

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 4, 2013 – 9:00 AM
117 DICK STREET, 1ST FLOOR, ROOM 118
REGULAR MEETING
MINUTES

PRESENT: Commissioner Jimmy Keefe, Chairman
Commissioner Jeannette Council, Vice Chair
Commissioner Kenneth Edge
Commissioner Charles Evans
Commissioner Marshall Faircloth
Commissioner Billy King
Commissioner Ed Melvin
James Martin, County Manager
Amy Cannon, Deputy County Manager
James Lawson, Assistant County Manager
Rick Moorefield, County Attorney
Melissa Cardinali, Finance Director
Sally Shutt, Public Information Director
Kristine Wagner, Transportation Program Coordinator
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Chairman Keefe called the meeting to order.

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Council introduced Dr. Charlene Allen, Pastor of Truth and Deliverance One Accord Worldwide Church of God, who provided the invocation followed by the Pledge of Allegiance to the American Flag.

Recognition of Retired County Employees:

Joe Comer - Cumberland County Mental Health

Nathania Headley - Cumberland County Mental Health

William H. Robinson - Cumberland County Mental Health

Charles “Danny” Southard - Cumberland County Mental Health

Robert “Bob” Goodrich - Cumberland County Tax Administration

On behalf of the Board of Commissioners, Commissioner Edge recognized Nathania Headley, William H. Robinson, and Charles “Danny” Southard with a plaque honoring their years of service with the county. Joe Comer was unable to attend.

On behalf of the Board of Commissioners, Commissioner Evans recognized Robert “Bob” Goodrich with a plaque honoring his years of service with the county.

James Martin, County Manager, introduced Eric Redrick, the county's new Veterans Services Director. Mr. Martin stated Mr. Redrick was most recently a veteran's employment consultant for the state Department of Commerce in Robeson County and has also worked as the disabled veterans outreach program specialist for the Employment Security Commission in Fayetteville. Mr. Martin provided a back brief of Mr. Redrick's military service and education. Mr. Redrick offered comments.

Mr. Martin requested the addition of a closed session for an economic development matter pursuant to NCGS 143-381.11(a)(4) under Item 7.

1. Approval of Agenda

MOTION: Commissioner King moved to approve the agenda with the addition as requested.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0)

2. Consent Agenda

A. Approval of minutes for the October 21, 2013 regular meeting

B. Approval of Proposed Additions to the State Secondary Roads:

Hunters Ridge Subdivision: Foxcroft Drive (SR 2553 Ext.), Foxlair Drive (SR 2554 Ext.), Beaverpond Court, Foxtrail Drive, Hushpuppy Court, Beaverlodge Court, Bluebell Court, Boarshead Court, Dogtrot Court

Roslin Farms West Subdivision: Running Fox Road, Pecan Grove Loop, Morning Mist Court, Carriage Crossing Road, Planters Row Drive

BACKGROUND:

The North Carolina Department of Transportation has received petitions requesting the following streets be placed on the State Secondary Road System for maintenance.

Subdivision: Foxcroft Drive (SR 2553 Ext.), Foxlair Drive (SR 2554 Ext.), Beaverpond Court, Foxtrail Drive, Hushpuppy Court, Beaverlodge Court, Bluebell Court, Boarshead Court, Dogtrot Court

West Subdivision: Running Fox Road, Pecan Grove Loop, Morning Mist Court, Carriage Crossing Road, Planters Row Drive

DOT has determined that the above streets are eligible for addition to the state system.

RECOMMENDATION / PROPOSED ACTION:

NCDOT recommends that the above named streets be added to the State Secondary Road System. County Management concurs. Approve the above listed streets for addition to the State Secondary Road System.

