberland County's ballot,
- Allow another county within North Carolina to pick up Cumberland County's ballot,
- Allow no person to pick up Cumberland County's ballot and therefore not have a vote cast.

**RECOMMENDATION/PROPOSED ACTION:**

Appoint a voting delegate and alternate to the NACo Annual Conference to be held July 13-17, 2012, and also select one of the three options should Cumberland County's delegate not pick up the county's ballot.

MOTION: Commissioner Evans moved to appoint Commissioner Edge as the voting delegate to the NACo Annual Conference.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (6-0)

7. Nominations to Boards and Committees

A) ABC Board (1 Vacancy)

Commissioner Melvin nominated Wade Hardin.

B) Adult Care Home Community Advisory Committee (4 Vacancies)

Commissioner Edge nominated Toney Edwards, Yvonne Booth, Harry Southerland and Herman Dudley.

C) Air Quality Stakeholders Committee (16 Vacancies)

Commissioner Council nominated:

Daniel Rodriguez – Citizen Stakeholder Position  
Jamison Stewart – Citizen Stakeholder Position  
Gregory Bean – Fort Bragg Stakeholder  
John Gillis – Homebuilders Association Stakeholder  
Gary Slater – Industry Stakeholder  
Carolyn Hinson – PWC Stakeholder  
Dr. Anna McDowell – Medical Representative Stakeholder  
Commissioner Peggy Raymes – Town of Stedman Stakeholder  
Doug Peters – Fayetteville/Cumberland County Chamber of Commerce Stakeholder  
Phillip Jackson – Fayetteville Community College Stakeholder  
Jon Parsons – Environmental Representative Stakeholder  
Commissioner Pat Edwards – Town of Hope Mills Stakeholder  
Natalee Ezzell – Town of Godwin Stakeholder  
Commissioner Elizabeth Small – Town of Linden Stakeholder  
Commissioner Johnny Lanthorn – Town of Wade Stakeholder  
Alderman Napoleon Hogans – Town of Spring Lake Stakeholder

8. Appointments to Boards and Committees

A) ABC Board (1 Vacancy)

Nominees: Bob Lewis  
Eric Jones

Commissioner Evans withdrew his nomination of Eric Jones.



MOTION: Commissioner Evans moved to appoint Bob Lewis.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (6-0)

9. Closed Session:

- A. Attorney-Client Matter Pursuant to NCGS 143-318.11(a)(3)
- B. Economic Development Matter Pursuant to NCGS 143-318.11(a)(4)

MOTION: Commissioner King moved to go into closed session for an Attorney-Client Matter Pursuant to NCGS 143-318.11(a)(3) and an Economic Development Matter Pursuant to NCGS 143-318.11(a)(4).  
SECOND: Commissioner  
VOTE: UNANIMOUS (6-0)

[Commissioner Keefe joined the meeting during the closed session for an Attorney-Client Matter Pursuant to NCGS 143-318.11(a)(3) and an Economic Development Matter Pursuant to NCGS 143-318.11(a)(4).]

MOTION: Commissioner Melvin moved to reconvene in open session.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Edge moved to adjourn.  
SECOND: Commissioner Evans  
VOTE: UNANIMOUS (7-0)

There being no further business, the meeting adjourned at 10:50 a.m.

Approved with/without revision:

Respectfully submitted,

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Candice H. White  
Clerk to the Board