- C. Approval of Write-Off of Delinquent Accounts for the Health Department and Forward to the N.C. Debt Set-Off Program

BACKGROUND:

At the Board of Health meeting on October 15, 2013, the Board approved writing off a total of \$49,249.78 as bad debts. The bad debt accounts with balances of \$50.00 or higher, will be processed through the North Carolina Debt Set-Off Program, which can attach a debtor's State Income Tax refund for payment of bad debts. The accounts with balances under \$50.00 will continue to be worked for collection through our in-house collection efforts. This write-off of bad debts is in compliance with the Board of Health's recommendation to write-off bad debts every quarter.

RECOMMENDATION/PROPOSED ACTION:

Management requests to have this item placed on the next County Commissioners' meeting agenda for their approval to write off bad debts in the amount of \$49,249.78.

- D. Approval of Appointment of Deputy Finance Officer for the Crown Center for the Transition Period

BACKGROUND:

North Carolina General Statutes Chapter 159, Article 3, entitled, "The Local Government Budget and Fiscal Control Act", requires all checks drawn on an official depository be signed by the Finance Officer or a properly designated Deputy Finance Officer and countersigned by another official of the local government designated for this purpose by the Governing Board. The act also requires the Deputy Finance Officer to have a faithful performance bond in an amount not less than \$10,000 or more than \$250,000.

Krista Barnhill, the current Deputy Finance Officer for the Crown, has accepted a similar position with Global Spectrum. Therefore, the County needs to appoint a replacement. We recommend Robert Tucker, Senior Accountant, be appointed Deputy Finance Officer for the Crown Center. This appointment will insure that someone is available to sign checks as well as insure continued controls are in place during the transition period.

RECOMMENDATION/PROPOSED ACTION:

1. Approve the appointment of Robert Tucker as Deputy Finance Officer for the Crown Center;
2. Provide a faithful performance bond in the amount of \$20,000 for Robert Tucker;
3. Approve the resolution as recorded below implementing the above recommendations.

STATE OF NORTH CAROLINA

COUNTY OF CUMBERLAND

RESOLUTION

WHEREAS, due to the operation requirements unique to the Crown Center; and

WHEREAS, the timing, amounts, or payees of these checks cannot be anticipated and, in most cases, the checks must be issued immediately; and

WHEREAS, the timing of the checks requires the appointment of a Deputy Finance Officer and, in addition, more than one person must be authorized to countersign each check; and

WHEREAS, North Carolina General Statute Chapter 159, Article 3, entitled "The Local Government Budget and Fiscal Control Act", authorizes the Governing Board to appoint Deputy Finance Officers to designate individual(s) to countersign the checks, and to fix the amount of the faithful performance bond to be provided by the appointee.

NOW THEREFORE, to facilitate the operational requirement of the Crown Center, the Board of County Commissioners hereby RESOLVES that:

1. Robert Tucker is appointed a Deputy Finance Officer and is authorized to sign the checks/drafts issued on the checking and savings accounts maintained by Crown Center.
2. The appointee will provide a faithful performance bond in the amount of \$20,000.00.

Adopted this 4th day of November, 2013.

- E. Approval of Payment of Past Year Invoice for Boiler Repairs at the Cumberland County Detention Center

BACKGROUND:

On March 5, 2012, the boilers at the Detention Center malfunctioned. Accurate Boiler & Burner, Inc. (ABB, Inc) was contacted by Facilities Management to immediately repair the boilers. While making the repairs, the company representatives identified several non-emergency repairs that needed to be made to the boilers and provided a quote to make these repairs at a cost of \$1,295. In April 2012, a PO was obtained for the cost of the emergency repairs as well as the non-emergency repairs. The cost of the emergency repairs was invoiced by ABB, Inc. and paid by the County. The non-emergency repairs were completed in May, 2012; however due to the company's implementation of new billing software, the County never received an invoice. Recently County staff contacted ABB, Inc. about scheduling boiler maintenance and it was brought to staff's attention that there was an outstanding invoice for the non-emergency repairs completed in May, 2012. Staff investigated and indeed determined that the remaining value of the original PO was never paid to ABB, Inc. for the non-emergency repairs that they had made. Since the outstanding invoice is from a previous fiscal year, it is necessary for the Board of Commissioners to approve paying this invoice out of the current fiscal year.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Board of Commissioners approve the payment of \$1,295 to Accurate Boiler & Burner, Inc. for work completed in fiscal year 2012 out of the current fiscal year's budget as well as approve the associated budget revision.

- F. Approval of Payment of Past Year Invoice for Services Rendered to the Cumberland County Health Department

BACKGROUND:

The Cumberland County Health Department has requested payment for an FY2013 invoice in the amount of \$960.00 for services rendered by Dr. Jo Ellen Hirsch for June, 2013. The Health Department received the invoice in October. To ensure prompt payment in the future, procedures have been put to require invoices be sent directly to the Health Department's Finance Office.

RECOMMENDATION/PROPOSED ACTION:

Management is requesting approval for payment of the above invoice in the amount of \$960.00 and approval of the associated budget revision.

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

BACKGROUND:

DATE OF ACCIDENT	October 18, 2013
VEHICLE	2008 Ford Crown Victoria
VIN	2FAHP71VX8X145017
FLEET #	FL25
DEPARTMENT	Sheriff's Office
SETTLEMENT OFFER	\$8,612.37
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 \$8,612.37 as settlement
3. Allow Travelers Insurance to take possession of the wrecked (surplus) vehicle.

H. Approval of Cape Fear Valley Hospital Board of Trustees Request for Letter of Support to Senators Hagan and Burr Regarding Recovery Audit Contractors (RACs)

Dear Senators Hagan and Burr:

We, the Board of Commissioners of Cumberland County, North Carolina, urge you to contact the Centers for Medicare and Medicaid Services (CMS) on behalf of Cape Fear Valley Health System (Cape Fear Valley).

Cape Fear Valley is a non-profit health system headquartered in Fayetteville, North Carolina. The health system serves over one million patients a year in a six county region. Over 70 percent of Cape Fear Valley's patients are enrolled in public programs such as Medicare, Medicaid, and Tricare. It is also important to note, that over one out of every ten patients Cape Fear Valley serves is neither enrolled in a public program nor able to pay for their own care.

The immediate problem facing Cape Fear Valley revolves around the actions of the Recovery Audit Contractors or RACs. The Medicare program uses private companies as RACs to audit Medicare claims. There is no question that RACs play an important role in identifying overpayments and underpayments to health care providers. However, RACs have an incentive to deny as many claims as possible because the Medicare program pays a RAC a commission for every claim it (the RAC) denies. This approach provides incentives to undertake diligent reviews of Medicare claims – but it also provides incentives to disallow legitimate claims. The Government Accounting Office recently found that approximately 70 percent of all claims denied by the RACS are overturned upon appeal.

Recently, Connolly, Inc., the RAC reviewing claims in North Carolina, denied over one thousand of Cape Fear Valley's Medicare claims for acute care hospital and rehabilitation services – totaling millions of dollars. Cape Fear Valley strongly believes that the RAC illegitimately denied these claims and is currently in the process of appealing. The Medicare program requires an Administrative Law Judge to hear "claim denial" appeals within 90 days. However, the process for appealing claim denials is very slow and, in practice, it takes from two and half to three years before an Administrative Law Judge ever hears a case. In large part, the large backlog of cases before the Administrative Law Judges reflects the sheer volume of questionable denials.

Based on the nature of Cape Fear Valley's RAC denials, Cape Fear Valley and its legal counsel believe that the Administrative Law Judge will overturn over 95% of the one thousand plus claim denials. We mention legal counsel because Cape Fear Valley must retain outside legal counsel to process and argue each of these appeals. As you know, retaining outside legal counsel is expensive and diverts funding from real patient care.

Even though the appeals process can take up to three years, the Medicare program is seeking to recoup millions of dollars from Cape Fear Valley within the next two months. This loss of revenue will force Cape Fear Valley to have to make difficult decisions in the coming months including the potential lay-off of staff (as many as 200 to 300 employees) and the potential reduction of health care services to the community.

The Center for Medicare and Medicaid Services has the authority to delay recouping these monies until after the appeals process is complete. Recently, the Chief Financial Officer and General Counsel of Cape Fear Valley met with your staff. Your staff graciously offered to help arrange a conversation between CMS and Cape Fear Valley to discuss this matter. We are writing today to stress the importance of this time-sensitive issue to our community.

Thank you for your consideration.

Regards,

Cumberland County Board of Commissioners

I. Budget Revisions

(1) Stadium Maintenance

Revision in the amount of \$111,690 to recognize reimbursement from the City of Fayetteville for unspent maintenance funds. In January 2013, the JP Riddle Stadium was turned back over to the County for maintenance and upkeep. These funds will be used for seasonal staff (\$7,000), replacement of irrigation system (\$65,000), replacement of scoreboard (\$15,000) and other equipment replacements as needed (\$24,690). (B14-195) Funding Source – Other

MOTION: Commissioner King moved to approve consent agenda Item 2.A. – Item 2.I.(1).
SECOND: Commissioner Council
VOTE: UNANIMOUS (7-0)

PUBLIC HEARING

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

3. Public Hearing for the Annual Community Transportation Program Grant

BACKGROUND:

According to a memo from our Transportation Program Coordinator, the NCDOT deadline for the county's yearly application for the Community Transportation Program Grant funds is November 15, 2013. The required Public Hearing was advertised in the Fayetteville Observer on October 21, 2013 and in the Acento Latino on October 22, 2013 for the Board's November 4, 2013 meeting at 9:00 a.m. This grant incorporates the administrative funds for the Cumberland County Community Transportation Program.

RECOMMENDATION/PROPOSED ACTION:

Conduct the Public Hearing and approve the FY 2015 Application and Resolution for the Community Transportation Program Grant funds.

COMMUNITY TRANSPORTATION PROGRAM RESOLUTION

Section 5311

FY 2015 RESOLUTION

Applicant seeking permission to apply for Community Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by Commissioner Jeannette Council and seconded by Commissioner Kenneth Edge for the adoption of the following resolution and upon being put to a vote, was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation

(NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the County of Cumberland hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that County Manager of the County of Cumberland is hereby authorized to submit a grant application for federal and state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

The 4th day of November, 2013.

Kristine Wagner, Transportation Program Coordinator, reviewed the background information as recorded above. Ms. Wagner stated the total amount being applied for is \$79, 535 with a required local match of \$11,931.

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

Chairman Keefe opened the public hearing.

The clerk to the board advised there were no speakers.

Chairman Keefe closed the public hearing.

MOTION: Commissioner Council moved to approve the FY2015 Application and Resolution for the Community Transportation Program Grant funds.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (7-0)

ITEMS OF BUSINESS

4. Update of the 2013-2014 Strategic Plan Report by Sally Shutt, Public Information Director

BACKGROUND:

The Board of Commissioners adopted the county's 2013-2014 Strategic Plan on April 15, 2013. The report will provide an update on the county's progress in meeting the five goals outlined in the plan.

RECOMMENDATION/PROPOSED ACTION:

For information purposes only.

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

- Detention Center expansion nearing completion.
- County has contracted with Cape Fear Valley Health System to operate the Community Mental Health Center at Cape Fear Valley and provide a crisis intervention assessment center at Roxie Avenue.
- Jail Health Program and Department of Public Health received Accreditation
- Emergency Services has hired a consultant to study the P25 console upgrade in the 911 Communications Center.
- Emergency Services has hired an Emergency Management Planner for their department.
- Department of Public Health spearheaded Phase I of Smoke Free Campuses. Effective January 1, 2014, no smoking will be allowed anywhere on 15 county properties.
- Health Department partnered with Cape Fear Health System to complete data collection for the 2013 Community Health Assessment. Analysis of data and compilation of report is on-going.
- The Board of County Commissioners approved an amendment to the County Animal Control Ordinance on June 17, 2013.
- Adoptions at Animal Control increased 15 percent in FY 2013 and euthanasia decreased by 9 percent.
- Various departments conducted educational and outreach programs. Highlights include:
 - Cooperative Extension conducted the county's first Youth Citizens' Academy this summer and offered 14 Summer Fun Camps and activities to more than 50 youth in Cumberland County ranging from Biotech Day Camp to Aviation Camps.
 - Health Department partnered with Cumberland County Schools in facilitating the Real Talk Event at Douglas Byrd High School to increase community awareness regarding teenage pregnancy prevention. The successful event featured more than 40 vendors and approximately 500 teens and adults in attendance.
 - Library – offered programs for adults, youth and children.
 - Animal Control - Animal Control's volunteer program and foster program are growing. The Enforcement Division is attending Community Watch meetings and school programs.
 - Soil & Water Conservation – Conservation Education programs in schools, libraries, Fort Bragg.
- Department of Social Services:
 - In preparation for expanded use of the state's NC FAST system, DSS implemented state Work Support Strategies service delivery initiative, which allows citizens to tell

their story once to receive the services for which they are eligible. DSS met with community partners to educate them regarding the Work Support Strategies initiative and with food banks regarding impact of NC FAST.

- Met with applicable community partners regarding Affordable Care Act. Have offered space at DSS for certified counselors from Stedman Wade Clinic and navigators from Legal Aid of NC.
- Child Support Department continues to maintain contact with Cape Fear Valley Hospital Vital Statistics Department to continue efforts toward completing Affidavits of Parentage for children born out of wedlock.

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

- Engineering and Infrastructure asked department heads to complete a space utilization survey by Oct. 30 to assist in developing a comprehensive Capital Improvement Plan.
- Veterans Services moved to new office in former Board of Elections office.
- DSS up-fitted space previously occupied by Veterans Services for use as call center and relocated staff within their building as a result of implementation of Work Support Strategies initiative. DSS also identified need to purchase additional signage to better direct citizens.
- Child Support Department has been approved to move into additional space at 109 Bradford Avenue to increase customer privacy when conducting business and in preparation for microfilming/scanning of documents.
- Information Services completed Phase I of the telecommunications plan and is implementing Phase II at Spring Lake, Cooperative Extension, and Planning.
- Master Gardener Volunteers continue to provide a hotline and one Master Gardener received the North Carolina Extension Master Gardener Volunteer Association 2013 Outstanding Volunteer Award.

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

- Cooperative Extension hired a consulting firm to conduct the Farmers Market feasibility study, scheduled to be completed by February 2014.
- Contractor has been hired to install sewer line for the Vander sewer project.
- Crown Center is now under private management. Global Spectrum began managing the complex Nov. 1.
- Child Support Department is in the final phase of the demonstration grant obtained with Guilford and Mecklenburg Child Support to assist non-custodial parents with employment issues.
- The library's jobs and career programs and services reached 3,311 in the last quarter. The library's job fairs saw an 8 percent increase in job seekers. Vendors at the job fairs reported that a minimum of 68 people were hired. The Job and Career web pages received 27,736 visits, and 22,867 searches were conducted using job and career databases. Forty-two small business programs reached 420 potential entrepreneurs and 39 people received individual instruction to help improve employability skills through the Library's book-a-librarian service.
- The library continues to provide diverse events and programs for all ages.
- Soil and Water Conservation: Funding for the Environmental Quality Incentives Program (EQIP) for fiscal year 2013 secured \$16,340 for forestry, cropland and animal waste contracts in Cumberland County. Natural Resources Conservation Service (NRCS)

continues to assist the Farm Service Agency with the Conservation Reserve Program (CRP). NRCS is responsible for conservation planning and modifications of plans. The North Carolina Agricultural Cost Share Program allocated \$29,779, with 90 percent obligated to contracts for cropland conversion to grass, conservation tillage, and a swine mortality incinerator. The contracts affected 223 acres and the estimated amount of soil saved from eroding downhill is 229 tons. The amount of nitrogen that will be prevented from entering our water courses is estimated at 2,460 pounds and the amount of phosphorus is 8.16 pounds.

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

- Third class of Citizens' Academy ended Oct. 29. Next session is scheduled for March 18-April 29. Expanded to seven nights and incorporated tours.
- Appointed Boards Information Session was held in August, and the next one is scheduled for January.
- Partnership with Fayetteville-Cumberland Educational TV. In addition to airing live, the commissioners' meetings are now rebroadcast the next evening on Time Warner Channel 5 (Channel 97.3 on the digital tier). The county added a new program to its line-up and now has two monthly programs – Cumberland Matters and Cumberland Conversations.
- Resource guides, annual reports: Departments have produced various products to inform the public of programs and services. These include the library's online and printed resource guides; DSS bookmarks related to NC FAST and Work Support Strategies initiatives; annual reports by Public Library and Soil and Water Conservation.
- Animal Control hosts community adoption events at Pet Smart and Wal-Mart. Volunteers led by the Animal Control Board's vice chair have created "A Friends of the Animal Shelter" Facebook page that has more than 795 likes. Animal Control has increased community outreach by attending Community Watch meetings and attending Career Days at local schools in order to educate the public and in turn, several groups have donated much needed items to the shelter such as toys, blankets, food, litter and etc.
- The Health Department participated in many outreach events and provided information to engage and educate citizens. These include festivals, health fairs, Missions of Mercy and others. The department added downloadable applications to its webpage and enhanced the Medical Records section to make forms more accessible. The Environmental Health Division also enhanced their web section.
- Information Services enhanced public website and Intranet. The GIS data viewer was enhanced.

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.

- Updated Human Resources policies are now in draft form with anticipated implementation by January 2014.
- HR's Performance Management System has been implemented and utilized for one completed work cycle and HR is conducting an audit of evaluation results. HR will continue to utilize and enhance the system based on these results, including training opportunities to improve effective communications between supervisors and employees.
- Phase II of salary/compensation plan completed effective September 16, 2013 after conducting a labor market pay analysis.

- Phase II of the position classification plan and salary schedule was completed effective September 16, 2013 to incorporate labor market data in pay ranges and develop pay policies that allow for movement within the pay range.
- NeoGov went live Oct. 15.
- Information Services:
 - Enhanced tax bill search feature
 - Implemented digitization process to enhance service delivery
 - Ordered, received and scheduled hardware for document management, starting review procedure for software.
 - Implemented automatic email archiving to adhere to email retention schedule
 - Contracted with a company and working on implementation of streaming video of commissioner's meetings
 - Completed first IT Security Awareness and Basic Function Training for supervisors and managers
- DSS has a reserved parking plan that allows applicable employees to more efficiently carry out assigned duties. DSS HR department is developing a comprehensive on-going agency orientation plan. DSS Director conducted "Unleashing Your Professional Power" training session for the County. Continued staffing the Social Services Career Course at Fayetteville Technical Community College.
- Child Support has a full time trainer position

Sally Shutt, Public Information Director, provided the following highlights as an update on achievements under the 2013-2014 Strategic Plan:

Ensure a safe and health community:

- Detention Center Expansion is nearing completion
- Community Mental Health Center at Cape Fear Valley and crisis assessment center at Roxie Avenue
- Consultant studying P25 console upgrade for 911 Communications Center
- Emergency management planner
- Health Department and Jail Health Program each granted accreditation
- 15 county sites will go smoke-free January 1
- Animal Control ordinance revised in June
- Adoptions up 15 percent; euthanasia rate dropped 9 percent in FY13
- DSS implemented Work Support Strategies
- Programming
 - Youth Citizens Academy
 - Departmental

Ms. Shutt reported the county has contracted with Cape Fear Valley Health System to provide outpatient mental health services to children, adolescents and adults through the Community Mental Health Center at Cape Fear Valley, which for now is located at 109 Bradford Avenue. Ms. Shutt also reported the center will be moving to Roxie Avenue and the hospital will also operate a crisis assessment center there. Ms. Shutt further reported Emergency Services has hired a consultant to study VIPER P25 console upgrade for 911 Communications Center and the upgrade is required to be in place by early 2014. Ms. Shutt reported Emergency Services has hired an Emergency

management planner and the Jail Health Program received accreditation in May and the Health Department in June.

Ms. Shutt reported fifteen (15) county sites will go smoke-free January 1, 2014 and the Health Director will be presenting a plan for Phase II at the upcoming Policy Committee meeting. Ms. Shutt also reported the Animal Control ordinance was revised in June and for FY 2013, adoptions are up 15% and euthanasia rate dropped 9%. Ms. Shutt further reported in preparation for the expanded use of the state's NC FAST system, DSS implemented the state's Work Support Strategies service delivery model, which allows citizens to tell their story once to receive services for which they are eligible. Ms. Shutt reported county departments offer a wide range of programs promoting health and safety, and in the area of youth development, Cooperative Extension held the county's first Youth Citizens' Academy.

Provide adequate infrastructure:

- Space Utilization Study conducted to assist in development of Capital Improvement Plan
- Veterans Services moved
- DSS created Call Center
- Child Support expanding
- Safe Link office expanded; Register of Deeds renovations
- IS completed Phase I of telecommunications plan and is implementing Phase II

Ms. Shutt reported Engineering and Infrastructure asked department heads to complete a Space Utilization Study to assist in the development of Capital Improvement Plan, Veterans Services moved, DSS up-fitted the space previously occupied by Veterans Services into a Call Center and Child Support is expanding at 109 Bradford Avenue. Ms. Shutt also reported the Safe Link office in the Courthouse has been expanded and the Register of Deeds Office is undergoing renovations. Ms. Shutt further reported Information Services completed Phase I of telecommunications plan and is implementing Phase II.

Promote economic development:

- Consultant hired for Farmers Market study
- Contractor hired to install line for Vander sewer project
- Crown Center under Global Spectrum management
- Ongoing programs through Child Support, Library and other departments

Ms. Shutt reported Cooperative Extension has hired a consultant for the Farmers Market feasibility study that is scheduled to be completed by February, a contractor has been hired to install the line for the Vander sewer project and the Crown Center is now under Global Spectrum management. Ms. Shutt also reported the library system, Child Support and other departments are offering programs to assist job seekers.

Educate, inform and engage

- Citizens' Academy – 85 graduates to date
- Appointed Boards Information Session
- Fayetteville-Cumberland Educational TV
- Contract to live stream meetings
- Affordable Care Act

- Library web page; information sessions; DSS regular meeting with community partners
- Outreach events

Ms. Shutt reported twenty-five (25) people graduated from the fall Citizens' Academy on October 29 and from the three sessions held thus far, the county has had eighty-five (85) people complete the program. Ms. Shutt stated the county's next Citizens Academy sessions will run March 18-April 29, 2014. Ms. Shutt also reported the county held its first Appointed Boards Welcome and Information Session in August and the next session is scheduled for January 14, 2014. Ms. Shutt further reported the county entered into a partnership with Fayetteville-Cumberland Educational TV in July and now the Board of Commissioners Meetings air live and are rebroadcast the next day on Channel 5. Ms. Shutt reported the county also added a new monthly show to its programming line-up so the county now has two monthly programs – Cumberland Matters and Cumberland Conversations. Ms. Shutt also reported the county has contracted with a company to live stream Board of Commissioner meetings and they are currently working on implementation.

Ms. Shutt reported the Library created a resource web page and held information sessions at their branches about the Affordable Care Act. Ms. Shutt also reported DSS started regular meetings with community partners and has offered office space for certified counselors from Stedman Wade Clinic and navigators from Legal Aid of North Carolina. Ms. Shutt further reported Animal Control is holding regular adoption events and volunteers have created a Facebook page to promote adoptions

Employ motivated, well-trained personnel:

- Phase II of salary/compensation plan, position classification plan and salary schedule went into effect in September
- Updated HR policies are in draft form; anticipated implementation by January
- HR is auditing the Performance Management System
- NeoGov went live Oct. 15

Ms. Shutt reported Phase II of the salary/compensation plan, position classification plan and salary schedule went into effect in September. Ms. Shutt also reported updated Human Resource policies are in draft form with implementation anticipated by January, 2014. Ms. Shutt further reported the performance management system has been implemented and utilized for one full work cycle and Human Resources is conducting an audit of the evaluation results. Ms. Shutt reported Human Resources implemented a new online job application system operated by NeoGov on October 15, 2013 and the new software replaces the county's former online system, which had been in operation for two years. Ms. Shutt also reported last year Human Resources received more than 8,000 applications, not including Social Services or the Sheriff's Office.

Commissioner Edge referenced statistical information on North Carolina counties that was provided to board members at the last meeting of the NCACC Board of Directors and stated there is still a lot to be accomplished in Cumberland County. Commissioner Council stated the NCACC Board of Directors was also informed that the "ban the box" initiative from the NCACC's Justice and Public Safety Steering Committee may be going statewide.

5. Nominations to Boards and Committees

- A. Cumberland County Finance Corporation and Cumberland County Industrial Facilities and Pollution Control Financing Authority (3 Vacancies)

Applicants that Graduated from County Citizens' Academy: None

Mr. Moorefield responded to questions regarding the Cumberland County Finance Corporation and Cumberland County Industrial Facilities and Pollution Control Financing Authority. Consensus was to refer the vacancies to the November 7, 2013 meeting of the Finance Committee for additional information.

- B. Tourism Development Authority (3 Vacancies)

Applicants that Graduated from County Citizens' Academy: None

Commissioner Melvin nominated Vivek Tandon and Daniel E. Roberts to serve an additional one-year term to run October 23, 2013 through October 22, 2014.

Commissioner Melvin nominated William S. Wellons for a second term.

6. Appointments to Boards and Committees

- A. Cumberland County Home and Community Care Block Grant Committee (3 Vacancies)

Nominees:

Older Consumer:

Deborah J. Atkinson (Reappointment)
Annie R. Hasan (Reappointment)

Aging Service Provider:

Mary Brymer (Reappointment)

- B. Cumberland County Local Emergency Planning Committee (1 Vacancy)

Nominee:

Health Representative:

Greg Phillips

- C. Farm Advisory Board (3 Vacancies)

Nominees:

Farmer Position:

Kevin West

Natural Resource Conservation Service:

Clifton McNeill, Jr. (Reappointment)

Farm Bureau Representative:

David Gillis (Reappointment)

- D. Fayetteville Area Convention and Visitors Bureau (1 Vacancy)

Nominee:

Hotels/Motels Under 100 Rooms Representative: Manish Mehta (Reappointment)

E. Joint Appearance Commission (1 Vacancy)

Nominee: Matthew Auman McLean (Reappointment)

F. Minimum Housing Appeals Board (1 Vacancy)

Nominee: Linda Amos

There being an equal number of vacancies and nominees,

MOTION: Commissioner Council moved to appoint by acclamation all nominees to their respective positions.

SECOND: Commissioner Melvin

VOTE: UNANIMOUS (7-0)

7. Closed Session: A. Economic Development Matter(s)
Pursuant to NCGS 143-318.11(a)(4)

MOTION: Commissioner Faircloth moved to go into closed session for economic development matter(s) pursuant to NCGS 143-318.11(a)(4).

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Council moved to go into open session.

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Council moved to adjourn.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0)

There being no further business, the meeting adjourned at 10:03 a.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board